



**SANTA BARBARA COUNTY EDUCATION OFFICE
PERSONNEL COMMISSION**

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

REGULAR MEETING
December 16, 2021 – 12:30 p.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 may 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 end of the public comment period. Members of the public will also have the opportunity to address the Personnel Commission in real time, without making a request in advance. Alternatively, public comments may be submitted in writing. 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. Speakers who need more time 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, the November 28, 2021 Personnel Commission meeting will be conducted by videoconference.

To Connect to the Meeting Online

Link:

<https://us06web.zoom.us/j/87624465028?pwd=TUhhbEhST0lDZFY4bVdvWWpuUGtoQT09>

Meeting ID: 876 2446 5028

Passcode: 3dHkZH

To Dial In to the Meeting by Phone

Telephone Number: (253) 215-8782

Meeting ID: 876 2446 5028

Passcode: 382927

GENERAL FUNCTIONS

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Changes to the Agenda**
- 5. Introduction of Classified HR Staff and Guests**
- 6. Public Comment**
- 7. Approval of Minutes of Meeting Held November 18, 2021**
(Attachment)

MOVED: SECONDED: VOTE:

- 8. Organization of the Personnel Commission**
Nomination and election of officers for calendar year 2022 will be held in accordance with Personnel Commission Rule 4422.2. Current Chair is Gary Pickavet.

MOVED: SECONDED: VOTE:

- 9. Communications — None**
- 10. Informational Items**

- a. Media Releases/Editorials**
Available for review from the County Superintendent of Schools.

- b. Legislative Updates**
Available for review from the Director, Human Resources.

REGULAR BUSINESS

- 11. Informational Items**
 - a. List of New Positions**
(Attachment)
 - b. Classified Personnel Report dated January 6, 2022**
(Attachment)

c. Position Announcements
(Attachments)

- i. Health Advocate – Bilingual (Dual – South)
- ii. Paraprofessional (Dual – North)

12. Action Items

a. Ratification of Eligibility Lists
(Attachments)

- i. Accounting Assistant (Dual – South)
- ii. Administrator, Internal Services (Promotional – South)
- iii. Child Care Assistant (Dual – North (Lompoc))
- iv. Child Care Assistant (Dual – North)
- v. Child Care Services Technician (Dual – North)
- vi. Child Care Services Technician (Dual – South)
- vii. Clerical Assistant (Dual – North)
- viii. Office Assistant (Dual – North)
- ix. Paraprofessional (Dual – South)
- x. Paraprofessional (Open Continuous – North)
- xi. School Occupational Therapist (Open Continuous – South)

MOVED:

SECONDED:

VOTE:

b. Classification of Position — None

NEW BUSINESS**14. Scheduling of Special Meeting to Consider Adoption of Resolution Recognizing a State of Emergency and Authorizing Teleconferenced Meetings**

In accordance with AB 361, the Director, Human Resources recommends the scheduling of a special meeting in January 2022 to consider the adoption of a resolution recognizing the ongoing state of emergency and authorizing teleconferenced PC meetings for a period of thirty (30) days.

MOVED:

SECONDED:

VOTE:

REPORTS**15. PERSONNEL COMMISSIONER REPORTS****16. DIRECTOR, HUMAN RESOURCES REPORT****17. CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION REPORT****CLOSED SESSION** — None scheduled**ADJOURNMENT**

The next regular meeting will be held on Thursday, January 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 Barbara and will also be available via videoconference at the Santa Barbara County Education Office Board Room, Santa Maria.