



**SANTA BARBARA COUNTY EDUCATION OFFICE
PERSONNEL COMMISSION**

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

REGULAR MEETING
February 27, 2025 – 12:30 p.m.

MINUTES

GENERAL FUNCTIONS

1. Call to Order

Carmen Jaramillo called the meeting to order at 12:30 p.m.

2. Roll Call

Members present:

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

3. Pledge of Allegiance

Carmen Jaramillo led the Pledge of Allegiance.

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
Gabriel Purvis, Classified Human Resources Analyst
Wendy Garcia, Certificated Human Resources Technician

6. Public Comment — None

7. Approval of Minutes of Regular Meeting Held January 23, 2025

MOVED: Gary Pickavet SECONDED: Mike Ostini VOTE: 3-0

8. Communications — None

9. Informational Items

a. Media Releases/Editorials

The Director, Human Resources summarized two media releases. One was about the annual Author-Go-Round, which gives students from all over the county the opportunity to engage with authors and illustrators of children's and young adult books. The event for North County students was held January 28-29 at the Abel Maldonado Community Youth Center, and the South County event was held in the SBCEO Auditorium February 4-5. This year's events featured at least seven authors and illustrators, and were attended by more than 300 5th-8th grade students.

The second media release was about the countywide Education Job Fairs that SBCEO HR is hosting next month. We expect seven districts to attend the job fair in the south, and six districts have signed up for the event in the north, which will be at Shepard Hall in the Santa Maria Public Library. The events will be March 6 in the SBCEO Auditorium in the south; and March 13 in the north. Both events will be held from 4-7 in the evening.

b. Legislative Update

The Director, Human Resources shared information about AB 2158, which went into effect on January 1; this bill amended the Government Code to extend mandatory ethics trainings for officials at school districts, county offices of education, and charter schools. Under the new law, local agency officials are required to receive at least two hours of training in general ethics principles and ethics laws relevant to the official's public service, which must be completed every two years. Officials covered by this legislation include:

All members of Brown Act-covered bodies if at least one member receives any type of compensation or expense reimbursement for their work.

Therefore, this legislation applies to members of the Personnel Commissioners.

SBCEO is exploring various training providers so that we can comply with the new requirements. Once we have selected a vendor, Commissioners will be provided with information about how to fulfill the new requirement.

REGULAR BUSINESS

10. Informational Items

- a. List of New Positions**
- b. Classified Personnel Report dated March 13, 2025**
- c. Position Announcements — None**

11. Action Items

a. Ratification of Eligibility Lists

- i. Administrative Assistant (Bilingual Required) – (Dual – Santa Maria)
- ii. Program Associate (Bilingual Required) – (Dual – Santa Maria)
- iii. Custodian/Maintenance Worker (Dual – Santa Maria)
- iv. Paraeducator (Open Continuous – North)
- v. Educational Interpreter, ASL (Open Continuous – Santa Maria)

MOVED: Mike Ostini

SECONDED: Gary Pickavet VOTE: 3-0

b. Classification of Positions — None

c. Job Descriptions

- i. Paraeducator
- ii. Paraeducator, Behavioral Intervention

A revision to the Paraeducator job description was suggested. Action on this item was deferred pending follow-up with CSEA.

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

- a. 4411 Definitions
 - i. Proposed new definition: Administrative Leave
 - ii. Proposed revision: Suspension

MOVED: Gary Pickavet

SECONDED: Mike Ostini

VOTE: 3-0

NEW BUSINESS — None**REPORTS****14. PERSONNEL COMMISSIONER REPORTS**

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

15. DIRECTOR, HUMAN RESOURCES REPORT

The Director reported that the HR team continues to prepare for the Lompoc Unified program transfer – drafting communications to affected employees and to the district, fielding questions from affected employees, and reviewing our staffing needs.

As mentioned earlier, HR is also gearing up for our annual Countywide job fairs. Between the labor market changes we've observed and the move to a weekday evening for the event, we are hoping for increased turnout.

The Director reported that, even with the longer nomination period, SBCEO had not received any submissions yet for Classified School Employee of the Year. The Director encouraged commissioners to leverage their connections in local school districts to encourage submissions, which are due to SBCEO on March 11.

The Director had the opportunity to attend a production of "Beauty and the Beast" at Isla Vista School as a representative of SBCEO. The performance was very charming, and the singing, dancing, sets, and costumes demonstrated so much hard work by the staff, students, and parent volunteers. It was a pleasure to have this chance to support the performing arts in our local schools.

The Director was also pleased to report that Gabriel Purvis had completed probation and expressed how glad we are to have him as part of the HR team.

16. CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION REPORT

No report.

CLOSED SESSION — None scheduled

ADJOURNMENT

There being no further business, there was a motion to adjourn.

MOVED: Mike Ostini

SECONDED: Gary Pickavet

VOTE: 3-0

The meeting was adjourned at 1:37 p.m. The next regular meeting will be held on Thursday, March 27, 2025, 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

Carmen Jaramillo
Chair, Personnel Commission