



**SANTA BARBARA COUNTY EDUCATION OFFICE
PERSONNEL COMMISSION**

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

REGULAR MEETING

August 26, 2021 – 12:30 p.m.

LOCATION

As authorized by Governor Newsom'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 and establishing new requirements for conduct of telephonic or electronic meetings, 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

Gary Pickavet called the meeting to order at 12:31 p.m.

2. Roll Call

Members Present

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

3. Pledge of Allegiance

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

4. Changes to the Agenda — None

5. Introduction of Guests

Staff present:

Mari Baptista, Assistant Superintendent, Human Resources
Amy Ramos, Director, Human Resources
Tracie Cordero, Classified Human Resources Specialist
Jill Stevens, Coordinator, Human Resources

6. Public Comment — None**7. Approval of Minutes of Meeting Held July 22, 2021**

MOVED: Mike Ostini

SECONDED: Carmen Jaramillo

VOTE: 3-0

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

A media release was made available from the County Superintendent of Schools about the start of the new school year and the return to in-person learning, and the jubilation as well as trepidation felt by many due to the surge in new COVID cases. An overview of the latest guidance for schools was also included.

b. Legislative Update

The Director reported that probably the most significant recent legal development affecting the SBCEO workforce, although not legislative, is the State Public Health Officer order issued on August 12 requiring that all workers in public and private schools show proof of vaccination or submit to weekly testing. The impacts of this order on SBCEO are both logistical (collecting and storing vaccination data, setting up testing) and operational (some employees may be opposed to the order). The state is providing support for testing for certain local educational agencies, including SBCEO, which will be very helpful.

REGULAR BUSINESS**10. Informational Items****a. List of New Positions — None****b. Classified Personnel Report dated September 2, 2021****c. Position Announcements**

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

- i. Accounting Technician (Dual – South)
- ii. Child Care Assistant (Dual – North (Lompoc))
- iii. Classified Human Resources Analyst (Dual – South)
- iv. Health Advocate (Dual – North)

MOVED: Carmen Jaramillo SECONDED: Mike Ostini VOTE: 3-0

b. Classification of Positions — None**c. Job Description**

The Director, Human Resources recommended a revised job description and minor title change for the position of Financial Services Manager, Child Development to reflect the change in name of the Child Development Department to Early Care and Education.

MOVED: Mike Ostini SECONDED: Carmen Jaramillo VOTE: 3-0

UNFINISHED BUSINESS**12. Discussion: Timing of Return to In-Person Personnel Commission Meetings**

After discussion, it was agreed that the September PC meeting would be conducted by Zoom. Format of future meetings will depend on whether modifications to Brown Act requirements for public meetings are extended beyond September 30.

NEW BUSINESS**13. Personnel Commission Budget**

The Director, Human Resources presented a statement of expenditures for the fiscal year ended June 30, 2021. This was an information item.

REPORTS

14. PERSONNEL COMMISSIONER REPORTS

Commissioner Ostini noted from his experience officiating youth football that the continuing impact of the pandemic was being felt in youth sports in the form of testing for athletes and cancelled games due to positive cases. He also noted that there had been a remarkable level of staff turnover throughout the Santa Maria Joint Union High School District.

Commissioner Jaramillo noted the challenges of recruiting classified staff in the current labor market, reporting that one recent applicant had asked her if there was a signing bonus and that new hires are asking to start at the highest step of the range (step 5).

Chair Pickavet had no PC-related items to report.

15. DIRECTOR, HUMAN RESOURCES REPORT

The Director reported that an offer had been made for the Classified Human Resources Analyst, and it had been accepted.

The Director reported that the strategic focus for Human Resources for the next few years is onboarding, recruitment, and retention. As a first step in gaining perspectives on how the department can build on its current strengths and make improvements in the services and resources it provides to employees as well as hiring managers, the Director – along with the Assistant Superintendent of Human Resources and Human Resources Coordinator – conducted a series of needs assessment interviews with the assistant superintendents. One key takeaway from these interviews and other discussions is the need for flexibility within our legal parameters

As a follow-up to a question from the special meeting about compliance with the Education Code of the suspension of the experience requirement, the Director reported that she had posed the question to the CSPCA directors' listserv; respondents were supportive and expressed no concerns about Ed Code violations. The Director concluded that she and the Assistant Superintendent were confident that the decision made by the Personnel Commission was well within their legal purview.

The Director invited Commissioners to the September 2 Board meeting for the Classified School Employee of the Year ceremony for 2020 and 2021 honorees.

The Director noted the impending retirement of Mark Moore of CSEA on August 31, and reported that she and the Assistant Superintendent celebrated his retirement with chapter representatives at his last problem-solving meeting on August 18.

16. CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION REPORT

No report from CSEA.

CLOSED SESSION

ADJOURNMENT

There being no further business, the meeting was adjourned at 1:21 p.m. The next regularly scheduled meeting will be held on August 26, 2021 at 12:30 p.m. by videoconference.



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



Gary Pickavet
Chair, Personnel Commission