



SPECIAL CIVIL SERVICE BOARD MEETING MINUTES

Date: November 30, 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
Meeti Sudame, 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=QTJwZ0JHSHivWHRJa211T1RDZFFpQT09>

Meeting ID: 869 0003 5016 Passcode: CSB2023

One tap mobile

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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

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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.**

Public comments expressed by two speakers.

**2) APPROVAL OF THE NOVEMBER 30, 2023 CIVIL SERVICE
BOARD MEETING AGENDA**

ACTION

**45228 Member Williams motioned to approve the November, 30, 2023
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

- Cordial introduction of Ayana Smith, new Staff to the Board
- Updates by Amber Lytle on the OPD Rapid Hiring event for Police Communications Operator and Police Communications Dispatcher.
- Updates on Job Fairs and Community Events

4) CONSENT CALENDAR:

ACTION

a) Approval of Provisional Appointments (1)

- Housing and Community Development Department

b) Approval of Employee Requests for Leave of Absence (8)

- Finance Department (1)
- Department of Transportation (1)
- Housing and Community Development Department (2)
- Oakland Parks, Recreation and Youth Development Department (2)
- Oakland Public Library Department (1)
- Office of the City Attorney (1)
- Oakland Police Department (1)

c) Approval of Revised Classification Specifications

- Marine Sports Program Coordinator.

**45229 Vice Chair Baranco motioned to amend the memo for the provisional
appointment of Administrative Analyst II, seconded by Member Williams.**

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

45230 Member Williams motioned to approve November 30th, 2023 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 October 26, 2023 Civil Service Board Meeting Minutes ACTION

45231 Vice Chair Baranco motioned to approve the October 26th 2023 Special Civil Service Board meeting minutes, Seconded by Member Williams.

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 specification for Mobile Assistant Community Responders of Oakland (MACRO) Supervisor

45232 Vice Chair Baranco motioned to approve new classification specifications for Mobile Assistance Community Responders of Oakland (MACRO) Supervisor, Seconded by Member Williams.

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

Board Member Noes: None

Board Member Abstentions: None

- b) Overview of Statement of Economic Interest Statements also know as Form 700 - City Clerks Office

7) ADJOURNMENT

45233 Vice Chair Baranco motioned to adjourn the meeting, seconded by Member Williams.

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, December 21, 2023. All materials related to agenda items must be submitted by Thursday, December 7, 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

:W;Jt (510) 238-3112 :W; (510) 238-3254 TDD/TTY