AGENDA ITEM 7a

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.


   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
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
<table>
<thead>
<tr>
<th>Position #</th>
<th>Position Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>2484</td>
<td>Paraeducator • Tommie Kunst Junior High DHOH • North County 20.00 hours per week • 10.00 months</td>
</tr>
<tr>
<td>2485</td>
<td>Educational Interpreter, American Sign Language, Certified • Tommie Kunst Junior High DHOH • North County 32.50 hours per week • 10.00 months</td>
</tr>
<tr>
<td>2486</td>
<td>Educational Interpreter, American Sign Language, Certified • Tommie Kunst Junior High DHOH • North County 30.00 hours per week • 10.00 months</td>
</tr>
</tbody>
</table>
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  
Accounting Assistant • Internal Services • Fiscal Services - Budgeting  
100% • 12 months

Herrera, Rosa  
Child Care Assistant • Early Care and Education • Just for Kids State Preschool  
75% • 10 months

Humphreys, Todd  
Finance Systems Supervisor • School Business Advisory Services • School Business Advisory Services  
100% • 12 months

Jasso, Gabriela  
Paraeducator • Special Education • Speech/Language Services, McClelland  
75% • 10 months

King, Barbara  
Paraeducator • Special Education • Arellanes Junior High School  
87.5% • 10 months

Lopez, Jessica  
Human Resources Supervisor • Human Resources • Certificated Human Resources Staff  
100% • 12 months

Martin, Vanessa  
Paraeducator • Special Education • Zaka Preschool  
65% • 10 months

Martinez, Serena  
Paraeducator • Special Education • Ralph Dunlap School DHOH 2  
75% • 10 months

Morro, Homer  
Certificated Human Resources Specialist • Human Resources • Human Resources Staff  
100% • 12 months

Munar, Desiree  
Paraeducator • Special Education • Allan Hancock Preschool  
60% • 10 months
Quezada, Jacquelinne  
Child Care Services Technician • Early Care and Education • Early Care and Education - Santa Maria  
100% • 12 months

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

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

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

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

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

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

**Differential - Add**

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

**Probation to Permanent**

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

Prepared on: 05-17-2022
Sanchez Aguilar, Jennifer  
Administrative Assistant • Curriculum and Instruction • Curriculum and Instruction  
100% • 12 months  

**Professional Growth**

Cadena Jr., Juan  
Senior Software Engineer • Information Technology Services • Information Technology Services  
100% • 12 months  
Professional Growth Award x 2  

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

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

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

**Separation**

**Resignation**

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

Martin, Vanessa  
Paraeducator • Special Education • Zaca Preschool  
65% • 10 months  

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

Prepared on: 05-17-2022
Santizo, Marissa
Paraeducator • Special Education • Hollister School
81.25% • 10 months
Open Continuous Certification Eligibility List

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

<table>
<thead>
<tr>
<th>Rank</th>
<th>Application Number</th>
<th>Date Eligibility Expires</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>23633</td>
<td>11-04-2022</td>
</tr>
<tr>
<td>2</td>
<td>23685</td>
<td>11-03-2022</td>
</tr>
</tbody>
</table>

05-23-2022
Open Continuous Certification Eligibility List

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

<table>
<thead>
<tr>
<th>Rank</th>
<th>Application Number</th>
<th>Date Eligibility Expires</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>23594</td>
<td>10-27-2022</td>
</tr>
<tr>
<td>2</td>
<td>23590</td>
<td>10-27-2022</td>
</tr>
</tbody>
</table>

05-02-2022
# Dual Certification Eligibility List

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

<table>
<thead>
<tr>
<th>Rank</th>
<th>Application Number</th>
<th>Date Eligibility Expires</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>23785</td>
<td>11-11-2022</td>
</tr>
<tr>
<td>2</td>
<td>23783</td>
<td>11-11-2022</td>
</tr>
</tbody>
</table>

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
## Dual Certification Eligibility List

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

<table>
<thead>
<tr>
<th>Rank</th>
<th>Application Number</th>
<th>Date Eligibility Expires</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>23627</td>
<td>11-11-2022</td>
</tr>
<tr>
<td>2</td>
<td>23585</td>
<td>11-11-2022</td>
</tr>
<tr>
<td>3</td>
<td>23615</td>
<td>11-11-2022</td>
</tr>
</tbody>
</table>

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
Open Continuous Certification Eligibility List

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

<table>
<thead>
<tr>
<th>Rank</th>
<th>Application Number</th>
<th>Date Eligibility Expires</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>23691</td>
<td>11-17-2022</td>
</tr>
<tr>
<td>2</td>
<td>23715</td>
<td>11-17-2022</td>
</tr>
</tbody>
</table>
Open Continuous Certification Eligibility List

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

<table>
<thead>
<tr>
<th>Rank</th>
<th>Application Number</th>
<th>Date Eligibility Expires</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>23733</td>
<td>11-03-2022</td>
</tr>
</tbody>
</table>
Open Continuous Certification Eligibility List

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

<table>
<thead>
<tr>
<th>Rank</th>
<th>Application Number</th>
<th>Date Eligibility Expires</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>23509</td>
<td>11-03-2022</td>
</tr>
</tbody>
</table>

05-03-2022
Personnel Commission

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)
Dual Certification Eligibility List

Job Class: Clerical Assistant, Full-Time

<table>
<thead>
<tr>
<th>Rank</th>
<th>Application Number</th>
<th>Date Eligibility Expires</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>22668</td>
<td>06-02-2022</td>
</tr>
<tr>
<td>1</td>
<td>22686</td>
<td>06-02-2022</td>
</tr>
<tr>
<td>2</td>
<td>22753</td>
<td>06-02-2022</td>
</tr>
<tr>
<td>3</td>
<td>22724</td>
<td>06-02-2022</td>
</tr>
</tbody>
</table>

