CITY OF OAKLAND

Civil Service Board Meeting Minutes
August 20, 2026

Date: August 20, 2026
Open Session: 5:30 p.m.
Location: City Hall, One Frank H. Ogawa Plaza, Hearing Room 3

Board Members: Chairperson, Michael Brown; Vice Chair, Rudy Gonzalez; Jennifer Benford; Alaric Degrafinried; Swen Ervin

Staff to the Board: Mary Hao, HRM Director/Secretary to the Board
Amber Lytle, Human Resources Manager/Staff to the Board
Ellaine Reyes, Supervising Personnel Ops Analyst/Staff to the Board
Kye Ocasio-Pare, HR Clerk/Staff to the Board
Palomar Sanchez, 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=nhwqm14jmavjLT0KXPFZq9Pl6TOuHy.1

Passcode: CSB2026

To listen to the meeting by phone, please call the numbers below at the scheduled meeting time:

Dial (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 Webinar

Webinar ID: 847 7008 1425
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Find your local number: https://us02web.zoom.us/u/kbf5JUxHxH

PROVIDE PUBLIC COMMENT

Public comment may be submitted in the following ways, within the time allotted for each eligible agenda item:

- Submit written comment in advance.
  - Email your comment, full name, and the agenda item number to CivilService@oaklandca.gov no later than one (1) hour before the posted meeting time.
  - All timely submissions will be shared with the Civil Service Board prior to the meeting.

- Complete a speaker card during the meeting.

- Raise your hand on Zoom during public comment, and staff will call on you to speak for the time allotted by the Chair.

ROLL CALL

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

Present:
- Chairperson Brown
- Vice Chair Gonzalez
- Member Benford
- Member Degrafinried
- Member Ervin

Absent: None

1) Public Comment

Comments on all agenda items will be taken at this time. Comments for items not on the agenda will be taken during open forum.

0 Speakers.

2) Approval of August 20, 2026 Civil Service Board Meeting Agenda (Action)

45339 Member Benford motioned to approve the August 20, 2026 Civil Service Board Meeting Agenda, seconded by Vice Chair Gonzalez.

Votes:
Board Member Ayes: – Benford, Brown, Degrafinried, Ervin, Gonzalez
Board Member Noes: None

Board Member Abstentions: None
Board Members Absent: None

3) Updates, Secretary to the Board (Information)

Human Resources Director, Mary Hao, reported that Human Resources Management staff are gathering data to analyze vacancy rates to report to City Council in an upcoming Staffing Report. The data is being reviewed for accuracy before analysis begins.

Human Resources Director, Mary Hao reported that an RFP (request for proposal) has been issued to evaluate options for virtual video interview platform services.

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 (5)

- Department of Transportation (1)
- Oakland Public Library (2)
- Oakland Police Department (1)
- Oakland Fire Department (1)

c. Approval of Revised Classification Specifications (1)

- Port Permit Coordinator

45340 Member Ervin moved to approve the consent calendar. Seconded by Member Benford.

Votes:
Board Member Ayes: – Benford, Brown, Degrafinried, Ervin, Gonzalez
Board Member Noes: None
Board Member Abstentions: None
Board Members Absent: None

5) Old Business

a. Approval of the July 16, 2026, Civil Service Board Meeting Minutes **(Action)**

45341 Member Degrafinried moved to approve the July 16, 2026 Civil Service Board meeting minutes. Member Ervin seconded.

Votes:
Board Member Ayes: – Benford, Brown, Degrafinried, Ervin, Gonzalez
Board Member Noes: None
Board Member Abstentions: None
Board Members Absent: None

b. Determination of Schedule of Outstanding Board Items **(Information)**

Director Mary Hao reported there is one hearing matter at the current Board meeting, one item next month, and two outstanding items to be scheduled.

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 Specifications (2)

- Director of Public Works
- Director of Transportation

45342 Vice Chair Gonzalez moved to approve the New Classification Specifications. Member Benford seconded.

Votes:
Board Member Ayes: – Benford, Brown, Degrafinried, Ervin, Gonzalez
Board Member Noes: None
Board Member Abstentions: None
Board Members Absent: None

7) Closed Session

CLOSED SESSION AGENDA

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

A. Appeal of Termination

Department of Transportation – Public Works Maintenance Worker: OPW-2026-AP03

B. Adjournment of Closed Session

OPEN AGENDA

8) Vote of Action Taken in Closed Session

No Vote taken in Closed Session.

9) Report of Actions Taken in Closed Session

Chair Brown reported that the Board unanimously agreed to hear the case. And at the conclusion of the case, the City's side requested to have a written brief submitted. Both parties will submit written briefs 30 working days after all parties have received the written transcript from the case.

10) Open Forum

11) Adjournment

45343 Member Ervin moved to adjourn. Member Benford seconded.

Votes:
Board Member Ayes: – Benford, Brown, Degrafinried, Ervin, Gonzalez
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 17, 2026. All materials related to agenda items must be submitted by 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 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 assistance at least five days in advance. For more information about the City's Language Access Services, please visit https://www.oaklandca.gov/Community/Language-Access-Services.

¿Necesita un intérprete de ASL, cantonés, mandarín o español, u otro tipo de asistencia para participar? Envíe un correo electrónico a civilservice@oaklandca.gov o llame al (510) 238-3112 o al (510) 238-3254 para asistencia de TDD/TTY con al menos cinco días de anticipación. Para obtener más información sobre los Servicios de Acceso Lingüístico de la Ciudad, visite https://www.oaklandca.gov/Community/Language-Access-Services.

您需要美國手語（ASL), 廣東話, 普通話或西班牙語口譯員, 或其他協助以參與會議嗎? 請至少提前五天電郵至 civilservice@oaklandca.gov, 或致電 (510) 238-3112; 如需 TDD/TTY 協助, 請致電 (510) 238-3254. 欲了解更多有關市政府語言服務的資訊, 請瀏覽 https://www.oaklandca.gov/Community/Language-Access-Services.