



CIVIL SERVICE BOARD MEETING MINUTES

Date: June 21, 2018

OPEN SESSION 5:30 p.m.

City Hall, One Frank H. Ogawa Plaza, Hearing Room 1

BOARD MEMBERS: Chair, Andrea Gourdine (Absent); Vice Chair, David Jones (Absent); Lauren Baranco; Yvonne Hudson-Harmon (Acting Chair); Christopher Johnson; Carmen Martinez; Beverly A. Williams

STAFF TO THE BOARD: Ian Appleyard, HRM Director/Secretary to the Board
Greg Preece, HRM Manager/Staff to the Board
Tabitha Pulliam, HRM Technician/Staff to the Board
Michelle Meyers, Senior Deputy City Attorney

OPEN SESSION AGENDA

ROLL CALL

1) OPEN FORUM:

- **Al Marshall – Labor Activists**
- **Tim Glasper – SEIU Member**

Note: Acting Chairperson Hudson-Harmon requested that the HRM Director return with a report regarding the transfer process between the City of Oakland and the Port for the classifications of Sewer Maintenance Worker and Painter.

2) CONSENT CALENDAR:

- a) Approval of Employee Requests for Leave of Absence
 - Police Department
 - Library
- b) Approval of Revised Classification Specification
 - Human Resources Technician, Senior
 - Park Supervisor I
 - Tree Supervisor I

44891 A motion was made by Board Member Williams and seconded by Board Member Johnson to approve the Requests for Leave of Absence and the Revised Classification Specifications. The motion passed unanimously.

Votes: Board Member Ayes: 5 – Baranco, Hudson-Harmon, Johnson, Martinez, Williams

Board Member Noes: None

Board Member Abstentions: None

Board Members Absent: Gourdine, Jones

3) OLD BUSINESS:

- a) Approval of April 19, 2018 Civil Service Board Meeting Minutes

Note: Approval of the April 19, 2018 Board meeting minutes will be held over to the Board Meeting in July consistent with last month's lack of majority vote.

- b) Approval of May 17, 2018 Civil Service Board Meeting Minutes

44892 A motion was made by Board Member Williams and seconded by Board Member Johnson to approve the May 17, 2018 Board meeting minutes with a correction to Member Johnson's last name. The motion passed.

Votes: Board Member Ayes: 4 – Baranco, Johnson, Martinez, Williams

Board Member Noes: None

Board Member Abstentions: Hudson-Harmon

Board Members Absent: Gourdine, Jones

- c) Determination of Schedule of Outstanding Board Items

Report received and filed

- d) Informational Report on the Status of Temporary Assignments for Temporary Contract Service Employees (TCSEs) and Exempt Limited Duration Employees (ELDEs) Including a Report of the Names, Hire Dates, and Departments of all ELDEs and TCSEs in Accordance with the Memorandum of Understanding Between the City and Local 21

Report received and filed

4) NEW BUSINESS:

- a) Approval of a New Classification Specification for Police Communications Dispatcher, Senior

44893 A motion was made by Board Member Johnson and seconded by Board Member Baranco to Approve the New Classification Specification for Police Communications Dispatcher, Senior. The motion passed unanimously.

Votes: Board Member Ayes: 5 – Baranco, Hudson-Harmon, Johnson, Martinez, Williams

Board Member Noes: None

Board Member Abstentions: None

Board Members Absent: Gourdine, Jones

CLOSED SESSION AGENDA

ROLL CALL

The Civil Service Board Will Convene in Closed Session and will Report out any Final Decisions in Open Session Before Adjourning the Meeting pursuant to California Code Section 54957.6:

- 1) **Personnel Matter for Public Employees: Review of the Hearing Officer's Findings for Civil Service Board Case No. OPD-2016-AP02**
- 2) **Personnel Matter for Public Employees: Review of Hearing Officer's Findings for Civil Service Board Case No. OPD-2015-AP03**

Pursuant to California Government Code Section 54957 – Public Employee Discipline/Dismissal/Release *An appellant must notify the Civil Service Board in writing if he/she wishes to have a personnel matter heard in open session.*

OPEN SESSION AGENDA

1) **REPORT OF ACTIONS TAKEN IN CLOSED SESSION**

- a) In the matter of Personnel Matter for Public Employees: Review of the Hearing Officer's Findings (OPD-2016-AP02), Senior Deputy City Attorney, Michelle Meyers reported that the Civil Service Board Sustains the findings of the Arbitrator.
- b) In the matter of Personnel Matter for Public Employees: Review of the Hearing Officer's Findings (OPD-2015-AP03), Senior Deputy City Attorney, Michelle Meyers reported that the Civil Service Board Sustains the findings of the Arbitrator.

2) **OPEN FORUM:**

- **Belinda Calvin:** Ms. Calvin did not submit a speaker card to speak during the regularly scheduled Open Forum at the outset of the meeting; however, at the conclusion of the meeting, she requested an opportunity to address the Board. The Board granted her request.

3) **ADJOURNMENT**

NOTE: The Civil Service Board meets on the 3rd Thursday of each month. The next meeting is scheduled to be held on Thursday, July 19, 2018. All materials related to agenda items must be submitted by Thursday, July 5, 2018. For any materials over 100 pages, please also submit an electronic copy of all materials.

Submit items via email or U.S. Mail to:

City of Oakland - Civil Service Board
150 Frank H. Ogawa Plaza, 2nd floor
Oakland, CA 94612
civilservice@oaklandnet.com



Do you need an ASL, Cantonese, Mandarin or Spanish interpreter or other assistance to participate? Please email civilservice@oaklandnet.com or call (510) 238-3112 or (510) 238-3254 for TDD/TTY five days in advance.

¿Necesita un intérprete en español, cantonés o mandarín, u otra ayuda para participar? Por favor envíe un correo electrónico civilservice@oaklandnet.com o llame al (510) 238-3112 o al (510) 238-3254 Para TDD/TTY por lo menos cinco días antes de la reunión. Gracias.

你需要手語, 西班牙語, 粵語或國語翻譯服務嗎? 請在會議前五個工作天電郵 civilservice@oaklandnet.com 或致電 (510) 238-3112 或 (510) 238-3254 TDD/TTY