



**SANTA BARBARA COUNTY EDUCATION OFFICE  
PERSONNEL COMMISSION**

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

**REGULAR MEETING**

April 28, 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.

**DRAFT MINUTES**

**GENERAL FUNCTIONS**

**1. Call to Order**

Carmen Jaramillo called the meeting to order at 12:30 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**

The Director noted a correction to agenda item 14, which should have been titled "Review of Proposed 2022-2023 Personnel Commission Budget" (not 2021-2022).

**5. Introduction of HR Staff and Guests**HR staff present:

Mari Baptista, Assistant Superintendent, Human Resources  
Amy Ramos, Director, Human Resources  
Tracie Cordero, Classified Human Resources Specialist  
Jill Stevens, Coordinator, Human Resources

**6. Public Comment — None****7. Approval of Minutes****a. Minutes of Regular Meeting Held March 24, 2022**

Approved as amended

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

**b. Minutes of Special Meeting Held April 14, 2022**

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 media releases about the Operation Recognition veterans' diploma event hosted by SBCEO, and about the winners of the second annual Santa Barbara County Poetry Slam.

**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.

**REGULAR BUSINESS****10. Informational Items****a. List of New Positions****b. Classified Personnel Report dated May 5, 2022****c. Position Announcements**

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

- i. Child Care Assistant (Open Continuous – North (Lompoc))
- ii. Child Care Assistant (Open Continuous – North (Lompoc))
- iii. Child Care Assistant (Open Continuous – North (Lompoc))
- iv. Child Care Assistant (Open Continuous – North (Lompoc))
- v. Health Advocate – Bilingual (Open Continuous – South)
- vi. Paraprofessional (Open Continuous – North)
- vii. Paraprofessional (Open Continuous – North)
- viii. Paraprofessional (Open Continuous – North)
- ix. School Occupational Therapist (Open Continuous – North (SY Valley))

MOVED: Mike Ostini

SECONDED: Gary Pickavet

VOTE: 3-0

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

Paraprofessional

The Director, Human Resources recommended a change in job title to Paraeducator. No other change was proposed. The proposed title change had the support of the Assistant Superintendent for Special Education and CSEA.

MOVED: Gary Pickavet

SECONDED: Mike Ostini

VOTE: 3-0

**UNFINISHED BUSINESS****12. Approve Meeting Schedule for FY 2022-23**

MOVED: Mike Ostini

SECONDED: Gary Pickavet

VOTE: 3-0

**NEW BUSINESS****13. Quarterly Review of Personnel Commission Budget**

The Director, Human Resources reviewed expenditures through the third quarter of the 2021-22 fiscal year, from January 1, 2022 through March 31, 2022. This was an information item. Commissioner Pickavet suggested tracking applicant sourcing data, given the significant investment in additional advertising resources.

**14. Review of Proposed 2022-2023 Personnel Commission Budget**

This was an information item. A public hearing on the proposed budget will be scheduled concurrently with the regularly scheduled May Personnel Commission meeting. Commissioner Pickavet requested a report comparing the 21-22 budget to the 22-23 budget.

**15. 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 2022-8 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 May 4 at 1:00 by videoconference and to conduct the regular meeting on May 26 in person.

MOVED: Gary Pickavet

SECONDED: Mike Ostini

VOTE: 3-0

**REPORTS****16. 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 but it is challenging to provide sufficient numbers of eligible candidates for hire.

**17. DIRECTOR, HUMAN RESOURCES REPORT**

The Director reported on the scheduled closure in June 2023 of Los Prietos Boys Camp, which was recently announced by the Santa Barbara County Probation Department.

The Director reported that in-person recruiting activity is picking up:

- Rachel Walsh and Wendy Garcia from HR attended a job fair at Allan Hancock on April 1. The Director thanked the Communications team for their support in creating flyers with QR codes (an idea picked up from the CSPCA conference).
- Rachel Walsh will be attending another job fair at Allan Hancock on Saturday, May 14, that focuses on early care and education careers. Our Early Care and Education program has been rapidly expanding, requiring significant recruiting activity.
- SBCEO will likely resume our own job fairs in 2023 after a two-year hiatus due to the pandemic.

The Director reported that Rachel Walsh and Jill Stevens did the “Know Your Rights” presentation as part of the Job Readiness Training that Partners in Education conducts for student interns. The Director expressed her thanks for doing the presentation while she was off contract, and also reported that she received positive feedback about their presentation.

