



**SANTA BARBARA COUNTY EDUCATION OFFICE
PERSONNEL COMMISSION**

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

REGULAR MEETING
July 18, 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

Mike Ostini led the Pledge of Allegiance.

4. Changes to the Agenda — None

5. Introduction of Staff and Guests

Staff and guests present:

Gina Branum, Associate Superintendent, Human Resources
Amy Ramos, Director, Human Resources
Wendy Garcia, Certificated Human Resources Technician
Tracie Cordero, Classified Human Resources Specialist
Gabriel Purvis, Classified Human Resources Analyst
Natalie Spevak, Director, Educator Workforce Development
Steve Torres, Associate Superintendent, Administrative Services
Janelle Willis, Administrator, Early Care and Education
Elise Simmons, Director, Student and Community Services
Jeanette Hatfield

6. Public Comment — None**7. Approval of Minutes of Regular Meeting Held June 26, 2025**

MOVED: Mike Ostini

SECONDED: Gary Pickavet

VOTE: 3-0

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

There were no media releases from the County Superintendent. The Director provided Commissioners with a save-the-date flyer for next year's CSPCA conference, which will take place in March in San Diego.

b. Legislative Update

The Director, Human Resources noted that the legislature was in summer recess, but shared information provided by the California County Superintendents about reports that the Trump administration would delay the distribution of billions in federal education funding that was expected by July 1. The delay will affect afterschool and summer learning programs, teacher training grants, student support services, and funding for migrant and English learner education. No clear timeline has been provided for the release of funds.

REGULAR BUSINESS**10. Informational Items****a. List of New Positions****b. Classified Personnel Report dated August 14, 2025****c. Position Announcements**

- i. Manager, Early Care and Education (Dual – North County)
- ii. Teaching Assistant (Bilingual) – (Promotional – Santa Maria)
- iii. Office Assistant (Dual – Santa Barbara)
- iv. Food Service Worker (Dual – Santa Maria)

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

- i. Custodian/Maintenance Worker (Dual – Santa Barbara)
- ii. Educational Interpreter, American Sign Language (Open Continuous, Santa Maria)
- iii. Manager, Engagement and Support (Dual – Location flexible)
- iv. Behavioral Health Practitioner (Open Continuous – Santa Maria)

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

b. Classification of Position

The Director, Human Resources recommended establishing a new management classification of Chief Technology Officer at management salary range 31. This recommendation had the support of the Associate Superintendent, Administrative Services and the County Superintendent of Schools.

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

c. Job Description

The Director, Human Resources recommended the approval of revisions to the job description for Reprographics Supervisor, along with a proposed reallocation to salary range 84, with an effective date of August 1, 2025. This study was undertaken by Human Resources at the request of the Communications Department and with the approval of the County Superintendent, as part of Classified HR's annual work plan of classification and compensation studies. The recommendations were based on a job analysis and salary survey, and have the support of the Director, Communications and the County Superintendent of Schools.

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

d. Abolition of Classification

The Director, Human Resources recommended the abolition of the classification of Administrator, Information Technology Services. This position is vacant, and the new Chief Technology Officer classification was proposed to replace this classification in the ITS department structure. This recommendation had the support of the Associate Superintendent, Administrative Services and the County Superintendent of Schools.

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

UNFINISHED BUSINESS — To be heard in closed session

NEW BUSINESS

12. Quarterly Review of Personnel Commission Budget

This was presented as an information item.

REPORTS

13. PERSONNEL COMMISSIONER REPORTS

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

14. DIRECTOR, HUMAN RESOURCES REPORT

The Director reported that these are exciting times in HR. The new Associate Superintendent of Human Resources, Gina Branum, has officially stepped into the role, and the new Director of Educator Workforce Development, Natalie Spevak – who will be the counterpart to the Director of Human Resources on the certificated side – also started on July 1. The Director noted that she looked forward to working with them to form the new HR leadership team and move the department forward.

15. CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION REPORT

No report.

CLOSED SESSION

After reports were presented, the Personnel Commission went into a brief recess until 1:05 p.m., at which time they went into closed session to conduct the following business:

- i. Complete Findings of Fact and Issue Decision in Appeal of Denial of Protest of Written Examination for Manager, Career Technical Education Programs
- ii. Evaluation Conference with Director, Human Resources

Closed session ended at 1:53 p.m. and the public meeting reconvened at 2:25 p.m. The Personnel Commission reported the following:

- The appeal was denied.
- The evaluation was completed and signed by the Chair.

ADJOURNMENT

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

MOVED: Gary Pickavet

SECONDED: Mike Ostini

VOTE: 3-0

The meeting was adjourned at 2:27 p.m. The next regular meeting will be held on Thursday, August 28, 2025, 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



Carmen Jaramillo
Chair, Personnel Commission