



## APRIL CIVIL SERVICE BOARD MEETING AGENDA MINUTES

**Date: April 18th, 2024**

**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; Beverly A. Williams

**STAFF TO THE BOARD:**  
Mary Hao, HRM Director/Secretary to the Board  
Tina Pruett, Human Resources Manager/Staff to the Board  
Amber Lyttle, Human Resources Manager/Staff to the Board  
Ayana Smith, Administrative Assistant II/Staff to the Board  
Meeti Sudame, Attorney to the Board

The following options will be available to observe this meeting:

Online video teleconference (via ZOOM):

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/84770081425?pwd=N0V1VTEyeTZnRjdvUDBhQ09oaUZWQT09>

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### OPEN SESSION AGENDA

#### ROLL CALL

##### 1) PUBLIC COMMENT:

**Public comments expressed by one speaker.**

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

**2) APPROVAL OF THE APRIL 18, 2024, CIVIL SERVICE BOARD MEETING AGENDA** ACTION

**45247 Member Williams motioned to approve the April 18 2024 Civil Service Board Meeting agenda, seconded by Member Brown.**

**Votes:**

**Board Member Ayes: -Hudson-Harmon, Baranco, Brown, Williams**

**Board Member Noes: None**

**Board Member Abstentions: None**

**Board Members Absent: None**

**3) UPDATES, SECRETARY TO THE BOARD** INFORMATION

**4) CONSENT CALENDAR:** ACTION

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

- Department of Transportation (1)
- Department of Finance (2)
- Human Resources Management (1)
- Oakland Police Department (3)
- Oakland Public Library (3)

b) Approval of Revised Classification Specifications (2)

- Process Coordinator III
- Planning Inspector, Supervising

**45248 Member Williams motioned to approve the March 21, 2024 Consent Calendar, seconded by Member Brown.**

**Votes:**

**Board Member Ayes: -Hudson-Harmon, Baranco, Brown, Williams**

**Board Member Noes: None**

**Board Member Abstentions: None**

**Board Members Absent: None**

**5) OLD BUSINESS:**

- a) Approval of March 21, 2024 Civil Service Board Meeting Minutes ACTION

**45249 Member Brown motioned to approve the March 21, 2024 Civil Service Board Meeting Agenda Minutes seconded by Vice Chair Baranco.**

**Votes:**

**Board Member Ayes: -Hudson-Harmon, Baranco, Brown, Williams**

**Board Member Noes: None**

**Board Member Abstentions: None**

**Board Members Absent: None**

- 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

**6) 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

**7) ADJOURNMENT**

**45250 Member Williams motioned to adjourn the meeting, seconded by Member Brown.**

**Votes:**

**Board Member Ayes: -Hudson-Harmon, Baranco, Brown, Williams**

**Board Member Noes: None**

**Board Member Abstentions: None**

**Board Members Absent: None**

NOTE: The Civil Service Board meets on the 3rd Thursday of each month. The next meeting is scheduled to be held on Thursday, May 16, 2024. All materials related to agenda items must be submitted by Thursday, May 2, 2024. 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, 2<sup>nd</sup> floor  
Oakland, CA 94612



Do you need an ASL, Cantonese, Mandarin or Spanish interpreter or other assistance to participate? Please email [civilservice@oaklandca.gov](mailto: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](mailto: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](mailto:civilservice@oaklandca.gov)

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