



**SANTA BARBARA COUNTY EDUCATION OFFICE
PERSONNEL COMMISSION**

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

REGULAR MEETING

September 23, 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

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

4. Changes to the Agenda

The Director, Human Resources noted that additional legal guidance about AB 361 had become available, and that a vote on item 13 was not required.

5. Introduction of GuestsStaff present:

Mari Baptista, Assistant Superintendent, Human Resources
Amy Ramos, Director, Human Resources
Tracie Cordero, Classified Human Resources Specialist
Rachel Walsh, Classified Human Resources Specialist
Tom Heiduk, Manager, Credentials Services
Susan Salcido, County Superintendent of Schools

6. Public Comment — None**7. Approval of Minutes of Meeting Held August 26, 2021**

MOVED: Carmen Jaramillo

SECONDED: Mike Ostini

VOTE: 3-0

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

Media releases were made available from the County Superintendent of Schools about (1) the Classified School Employee of the Year ceremony; (2) the Salute to Teachers event scheduled for November 6; and (3) the second round of Operation Recognition, in which veterans and individuals subjected to relocation during World War II whose educations were interrupted by military service or internment can be granted high school diplomas, including posthumously.

b. Legislative Update

The Director reported that there is legislation pending that the Governor is expected to sign that would amend the procedures for classified layoffs to align them with the procedures in place for certificated layoffs. This is expected to have some significant impacts. A more detailed report will be provided later, once the legislation has been signed and all the particulars are known.

REGULAR BUSINESS**10. Informational Items****a. List of New Positions****b. Classified Personnel Report dated October 7, 2021**

c. Position Announcements**11. Action Items****a. Ratification of Eligibility Lists**

- i. Accounting Assistant (Dual – South)
- ii. Child Care Assistant (Dual – North (Lompoc))
- iii. Educational Interpreter, American Sign Language, Waiver (Dual – North)
- iv. Manager, Early Care and Education Services (Dual – South)

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

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

The Director, Human Resources recommended a revised job description, title change, and salary adjustment for the position of Communications Specialist — Bilingual to reflect the change in the bilingual requirement from required to preferred.

Dr. Salcido thanked Commissioners Jaramillo and Ostini for attending the Classified School Employee of the Year ceremony. She acknowledged the work of Human Resources during the pandemic and in recruiting.

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

UNFINISHED BUSINESS — None**NEW BUSINESS****12. Public Hearing**

A public hearing was conducted in accordance with State Board of Education requirements for consideration of SBCEO's waiver request for Educational Interpreter, American Sign Language. SBCEO has offered a position as an Educational Interpreter, American Sign Language under a state waiver because the candidate has not yet taken the qualifying exam. As part of the waiver conditions, the employee will receive mentoring from an employee in the classification who is certified. The waiver application process requires a public

hearing, as well as concurrence from the Board or Superintendent and from the bargaining unit representative. The public hearing was called to order at 1:00 p.m.; no members of the public attended the hearing, which concluded at 1:03 p.m.

13. Format of Personnel Commission Meetings

There was a discussion of local case rates and the requirements of AB 361. Safety was a primary concern, and it was noted that case rates are higher in North County, and that virtual meetings reduce risk. The Commissioners chose to vote on a motion to conduct the October meeting virtually.

MOVED: Mike Ostini

SECONDED: Carmen Jaramillo

VOTE: 3-0

REPORTS

14. PERSONNEL COMMISSIONER REPORTS

Commissioner Jaramillo gave kudos to SBCEO for the CSEY ceremony on September 2; she enjoyed the Board meeting as well. She has observed that parents are keeping their children out of activities, although she did attend her first youth football game recently.

Commissioner Ostini concurred that the CSEY ceremony was very well done; it was great to see the honorees' families and superintendents in attendance and to see SBCEO staff in person.

Chair Pickavet had no PC-related items to report.

15. DIRECTOR, HUMAN RESOURCES REPORT

The Director formally welcomed Rachel Walsh to the Classified Human Resources team.

The Director invited the Commissioners to the October 7 Board meeting, where a public hearing will be held for Commissioner's reappointment to another three-year term

The Director reported that she and several members of the HR staff had met with assistant superintendents Kirsten Escobedo and Bridget Baublits to discuss some proposals for improving substitute recruitment and retention, and agreed to make several changes. The lack of substitutes that SBCEO is currently experiencing impacts regular classified employees. In addition, because we frequently hire substitutes as regular employees, enhancing and expanding our classified substitute pool will benefit our efforts to hire classified staff.

In preparation for the regular testing SBCEO will be required to do for unvaccinated employees, the Assistant Superintendent of Human Resources has been collaborating with a local company to increase testing capacity for all school districts that want to participate in the agreement SBCEO is negotiating with them.

The Director expressed early happy birthday wishes to Commissioner Pickavet.

16. CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION REPORT

No report from CSEA.

CLOSED SESSION — None

ADJOURNMENT

There being no further business, the meeting was adjourned at 1:33 p.m. The next regularly scheduled meeting will be held on October 28, 2021 at 12:30 p.m. by videoconference.



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



Gary Pickavet
Chair, Personnel Commission