The Director reported that she and Mari Baptista have been doing some management training on topics such as evaluations and contract language basics (overtime, workweeks, etc.), and that they had asked to participate in onboarding a new manager who will be starting in Special Education on July 1.

#### **18. CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION REPORT**

No report from CSEA.

**CLOSED SESSION** — None

#### **ADJOURNMENT**

There being no further business, the meeting was adjourned at 2:18 p.m. The next regularly scheduled meeting will be held on May 26, 2022 at 12:30 p.m. by videoconference.



---

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

---

Carmen Jaramillo  
Chair, Personnel Commission



**SANTA BARBARA COUNTY EDUCATION OFFICE  
PERSONNEL COMMISSION**

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

**SPECIAL MEETING**

May 4, 2022 – 1:00 p.m.

**LOCATION**

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 special meeting on May 4, 2022 of the Personnel Commission was conducted by videoconference.

**DRAFT MINUTES**

**GENERAL FUNCTIONS**

**1. Call to Order**

Carmen Jaramillo called the meeting to order at 1:06 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:

Amy Ramos, Director, Human Resources

Tracie Cordero, Classified Human Resources Specialist

Rachel Walsh, Classified Human Resources Analyst

**6. Public Comment — None**

## **REGULAR BUSINESS**

### **7. Resolution for Classified School Employee Week, 2022**

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

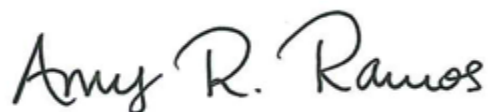
### **8. Review of Draft Letter to Santa Barbara County CSEY Honorees**

The Director, Human Resources presented this as an information item.

**CLOSED SESSION** — None

## **ADJOURNMENT**

There being no further business, the meeting was adjourned at 1:14 p.m. The next regularly scheduled meeting will be held on May 26, 2022 at 12:30 p.m. 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.



---

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

---

Carmen Jaramillo  
Chair, Personnel Commission



## Santa Barbara County Education Office

4400 Cathedral Oaks Rd, PO Box 6307, Santa Barbara, CA 93160-6307

Telephone: (805) 964-4711 • FAX: (805) 964-4713 • sbceo.org

Susan C. Salcido, Superintendent of Schools

---

**Apr 23, 2022 through May 20, 2022**

<b>Position #</b>	<b>Position Information</b>
2484	Paraeducator • Tommie Kunst Junior High DHOH • North County 20.00 hours per week • 10.00 months
2485	Educational Interpreter, American Sign Language, Certified • Tommie Kunst Junior High DHOH • North County 32.50 hours per week • 10.00 months
2486	Educational Interpreter, American Sign Language, Certified • Tommie Kunst Junior High DHOH • North County 30.00 hours per week • 10.00 months



Santa Barbara County Board of Education

Classified Personnel Report

June 2, 2022

**Appointments**

***Limited Term/Substitute***

Stachowiak, Amalia May 16, 2022  
 Paraeducator • Special Education • Various Sites  
 • Hourly as needed

***Probationary***

Rivera Barriga, Paola May 3, 2022  
 Health Advocate - Bilingual • Children and Family Resource Services • Health Linkages - North County  
 100% • 12 months

**Changes**

***Anniversary Increase***

Bomer, Dyan May 1, 2022  
 Administrative Assistant • Early Care and Education • Early Care and Education - Hope Center  
 100% • 12 months

Carpio, Andrew May 1, 2022  
 Paraeducator • Special Education • Lenora Fillmore Preschool  
 67.5% • 10 months

Figueroa, Nelson May 1, 2022  
 Clerical Assistant • Early Care and Education • Early Care and Education - Santa Maria  
 100% • 12 months

Garza-Torrez, Karina May 1, 2022  
 Child Care Services Technician • Early Care and Education • Early Care and Education - Hope Center  
 100% • 12 months

Gilmore, Joan May 1, 2022  
 Webmaster • Communications • Communications  
 75% • 12 months

