



**SANTA BARBARA COUNTY EDUCATION OFFICE  
PERSONNEL COMMISSION**

4400 Cathedral Oaks Road  
P.O. Box 6307  
Santa Barbara, CA 93160-6307

**REGULAR MEETING**

July 28, 2022 – 12:30 p.m.

**LOCATION**

As authorized by Assembly Bill 361 allowing local agencies flexibility in conducting public meetings virtually during an active state of emergency issued by the Governor pursuant to the California Emergency Services Act, the meeting was conducted by videoconference only. Login information for the meeting was included in the publicly posted agenda for any members of the public who wished to attend.

**MINUTES**

**GENERAL FUNCTIONS**

**1. Call to Order**

Carmen Jaramillo called the meeting to order at 12:31 p.m.

**2. Roll Call**

Members Present

Carmen Jaramillo, Chair

Mike Ostini, Vice Chair

Gary Pickavet, Commissioner

**3. Pledge of Allegiance**

Gary Pickavet led the Pledge of Allegiance while Mike Ostini held up a U.S. flag for attendees to see.

**4. Changes to the Agenda — None**

**5. Introduction of Staff and Guests**

Staff present:

Mari Baptista, Assistant Superintendent, Human Resources

Amy Ramos, Director, Human Resources

Jill Stevens, Coordinator, Human Resources

Tracie Cordero, Classified Human Resources Specialist

Rachel Walsh, Classified Human Resources Analyst

Kirsten Escobedo

6. **Public Comment** — None

7. **Approval of Minutes of Regular Meeting Held June 30, 2022**  
(Attachment)

MOVED: Mike Ostini

SECONDED: Gary Pickavet

VOTE: 3-0

8. **Communications** — None

9. **Informational Items**

a. **Media Releases/Columns**

The County Superintendent of Schools issued a media release about a \$500,000 grant SBCEO has received to help build the early childhood education workforce.

b. **Legislative Update** — The Assistant Superintendent, Human Resources reported that AB 2045, the proposed legislation to allow merit systems to use banded scoring, will be or has been revised to specify that any such change would be initiated by the classified workforce in a particular merit system. The legislation is considered likely to pass.

## **REGULAR BUSINESS**

10. **Informational Items**

a. **List of New Positions**

b. **Classified Personnel Report dated August 4, 2022**

c. **Position Announcements**

## 11. Action Items

### a. Ratification of Eligibility Lists

- i. Administrative Assistant, Superintendent's Office (Dual – South)
- ii. Alternative Payment Program Supervisor (Promotional – North)
- iii. Child Care Assistant (Open Continuous – North (Lompoc))
- iv. Paraeducator (Open Continuous – North)
- v. Paraeducator (Open Continuous – South)
- vi. Paraeducator (Open Continuous – South)

MOVED: Gary Pickavet      SECONDED: Mike Ostini      VOTE: 3-0

### b. Classification of Positions

- i. Director, Facilities

The Director, Human Resources recommended the establishment of the new classification of Director, Facilities at management salary range 24.

MOVED: Gary Pickavet      SECONDED: Mike Ostini      VOTE: 3-0

- ii. The Director, Human Resources recommended an adjustment to the salary range for the classification of Maintenance and Operations Supervisor, from range 77 to range 88, with an effective date of 8/1/2022. A revised job description was also proposed.

MOVED: Gary Pickavet      SECONDED: Mike Ostini      VOTE: 3-0

- iii. The Director, Human Resources recommended an adjustment to the salary for the classification of School Occupational Therapist, from classified salary range 96 to range 99, with an effective date of 8/1/2022.

MOVED: Mike Ostini      SECONDED: Gary Pickavet      VOTE: 3-0

**c. Job Description**

The Director, Human Resources recommended a revision in the job description for Teaching Assistant.

MOVED: Mike Ostini    SECONDED: Gary Pickavet    VOTE: 3-0

**UNFINISHED BUSINESS — None****NEW BUSINESS****12. Personnel Commission Budget**

The Director, Human Resources presented a statement of expenditures through the fourth quarter of the 2021-22 fiscal year, from April 1, 2022 through June 30, 2022. This was an information item.

**13. Consideration of Adoption of Resolution Recognizing a State of Emergency and Authorizing Teleconferenced Meetings**

Pursuant to AB 361, the Personnel Commission adopted PC Resolution 2023-1 recognizing the ongoing state of emergency and authorizing teleconferenced PC meetings for a period of thirty (30) days.

MOVED: Gary Pickavet    SECONDED: Mike Ostini    VOTE: 3-0

**REPORTS****14. PERSONNEL COMMISSIONER REPORTS**

Commissioner Pickavet had no PC-related items to report.

Commissioner Ostini had no PC-related items to report.

Commissioner Jaramillo reported that it was a very busy time for her district.

**15. DIRECTOR, HUMAN RESOURCES REPORT**

The Director, Human reported that with the departure of Rachel Walsh from SBCEO, Human Resources would be getting support from a temporary employee from a staffing agency. She noted that the recruitment for Classified Human Resources Analyst was open and that she would be attending a Santa Barbara Human Resources Association to do some in-person recruiting. She also expressed her appreciation for the work Tracie Cordero had done in sending the annual compensation notices to classified employees. The Director reported that SBCEO had hosted an ice cream social at Cathedral Oaks as a pleasant in-

person event for our own staff and also as a way to get to know our neighbors at the Cathedral Oaks campus.

**16. CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION REPORT**

No report from CSEA.

**CLOSED SESSION** — None

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 1:24 p.m. The next regularly scheduled meeting will be held on August 25, 2022 at 12:30 p.m., possibly by videoconference.



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Amy R. Ramos  
Director, Human Resources  
Secretary to the Personnel Commission



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Carmen Jaramillo  
Chair, Personnel Commission