



**SANTA BARBARA COUNTY EDUCATION OFFICE
PERSONNEL COMMISSION**

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

REGULAR MEETING

February 24, 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 12:33 p.m.

2. Roll Call

Members Present

Carmen Jaramillo, Chair

Mike Ostini, Vice Chair

Gary Pickavet, Commissioner

3. Pledge of Allegiance

Carmen Jaramillo 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 HR Staff and Guests

HR staff present:

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 of Meeting Held January 27, 2022

MOVED: Gary Pickavet

SECONDED: Mike Ostini

VOTE: 3-0

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

A media release was made available from the County Superintendent of Schools reporting that SBCEO was serving as the distribution point to school districts for large quantities of masks that had been sent by the state.

b. Legislative Update

The Director, Human Resources reported that SB 114 had been signed into law, providing for a new round of supplemental paid sick leave, or SPSL, for California employees affected by COVID; the leave is available through September 30 of this year. HR and Payroll have been working through a number of action items in order to establish this new leave entitlement for employees, which is retroactive to January 1. She noted that implementation of the law, especially the retroactive application, represented a tremendous amount of work for several members of the HR and Payroll teams, and thanked Tracie Cordero for her diligent work.

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

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

- i. Coordinator, Student Information Systems (Dual – South)
- ii. Paraprofessional (Open Continuous – North)
- iii. Paraprofessional (Open Continuous – North)
- iv. Paraprofessional (Open Continuous – North)

MOVED: Mike Ostini

SECONDED: Gary Pickavet

VOTE: 3-0

b. Classification of Positions — None**c. Job Descriptions — None****d. Extension of Eligibility List**

The Director, Human Resources recommended the extension of the eligibility list for Manager, Early Care and Education Services through April 26, 2022 in accordance with PC Rule 4451.3.

MOVED: Gary Pickavet

SECONDED: Mike Ostini

VOTE: 3-0

UNFINISHED BUSINESS — None**NEW BUSINESS****12. Consideration of 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 2022-5 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**13. 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 her district has a large volume of recruiting work.

14. DIRECTOR, HUMAN RESOURCES REPORT

The Director reminded the Commissioners to complete their Form 700 by April 1, if they had not done so already.

The Director thanked Commissioners Ostini and Jaramillo for attending the virtual service awards ceremony at the February Board meeting, noting that Commissioner Jaramillo made very inspiring comments that recognized all the staff.

The Director provided an update on the progress of research that HR has been doing related to adopting a new applicant tracking system to take the place of Filemaker.

The Director provided an update on classified layoffs, noting that HR continues to implement AB 438, the new legislation affecting classified layoffs. Layoff notice templates have been revised, and so far only one position had been identified as subject to a layoff reduction.

The Director concluded by informing the Commissioners that she will be writing a column not related to her SBCEO work for the Santa Barbara *Independent* newspaper.

15. CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION REPORT

No report from CSEA. Commissioner Ostini reported that the MOU revising the layoff article to reflect changes mandated by AB 438 was ratified at the member meeting on February 9.

CLOSED SESSION — None

ADJOURNMENT

There being no further business, the meeting was adjourned at 1:26 p.m. The next regularly scheduled meeting will be held on March 24, 2022 at 12:30 p.m. by videoconference.



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



Carmen Jaramillo
Chair, Personnel Commission