Hamamoto, Henry	May 1, 2022
Accounting Assistant • Internal Services • Fiscal Services - Budgeting 100% • 12 months	
Herrera, Rosa	May 1, 2022
Child Care Assistant • Early Care and Education • Just for Kids State Preschool 75% • 10 months	
Humphreys, Todd	May 1, 2022
Finance Systems Supervisor • School Business Advisory Services • School Business Advisory Services 100% • 12 months	
Jasso, Gabriela	May 1, 2022
Paraeducator • Special Education • Speech/Language Services, McClelland 75% • 10 months	
King, Barbara	May 1, 2022
Paraeducator • Special Education • Arellanes Junior High School 87.5% • 10 months	
Lopez, Jessica	May 1, 2022
Human Resources Supervisor • Human Resources • Certificated Human Resources Staff 100% • 12 months	
Martin, Vanessa	May 1, 2022
Paraeducator • Special Education • Zaca Preschool 65% • 10 months	
Martinez, Serena	May 1, 2022
Paraeducator • Special Education • Ralph Dunlap School DHOH 2 75% • 10 months	
Morro, Homer	May 1, 2022
Certificated Human Resources Specialist • Human Resources • Human Resources Staff 100% • 12 months	
Munar, Desiree	May 1, 2022
Paraeducator • Special Education • Allan Hancock Preschool 60% • 10 months	

Quezada, Jacquelinne May 1, 2022  
Child Care Services Technician • Early Care and Education • Early Care and Education - Santa Maria  
100% • 12 months

Rangel, Denae May 1, 2022  
Paraeducator • Special Education • Alice Shaw Elementary  
77.5% • 10 months

Robertson, Shawna May 1, 2022  
Paraeducator • Special Education • Infant Services, Lompoc  
50% • 12 months

Rodriguez-Castellanos, Gabriela May 1, 2022  
Paraeducator • Special Education • Speech/Language Services, McClelland  
75% • 10 months

Rodriguez, Alejandra May 1, 2022  
Child Care Services Technician • Early Care and Education • Early Care and Education - Hope Center  
100% • 12 months

Torres, Liliana May 1, 2022  
Paraeducator • Special Education • Clarence Ruth Preschool  
75% • 10 months

Trost, Shelley May 1, 2022  
Administrative Assistant • Early Care and Education • Early Care and Education Services  
100% • 12 months

***Differential - Add***

Rangel, Denae May 2, 2022  
Paraeducator • Special Education • Alice Shaw Elementary  
77.5% • 10 months  
Specialized Health Care

***Probation to Permanent***

Olivas, Alleena May 1, 2022  
Paraeducator • Special Education • Ernest Righetti High School DHOH  
81.25% • 10 months

Sanchez Aguilar, Jennifer

May 1, 2022

Administrative Assistant • Curriculum and Instruction • Curriculum and Instruction  
100% • 12 months

***Professional Growth***

Cadena Jr., Juan

May 1, 2022

Senior Software Engineer • Information Technology Services • Information Technology Services  
100% • 12 months  
Professional Growth Award x 2

Goksu, Sibel

April 1, 2022

Educational Data Analyst • Curriculum and Instruction • Curriculum and Instruction  
100% • 12 months  
Professional Growth Award x 2

Ramirez, Raquel

May 1, 2022

Paraeducator • Special Education • Oakley Preschool  
67.5% • 10 months  
Professional Growth Award x 1

Sanchez, Eva

September 1, 2021

Paraeducator • Special Education • Speech/Language Services, McClelland  
75% • 10 months  
Professional Growth Award x 1

**Separation**

***Resignation***

Guron, Rebecca

April 29, 2022

Welcome Every Baby (WEB) Nurse • Children and Family Resource Services • Welcome Every Baby  
25% • 12 months

Martin, Vanessa

May 27, 2022

Paraeducator • Special Education • Zaca Preschool  
65% • 10 months

McCulley, Keri

May 31, 2022

Program Associate • Partners In Education • Partners in Education - Program Services  
75% • 11 months

Santizo, Marissa

June 3, 2022

Paraeducator • Special Education • Hollister School  
81.25% • 10 months



## Santa Barbara County Education Office

4400 Cathedral Oaks Rd, PO Box 6307, Santa Barbara, CA 93160-6307  
Telephone: (805) 964-4711 • FAX: (805) 964-4713 • sbceo.org

Susan C. Salcido, Superintendent of Schools

---

### Open Continuous Certification Eligibility List

Job Class: Child Care Assistant, Part-Time: 75% 30 hours/week

Rank	Application Number	Date Eligibility Expires
1	23633	11-04-2022
2	23685	11-03-2022



