



**MINUTES OF THE REGULAR MEETING
OF THE
CIVIL SERVICE BOARD OF THE CITY OF ALAMEDA
WEDNESDAY, July 7, 2021**

1. **CALL TO ORDER**

The meeting was called to order at 5:01 p.m. by President, Marguerite Malloy.

2. **ROLL CALL:**

PRESENT: President Marguerite Malloy, Vice President Troy Hosmer, Members Bob Barde, Human Resources Director and Executive Secretary of the Civil Service Board, Nancy Bronstein

ABSENT: Members Donna Hom, April Madison-Ramsey

STAFF PRESENT:

Chris Low, Senior Human Resources Analyst
Sabina Netto, Senior Human Resources Analyst
Jessica Romeo, Senior Human Resources Analyst
Steve Woo, Human Resources Analyst II
Nafisah Ali, Human Resources Analyst I
Chad Barr, Administrative Technician II

3. **SPECIAL PRESENTATION:**

Lisa Foster gave presentation of Draft Vision Zero Action Plan to Eliminate Traffic Fatalities and Severe Injuries by 2040.

4. **CONSENT CALENDAR:**

MINUTES OF THE CIVIL SERVICE BOARD MEETING OF APRIL 7, 2021

President Malloy moved to accept consent calendar. Seconded by Member Barde, passed by a 3-0 roll call vote.

5. **REGULAR AGENDA ITEMS:**

5-A. SUMMARY REPORT OF EXAMINATION ELIGIBLE LISTS AND CLASSIFICATIONS FOR JULY 7, 2021

5-A-i. ELIGIBLE LIST ESTABLISHED DATE ESTABLISHED EXAM NO.
(March 1, 2021 – May 31, 2021)

Administrative Technician II	03/16/2021	2020-1465-01
Administrative Technician III	03/16/2021	2021-1460-01
Assistant City Attorney I	05/18/2021	2021-1015-01
Assistant Engineer	03/22/2021	2021-3120-01
Associate Civil Engineer	03/22/2021	2021-3140-01
Deputy City Attorney II	05/18/2021	2021-1017-01
Energy Resources Analyst	04/06/2021	2021-7075-01
Financial Services Manager	04/28/2021	2021-1695-01
Fire Apparatus Operator - Promotional	05/18/2021	2021-4505-01
Fire Captain – Promotional	03/29/2021	2021-4520-01
Human Resources Analyst II – Promotional	05/13/2021	2021-1260-01
Librarian	04/26/2021	2021-3530-01
Maintenance Worker II	04/27/2021	2021-2520-01
Park Maintenance Foreperson – Promotional	03/18/2021	2021-5230-01
Permit Technician II – Promotional	05/03/2021	2020-3270-01
Police Lieutenant – Promotional	05/11/2021	2021-4020-01
Public Works Maintenance Foreperson – Electrical/ Pump Station	04/27/2021	2021-2555-01
Public Works Maintenance Foreperson – Sewer/Storm	04/28/2021	2021-2555-02
Senior Combination Building Inspector – Promotional	03/31/2021	2021-3242-01
Senior Energy Resources Analyst	04/06/2021	2021-7073-01

5-A-ii. CONTINUOUS ELIGIBLE LISTS DATE FIRST ESTABLISHED EXAM NO.

Electrical Equipment Superintendent	12/23/2020	2020-7711-01
Journey Lineworker	12/30/2020	2020-7775-01
Line Superintendent	05/06/2021	2021-7702-01
Police Officer – Academy Graduate	02/17/2021	2021-4040-01
Police Officer – Pre-Graduate Academy Attendee	03/29/2021	2021-4040-02
Police Officer – Lateral	01/07/2021	2020-4040-01
Police Officer – Recruit	02/25/2021	2021-4057-01
Public Safety Dispatcher	05/13/2021	2021-4074-01
Substation & Meter Supervisor	03/25/2021	2021-7750-01

5-A-iii. ELIGIBLE LIST EXTENDED DATE ESTABLISHED EXAM NO.

Associate Civil Engineer (Associate Civil & Transportation Engineer)	10/22/2020	2020-3140-01
Gardener	03/10/2020	2020-7120-01

Maintenance Worker II	11/05/2019	2019-2520-03
Park Manager – Promotional	10/28/2020	2020-5145-01
Police Sergeant	04/22/2020	2020-4030-01
Recreation Assistant	03/20/2020	2020-5114-01
Senior Librarian	10/30/2020	2020-3540-01
Senior Management Analyst	10/03/2019	2019-1408-01
Sustainability and Resilience Manager	11/03/2020	2020-1406-01
Utility Energy Analyst (Utility Program Manager)	09/16/2020	2020-7630-01

**5-A-iv. ELIGIBLE LIST EXPIRED/
CANCELLED/EXHAUSTED** **DATE ESTABLISHED** **EXAM NO.**

Assistant City Attorney II (Prosecutor)	11/12/2019	2019-1013-01
Assistant Engineer	03/22/2021	2021-3120-01
Building Code Compliance Officer	06/17/2019	2019-2077-01
Combination Building Inspector II	05/15/2019	2019-3245-01
Deputy City Attorney II (Prosecutor)	11/12/2019	2019-1017-02
Energy Resources Analyst	04/06/2021	2021-7075-01
Fire Captain – Promotional	03/29/2021	2021-4520-01
Human Resources Analyst II – Promotional	05/13/2021	2021-1260-01
Office Assistant (Investigations Division Office Assistant)	04/16/2019	2019-1550-01
Park Manager - Promotional	10/28/2020	2020-5145-01
Permit Technician II – Promotional	05/03/2021	2020-3270-01
Technology Services Coordinator – (Public Safety Technology Service Coordinator)	10/22/2019	2019-1670-01
Senior Combination Building Inspector – Promotional	03/31/2021	2021-3242-01
Senior Energy Resources Analyst	04/06/2021	2021-7073-01
System Operator Trainee – Promotional	03/06/2019	2019-7761-01

5-B. Activity Report – Period of March 1, 2021 through May 31, 2021.

