SANTA BARBARA COUNTY EDUCATION OFFICE
PERSONNEL COMMISSION

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

REGULAR MEETING
April 23, 2026 – 12:30 p.m.

MINUTES

GENERAL FUNCTIONS

1. Call to Order

Michael Ostini called the meeting to order at 12:31 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 — None

5. Introduction of Staff and Guests

Staff and guests present:
Amy Ramos, Director, Human Resources
Wendy Garcia, Certificated Human Resources Technician
Tracie Cordero, Classified Human Resources Specialist
Gabriel Purvis, Classified Human Resources Analyst
Ron Wheeler, Computer/Network Technician, ITS

6. Public Comment — None

7. Approval of Minutes of Regular Meeting Held March 26, 2026

MOVED: Gary Pickavet 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 annual County Spelling Bee, which SBCEO hosted in the auditorium at the Cathedral Oaks campus. Participants came from around the county, representing both public and private schools, and competed in elementary and junior high categories. The top two finishers in each category went on to compete in the State Spelling Bee hosted by the San Joaquin County Office of Education.

b. Legislative Update

The Director, Human Resources shared that she had received a reminder from the State Superintendent of Public Instruction and the State Attorney General that the Education Code (35183.1) protects students' right to wear "traditional tribal regalia or recognized objects of religious or cultural significance … as an adornment at graduation ceremonies."

REGULAR BUSINESS

10. Informational Items

a. List of New Positions — None

b. Classified Personnel Report dated May 14, 2026

c. Position Announcements

i. Food Service Worker (Dual – Lompoc)

ii. Paraeducator (Dual – Santa Ynez Valley)

11. Action Items

a. Ratification of Eligibility Lists

i. Custodian/Maintenance Worker (Dual – Santa Barbara)

ii. Educational Interpreter, American Sign Language, Waiver (Open Continuous – Santa Maria)

iii. Behavioral Health Practitioner (Open Continuous – Santa Maria)

iv. School Occupational Therapist (Open Continuous – Multiple Locations)

v. Administrative Assistant (Dual – Santa Barbara)

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

b. Classification of Positions — None

c. Job Descriptions — None

UNFINISHED BUSINESS

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

(Attachments)

a. 4466 Resignation

b. 4492.1 Language or Special Skill Requirements

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

NEW BUSINESS

13. Approve Resolution for Classified School Employees Week

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

14. Review Proposed 2026-27 Personnel Commission Meeting Schedule
This was an information item.

15. Quarterly Review of Personnel Commission Budget
The Director, Human Resources presented a statement of expenditures for the third quarter of the 2025-26 fiscal year, from January 1, 2026 through March 31, 2026. This was an information item.

16. Review Proposed 2026-2027 Personnel Commission Budget
This was presented as an information item.

REPORTS

17. PERSONNEL COMMISSIONER REPORTS

Commissioner Jaramillo reported that she attended the CASBO conference representing her district.

Commissioner Pickavet had no PC-related items to report.

Commissioner Ostini had no PC-related items to report.

18. DIRECTOR, HUMAN RESOURCES REPORT

The Director, Human Resources reported that she had volunteered to be part of a group convened by the Tri-Counties CASBO chapter (California Association of School Business Officials) that will be reviewing and recommending Key Performance Indicators that can be used by HR departments to measure their performance.

The Director reported that she had received a proof copy of a revision of the classified handbook that's been in progress for a very long time.

The Director reported that she, Jill Stevens, and Tracie Cordero would be co-presenting two in-person training workshops for supervisors on the classified evaluation process. At that point, about 45 people had registered. Jill Stevens and Tracie are going to be my partners for the presentation. The goal is to ensure that all supervisors are clear about the expectations for how the classified evaluation process should be conducted, and to give the participants an opportunity to learn from each other. The HR team also hopes to gain insights into how we can better support supervisors in conducting meaningful evaluations.

The Director shared that Gabriel Purvis had informed us he plans to leave SBCEO in the coming months. We plan to open the recruitment soon, and Gabriel has offered to stay on long enough to conduct the recruitment for his

replacement and provide his successor with a month of training to ease the transition.

19. CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION REPORT

No report.

CLOSED SESSION — None scheduled

ADJOURNMENT

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

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

The meeting was adjourned at 1:18 p.m. The next regular meeting will be held on Thursday, May 28, 2026, at 12:30 p.m. (date corrected from original agenda) 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

Michael L Ostini

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

Mike Ostini
Chair, Personnel Commission