## Santa Barbara County Education Office

4400 Cathedral Oaks Rd, PO Box 6307, Santa Barbara, CA 93160-6307  
Telephone: (805) 964-4711 • FAX: (805) 964-4713 • sbceo.org

Susan C. Salcido, Superintendent of Schools

---

### Open Continuous Certification Eligibility List

Job Class: Health Advocate - Bilingual, Full-Time, 40 hours/week

Rank	Application Number	Date Eligibility Expires
1	23594	10-27-2022
2	23590	10-27-2022



## Santa Barbara County Education Office

4400 Cathedral Oaks Rd, PO Box 6307, Santa Barbara, CA 93160-6307  
Telephone: (805) 964-4711 • FAX: (805) 964-4713 • sbceo.org

Susan C. Salcido, Superintendent of Schools

---

### Dual Certification Eligibility List

Job Class: Manager, Health Linkages Program, Full-time, 225 service days per year, 40 hrs/wk

Rank	Application Number	Date Eligibility Expires
1	23785	11-11-2022
2	23783	11-11-2022

Number of applicants: 16

Number of applicants passed screening: 9

Number of performance/written exam attendees: 8

Number of oral exam attendees: 2

05-11-2022





## Santa Barbara County Education Office

4400 Cathedral Oaks Rd, PO Box 6307, Santa Barbara, CA 93160-6307  
Telephone: (805) 964-4711 • FAX: (805) 964-4713 • sbceo.org

Susan C. Salcido, Superintendent of Schools

---

### Dual Certification Eligibility List

Job Class: Manager, Health Linkages Program, Part-time, 225 service days per year, 20 hrs/wk

Rank	Application Number	Date Eligibility Expires
1	23627	11-11-2022
2	23585	11-11-2022
3	23615	11-11-2022

Number of applicants: 12

Number of applicants passed screening: 11

Number of performance/written exam attendees: 6

Number of oral exam attendees: 4

05-12-2022



## Santa Barbara County Education Office

4400 Cathedral Oaks Rd, PO Box 6307, Santa Barbara, CA 93160-6307  
Telephone: (805) 964-4711 • FAX: (805) 964-4713 • sbceo.org

Susan C. Salcido, Superintendent of Schools

---

### Open Continuous Certification Eligibility List

Job Class: Paraprofessional, Behavioral Intervention, Part-Time: 75% 30 hours/week

Rank	Application Number	Date Eligibility Expires
1	23691	11-17-2022
2	23715	11-17-2022



## Santa Barbara County Education Office

4400 Cathedral Oaks Rd, PO Box 6307, Santa Barbara, CA 93160-6307  
Telephone: (805) 964-4711 • FAX: (805) 964-4713 • sbceo.org

Susan C. Salcido, Superintendent of Schools

---

### Open Continuous Certification Eligibility List

Job Class: School Occupational Therapist, Full-Time, 40 hours/week

Rank	Application Number	Date Eligibility Expires
1	23733	11-03-2022



## Santa Barbara County Education Office

4400 Cathedral Oaks Rd, PO Box 6307, Santa Barbara, CA 93160-6307  
Telephone: (805) 964-4711 • FAX: (805) 964-4713 • sbceo.org

Susan C. Salcido, Superintendent of Schools

---

### Open Continuous Certification Eligibility List

Job Class: Vocational Assistant, Part-Time: 75% 30 hours/week

Rank	Application Number	Date Eligibility Expires
1	23509	11-03-2022



## Personnel Commission

### JOB DESCRIPTION

#### ALTERNATIVE PAYMENT PROGRAM SUPERVISOR (DRAFT)

**Reports to:** Director, Early Care and Education

**Division:** Educational Services

#### Our ideal candidate

You are an effective leader who creates a supportive environment for your team, enabling them to set and achieve goals and provide the best service possible. You are detail-oriented and accurate. You are adept at navigating constantly-evolving rules and regulations and helping your team work within prescribed guidelines. You are a creative problem-solver, highly responsible, and take full ownership of your assigned responsibilities. You advise, train, and mentor others in an ongoing effort to advance departmental goals.