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
<table>
<thead>
<tr>
<th># of Items</th>
<th>Item Type</th>
<th>Item Amount</th>
<th>Account Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Salary</td>
<td>142,455.00</td>
<td>142,455</td>
</tr>
<tr>
<td>4</td>
<td>Manual</td>
<td>1,440.00</td>
<td>160,557</td>
</tr>
<tr>
<td>8</td>
<td>Salary</td>
<td>159,116.04</td>
<td>160,557</td>
</tr>
<tr>
<td>1</td>
<td>Manual</td>
<td>3,000.00</td>
<td>3,000</td>
</tr>
<tr>
<td>2</td>
<td>Manual</td>
<td>1,524.00</td>
<td>78,124</td>
</tr>
<tr>
<td>7</td>
<td>Salary</td>
<td>76,599.04</td>
<td>78,124</td>
</tr>
<tr>
<td>1</td>
<td>Manual</td>
<td>29.76</td>
<td>96</td>
</tr>
<tr>
<td>1</td>
<td>Salary</td>
<td>66.07</td>
<td>96</td>
</tr>
<tr>
<td>1</td>
<td>Manual</td>
<td>5,415.00</td>
<td>103,489</td>
</tr>
<tr>
<td>14</td>
<td>Salary</td>
<td>108,904.00</td>
<td>103,489</td>
</tr>
<tr>
<td>3</td>
<td>Manual</td>
<td>32.40</td>
<td>1,525</td>
</tr>
<tr>
<td>7</td>
<td>Salary</td>
<td>1,492.10</td>
<td>1,525</td>
</tr>
<tr>
<td>5</td>
<td>Manual</td>
<td>115.77</td>
<td>4,776</td>
</tr>
<tr>
<td>8</td>
<td>Salary</td>
<td>4,660.00</td>
<td>4,776</td>
</tr>
<tr>
<td>1</td>
<td>Other</td>
<td>200.00</td>
<td>200</td>
</tr>
<tr>
<td>1</td>
<td>Other</td>
<td>400.00</td>
<td>400</td>
</tr>
<tr>
<td>1</td>
<td>Other</td>
<td>3,140.00</td>
<td>3,140</td>
</tr>
<tr>
<td>2</td>
<td>Other</td>
<td>2,000.00</td>
<td>2,000</td>
</tr>
<tr>
<td>1</td>
<td>Other</td>
<td>4,000.00</td>
<td>4,000</td>
</tr>
<tr>
<td>Fund 01 - General Fund/County School Ser (continued)</td>
<td>Expenditure (continued)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>---------------------------------------------------</td>
<td>-------------------------</td>
<td></td>
<td></td>
</tr>
<tr>
<td># of Items</td>
<td>Item Type</td>
<td>Item Amount</td>
<td>Account Amount</td>
</tr>
<tr>
<td>01-0000-0-0000-7460-5300-000-1490-0000</td>
<td>PER COM, Dues/Membership, Clas Pers, Undistri</td>
<td>9,950</td>
<td>9,950.00</td>
</tr>
<tr>
<td>01-0000-0-0000-7460-5610-000-1490-0000</td>
<td>PER COM, Rntl Les w/o Op, Clas Pers, Undistri</td>
<td>1,675</td>
<td>1,675.00</td>
</tr>
<tr>
<td>01-0000-0-0000-7460-5630-000-1490-0000</td>
<td>PER COM, Repairs, Clas Pers, Undistri</td>
<td>200</td>
<td>200.00</td>
</tr>
<tr>
<td>01-0000-0-0000-7460-5640-000-1490-0000</td>
<td>PER COM, Computer Repr, Clas Pers, Undistri</td>
<td>500</td>
<td>500.00</td>
</tr>
<tr>
<td>01-0000-0-0000-7460-5650-000-1490-0000</td>
<td>PER COM, Maint Agreements, Clas Pers, Undistri</td>
<td>1,249</td>
<td>1,249.00</td>
</tr>
<tr>
<td>01-0000-0-0000-7460-5715-000-1490-0000</td>
<td>PER COM, Photocopies, Clas Pers, Undistri</td>
<td>400</td>
<td>400.00</td>
</tr>
<tr>
<td>01-0000-0-0000-7460-5720-000-1490-0000</td>
<td>PER COM, Postage, Clas Pers, Undistri</td>
<td>50</td>
<td>50.00</td>
</tr>
<tr>
<td>01-0000-0-0000-7460-5730-000-1490-0000</td>
<td>PER COM, Printing/Dupl, Clas Pers, Undistri</td>
<td>1,025</td>
<td>1,025.00</td>
</tr>
<tr>
<td>01-0000-0-0000-7460-5740-000-1490-0000</td>
<td>PER COM, Computer Supp, Clas Pers, Undistri</td>
<td>160</td>
<td>160.00</td>
</tr>
<tr>
<td>01-0000-0-0000-7460-5745-000-1490-0000</td>
<td>PER COM, Vehicle Use, Clas Pers, Undistri</td>
<td>300</td>
<td>300.00</td>
</tr>
<tr>
<td>01-0000-0-0000-7460-5800-000-1490-0000</td>
<td>PER COM, Prof Consulting, Clas Pers, Undistri</td>
<td>6,000</td>
<td>6,000.00</td>
</tr>
<tr>
<td>01-0000-0-0000-7460-5830-000-1490-0000</td>
<td>PER COM, Advertisement, Clas Pers, Undistri</td>
<td>10,301</td>
<td>10,301.00</td>
</tr>
</tbody>
</table>

Total for Org 061, Fund 01 and Expenditure accounts 543,023
## Fiscal06a Comparative Object Summary

### Management 1490 - PERSONNEL COMMISSION

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

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