



**SANTA BARBARA COUNTY EDUCATION OFFICE
PERSONNEL COMMISSION**

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

REGULAR MEETING

June 24, 2021 – 12:30 p.m.

LOCATION

As authorized by Governor Newsom'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 and establishing new requirements for conduct of telephonic or electronic meetings, 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

Gary Pickavet called the meeting to order at 12:31 p.m.

2. Roll Call

Members Present

Gary Pickavet, Chair
Carmen Jaramillo, Vice Chair
Mike Ostini, Commissioner

3. Pledge of Allegiance

Gary Pickavet 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, Human Resources noted that the numbering of items 16, 17, and 18 on the agenda needed to be corrected to 13, 14, and 15.

5. Introduction of Guests

Staff present:

Amy Ramos, Director, Human Resources
Tracie Cordero, Classified Human Resources Specialist
Eden Hood, Classified Human Resources Technician Substitute

Sharon Van Gundy, Administrator, Information Technology Services
Sheryl Pognant, Manager, Information Technology Services

6. Public Comment — None

7. Approval of Minutes of Meeting Held May 27, 2021

MOVED: Mike Ostini SECONDED (via chat): Carmen Jaramillo
VOTE: 3-0

8. Communications — None

9. Informational Items

a. Media Releases/Columns

Media releases were made available from the County Superintendent of Schools about local teachers who received honors: Josie Coburn as 2022 Performing Arts Teacher of the Year, and Staci Hendricks was the recipient of Santa Barbara's Downtown Rotary Club Teacher Recognition Award for 2021 spring quarter.

b. Legislative Update

The Director reviewed the updated CalOSHA Emergency Temporary Standards, which regulate non-school work environments. The new standards allow fully vaccinated workers to go without a face covering in the workplace, provided that the employer has verified the employees' vaccination status. Physical distancing requirements were eliminated except in cases of COVID outbreaks. Employees of any vaccination status may request, and the employer must provide, appropriate face coverings. The new standards went into immediate effect on June 17, by executive order of the Governor.

REGULAR BUSINESS

10. Informational Items

a. List of New Positions

b. Classified Personnel Report dated July 1, 2021

c. Position Announcements

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

- i. Child Care Services Technician (Dual – South)
- ii. Communications Specialist – Bilingual (Dual – South)
- iii. Director, Children’s Creative Project (Dual – South)
- iv. Program Associate (Dual – South)
- v. Vocational Assistant (Dual – North)

MOVED: Carmen Jaramillo SECONDED: Mike Ostini VOTE: 3-0

b. Classification of Positions

- i. The Director, Human Resources recommended an adjustment to the salary for the classification of Manager, Early Care and Education Services, from management salary range 13 to range 14, with an effective date of 7/1/2021.

MOVED: Mike Ostini SECONDED: Carmen Jaramillo VOTE: 3-0

- ii. The Director, Human Resources recommended an adjustment to the salary for the classification of Risk and Loss Control Manager, from management salary range 13 to range 14, along with a revision to the job description and a minor job title change, with an effective date of 7/1/2021.

MOVED: Mike Ostini SECONDED: Carmen Jaramillo VOTE: 3-0

- iii. The Director, Human Resources recommended an adjustment to the salary for the classification of Senior Software Engineer, from classified salary range 96 to range 99, with an effective date of 7/1/2021.

MOVED: Carmen Jaramillo SECONDED: Mike Ostini VOTE: 3-0

- iv. The Director, Human Resources recommended establishing a new classified position of Classified Human Resources Analyst.

Approved as amended.

MOVED: Carmen Jaramillo SECONDED: Mike Ostini VOTE: 3-0

After discussion, it was agreed that the Commission should participate in the final selection of the incumbent, in accordance with PC Rule 4424.1 and Education Code 45264.

c. Job Descriptions — None

UNFINISHED BUSINESS

12. Discussion: Timing of Return to In-Person Personnel Commission Meetings

After discussion, it was agreed that the July PC meeting would be conducted by Zoom. At the July meeting, the Commissioners will consider whether to resume in-person meetings in August.

NEW BUSINESS — None

REPORTS

13. PERSONNEL COMMISSIONER REPORTS

The Commissioners had no PC-related items to report.

14. DIRECTOR, HUMAN RESOURCES REPORT

The Director thanked the Commission for approving the new Classified Human Resources Analyst position. She also formally welcomed Eden Hood to the Classified HR team in her substitute capacity.

The Director noted that SBCEO now appears on CSPCA's redesigned website on its page listing merit districts.

The Director noted that negotiations with CSEA as well as SBCEA had concluded. A meeting of the CSEA membership is scheduled for June 30, when they will vote whether to ratify.

The Director reported that, in compliance with the new Cal/OSHA emergency temporary standards, SBCEO is allowing office-based staff to go without a face covering by attesting to their fully vaccinated status. Employees who are not yet fully vaccinated, decline to state their vaccination status, or don't complete an attestation form are required to wear masks. Any employee who wishes to wear a face covering even when it's not required can continue to do so. Schools are governed by CDPH guidance, which still requires employees and students in classroom settings to wear masks.

15. CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION REPORT

No report from CSEA.

CLOSED SESSION — None

ADJOURNMENT

There being no further business, the meeting was adjourned at 2:41 p.m. The next regularly scheduled meeting will be held on July 22, 2021 at 12:30 p.m. by videoconference.



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



Gary Pickavet
Chair, Personnel Commission