



**SANTA BARBARA COUNTY EDUCATION OFFICE  
PERSONNEL COMMISSION**

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

**REGULAR MEETING**  
January 27, 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**

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

**4. Changes to the Agenda — None**

**5. Introduction of Classified HR Staff and Guests**

HR staff present:

Mari Baptista, Assistant Superintendent, Human Resources  
Amy Ramos, Director, Human Resources  
Tracie Cordero, Classified Human Resources Specialist  
Rachel Walsh, Classified Human Resources Analyst

**6. Public Comment — None**

**7. Approval of Minutes****a. Minutes of Regular Meeting Held December 16, 2021  
(Attachment)**

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

**b. Minutes of Special Meeting Held January 13, 2022  
(Attachment)**

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

**8. Communications — None****9. Informational Items****a. Media Releases/Columns**

The County Superintendent of Schools made available a media release welcoming schools back from winter break and acknowledging the challenges of returning to classrooms in the midst of the Omicron surge.

**b. Legislative Update — None**

The Director, Human Resources provided a summary of the key changes to the CalOSHA Emergency Temporary Standards that govern workplaces in California, including schools. She noted that the changes required SBCEO to collect information about employees' vaccine booster status, which involved significant recordkeeping but had the apparent side benefit of prompting several employees to get their booster shot.

**REGULAR BUSINESS****10. Informational Items****a. List of New Positions****b. Classified Personnel Report dated February 3, 2022****c. Position Announcements**

**11. Action Items****a. Ratification of Eligibility List**

- i. Clerical Assistant (Bilingual) (Dual – South)

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

**b. Classification of Positions — None****c. Job Descriptions**

Transitional Youth Education Advocate – Bilingual

The Director, Human Resources recommended a change in job title to Youth Support and Service Specialist – Bilingual. No other change was proposed. The proposed title change had the support of the Assistant Superintendent for Educational Services and CSEA.

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

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

The Director, Human Resources reviewed expenditures through the second quarter of the 2021-22 fiscal year, from October 1, 2021 through December 31, 2021. This was an information item.

**13. Revision to Personnel Commission Meeting Schedule**

After discussion, it was agreed to change the date of the June 2022 Personnel Commission meeting from June 23 to June 30.

**14. Recommended Adoption of Resolution Recognizing a State of Emergency and Authorizing Teleconferenced Meetings**

Pursuant to AB 361, the Director, Human Resources recommended the adoption of PC Resolution 2022-4 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

### 15. PERSONNEL COMMISSIONER REPORTS

Commissioner Pickavet had no PC-related items to report.

Commissioner Ostini reported that he would not be attending the CSPCA conference this year.

Commissioner Jaramillo reported that the early registration period for the CSPCA conference had been extended, and that another block of rooms at the conference rate had been made available to attendees.

### 16. DIRECTOR, HUMAN RESOURCES REPORT

The Director invited the Commissioners to the virtual Classified Service Awards ceremony at the Board meeting on February 3 and noted that Commissioner Jaramillo had been invited to speak briefly in her role as chair of the Personnel Commission.

The Director also reported the following:

- HR is continuing its needs assessment process and has interviews scheduled with HR staff who do recruiting.
- The substitute video that was shared with the Commission in December has now been posted with the career centers of both Santa Barbara City College and Allan Hancock.
- She and the Assistant Superintendent presented on the “State of the Workforce” at the January 6 Board meeting, which included some data similar to the information in the PC’s Annual Report, but expanded to cover the entire SBCEO workforce.
- She and the Assistant Superintendent will be participating in professional development next week, a training titled Coaching for Equity.

The Director also shared a link to an interview with Superintendent Susan Salcido:

[https://www.noozhawk.com/article/santa\\_barbara\\_talks\\_county\\_superintendent\\_schools\\_susan\\_salcido\\_covid](https://www.noozhawk.com/article/santa_barbara_talks_county_superintendent_schools_susan_salcido_covid)

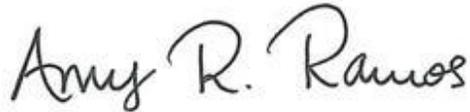
### 17. CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION REPORT

No report from CSEA. Commissioner Ostini reported that Olivia Carbajal-Esparza is the new chapter president.

**CLOSED SESSION** — None

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 1:39 p.m. The next regularly scheduled meeting will be held on February 24, 2022 at 12:30 p.m. 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