
PERSONNEL COMMISSION

REGULAR MEETING
July 25, 2019 – 12:30 p.m.

MINUTES

Location:

SBCEO South
Cabinet Conference Room
4400 Cathedral Oaks Rd.
Santa Barbara, CA 93110

and via video conference at:

SBCEO North
Board Room
402 Farnel Rd.
Santa Maria, CA 93458

1.0 GENERAL FUNCTIONS

1.1 Call to Order

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

1.2 Roll Call

Members Present
Gary Pickavet, Chairperson
Michael Ostini, Vice Chairperson
Jennie Batiste, Commissioner

1.3 Pledge of Allegiance

Mike Ostini led the pledge of allegiance.

1.4 Changes to the Agenda — None

1.5 Introduction of Guests

Present at Santa Barbara location
Amy Ramos, Director, Human Resources
Tracie Cordero, Classified Human Resources Specialist
Erika Fox-Benito, Classified Human Resources Technician

In attendance via video conference

Toni Gutierrez, Office Assistant, Human Resources

1.6 Public Comment — None

1.7 Approval of Minutes

1.7.1 June 27, 2019

Moved: Mike Ostini

Seconded: Jennie Batiste

Passed: 3-0

1.8 Communications — None

1.9 Informational Items

1.9.1 Media Releases

Were made available for review from the County Superintendent of Schools.

1.9.2 Legislative Updates

Presented by Director, Human Resources.

1.9.3 List of New Positions

This was presented as an information item.

2.0 REGULAR BUSINESS

2.1 Classified Personnel Report dated August 8, 2019

This was presented as an information item.

2.2 Ratification of Eligibility Lists — None

2.3 Classification of Positions

2.3.1 Child Care Assistant – range 53

Proposed revision to job description and new salary range

Moved: Mike Ostini

Seconded: Jennie Batiste

Passed: 3-0

2.3.2 Food Service Worker – range 51

Proposed revision to job description and new salary range

Moved: Mike Ostini

Seconded: Jennie Batiste

Passed: 3-0

2.3.3 Proposed reclassification of one position currently classified as a Paraprofessional, 1.0 FTE, into two positions in separate existing classifications: Paraprofessional (Instructional Series), 0.75 FTE, salary range 60, and Clerical Assistant, 0.25 FTE (Clerical Series), salary range 61.

Moved: Mike Ostini

Seconded: Jennie Batiste

Passed: 3-0

2.4 Job Descriptions — None

2.5 Position Announcements

2.5.1 Program Associate (Dual – North)

2.5.2 Accounting Supervisor (Promotional – South)

These were presented as information items.

3.0 UNFINISHED BUSINESS — None

4.0 NEW BUSINESS

4.1 Personnel Commission Budget

The Director, Human Resources reviewed total actual expenditures for fiscal year 2018-19.

5.0 PERSONNEL COMMISSIONER ITEMS

Jennie Batiste reported that she attended the memorial service for Esther Woods, with whom she served on the Personnel Commission from 2005 to 2014. She noted that Bill Cirone, former County Superintendent of Schools and Peter McDougall, current member of the SBCEO Board, were also in attendance, as well as former U.S. Representative Lois Capps. Commissioner Batiste thanked the classified staff for sharing the news of Ms. Woods’s passing. She noted that she also attended the meeting of the retiree unit executive board of CSEA at the historic Mission Inn in Riverside.

Gary Pickavet and Mike Ostini had no Personnel Commission-related items to report.

6.0 DIRECTOR, HUMAN RESOURCES ITEMS

The Director reported the date and place of the 2020 CSPCA conference and asked the commissioners to inform her of their plans to attend. She highlighted changes that had been made to the Personnel Commission’s web pages on the SBCEO website to make them easier to navigate. The Director also invited the Commissioners to tour the South County HR offices now that the remodel is completed.

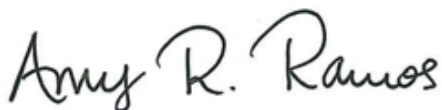
7.0 CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION ITEMS

No representative from CSEA was present.

8.0 CLOSED SESSION — None

9.0 ADJOURNMENT

There being no further business, the meeting was adjourned at 1:37 p.m. to the next regularly scheduled meeting on August 22, 2019 at 12:30 p.m. in the Santa Barbara County Education Office South County Board Room.



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

Gary Pickavet
Chair, Personnel Commission