



**SANTA BARBARA COUNTY EDUCATION OFFICE  
PERSONNEL COMMISSION**

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

**REGULAR MEETING**  
April 25, 2024 – 12:30 p.m.

**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**

Mike Ostini led the Pledge of Allegiance.

**4. Changes to the Agenda — None**

**5. Introduction of Staff and Guests**

Staff present:

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

**6. Public Comment — None**

**7. Approval of Minutes of Regular Meeting Held March 28, 2024**

MOVED: Mike Ostini

SECONDED: Carmen Jaramillo

VOTE: 3-0

**8. Communications — None**

**9. Informational Items****a. Media Releases/Editorials**

The Director, Human Resources summarized a media release about the about the winners of the annual Mock Trial competition, which is coordinated by SBCEO with extensive support from the Santa Barbara County Superior Court, offices of the District Attorney and Public Defender, and the nonprofit Teach Democracy. This year's winning team, from Dos Pueblos High School in Goleta, went on to represent Santa Barbara County at the Mock Trial State Finals in late March, where they placed 7<sup>th</sup> among the 31 counties participating.

**b. Legislative Update**

The Director reported that AB 1699, a piece of legislation that was vetoed by Governor Newsom in the prior year's legislative session, has been revived in the current session as AB 2088, with most of the same new requirements applied to recruiting for classified vacancies. Despite some minor revisions to the original legislative language, opposition to this proposed bill remains widespread, with ACSA, CASBO, CSBA, and California County Superintendents all signing in opposition, in addition to numerous school districts around the state, including SBCEO and other local districts such as Buellton, Santa Maria Joint Union, and Allan Hancock. The Director committed to keeping the Commission updated on the progress of this legislation.

**REGULAR BUSINESS****10. Informational Items****a. List of New Positions****b. Classified Personnel Report dated May 9, 2024****c. Position Announcements**

- i. Accounting Technician, Senior (Dual – Santa Barbara)
- ii. Early Care and Education Lead (Promotional – Santa Maria)
- iii. Office Assistant (Dual – Santa Barbara)

**11. Action Items**

**a. Ratification of Eligibility Lists**

- i. Clerical Assistant (Dual – Santa Maria)
- ii. Director, Facilities (Dual – Santa Barbara)
- iii. Educational Interpreter, ASL – Certified (Open Continuous – Santa Maria)
- iv. Paraeducator (Open Continuous – North)
- v. Senior Software Engineer (Open Continuous – Santa Barbara)

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

**b. Salary Reallocation**

<b>CLASSIFICATION</b>	<b>CURRENT SALARY RANGE</b>	<b>PROPOSED NEW SALARY RANGE</b>
Paraeducator	60	64
Paraeducator, Behavioral Intervention	62	66
Vocational Assistant	60	64

The Director, Human Resources recommended a reallocation of the salary range for three classifications, as noted above, with an effective date of 5/1/2024. This recommendation was based on challenges in recruiting and retention for all three classifications and has the support of CSEA and the County Superintendent of Schools.

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

**c. Job Descriptions — None**

**UNFINISHED BUSINESS**

**12. Revision of Merit System Rules – Presented for Second Reading**

4491.11 Simultaneous Actions Affecting Pay Status

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

**13. Approve 2024-25 Personnel Commission Meeting Schedule**

MOVED: Mike Ostini

SECONDED: Carmen Jaramillo

VOTE: 3-0

**NEW BUSINESS****14. Review of Proposed 2024-2025 Personnel Commission Budget**

This was an information item. A public hearing on the proposed budget will be scheduled concurrently with the regularly scheduled May Personnel Commission meeting.

**15. Classified School Employee of the Year Update**

a. Resolution

MOVED: Carmen Jaramillo

SECONDED: Mike Ostini

VOTE: 3-0

b. Letter to CSEY honorees

MOVED: Mike Ostini

SECONDED: Carmen Jaramillo

VOTE: 3-0

**REPORTS****16. PERSONNEL COMMISSIONER REPORTS**

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

Commissioner Jaramillo reported that she had attended the AALRR training on criminal background checks. She thanked SBCEO for coordinating the consortium of local educational agencies that are able to avail themselves of the various training opportunities offered by AALRR.

**15. DIRECTOR, HUMAN RESOURCES REPORT**

The Director reported that she and Melissa Rodriguez represented SBCEO at two local job fairs earlier this month: the State Street Job Fair, coordinated by the Santa Barbara Public Library and the Workforce Development Board; and a job fair coordinated by Santa Barbara City College and the Workforce Development Board. Attendees at the two events were a mix of students; individuals already established in their careers or looking to make a change; and active job-seekers dressed in suits and prepared with resumes. She noted that staff spend a lot of time at these events simply raising the profile of SBCEO, making attendees aware of us as a desirable local employer, explaining our mission, and highlighting the many different career opportunities we have available (not strictly

certificated jobs, which is what many people think when they see “education” in our name). She noted that the goal of attending these kinds of events is not only to fill current vacancies but also to create a pipeline of future applicants.

The Director also reported that HR had started using the NeoEd Onboarding module for classified new hires. She noted that in a period of less than four years, Classified HR had transitioned from an onboarding process that was entirely paper-based, to an electronic onboarding packet on the Informed K12 platform, now to an online experience that’s integrated with the system candidates use to apply for our classified jobs. The Director provided a brief demonstration of the Onboarding module.

#### **16. CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION REPORT**

No report from CSEA.

**CLOSED SESSION** — None scheduled

#### **ADJOURNMENT**

There being no further business, the meeting was adjourned at 1:24 p.m. The next regular meeting will be held on Thursday, May 23, 2024, 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.



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



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Gary Pickavet  
Chair, Personnel Commission