



CIVIL SERVICE BOARD MEETING MINUTES

Date: December 8, 2016

OPEN SESSION 5:30 p.m.

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

BOARD MEMBERS: Chair, Andrea Gourdine; Vice Chair, David Jones; Alex Drexel; Lauren Baranco; Yvonne Hudson-Harmon; Christopher Johnson; Jeffrey Levin

STAFF TO THE BOARD: Ian Appleyard, HRM Director/Secretary to the Board
 Kip Walsh, HRM Manager/Staff to the Board
 Michelle Meyers, Deputy City Attorney
 Sean Flaherty, HR Technician/Staff to the Board

OPEN SESSION AGENDA

ROLL CALL

1) OPEN FORUM

2) CONSENT CALENDAR:

- a) Approval of Revised Classification Specifications
- Head Start Health & Nutrition Coordinator (formerly Head Start Nutrition Coordinator)
 - Neighborhood Services Coordinator
 - Senior Port Strategic Planner (Port of Oakland)

44833 A motion was made by Board Member Hudson-Harmon and seconded by Board Member Levin to approve the items on the Consent Calendar. The motion passed.

Votes: Board Member Ayes: 6 – Baranco, Gourdine, Hudson-Harmon, Johnson, Jones, Levin
 Board Member Noes: None
 Board Member Abstentions: 0 – None
 Board Members Absent: 1 – Drexel

3) OLD BUSINESS:

- a) Approval of November 17, 2016 Civil Service Board Meeting Minutes

44834 A motion was made by Board Member Johnson and seconded by Board Member Baranco to approve the November 17, 2016 Civil Service Board Meeting Minutes. The motion passed.

Votes: Board Member Ayes: 6 – Baranco, Gourdine, Hudson-Harmon, Johnson, Jones, Levin
Board Member Noes: None
Board Member Abstentions: 0 – None
Board Members Absent: 1 – Drexel

- b) Determination of Schedule of Outstanding Board Items
a. No New Items to Schedule

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

Received and filed.

4) NEW BUSINESS:

- a) New Classification Specification:

- Fire Boat Attendant

44835 A motion was made by Board Member Johnson and seconded by Board Member Levin to approve the Fire Boat Attendant New Job Classification. The motion passed.

Votes: Board Member Ayes: 6 – Baranco, Gourdine, Hudson-Harmon, Johnson, Jones, Levin
Board Member Noes: None
Board Member Abstentions: 0 – None
Board Members Absent: 1 – Drexel

b) New Classification Specification:

- Head Start ERSEA and Data Program Coordinator

44836 A motion was made by Board Member Jones and seconded by Board Member Johnson to approve the Head Start ERSEA and Data Program Coordinator New Classification Specification. The motion passed.

Votes: Board Member Ayes: 6 – Baranco, Gourdine, Hudson-Harmon, Johnson, Jones, Levin
Board Member Noes: None
Board Member Abstentions: 0 – None
Board Members Absent: 1 – Drexel

c) Classification Equivalency Study Presentation

The Board continued the item until the next Civil Service Board Meeting.

5) ADJOURNMENT

6:19 PM

NOTE: The Civil Service Board meets on the 3rd Thursday of each month. The next meeting is scheduled to be held on Thursday, January 19, 2017. All materials related to agenda items must be submitted by Thursday, January 12, 2017. 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