



**SANTA BARBARA COUNTY EDUCATION OFFICE
PERSONNEL COMMISSION**

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

SPECIAL MEETING
October 13, 2022 – 11:30 a.m.

AGENDA

If you need special assistance to participate in the meeting or need this agenda provided in an accessible alternative format, please contact the Human Resources office to help us comply with the Americans with Disabilities Act. Notification at least 48 hours prior to the meeting will assist the Director, Human Resources in making suitable arrangements.

Persons wishing to address the Personnel Commission are requested to complete a “Request to Address Personnel Commission” form, available at the meeting room entrance, and present it to a member of the Human Resources Department staff prior to the meeting being called to order. During the time for public comment specified on the agenda, the Commission will acknowledge requests to speak on agenda items as well as topics not on the agenda, but within the subject matter jurisdiction of the Commission. The total amount of time for public comment will be 15 minutes, and no individual speaker may speak for more than five minutes. If the speaker needs more time, he or she may submit written comments.

SPECIAL NOTE

Assembly Bill 361 allows 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. In addition, Santa Barbara County Public Health officials have declared teleconferencing for public meetings “an effective and recommended social distancing measure.” Therefore, this October 13, 2022 special meeting of the Personnel Commission will be conducted by videoconference.

To Connect to the Meeting Online

Link: <https://us06web.zoom.us/j/83035265708?pwd=czB6ZndrSGpTRlplUzBJbmR2TC9KQT09>

Meeting ID: 830 3526 5708

Passcode: 65eJmX

To Dial In to the Meeting by Phone

Telephone Number: (253) 215-8782

Meeting ID: 830 3526 5708

Passcode: 070764

GENERAL FUNCTIONS

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Changes to the Agenda**
- 5. Introduction of Guests**
- 6. Public Comment**
- 7. Job Descriptions
(Attachments)**

- a. Administrator, School Business Advisory Services

The Director, Human Resources recommends an update to the job description for Administrator, School Business Advisory Services. This recommendation has the support of the County Superintendent of Schools and the Assistant Superintendent, Administrative Services.

MOVED: SECONDED: VOTE:

- b. Assistant Superintendent, Administrative Services

The Director, Human Resources recommends an update to the job description for Assistant Superintendent, Administrative Services. This recommendation has the support of the County Superintendent of Schools.

MOVED: SECONDED: VOTE:

- 8. Adoption of Resolution**

In accordance with AB 361, the Director, Human Resources recommends the adoption of PC Resolution 2023-4 recognizing the ongoing state of emergency and authorizing teleconferenced PC meetings for a period of thirty (30) days.

MOVED: SECONDED: VOTE:

CLOSED SESSION – None scheduled

ADJOURNMENT

The next scheduled regular meeting will be held on Thursday, October 27, 2022, at 12:30 p.m. The meeting may be held via videoconference, pursuant to Assembly Bill 361. If conducted in person, the meeting will be held in the Santa Barbara County Education Office Board Room, Santa Maria and will also be available via videoconference at the Santa Barbara County Education Office Board Room, Santa Barbara.