



SPECIAL CIVIL SERVICE BOARD MEETING MINUTES

Date: October 26, 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 will 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=QTJwZ0JHSHIvWHRJa2l1T1RDZFFpQT09>

Meeting ID: 869 0003 5016 Passcode: CSB2023

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

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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 OCTOBER 26, 2023 SPECIAL CIVIL
SERVICE BOARD MEETING AGENDA**

ACTION

**45223 A motion was made by Member Williams and seconded by Member Brown to
approve the October 26, 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

- Hiring optimization project updates

4) CONSENT CALENDAR:

ACTION

a) Approval of Provisional Appointments

- There are no provisional appointments this month.

b) Approval of Employee Requests for Leave of Absence (4)

- Department of Transportation (1)
- Human Services Department (2)
- Police Department (1)

c) Approval of Revised Classification Specifications (2)

- Human Resources Technician, Supervising
- Inspector General Program & Performance Auditor

**45224 A motion was made by Member Brown and seconded by Vice Chair
Baranco to approve the October 26, 2023 Consent Calendar.**

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

5) OLD BUSINESS:

- a) Approval of September 21, 2023 Civil Service Board Meeting Minutes ACTION

45225 A motion was made by Member Williams and seconded by Vice Chair Baranco to approve the September 21, 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 Specification for Oracle Database Administrator ACTION

45226 A motion was made by Member Brown and seconded by Vice Chair Baranco to approve the New Classification Specification for Oracle Database Administrator

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

45227 A motion was made by Member Williams and seconded by Vice Chair Baranco 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, November 16, 2023. All materials related to agenda items must be submitted by Thursday, November 2, 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