



**SANTA BARBARA COUNTY EDUCATION OFFICE
PERSONNEL COMMISSION**

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

REGULAR MEETING
August 24, 2023 – 12:30 p.m.

MINUTES

GENERAL FUNCTIONS

1. Call to Order

Mike Ostini called the meeting to order at 12:30 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.

4. Changes to the Agenda

The Director, Human Resources noted a correction to agenda item 11a(vii): the eligibility list should be labeled North.

5. Introduction of Staff and Guests

Staff present:

Amy Ramos, Director, Human Resources
Tracie Cordero, Classified Human Resources Specialist
Wendy Garcia, Certificated Human Resources Technician

6. Public Comment — None

7. Approval of Minutes of Regular Meeting Held July 27, 2023

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

8. Communications — None

9. Informational Items

a. Media Releases/Editorials

The Director, Human Resources summarized some recent news stories that featured SBCEO. One was about an initiative on which SBCEO partnered with the Santa Barbara County Probation Department; SBCEO assembled 82 care packages from donated items and distributed them to families of Probation clients who are under supervision to help the families prepare for the school year. The other article was about a recently released Santa Barbara County Grand Jury report about the state of cybersecurity in local school districts, to which SBCEO has been given the opportunity to respond. The Superintendent is preparing a response; the Director noted that school districts are independent, and while SBCEO has no authority to regulate or oversee their cybersecurity operations, SBCEO may be able to play a role in providing support, expertise, and opportunities for dialogue and networking on this subject.

b. Legislative Update

The Director, Human Resources reported on the status of AB1699, which among other provisions would require school employers to give priority to current regular non-probationary classified employees for vacant part-time and full-time positions. The legislation has advanced through committees, and the State Department of Finance has just released its analysis, which stated that the legislation “could create unknown ongoing Proposition 98 General Fund costs that could be in the tens of millions of dollars for school districts to offer on-the-job training to eligible employees and extend benefits to additional employees.” The Department of Finance is recommending opposing the bill.

REGULAR BUSINESS

10. Informational Items

a. List of New Positions

b. Classified Personnel Report dated September 7, 2023

c. Position Announcements

11. Action Items

a. Ratification of Eligibility Lists

- i. Administrative Assistant (Dual – Santa Barbara)
- ii. Computer/Network Technician, ITS (Dual – Santa Barbara)
- iii. Educational/Interpreter, American Sign Language (Dual – Santa Maria)
- iv. Paraeducator – expires 1/25/24 (Open Continuous – North)
- v. Paraeducator – expires 2/2/24 (Open Continuous – North)
- vi. Paraeducator – expires 2/2/24 (Open Continuous – South)
- vii. Paraeducator – expires 2/11/24 (Open Continuous – North)
- viii. Teaching Assistant (Dual – North)

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

It was requested that the full, merged eligibility list for Paraeducator, showing different expiration dates, be presented for ratification at future meetings.

b. Classification of Positions

- i. The Director, Human Resources recommended the abolishment of the following classifications:
 - A. Welcome Every Baby (WEB) Nurse
 - B. Manager, WEB Nurses
 - C. CalSTRS Retirement Benefits Counselor

The programs with which these classifications had been associated have been discontinued, and there were no remaining incumbents in any of the classifications.

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

c. Job Descriptions — None

UNFINISHED BUSINESS

12. Revision of Merit System Rule – Presented for Second Reading

4464.1 Vacation

MOVED: Gary Pickavet

SECONDED: Carmen Jaramillo

VOTE: 3-0

NEW BUSINESS

13. Public Hearing

Mike Ostini called the public hearing to order at 1:00 p.m. A public hearing was conducted in accordance with State Board of Education requirements for consideration of SBCEO's waiver request for Educational Interpreter, American Sign Language. No members of the public were present for the public hearing. The public hearing was closed at 1:02 p.m.

14. Revision of Merit System Rules – Presented for First Reading

- a. 4411 Definitions (proposed revisions to the definitions of Anniversary Date, Director, Fiscal Year, Overtime, Step Advancement)
- b. 4491.2 Step Advancement
- c. 4494.1 Workday and Workweek
- d. 4494.4 Overtime

REPORTS

15. PERSONNEL COMMISSIONER REPORTS

Commissioners Jaramillo, Pickavet, and Ostini had no PC-related items to report.

16. DIRECTOR, HUMAN RESOURCES REPORT

The Director reported the following:

- She attended Back to School sessions for Special Education in Lompoc and South County, and also for Early Care and Education and enjoyed the opportunity to represent HR and the classified team and to see employees face to face and for them to be able to connect my face with a name.

- She supported our Benefits team during a benefits fair held at the North County office during open enrollment, which was also a nice opportunity to connect face to face with staff.
- HR has decided to use our new NeoEd applicant tracking system for substitute recruiting as well. Melissa Rodriguez has trained Wendy Garcia on how to set up substitute recruitments in NeoEd, and the changeover is expected to occur beginning August 28.
- She and the Associate Superintendent of Human Resources have been working over a period of many months to transition the Child Care Assistants from classified to certificated status. Because they are represented, SBCEO has been negotiating with CSEA to make this transition. Child Care Assistants are unique among classified employees in being required by the state to possess a certain number of college units in a specific subject (early childhood education). They are also supposed to obtain a permit from the California Commission on Teacher Credentialing. These factors make it appropriate for them to be certificated, rather than classified, employees. As certificated employees, they would also be eligible for the new California Apprenticeship Initiative that provides financial support for them to progress in the ECE career ladder (Associate Teacher, Site Supervisor, etc.). As classified employees, they are not eligible to participate in CAI. After extensive negotiations, the parties are very close to having an MOU, and the Associate Superintendent has also been negotiating an MOU with the certificated bargaining unit, since the Child Care Assistants will become part of their unit upon this change becoming effective.

17. CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION REPORT

No report from CSEA.

CLOSED SESSION — None scheduled

ADJOURNMENT

There being no further business, the meeting was adjourned at 1:50 p.m. The next regular meeting will be held on Thursday, September 28, 2023, at 12:30 p.m. The meeting will be held 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



Mike Ostini
Chair, Personnel Commission