



**SANTA BARBARA COUNTY EDUCATION OFFICE  
PERSONNEL COMMISSION**

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

**REGULAR MEETING**  
January 22, 2026 – 12:30 p.m.

**MINUTES**

**GENERAL FUNCTIONS**

**1. Call to Order**

Michael Ostini called the meeting to order at 12:32 p.m.

**2. Roll Call**

Members present:

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

**3. Pledge of Allegiance**

Gary Pickavet led the Pledge of Allegiance.

**4. Changes to the Agenda**

A correction to agenda item 11a(i) was noted. The correct classification title for the eligibility list is Accounting Technician.

**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  
Steve Torres, Associate Superintendent, Administrative Services  
Brandon Weber, Chief Technology Officer  
Justin Barthel, Computer/Network Technician II, ITS  
Joseph Lane, Computer/Network Technician II, ITS  
Randy Smith, Computer/Network Support Supervisor  
Ron Wheeler, Computer/Network Technician II, ITS  
Myron Porter, Payroll Systems Supervisor

Daisy Lazaer, Financial Analyst

**6. Public Comment — None**

**7. Approval of Minutes of Regular Meeting Held December 11, 2025**

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

**8. Communications — None**

**9. Informational Items**

**a. Media Releases/Editorials — None**

**b. Legislative Update**

The Director, Human Resources updated the Commissioners on SB 294, which requires employers to provide a new “Know Your Rights” notice to their current workers on or before February 1 of this year, and then annually after that; new hires must also receive it starting February 1. The notice includes information about workers’ compensation, the right to notice of an I-9 inspection by immigration agencies, protection against unfair immigration-related practices, constitutional rights when interacting with law enforcement in the workplace, labor organizing rights, a description of new laws affecting workplace rights, and a list of the enforcement agencies that enforce the rights outlined in the notice.

The Director further reported that beginning January 1, 2026, upon notice from an employee, employers must notify the employee’s designated contact if the employee is arrested or detained on the worksite or when an employer has actual knowledge that the employee was arrested or detained during work hours but not on the worksite. By March 30, 2026, employers must provide employees with the opportunity to name emergency contacts and to indicate whether the emergency contact should be notified if the employee is arrested or detained. The Director noted that SBCEO’s Engagement & Support team is developing resources and templates for districts to help them comply with the new laws, and has also developed a plan for ensuring that SBCEO is in compliance.

**REGULAR BUSINESS**

**10. Informational Items**

**a. List of New Positions**

**b. Classified Personnel Report dated February 12, 2025**

**c. Position Announcements**

- i. Early Care and Education Case Worker (Bilingual) – Dual – Santa Maria

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

- i. Accounting Technician (Dual – Santa Barbara)
- ii. Administrative Assistant, Senior (Dual – Santa Barbara)

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

**b. Classification of Positions — None****c. Job Descriptions — None****d. Abolition of Classifications**

- i. Administrative Analyst
- ii. Youth Outreach Mentor
- iii. Youth Support and Service Specialist – Bilingual

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

**UNFINISHED BUSINESS — None****NEW BUSINESS****12. ITS Reorganization**

This was a discussion item. After a presentation by the Director, Human Resources and discussion by the Personnel Commission, the Commissioners requested a follow-up item be placed on the agenda for next month's meeting so they can be updated on the situation as it evolves. They gave the new Chief Technology Officer, Brandon Weber, the opportunity to introduce himself briefly. They also requested that he address the Commission on the subject of the reorganization at a subsequent meeting.

**13. Personnel Commission Budget**

The Director, Human Resources presented a statement of expenditures for the second quarter of the 2025-26 fiscal year, from October 1, 2025 through December 31, 2025. This was an information item.

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

- a. 4411 Definitions (Demotion)
- b. 4441.7 Confidentiality of Information
- c. 4442.1 Character of Examinations
- d. 4442.3 Written Examinations
- e. 4465.1 Procedure Regarding Layoff or Reduction

**REPORTS****15. PERSONNEL COMMISSIONER REPORTS**

Commissioner Ostini welcomed Steve Torres and the Information Technology Services team.

Commissioner Pickavet had the pleasure of seeing his granddaughter at the Author-Go-Round, taking place that day at the Cathedral Oaks campus.

Commissioner Jaramillo had no PC-related items to report.

**16. DIRECTOR, HUMAN RESOURCES REPORT**

The Director invited the Commissioners to the Employee Service Awards ceremony, taking place on March 3. Participation can be by Zoom, or by attending a watch party hosted by SBCEO.

The Director reported that the entire SBCEO Human Resources team is hosting two Countywide job fairs. They are being held in the late afternoon/early evening on February 5 in Santa Maria, at the public library, and on February 19 at the SBCEO Auditorium. She noted that although the labor market has been changing, and SBCEO is not necessarily struggling to fill our positions as much as we have in the past few years, there are still certain occupations experiencing nationwide shortages, for which we need to be building a pipeline. These events are excellent opportunities to raise the profile of our organization and to highlight the many career opportunities available in education, both classified and certificated.

The Director provided an update on layoffs. SBCEO had previously anticipated layoffs of both classified and certificated staff due to programmatic decisions made by the districts we serve. The Director was pleased to report that, although we still expect to issue classified layoff notices, we now estimate that the number of affected staff will be considerably fewer than we originally projected. The revised estimate emerged from a process that involved Special Education

Administration, specifically Associate Superintendent Kirsten Escobedo, engaging with division staff and SBCEO’s labor partners, weighing their insights and suggestions, and doing further analysis as additional information became available from the district.

**17. CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION REPORT**

No report.

**CLOSED SESSION** — None scheduled

**ADJOURNMENT**

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

MOVED: Carmen Jaramillo

SECONDED: Gary Pickavet

VOTE: 3-0

The meeting was adjourned at 2:16 p.m. The next regular meeting will be held on Thursday, February 26, 2026, 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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Mike Ostini  
Chair, Personnel Commission