#### General description

Under general direction, perform a variety of supervisory and administrative duties to ensure that SBCEO fulfills its annual contract for the Alternative Payment Program. Supervise and coordinate the work of staff engaged in determining eligibility of families for Alternative Payment Program (APP), enrolling families and providers in the program, and collaborating with fiscal staff to facilitate payment of providers. Assume lead role in monitoring changes to rules and regulations affecting APP, drafting and revising program procedures, and training staff on evolving requirements.

#### Specific duties and responsibilities

- Participate in interviewing and selecting staff; provide training and professional development to staff; make assignments, balance caseloads among staff, review work in progress or upon completion, and assist staff in resolving problems or errors.
- Set performance standards, provide performance feedback to staff, and prepare performance evaluations; provide counseling to employees and initiate corrective action or progressive discipline process as needed.
- Develop, maintain, and revise APP policies and practices; lead regular meetings of APP staff to educate them about program policies and procedures and promote consistency among ECE offices.
- Attend trainings to maintain knowledge of APP requirements; conduct trainings for staff as needed and maintain training files.
- Maintain clear communication with the public and program participants about APP requirements, including drafting new content for program website and communications to providers and families.
- Oversee the preparation of projection reports; monitor contract earnings and enrollment projections.
- Review required monthly state reports for accuracy; support ECE centers with audits of their enrollment files; conduct external and internal audits of provider and family documentation and fiscal payments.
- Monitor appropriate enrollment to ensure contract requirements are met; support the completion of annual program evaluations and required documentation.
- Coordinate data validation test to ensure annual data transfer and assessment of data is complete.

## **ALTERNATIVE PAYMENT PROGRAM SUPERVISOR (DRAFT)**

- Support Director with special projects.

### **Requirements**

**Education:** Possession of an associate's degree in accounting, business, communications, sociology, or other related field preferred.

**Experience:** Two years of experience performing work in the Alternative Payment Program that included making eligibility determinations, enrolling families or providers, and/or processing provider payments, including or in addition to at least one year of lead worker experience in a social service program.

### **Knowledge of:**

- Policies and procedures related to Alternative Payment Program
- Principles and practices of supervision and training
- Arithmetic, including percentages and fractions
- Fee and reimbursement schedules
- Correct English usage, grammar, spelling, punctuation and vocabulary
- Modern office practices, procedures, and equipment
- Standard office productivity software applications
- Telephone and email etiquette
- General record-keeping practices and APP file and documentation requirements

### **Ability to:**

- Interpret and apply regulations, policies, procedures and guidelines related to Alternative Payment Program, including enrollment, eligibility, and compliance
- Evaluate and analyze data to make projections and formulate recommendations for management
- Analyze situations accurately and adopt an effective course of action
- Plan and organize work of self and others
- Set and adjust priorities for self and others
- Learn the general accounting and business functions and operations, policies, practices, and objectives of the County Education Office
- Learn and apply policies and regulations relating to assigned program
- Establish and maintain effective working relationships with individuals at all levels of the organization and external stakeholders
- Communicate effectively both orally and in writing
- Draft a variety of written materials, including policies, procedures, correspondence, and web content
- Work independently and as member or leader of a team
- Make accurate arithmetical computations
- Work with speed and accuracy
- Use a variety of computerized accounting, enterprise, and other software programs
- Understand and follow oral and written directions

**ALTERNATIVE PAYMENT PROGRAM SUPERVISOR (DRAFT)**

- Meet schedules and deadlines
- Maintain confidentiality of files and other sensitive material

**Licenses and certificates**

May require a valid driver's license, automobile insurance required by law, and the use of a dependable automobile.

**Working conditions**

An employee in this classification generally works in an office environment with other people. Work is usually performed indoors. Noise levels are typically low or moderate. Interruptions may be frequent.

This classification is considered generally sedentary. Most work is performed while sitting at a desk and usually involves extensive use of computers, telephones, and other office equipment. Strenuous physical activity — such as repetitive lifting and carrying of heavy objects, crawling, or stooping — is not generally associated with this classification. The incumbent is not typically exposed to significant safety hazards.

