



NOVEMBER REGULAR CIVIL SERVICE BOARD MEETING AGENDA MINUTES (DRAFT)

Date: November 21, 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 Lytle, Human Resources Manager/Staff to the Board
Ayana Smith, Administrative Assistant II/Staff to the Board
Jady Leung, 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=N0V1VTEXeTZnRjdvUDBhQ09oaUZWQT09>

Passcode: CSB2024

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+16694449171,,84770081425#,,,,*7708206# US

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

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ROLL CALL

The roll call was conducted, and it was noted that all Board members were present:

• **Present:**

Chairperson Hudson-Harmon
Vice Chair Baranco
Member Brown
Member Williams

There were no absences or abstentions, indicating full attendance of the Board members.

1) PUBLIC COMMENT:

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

2) APPROVAL OF THE NOVEMBER 21, 2024, CIVIL SERVICE BOARD MEETING AGENDA

ACTION

45276 A motion was made by Member Williams and seconded by Member Brown to approve the agenda for the December 19, 2024, Regular Civil Service Board meeting agenda.

Votes:

Board Member Ayes: Chairperson Hudson-Harmon, Vice Chair Baranco, Member Brown, Member Williams

Noes: None

Abstentions: None

3) UPDATES, SECRETARY TO THE BOARD

INFORMATION

4) CONSENT CALENDAR:

ACTION

a) Approval of Provisional Appointment (2)

- Oakland Police Department
- Department of Violence Prevention

b) Approval of Employee Requests for Leave of Absence (5)

- Department of Finance (1)
- Department of Transportation (1)
- Oakland Parks, Recreation and Youth Development (1)
- Oakland Police Department (1)
- Oakland Public Library (1)
- Oakland Public Works (1)

c) Approval of Revised Classification Specifications (1)

- Transportation Planner, Supervising (*Formerly titled Transportation Planner, Senior*)

45277 A motion was made by Member Brown and seconded by Member Williams to approve the Consent Calendar for the November 21, 2024 Regular Civil Service Board meeting.

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

Noes: None

Abstentions: None

5) OLD BUSINESS:

a) Approval of the October 17, 2024, Civil Service Board Meeting Agenda Minutes.

ACTION

45278 A motion was made by Member Williams and seconded by Vice Chair Baranco to approve the October 17, 2024, Civil Service Board Meeting Agenda Minutes.

Votes:

Board Member Ayes: Chairperson Hudson-Harmon, Vice Chair Baranco, Member Brown, Member Williams

Noes: None

Abstentions: 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 Parking Control Technician II ACTION

45279 A motion was made by Member Brown and seconded Vice Chair Baranco to approve the New Classification Specification for Parking Control Technician II.

Votes:

Board Member Ayes: Chairperson Hudson-Harmon, Vice Chair Baranco, Member Brown, Member Williams

Noes: None

Abstentions: None

- a) Approval of New Classification Specifications for OAK311 Communications Center Specialist and OAK311 Communications Center Specialist, Senior ACTION

45280 A motion was made by Member Williams and seconded by Member Brown to approve the OAK311 Communications Center Specialist and OAK311 Communications Center Specialist, Senior new Classification Specifications.

Votes:

Board Member Ayes: Chairperson Hudson-Harmon, Vice Chair Baranco, Member Brown, Member Williams

Noes: None

Abstentions: None

- b) Approval of New Classification Specification for Data Analyst ACTION

45281 A motion was made by Member Brown and seconded by Member Williams to approve the Approval of New Classification Specification for Data Analyst

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

Noes: None

Abstentions: None

7) ADJOURNMENT

ACTION

45282 A motion was made by Member Williams and seconded by Member Brown to adjourn the November 21, 2024 Civil Service Board meeting.

Votes:

Board Member Ayes: Chairperson Hudson-Harmon, Vice Chair Baranco, Member Brown, Member Williams

Noes: None

Abstentions: 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 19, 2024. All materials related to agenda items must be submitted the first Thursday of the month. For any materials over 100 pages, please also submit an electronic copy of all materials.

Submit items via email or U.S. Mail to:

civilservice@oaklandca.gov

City of Oakland - Civil Service Board
150 Frank H. Ogawa Plaza, 2nd floor
Oakland, CA 94621



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/TT

