



**SANTA BARBARA COUNTY EDUCATION OFFICE
PERSONNEL COMMISSION**

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

REGULAR MEETING

September 24, 2020 – 12:30 p.m.

LOCATION

In compliance with Governor Newsom's Executive Order N-33-20 effective March 19, 2020 directing Californians to stay home, and as authorized by the Governor's Executive Order N-29-20 effective March 17, 2020 suspending the Brown Act requirement that members of the public be allowed to attend a public meeting in person, the meeting was conducted by videoconference only, with members of the public instructed to contact the Director, Human Resources to obtain login credentials if they wished to attend.

MINUTES

GENERAL FUNCTIONS

1. Call to Order

Mike Ostini called the meeting to order at 12:34 p.m.

2. Roll Call

Members Present

Mike Ostini, Chair

Gary Pickavet, Commissioner

Carmen Jaramillo, 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

Staff and guests present:

Mari Minjarez Baptista, Assistant Superintendent, Human Resources

Amy Ramos, Director, Human Resources

Magaly Vazquez, Transitional Youth Education Advocate

6. Public Comment — None

No other members of the public contacted the Director, Human Resources requesting login credentials for the meeting.

7. Approval of Minutes of Meeting Held August 27, 2020

MOVED: Carmen Jaramillo SECONDED: Gary Pickavet VOTE: 3-0

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

This was made available from the County Superintendent of Schools.

b. Legislative Update

This was made available from the Director, Human Resources.

REGULAR BUSINESS**10. Informational Items****a. List of New Positions****b. Classified Personnel Report dated October 15, 2020****c. Position Announcements****11. Action Items****a. Ratification of Eligibility List**

- i. Administrative Assistant (Dual – South)

MOVED: Gary Pickavet SECONDED: Carmen Jaramillo VOTE: 3-0

b. Classification of Positions

The Director recommended that a single position currently classified as a Transitional Youth Education Advocate – Bilingual in the Instructional Series be reclassified to Program Associate in the Administrative Support Series.

MOVED: Gary Pickavet SECONDED: Carmen Jaramillo VOTE: 3-0

c. Job Descriptions — None

UNFINISHED BUSINESS — None**NEW BUSINESS****12. Revision of Merit System Rule – Presented for First Reading**

4465.2 Rights of Employees Laid Off or Reduced for Lack of Work or Lack of Funds

The discussion included a suggestion to add language referring to promotional as well as initial probationary periods. It was also suggested that the Commission review all rules related to the rights of probationary employees in layoffs as a package.

REPORTS**14. PERSONNEL COMMISSIONER REPORTS**

Commissioners Pickavet and Ostini had no Commission-related items to report. Commissioner Jaramillo stated that she appreciated the orientation she received from SBCEO HR, and is using the various resources, such as the organization chart, to learn about SBCEO.

15. DIRECTOR, HUMAN RESOURCES REPORT

The Director reported that members of the classified HR team had been taking intermittent FFCRA leave due to child care/distance learning issues.

She also reported that recruiting activity has picked up. In addition, there has been a lot of classification activity, for a variety of reasons including new grants, impending retirements, and other circumstances.

Finally, she reported that HR – in particular, the Assistant Superintendent – has taken a lead role in implementing surveillance testing of employees, as required by the County Public Health Department.

16. CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION REPORT

No report from CSEA.

CLOSED SESSION — None

ADJOURNMENT

There being no further business, the meeting was adjourned at 1:57 p.m. The next regularly scheduled meeting will be held on October 22, 2020 at 12:30 p.m. by videoconference.



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



Michael Ostini
Chair, Personnel Commission