**Series**

Administrative Support

**Salary range 80**

*Approved by the Personnel Commission:*

May 26, 2022 (pending approval)



## Santa Barbara County Education Office

4400 Cathedral Oaks Rd, PO Box 6307, Santa Barbara, CA 93160-6307  
Telephone: (805) 964-4711 • FAX: (805) 964-4713 • sbceo.org

Susan C. Salcido, Superintendent of Schools

---

### Dual Certification Eligibility List

Job Class: Clerical Assistant, Full-Time

Rank	Application Number	Date Eligibility Expires
1	22668	06-02-2022
1	22686	06-02-2022
2	22753	06-02-2022
3	22724	06-02-2022

Number of applicants: 9

Number of applicants passed screening: 9

Number of performance/written exam attendees: 8

Number of oral exam attendees: 4

12-02-2021



## Budget04\_SBCEOc

## Budget Detail by Account, Type Summary

Model OB23-17 Personnel Commission			Fiscal Year 2022/23	
	# of Items	Item Type	Item Amount	Account Amount
Fund 01 - General Fund/County School Ser				
Expenditure				
01-0000-0-0000-7460-2300-000-1490-0000				142,455
PER COM,Class Admin Sal,Clas Pers,Undistri				
1	Salary	142,455.00		
01-0000-0-0000-7460-2400-000-1490-0000				160,557
PER COM,Cler/Office Sal,Clas Pers,Undistri				
4	Manual	1,440.00		
8	Salary	159,116.04		
01-0000-0-0000-7460-2430-000-1490-0000				3,000
PER COM,Extra Hours/OT,Clas Pers,Undistri				
1	Manual	3,000.00		
01-0000-0-0000-7460-2440-000-1490-0000				3,000
PER COM,Substitutes,Clas Pers,Undistri				
1	Manual	3,000.00		
01-0000-0-0000-7460-3202-000-1490-0000				78,124
PER COM,PERS2,Clas Pers,Undistri				
2	Manual	1,524.00		
7	Salary	76,599.04		
01-0000-0-0000-7460-3302-000-1490-0000				96
PER COM,OasdMed2,Clas Pers,Undistri				
1	Manual	29.76		
1	Salary	66.07		
01-0000-0-0000-7460-3304-000-1490-0000				4,451
PER COM,Medi Class,Clas Pers,Undistri				
5	Manual	107.88		
8	Salary	4,342.55		
01-0000-0-0000-7460-3402-000-1490-0000				103,489
PER COM,H&W2 Class,Clas Pers,Undistri				
1	Manual	5,415.00-		
14	Salary	108,904.00		
01-0000-0-0000-7460-3502-000-1490-0000				1,525
PER COM,Unempl2 Class,Clas Pers,Undistri				
3	Manual	32.40		
7	Salary	1,492.10		
01-0000-0-0000-7460-3602-000-1490-0000				4,776
PER COM,WrkComp2 Class,Clas Pers,Undistri				
5	Manual	115.77		
8	Salary	4,660.00		
01-0000-0-0000-7460-4300-000-1490-0000				200
PER COM,Supplies,Clas Pers,Undistri				
1	Other	200.00		
01-0000-0-0000-7460-4340-000-1490-0000				400
PER COM,Compter Exps,Clas Pers,Undistri				
1	Other	400.00		
01-0000-0-0000-7460-4350-000-1490-0000				3,140
PER COM,Office Supply,Clas Pers,Undistri				
1	Other	3,140.00		
01-0000-0-0000-7460-5200-000-1490-0000				2,000
PER COM,Travel,Clas Pers,Undistri				
2	Other	2,000.00		
01-0000-0-0000-7460-5201-000-1490-0000				4,000
PER COM,Out of Cnty Trv,Clas Pers,Undistri				
1	Other	4,000.00		

Selection Grouped by Acct Type, (Org = 61, Zero? = N, Item Type? = , Restricted? = Y, Control? = N, Management = 1490, Object Digit = 0, Page Break Level = )

