



## CIVIL SERVICE BOARD MEETING MINUTES

**Date: August 17, 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; Beverly A. Williams

**STAFF TO THE BOARD:** Mark Love, Interim 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):

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**Meeting ID: 869 0003 5016 Passcode: CSB2023**

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### 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 AUGUST 17, 2023 CIVIL SERVICE BOARD MEETING AGENDA** ACTION

**45214 A motion was made by Member Williams and seconded by Member Brown to approve the August 17, 2023 Civil Service Board Meeting Agenda.**

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 Provisional Appointments (5)

- Human Resources Management Department (1)
- Human Services Department (4)

## b) Approval of Employee Requests for Leave of Absence (3)

- Oakland Economic and Workforce Development Department (1)
- Oakland Public Library Department (2)

## c) Approval of Revised Classification Specifications

- There are no revised classifications specifications this month.

**45215 A motion was made by Member Brown and seconded by Vice Chair Baranco to approve the August 17, 2023 Consent Calendar.**

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 July 20, 2023 Civil Service Board Meeting Minutes ACTION

**45216 A motion was made by Member Williams and seconded by Vice Chair Baranco to approve the July 20, 2023 Regular Meeting Minutes.**

**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) Approval of New Classification for Triangle Incident Response Coordinator ACTION

**45217 A motion was made by Member Brown and seconded by Vice Chair Baranco to approve the New Classification Specification for Triangle Incident Response Coordinator**

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

- b) 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

**45218 A motion was made by Member Williams and seconded by Member Brown to adjourn the meeting.**

**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, September 21, 2023. All materials related to agenda items must be submitted by Thursday, September 07, 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, 2<sup>nd</sup> floor  
Oakland, CA 94612



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