



**SANTA BARBARA COUNTY EDUCATION OFFICE
PERSONNEL COMMISSION**

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

REGULAR MEETING
May 26, 2022 – 12:30 p.m.

MINUTES

GENERAL FUNCTIONS

1. Call to Order

Carmen Jaramillo called the meeting to order at 12:35 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.

4. Changes to the Agenda

The Director noted two corrections to the agenda: the resolution number referenced in item 13 should have been 2022-10, and an attachment (draft job description) that was labeled as being for item 11d is in fact for item 11b.

5. Introduction of HR Staff and GuestsHR 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
Wendy Garcia, Certificated Human Resources Technician

6. Public Comment — None**7. Approval of Minutes****a. Minutes of Regular Meeting Held April 28, 2022**

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

b. Minutes of Special Meeting Held May 4, 2022

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

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

The County Superintendent of Schools made available media releases about the winners of this year's Battle of the Books and 2022 County honorees for Classified School Employees of the Year. There was also an announcement about a virtual public forum on the closure of Los Prietos Boys Camp.

b. Legislative Update

The Director, Human Resources gave an update on changes to the proposed language of AB 2045, which would allow merit systems to adopt banding of eligibility lists, upon support by the Personnel Commission and approval by a majority of all classified employees in an election. It is expected to pass and take an effect January 1, 2023. Human Resources continues to monitor the status of this proposed legislation.

REGULAR BUSINESS**10. Informational Items****a. List of New Positions**

b. Classified Personnel Report dated June 2, 2022**c. Position Announcements — None****11. Action Items****a. Ratification of Eligibility Lists**

- i. Child Care Assistant (Open Continuous – North (Lompoc))
- ii. Health Advocate – Bilingual (Open Continuous – South)
- iii. Manager, Health Linkages (Bilingual, FT; Dual – location flexible)
- iv. Manager, Health Linkages (PT; Dual – South)
- v. Paraprofessional, Behavioral Intervention (Open Continuous – North)
- vi. School Occupational Therapist (Open Continuous – North (SY Valley))
- vii. Vocational Assistant (Open Continuous – North)

MOVED: Gary Pickavet

SECONDED: Mike Ostini

VOTE: 3-0

b. Classification of Position

The Director, Human Resources recommended the establishment of the new classification of Alternative Payment Program Supervisor and provided a proposed job description and recommended salary range of 80. This recommendation had the support of the Assistant Superintendent, Educational Services.

MOVED: Gary Pickavet

SECONDED: Mike Ostini

VOTE: 2-0, with one abstention

c. Job Descriptions — None

d. Extension of Eligibility List

In accordance with PC Rule 4451.3, Establishment and Life of Eligibility Lists, the Director, Human Resources recommended the extension of the eligibility list dated 12/02/2021 for Clerical Assistant (Bilingual) through September 2, 2022. This recommendation had the support of the Assistant Superintendent, Educational Services.

MOVED: Mike Ostini

SECONDED: Gary Pickavet

VOTE: 3-0

NEW BUSINESS**12. Public Hearing on Approval of Proposed 2022-23 Personnel Commission Budget**

Carmen Jaramillo called the public hearing to order at 1:00 p.m. The public hearing was conducted in accordance with the requirements of California Education Code Section 45253 for consideration of the Personnel Commission budget for fiscal year 22-23. No members of the public were present for the public hearing. The public hearing was closed at 1:08 p.m.

MOVED: Gary Pickavet

SECONDED: Mike Ostini

VOTE: 3-0

13. 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 2022-10 recognizing the ongoing state of emergency and authorizing teleconferenced PC meetings for a period of thirty (30) days.

The Commissioners agreed to conduct a special meeting on June 17 at 11:00 a.m. by videoconference if needed and to decide at that time whether to conduct the June 30 regular meeting virtually or in-person.

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 her district has a lot of recruiting activity and it does not appear to be winding down for the summer.

15. DIRECTOR, HUMAN RESOURCES REPORT

The Director reminded the Commissioners that May 27 was the deadline to vote for the PCASC Board of Directors.

The Director reported that on May 13, she had conducted a new employee orientation and met a new Paraeducator who had been in an American Sign Language class at Allan Hancock College that she and Special Education staff had visited as part of recruiting efforts for ASL Interpreters. She cited this as a positive outcome of the personal and community outreach (such as in-person job fairs) that Human Resources does to enhance recruiting efforts, along with increased use of technology.

The Director reported that she had volunteered to conduct mock interviews on May 11 of high school students participating in Partners in Education's job readiness programs and was very impressed with the vocational training that one of the students had received for a career as a CNC machinist.

The Director reported that she and the Assistant Superintendent of Human Resources had attended the County Superintendent's State of Education speech hosted by the Santa Maria Valley Chamber of Commerce on May 18.

The Director closed by acknowledging the painful reality of recent mass shootings, in particular the one that occurred earlier in the week in Uvalde, Texas.

16. CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION REPORT

No report from CSEA.

CLOSED SESSION

The Commission went into closed session at 1:33 p.m. with the Assistant Superintendent, Human Resources to discuss the process for the annual performance evaluation for the Director, Human Resources. Closed session ended at 1:40 p.m. The action taken by the Commission was to waive the Director's evaluation for 2021-22, in accordance with Personnel Commission Rule 4463.2.

ADJOURNMENT

There being no further business, the meeting was adjourned at 1:45 p.m. The next regularly scheduled meeting will be held on June 30, 2022 at 12:30 p.m., format to be determined.



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



Carmen Jaramillo
Chair, Personnel Commission