FULL-TIME HIRES

DATE	DEPARTMENT	JOB CLASSIFICATION
03/01/21	AMP	System Operator
03/01/21	Library	Library Technician
03/03/21	Public Works	PW Project Manager III
03/09/21	Recreation & Park	Recreation Assistant
03/29/21	Fire	Firefighter x6
04/06/21	AMP	Utility Energy Analyst
04/12/21	Police	Police Officer x 3
04/25/21	Community Development	Community Development Director
05/08/21	Public Works	Assistant Engineer

PROMOTIONS

DATE	DEPARTMENT	JOB CLASSIFICATION
03/01/21	Public Works	Public Works Supervisor x 2
03/29/21	Recreation & Park	Park Maintenance Foreperson
04/11/21	Fire	Fire Captain x 2
04/12/21	Planning, Building, & Transportation	Senior Combination Building Inspector
05/23/21	Human Resources	Human Resources Analyst II
05/24/21	Planning, Building & Transportation	Permit Technician II
05/24/21	Public Works	PW Maintenance Foreperson

RETIREMENTS

DATE	DEPARTMENT	JOB CLASSIFICATION
03/25/21	Community Development	Base Reuse Manager
03/31/21	Fire	Fire Captain
04/01/21	AMP	Engineering Office Assistant
04/05/21	AMP	Chief System Operator
05/07/21	IT	Computer Services Technician
05/20/21	Human Resources	Administrative Technician III

SEPARATIONS

DATE	DEPARTMENT	JOB CLASSIFICATION
03/03/21	Finance	Financial Services Manager
03/21/21	Police	Public Safety Dispatcher
04/08/21	Public Works	Program Specialist II
04/29/21	AMP	Line Superintendent
05/04/21	IT	Technology Services Coordinator
05/06/21	Library	Library Technician
05/07/21	Public Works	Supervising Civil Engineer
05/20/21	AMP	Journey Lineworker
05/21/21	AMP	Utility Analyst
05/24/21	Recreation & Park	Gardener
05/27/21	Community Development	Development Manager

5-C. LIST OF SPECIFICATIONS

Existing Classification Specification Revision:

- Computer Services Technician

New Classification Specifications:

- Crime Analyst

Member Barde voiced some concern regarding the Crime Analyst position. Member Barde asked what the intent of the City Council was with the position. Director Bronstein stated it is a common class in police departments to get better data on what crimes are happening and finding better ways to respond. It is a statistical position, crunching numbers, for example, how to handle mental health calls. Council gave direction in the last Council meeting on how to handle mental health calls.

Member Barde continued to explain his concern that this job and data is heavy on standard methods of policing and recent discussions about who is being policed and how interactions with public are being evaluated, with not much attention being paid to victims or equity or adverse interactions. President Malloy stated she believed Member Barde is speaking to who uses the data and is that data used for policy to reinforce that status quo. Director Bronstein noted that without the data it is hard to know what is working. President Malloy continued that the CSB role is not to speak to political policy, cultural competency, or emotional intelligence of how the data is used. Director Bronstein noted that the Council will see the information collected and then can say this is not the data we need.

President Malloy moved to approve items 5-A-I, 5-A-ii, 5-Aiii, 5-A-iv, 5-B and 5-C. Seconded by Vice President Hosmer, passed by a 3-0 roll call vote.

6. **ORAL COMMUNICATIONS, NON-AGENDA (PUBLIC COMMENT)**

No comment from public.

7. **CIVIL SERVICE BOARD COMMUNICATIONS (COMMUNICATIONS AND REQUESTS FROM THE BOARD)**

Member Barde asked to get information regarding the decision of the special meeting, to hear if the long and short term outcome was a good decision. President Malloy asked that Director Bronstein provide information by reaching out to Member Barde rather than discuss in open meeting.

8. **CIVIL SERVICE BOARD COMMUNICATIONS (COMMUNICATIONS FROM STAFF)**

HR Director Bronstein informed the Board about the City implementing a new human resources information and finance system and with the work load, providing data reports is challenging. We are concerned about the volume of work and amount of time it has taken so far, but hope to be able to provide data in December.

President Malloy wondered if we wanted to consider developing a 1 or 2 page handout related to hearing rules to provide to the public so they understand what to expect when these infrequently happen.

9. **CONFIRMATION OF NEXT CIVIL SERVICE BOARD MEETING**

Future meetings were confirmed for Wednesday, 5:00 PM on October 6, 2021.

10. **ADJOURNMENT**

Meeting was adjourned at 5:30 p.m.

Respectfully submitted,

A handwritten signature in grey ink, appearing to be 'Nancy Bronstein', written over a horizontal line.

Nancy Bronstein, Human Resources Director
and
Executive Secretary to the Civil Service Board