



**SANTA BARBARA COUNTY EDUCATION OFFICE
PERSONNEL COMMISSION**

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

REGULAR MEETING

June 25, 2020 – 12:30 p.m.

LOCATION

In compliance with Governor Newsom's Executive Order N-33-20 effective March 19, 2020 directing Californians to stay home, and as authorized by the Governor's Executive Order N-29-20 effective March 17, 2020 suspending the Brown Act requirement that members of the public be allowed to attend a public meeting in person, the meeting was conducted by videoconference only, with members of the public instructed to contact the Director, Human Resources to obtain login credentials if they wished to attend.

MINUTES

GENERAL FUNCTIONS

1. Call to Order

Mike Ostini called the meeting to order at 12:34 p.m.

2. Roll Call

Members Present

Mike Ostini, Chair

Gary Pickavet, Commissioner

3. Pledge of Allegiance

Mike Ostini led the Pledge of Allegiance, holding up a U.S. flag for attendees to see.

4. Changes to the Agenda — None

5. Introduction of Guests

Staff present:

Mari Minjarez Baptista, Assistant Superintendent, Human Resources

Amy Ramos, Director, Human Resources

Erika Fox-Benito, Classified Human Resources Technician

Toni Gutierrez, Office Assistant, Human Resources

Mark Moore, Field Representative, CSEA

6. Public Comment — None

No members of the public contacted the Director, Human Resources requesting login credentials for the meeting.

7. Approval of Minutes of Meeting Held May 28, 2020

Approved as amended.

MOVED: Gary Pickavet SECONDED: Mike Ostini VOTE: 2-0

8. Communications**9. Informational Items****a. Media Releases**

These were made available from the County Superintendent of Schools.

b. Legislative Update

This was made available from the Director, Human Resources.

REGULAR BUSINESS**10. Informational Items****a. List of New Positions — None****b. Classified Personnel Report dated July 2, 2020****c. Position Announcement****11. Action Items****a. Ratification of Eligibility List**

Accounting Assistant (Dual – South)

MOVED: Gary Pickavet SECONDED: Mike Ostini VOTE: 2-0

b. Classification of Position

Reclassification of a single Office Assistant position in the Partners in Education program to Development Associate in the Administrative Support Series.

MOVED: Gary Pickavet SECONDED: Mike Ostini VOTE: 2-0

c. Job Descriptions — None

UNFINISHED BUSINESS — None**NEW BUSINESS****12. Appointment to Fill Vacant Seat on Personnel Commission**

The Director reviewed the procedure for filling the vacant Personnel Commission seat. She also noted that she and Mari Baptista had met with Susan Salcido to identify possible nominees to fill the vacancy, and would be contacting Commissioners as the interest and suitability of potential nominees was confirmed. She explained that the factors that they were considering in identifying potential nominees included: Experience as a classified employee; commitment to the merit system; promoting diversity on the Personnel Commission, broadly defined to include gender, race and ethnicity, and geographic location in Santa Barbara County.

The two Commissioners agreed that they wanted to be able to consider nominees with strong qualifications and that diversity would be a bonus. They want to continue to have a Commission that works well together. They were not sure geography was an important factor. In order to stay on the established appointment/renewal schedule, they expressed a preference for having the appointee fill the unexpired term. Commissioner Ostini noted that he would contact CSEA about potential nominees as well.

REPORTS**13. PERSONNEL COMMISSIONER REPORTS**

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

14. DIRECTOR, HUMAN RESOURCES REPORT

The Director provided an update on SBCEO's reopening. She described the priorities as follows:

- balancing providing firm standards while also showing flexibility
- addressing concerns for our own organization and being a resource for districts
- seeking input from staff about their needs and concerns
- providing training and resources for supervisors and employees.

The Director further noted that classified HR is continuing to adapt processes and methods, with a particular focus on written exams.

15. CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION REPORT

Mark Moore reported that the newly passed budget was a major victory for K-14 education, since it rolled back the 10% cut to school funding that had been proposed in the Governor’s May revise. Some school districts had been proposing 50% cuts in staffing as a result. He stated that the new budget showed the state’s commitment to school employees, and that reopening would be key.

CLOSED SESSION

The Commission went into closed session at 1:41 p.m. with the Assistant Superintendent, Human Resources to conduct the annual performance evaluation for the Director, Human Resources. No action was taken. Closed session ended at 2:14 p.m.

ADJOURNMENT

There being no further business, the meeting was adjourned at 2:23 p.m. The next regularly scheduled meeting will be held on July 30, 2020 at 12:30 p.m. by videoconference.



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



Michael Ostini
Chair, Personnel Commission