ESCAPE

ONLINE

Page 1 of 2

Model OB23-17 Personnel Commission			Fiscal Year 2022/23	
	# of Items	Item Type	Item Amount	Account Amount
Fund 01 - General Fund/County School Ser (continued)				
Expenditure (continued)				
01-0000-0-0000-7460-5300-000-1490-0000				9,950
PER COM,Dues/Membership,Clas Pers,Undistri	2	Other	9,950.00	
01-0000-0-0000-7460-5610-000-1490-0000				1,675
PER COM,Rntl Les w/o Op,Clas Pers,Undistri	2	Other	1,675.00	
01-0000-0-0000-7460-5630-000-1490-0000				200
PER COM,Repairs,Clas Pers,Undistri	1	Other	200.00	
01-0000-0-0000-7460-5640-000-1490-0000				500
PER COM,Computer Repr,Clas Pers,Undistri	1	Other	500.00	
01-0000-0-0000-7460-5650-000-1490-0000				1,249
PER COM,Maint Agreemnts,Clas Pers,Undistri	2	Other	1,249.00	
01-0000-0-0000-7460-5715-000-1490-0000				400
PER COM,PhotoCopies,Clas Pers,Undistri	1	Other	400.00	
01-0000-0-0000-7460-5720-000-1490-0000				50
PER COM,Postage,Clas Pers,Undistri	1	Other	50.00	
01-0000-0-0000-7460-5730-000-1490-0000				1,025
PER COM,Printing/Dupl,Clas Pers,Undistri	2	Other	1,025.00	
01-0000-0-0000-7460-5740-000-1490-0000				160
PER COM,Computer Suppt,Clas Pers,Undistri	1	Other	160.00	
01-0000-0-0000-7460-5745-000-1490-0000				300
PER COM,Vehicle Use,Clas Pers,Undistri	2	Other	300.00	
01-0000-0-0000-7460-5800-000-1490-0000				6,000
PER COM,Prof Consulting,Clas Pers,Undistri	2	Other	6,000.00	
01-0000-0-0000-7460-5830-000-1490-0000				10,301
PER COM,Advertisement,Clas Pers,Undistri	2	Other	10,301.00	
Total for Org 061 , Fund 01 and Expenditure accounts				543,023

## Fiscal06a

## Comparative Object Summary

Account Object Code	2021/22 Adopted Budget	2021/22 Revised Budget	2021/22 Actuals with Encum	2022/23 Adopted Budget	2022/23 Adopted/ Revised	2022/23 Adopted- Revised	Comment
Management 1490 - PERSONNEL COMMISSION							
<b>Expense</b>							
2300 Class Admin Sal	135,610	137,604	137,604	142,455	103.53 %	4,851	
2400 Cler/Office Sal	136,331	141,082	141,190	160,557	113.80 %	19,475	
2430 Extra Hours/OT	3,000	3,000		3,000	100.00 %		
2440 Substitutes	3,000	5,664	5,608	3,000	52.97 %	2,664-	
<b>Total for Object 2000</b>	<b>277,941</b>	<b>287,350</b>	<b>284,402</b>	<b>309,012</b>		<b>21,662</b>	
3202 PERS2	63,351	64,205	63,597	78,124	121.68 %	13,919	
3302 OasdMed2	162	447	439	96	21.48 %	351-	
3304 Medi Class	3,996	4,158	4,095	4,451	107.05 %	293	
3402 H&W2 Class	122,511	89,641	91,513	103,489	115.45 %	13,848	
3502 Unempl2 Class	138	1,423	1,402	1,525	107.17 %	102	
3602 WrkComp2 Class	3,976	4,462	4,394	4,776	107.04 %	314	
<b>Total for Object 3000</b>	<b>194,134</b>	<b>164,336</b>	<b>165,439</b>	<b>192,461</b>		<b>28,125</b>	
4300 Supplies	200	200		200	100.00 %		
4340 Tangible Dev	400	400		400	100.00 %		
4350 Office Supply	3,140	3,140	1,192	3,140	100.00 %		
<b>Total for Object 4000</b>	<b>3,740</b>	<b>3,740</b>	<b>1,192</b>	<b>3,740</b>		<b>0</b>	
5200 Travel	5,000	5,000	543	2,000	40.00 %	3,000-	
5201 Out of Cnty Trv	4,000	4,000	2,900	4,000	100.00 %		
5300 Dues/Membership	5,650	5,650	3,813	9,950	176.11 %	4,300	
5610 Rntl Les w/o Op	1,300	2,300	1,300	1,675	72.83 %	625-	
5630 Repairs	200	200		200	100.00 %		
5640 Computer Repr	500	500	99	500	100.00 %		
5650 Maint Agreemnts	700	1,400	747	1,249	89.21 %	151-	
5715 PhotoCopies	400	400		400	100.00 %		
5720 Postage	50	50	1	50	100.00 %		
5730 Printing/Dupl	1,400	1,400	762	1,025	73.21 %	375-	
5740 Computer Suppt	160	265	265	160	60.38 %	105-	
5745 Vehicle Use	550	550		300	54.55 %	250-	
Selection    Grouped by Object, Filtered by User Permissions, (Org = 61, Online Status = N, Ending Date = 6/30/2023, Restricted? = Y, Management = 14, Obj Lvl = 4, Obj Digits = 1, Visual = N, Description = S, Page Break Lvl = 1)							

