



CIVIL SERVICE BOARD MEETING MINUTES

Date: May 16, 2019

OPEN SESSION 5:30 p.m.

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

BOARD MEMBERS: Chair, Andrea Gourdine (Arrived 5:40); Vice Chair, Christopher Johnson; Lauren Baranco; Yvonne Hudson-Harmon (Absent); Brooke Levin; 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

Note: Vice Chair Johnson called the meeting to order.

1) OPEN FORUM:

No speakers

2) UPDATES, SECRETARY TO THE BOARD:

Secretary to the Board, Ian Appleyard, introduced new Board Member Brooke Levin.

General Recruitment and Classification Updates.

3) APPROVAL OF THE MAY 16, 2019 CIVIL SERVICE BOARD MEETING AGENDA:

44932 A motion was made by Vice Chairman Johnson and seconded by Board Member Williams to approve the May 16, 2019 Civil Service Board Meeting Agenda with an amendment to withdraw item #1 on the Closed Session Agenda: Personnel Matter for Public Employee: 6.06 Appeal of Removal of Employee During the Probationary Period: (A. Sabwa). The motion passed unanimously.

Votes: Board Member Ayes: 6 – Gourdine, Baranco, Johnson, Levin, Martinez
Williams

Board Member Noes: None
Board Member Abstentions: None
Board Members Absent: Hudson-Harmon

4) CONSENT CALENDAR:

a) Ratification of Provisional Appointment

- Accountant II
- Administrative Services Manager II

b) Approval of Employee Requests for Leave of Absence

- Library Aide, PPT
- Library Assistant, PPT

c) Approval of Revised Classification Specifications

- Accounting Supervisor
- Inspector General
- Reprographics Shop Supervisor

44933 A motion was made by Board Member Williams and seconded by Board Member Martinez to approve the Ratification of Provisional Appointments, the Employee Requests for Leave of Absence and the Revised Classification Specifications. The motion passed unanimously.

Votes: Board Member Ayes: 6 – Gourdine, Baranco, Johnson, Levin, Martinez,
Williams

Board Member Noes: None
Board Member Abstentions: None
Board Members Absent: Hudson-Harmon

5) OLD BUSINESS:

a) Approval of April 18, 2019 Civil Service Board Meeting Minutes

44934 A motion was made by Board Member Baranco and seconded by Board Member Williams to approve the April 18, 2019 Civil Service Board Meeting Minutes. The motion passed.

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

Board Member Noes: None

Board Member Abstentions: Johnson, Levin

Board Members Absent: Hudson-Harmon

b) Determination of Schedule of Outstanding Board Items

Report received and filed

c) 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

d) Update on Common Classification Study

Report received and filed

~~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 Government Code Section 54957.6:

~~1) Personnel Matter for Public Employee: 6.06 Appeal of Removal of Employee During the Probationary Period: OPD-2019-AP01 (A. Sabwa)~~

WITHDRAWN

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

OPEN SESSION AGENDA

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

2) ADJOURNMENT

NOTE: The Civil Service Board meets on the 3rd Thursday of each month. The next meeting is scheduled to be held on Thursday, June 20, 2019. All materials related to agenda items must be submitted by Thursday, June 6, 2019. 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@oaklandca.gov



Do you need an ASL, Cantonese, Mandarin or Spanish interpreter or other assistance to participate? Please email civilservice@oaklandca.gov 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@oaklandca.gov 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@oaklandca.gov 或致電 (510) 238-3112 或 (510) 238-3254 TDD/TTY