



CIVIL SERVICE BOARD MEETING MINUTES

Date: May 18, 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
Yasmin Macariola, Attorney to the Board

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 MAY 18, 2023 CIVIL SERVICE BOARD MEETING AGENDA ACTION

45201 A motion was made by Member Williams and seconded by Member Brown to approve the May 18, 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: 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 (5)
- Oakland Public Library Department (5)
- c) Approval of Revised Classification Specifications (2)
- Park Supervisor I
 - Community Intervention Specialist (MACRO)

45202 A motion was made by Member Brown and seconded by Member Williams to approve the May 18, 2023 Consent Calendar.

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

5) OLD BUSINESS:

- a) Approval of April 20, 2023 Civil Service Board Meeting Minutes ACTION

45203 A motion was made by Member Brown and seconded by Member Williams to approve the April 20, 2023 Regular Meeting Minutes with a correction that there is no Item 5 listed on the Agenda.

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

6) NEW BUSINESS:

- There is no New Business this month.

45204 A motion was made by Member Brown and seconded by Member Williams to adjourn the Open Session.

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

45205 A motion was made by Member Brown and seconded by Member Williams to open the Closed Session.

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

CLOSED SESSION AGENDA

ROLL CALL

The Civil Service Board will Convene in Closed Session pursuant to California Government Code Section 54957 and will Report Out any Final Decisions in Open Session Before Adjourning the Meeting pursuant to California Government Code Section 54957.1:

1) Personnel Matter for Public Employee: 6.04 – Appeal of Probationary Release: HRM-2023-AP01

The decision of the Board is to sustain the City’s position in this matter. The Board did not find that the appellant met his burden of proof based on Rule 6.06 A to C or 6.07 B and based on that the Board is sustaining the action taken by the City. The decision on this case was unanimous by the Board.

2) Personnel Matter for Public Employee: 9.07- Medical Separation: Port-2023-AP01

In a unanimous vote, the Board sustains action taken by the Port and denies the appeal pursuant to Port Personnel rule 9 section 9.08. The Board had a motion to not accept the additional evidence.

45206 A motion was made by Vice Chair Baranco and seconded by Member Williams to not accept the additional evidence.

Votes: Board Member Ayes: 4 – Hudson-Harmon, Baranco, Brown, Williams.

Board Member Noes: None
Board Member Abstentions: None
Board Members Absent: Levin

3) Personnel Matter for Public Employee: 6.04- Appeal of Probationary Release: Port-2023-AP02

In a vote of 3 to deny the appeal and 1 to grant the appeal, the final decision is to deny the appeal and sustain the action by the Port.

Due to having 1 vote that differs, the 3 to deny the appeal are Member Hudson-Harmon, Brown and Williams and the 1 to grant is Member Baranco.

Pursuant to California Government Code Section 54957 – Public Employee Discipline/Dismissal/Release *An appellant must notify the Civil Service Board in writing if they wish to have a personnel matter heard in open session.*

45207 A motion was made by Vice Chair Baranco and seconded by Member Williams to adjourn the Closed Session.

Votes: Board Member Ayes: 4 – Hudson-Harmon, Baranco, Brown, Williams.
Board Member Noes: None
Board Member Abstentions: None
Board Members Absent: Levin

OPEN SESSION AGENDA

45208 A motion was made by Member Williams and seconded by Vice Chair Baranco to return to Open Session

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

7) REPORT OF ACTIONS TAKEN IN CLOSED SESSION

Chair Hudson-Harmon reported that during Closed Session the Civil Service Board took the action of sustaining action taken by the City's decision regarding the probationary release and dismissal in Personnel Matter: HRM-2023-AP01. Chair Hudson-Harmon also reported that during Closed Session the Civil Service Board took the action of denying the appeal and upholding the Port's decision regarding the probationary release and dismissal in Personnel Matter Port-

2023-AP01 and Port 2023-AP02. The Board also denies the appeal and took motion to not accept the additional evidence.

8) OPEN FORUM

No speakers

9) ADJOURNMENT

45209 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: Levin

NOTE: The Civil Service Board meets on the 3rd Thursday of each month. The next meeting is scheduled to be held on Thursday, June 15, 2023. All materials related to agenda items must be submitted by Thursday, June 1, 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