ESCAPE ONLINE

Page 1 of 2

Account Object Code	2021/22 Adopted Budget	2021/22 Revised Budget	2021/22 Actuals with Encum	2022/23 Adopted Budget	2022/23 Adopted/ Revised	2022/23 Adopted- Revised	Comment
Management 1490 - PERSONNEL COMMISSION (continued)							
Expense (continued)							
5800 Prof Consulting	7,400	7,674	774	6,000	78.19 %	1,674-	
5810 Contract Servs	5,000	2,872				2,872-	
5830 Advertisement	3,000	3,000	14,614	10,301	343.37 %	7,301	
5850 Consultant Cont	2,500	2,500				2,500-	
5930 Postge,Rfl Mtrs		49	48			49-	
Total for Object 5000	37,810	37,810	25,866	37,810		0	
Total for Org 061, Management 1490 and Expense accounts	513,625	493,236	476,898	543,023		49,787	



## **Santa Barbara County Education Office**

4400 Cathedral Oaks Rd, PO Box 6307, Santa Barbara, CA 93160-6307  
Telephone: (805) 964-4711 • FAX: (805) 964-4712 • sbceo.org

Susan C. Salcido, Superintendent of Schools

---

### **Personnel Commission Resolution No. 2022-9**

#### **Recognizing a State of Emergency and Authorizing Teleconferenced Meetings**

**WHEREAS**, in response to the novel coronavirus (“COVID-19”) pandemic, Governor Newsom adopted a series of Executive Orders allowing the legislative bodies of local governments to meet remotely via teleconference so long as other provisions of the Ralph M. Brown Act (“Brown Act”) were followed; and

**WHEREAS**, on September 16, 2021, Governor Newsom signed AB 361, which immediately amended the Brown Act allowing governing boards to continue holding virtual meetings outside the teleconferencing requirements of Government Code section 54953(b), if the board makes a finding that there is a proclaimed State of Emergency, and either (1) state or local officials have imposed or recommended social distancing measures, or (2) meeting in person would present imminent risks to the health or safety of attendees due to the emergency; and

**WHEREAS**, on March 4, 2020, Governor Newsom declared a statewide emergency arising from COVID-19 pursuant to Government Code section 8625; and

**WHEREAS**, social distancing measures have been recommended by the Santa Barbara County Public Health Department to mitigate the spread of COVID-19; and

**WHEREAS**, the Santa Barbara County Education Office Personnel Commission is committed to open and transparent governance in compliance with the Brown Act; and

**WHEREAS**, the Santa Barbara County Education Office Personnel Commission is conducting virtual meetings by way of internet-based and/or telephonic services so as to allow members of the public to fully participate in meetings and offer public comment;

**NOW THEREFORE, BE IT RESOLVED**, by the Santa Barbara County Education Office Personnel Commission:

1. The Santa Barbara County Education Office Personnel Commission has reconsidered the circumstances of the State of Emergency and recognizes that the State of Emergency in the State of California continues to exist due to the COVID-19 pandemic;

2. The Santa Barbara County Education Office Personnel Commission recognizes that social distancing measures remain recommended by state and local officials;
3. The Santa Barbara County Education Office Personnel Commission authorizes the use of teleconferencing for all meetings in accordance with Government Code section 54953(e) and all other applicable provisions of the Brown Act, for a period of thirty (30) days from the adoption of this resolution, or such a time that the Governing Board adopts a subsequent resolution in accordance with Government Code section 54953(e)(3).

**PASSED AND ADOPTED** by the Santa Barbara County Education Office Personnel Commission on **May 26, 2022**, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

STATE OF CALIFORNIA

COUNTY OF SANTA BARBARA

I, Amy R. Ramos, Secretary to the Personnel Commission, do hereby certify that the foregoing is a full and correct copy of a resolution duly passed and adopted by said Personnel Commission at a regularly called and conducted meeting held on said date:

---

Director, Human Resources/  
Secretary to the Personnel Commission