



CIVIL SERVICE BOARD MEETING AGENDA

Date: April 20, 2023

OPEN SESSION 5:30 p.m.

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

BOARD MEMBERS: Chairperson, Yvonne Hudson- Harmon; Vice Chair, Lauren Baranco; Michael Brown; Brooke Levin (Absent); Beverly A. Williams

STAFF TO THE BOARD: Ian Appleyard, HRM Director/Secretary to the Board
Tina Pruett, Human Resources Manager/Staff to the Board
Marijess De Guzman, Human Resource Technician/Staff to the Board
Caryl Casden, Attorney to the Board

The following options may be available to observe this meeting:

Online video teleconference (via ZOOM):

Click on the link to join the webinar:

<https://us02web.zoom.us/j/86900035016?pwd=QTJwZ0JHSHIvWHRJa2lIT1RDZFFpQT09>

Meeting ID: 869 0003 5016 Passcode: CSB2023

One tap mobile

+16694449171,,86900035016#,,,*6922601# US

+16699006833,,86900035016#,,,*6922601# US (San Jose)

Please note: the Zoom link and access number are to view/listen to the meetings only, not for participation

• Telephone: Dial (for higher quality, dial a number based on your current location): +1 669 444 9171 US or +1 669 900 6833 US (San Jose) or +1 253 205 0468 US or +1 253 215 8782 US (Tacoma) or +1 346 248 7799 US (Houston) or +1 719 359 4580 US or +1 646 931 3860 US or +1 689 278 1000 US or +1 929 205 6099 US (New York) or +1 301 715 8592 US (Washington DC) or +1 305 224 1968 US or +1 309 205 3325 US or +1 312 626 6799 US (Chicago) or +1 360 209 5623 US or +1 386 347 5053 US or +1 507 473 4847 US or +1 564 217 2000 US

Webinar ID: 869 0003 5016 Passcode: 6922601

Find your local number: <https://us02web.zoom.us/j/86900035016?pwd=QTJwZ0JHSHIvWHRJa2lIT1RDZFFpQT09>

OPEN SESSION AGENDA

ROLL CALL

Note: Chairperson Hudson-Harmon called the meeting to order.

1) PUBLIC COMMENT:

**COMMENTS ON ALL AGENDA ITEMS AND ITEMS NOT ON THE AGENDA
WILL BE TAKEN AT THIS TIME.**

No speakers

**2) APPROVAL OF THE APRIL 20, 2023 CIVIL SERVICE BOARD
MEETING AGENDA**

ACTION

45196 A motion was made by Member Williams and seconded by Vice Chair Baranco to approve the April 20, 2023 Civil Service Board Meeting Agenda.

Votes: Board Member Ayes: – Baranco, Brown, Hudson-Harmon, Williams

Board Member Noes: None

Board Member Abstentions: None

Board Members Absent: Levin

3) UPDATES, SECRETARY TO THE BOARD

INFORMATION

4) CONSENT CALENDAR:

ACTION

a) Approval of Provisional Appointment (0)

- There are no Provisional Appointments this month.

b) Approval of Employee Requests for Leave of Absence (10)

- Oakland Fire Department (2)
- Oakland Economic & Workforce Development Department (1)
- Oakland Department of Transportation (1)
- Oakland Housing and Community Development (1)
- Oakland Office of the City Attorney (1)
- Oakland Police Department (1)
- Oakland Public Library Department (3)

c) Approval of Revised Classification Specifications (1)

- Ethics Analyst II

45197 A motion was made by Member Williams and seconded by Member Brown to approve the April 20, 2023 Consent Calendar.

Votes: Board Member Ayes: – Baranco, Brown, Hudson-Harmon, Williams

Board Member Noes: None

Board Member Abstentions: None

Board Members Absent: Levin

6) OLD BUSINESS:

- a) Approval of March 16, 2023 Civil Service Board Meeting Minutes ACTION

45198 A motion was made by Member Brown and seconded by Member Williams to approve the March 16, 2023 Regular Meeting Minutes.

Votes: Board Member Ayes: – Baranco, Brown, Hudson-Harmon, Williams

Board Member Noes: None

Board Member Abstentions:

Board Members Absent: Levin

- b) Determination of Schedule of Outstanding Board Items INFORMATION

- 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 ELDE's and TCSEs in Accordance with the Memorandum of Understanding Between the City and Local 21 INFORMATION

- d) Quarterly Update Regarding Measure Q Hiring Efforts ACTION

- Request from Secretary to the Board to discontinue Quarterly Measure Q Updates

45199 A motion was made by Member Brown and seconded by Member Williams to remove the Quarterly Measure Q Report but allow any future issues related to Measure Q hiring efforts to come back to the Civil Service Board for review as needed.

Votes: Board Member Ayes: – Baranco, Brown, Hudson-Harmon, Williams

Board Member Noes: None

Board Member Abstentions:

Board Members Absent: Levin

7) NEW BUSINESS:

- a) Quarterly Update per Section 3.04(f) of the Personnel Manual of the Civil Service Board ("Civil Service Rules") Providing Status of all Classification Studies Currently Under Review INFORMATION

- b) Leave of Absence Approval Process INFORMATION

- Director Appleyard discussed leave of absence approval process. Will be conducting analysis and will bring recommendations to the Board.

INFORMATION

- c) Call center contact information related to City's ransomware attack (866) 869-1861. It is open Monday through Friday, 8:00 AM to 5:00 PM, Pacific Time.

8) ADJOURNMENT

45200 A motion was made by Member Williams and seconded by Member Brown to adjourn the meeting.

Votes: Board Member Ayes: – Baranco, Brown, Hudson-Harmon, Williams
Board Member Noes: None
Board Member Abstentions: None
Board Members Absent: Levin

NOTE: The Civil Service Board meets on the 3rd Thursday of each month. The next meeting is scheduled to be held on Thursday, May 18, 2023. All materials related to agenda items must be submitted by Thursday, May 4, 2023. 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



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