



**SANTA BARBARA COUNTY EDUCATION OFFICE
PERSONNEL COMMISSION**

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

REGULAR MEETING

February 23, 2023 – 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.

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, Vice Chair

Carmen Jaramillo, 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 Staff and Guests

Staff present:

Amy Ramos, Director, Human Resources

Tracie Cordero, Classified Human Resources Specialist

6. Public Comment — None

7. Approval of Minutes of Regular Meeting Held January 26, 2023

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

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

The Director, Human Resources reported that three Santa Barbara County schools had been recognized by the State Superintendent of Public Instruction for their arts education. She noted that one, Cold Spring School, is a school to which SBCEO provides special education services, and that a second, Los Berros Visual and Performing Arts Academy, is part of the Lompoc Unified School District, for which Commissioner Jaramillo works.

The Director also highlighted a few items from the Superintendent's newsletter: the Countywide Education Job Fairs hosted by SBCEO; a new superintendent joining Lompoc Unified; an educator in the Carpinteria Unified School District being named National Bilingual Teacher of the Year; the Local Solutions grant, which is administered by SBCEO's Credentials Manager, Tom Heiduk; and the Partners in Education Job Readiness Training & Internship Program, for which Human Resources provides one training session.

b. Legislative Update

The Director, Human Resources had no legislative updates to share.

REGULAR BUSINESS**10. Informational Items****a. List of New Positions****b. Classified Personnel Report dated March 2, 2023****c. Position Announcements**

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

- i. Administrator, School Business Advisory Services (Senior Management – South)
- ii. Child Care Assistant (Open Continuous – North (Lompoc))
- iii. Finance Systems Supervisor (Dual – South)
- iv. Health Advocate (Dual – North (Lompoc))
- v. Paraeducator (Open Continuous – North)
- vi. Paraeducator (Open Continuous – South)

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

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

The Director, Human Resources recommended a revision to the job description for the existing classification of Maintenance and Operations Manager, including a revised title and change in salary range to management salary range 17.

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

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

- a. 4411, Definitions (proposed addition of a definition of Reassignment, proposed revision to the definition of Transfer)
- b. 4462.1, Transfers

The Director, Human Resources recommended revisions to the PC Rule on Transfers, distinguishing transfers from reassignments. She recommended accompanying revisions to the Definitions section of the Rules: clarifying the

definition of transfers and adding a definition of reassignments. After discussion, no changes were suggested to the draft revisions.

REPORTS

13. PERSONNEL COMMISSIONER REPORTS

Commissioner Pickavet asked why the format of the Employee Service Awards had changed. He also requested an updated organization chart for the Human Resources Department.

Commissioner Jaramillo reported that she is trying to keep up with the recruiting work at her district.

Commissioner Ostini reported that he attended the County Board of Education meeting on February 2; he noted that Superintendent Salcido introduced him and that Steve Torres, the new Associate Superintendent of Administrative Services, spoke. Commissioner Ostini stated that he was very impressed by the high school students on the Superintendent's new Student Advisory Council, and also by the Allan Hancock College Rising Scholars presentation.

14. DIRECTOR, HUMAN RESOURCES REPORT

The Director reported that SBCEO expects very few classified layoffs for the 23-24 fiscal year. Where we do have some classrooms closing, we are confident that we have enough vacancies to provide a "soft landing" for affected employees.

The Director also reported that our Special Education preschool programs, which have historically operated four days per week, will be transitioning to five days per week in the 23-24 school year. Students and their families will receive an additional day of instruction and services each week. Staff will have increased time to help students achieve their learning goals, as well as the benefits of a higher FTE, including increased pay, greater retirement credit, and a greater contribution by SBCEO toward health benefits. We anticipate the additional hours and full SBCEO contribution toward benefits will make it easier to recruit for those positions as well. HR collaborated with Special Ed on the communication to employees about this change, and also gave CSEA an opportunity to preview the communication.

The Director reported that she and Mari Baptista attended Superintendent Salcido's installation ceremony at the County Board of Supervisors' meeting on February 7 (rescheduled from January 10, the day of the previous big storm).

15. CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION REPORT

No report from CSEA. The Director, Human Resources reported that SBCEO had been informed that SBCEO would be getting a new CSEA field representative.

CLOSED SESSION — None

ADJOURNMENT

There being no further business, the meeting was adjourned at 1:40 p.m. The next regular meeting will be held on Thursday, March 23, 2023, at 12:30 p.m. The meeting will be held in the Santa Barbara County Education Office Board Room, Santa Maria and will also be available via videoconference at the Santa Barbara County Education Office Board Room, Santa Barbara.



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



Mike Ostini
Chair, Personnel Commission