
PERSONNEL COMMISSION

REGULAR MEETING
September 26, 2019 – 12:30 p.m.

AGENDA

Location:

SBCEO South
Board 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

If you need special assistance to participate in the meeting or need this agenda provided in an accessible alternative format, please contact the Human Resources office to help us comply with the Americans with Disabilities Act. Notification at least 48 hours prior to the meeting will assist the Director, Human Resources in making suitable arrangements.

During the time for public comment as specified on the agenda, the Personnel Commission will acknowledge requests to speak on agenda items as well as topics not on the agenda, but within the subject matter jurisdiction of the Personnel Commission.

1.0 GENERAL FUNCTIONS

1.1 Call to Order

1.2 Roll Call

1.3 Pledge of Allegiance

1.4 Changes to the Agenda

1.5 Introduction of Guests

1.6 Public Comment

1.7 Approval of Minutes — Attached

1.7.1 August 22, 2019

Moved:

Seconded:

Roll Call Vote:

1.8 Communications — None

1.9 Informational Items

1.9.1 Media Releases

Available for review from the County Superintendent of Schools.

1.9.2 Legislative Updates

Available for review from the Director, Human Resources.

1.9.3 List of New Positions — Attached

This is an information item.

2.0 REGULAR BUSINESS

2.1 Classified Personnel Report dated October 3, 2019 — Attached

This is an information item.

2.2 Ratification of Eligibility Lists — Attached

2.2.1 Food Service Worker (Dual – North)

2.2.2 Paraprofessional (Dual – South)

2.2.3 Paraprofessional (Dual – North)

2.2.4 Program Associate (Dual – South)

2.2.5 Vocational Assistant (Dual – North)

Moved:

Seconded:

Roll Call Vote:

2.3 Classification of Positions — None

2.4 Job Description — Attached

2.4.1 Health Advocate — Bilingual

Proposed revision to job description (continued from August 22 meeting).

CSEA has had an opportunity to review the draft revision and has given their concurrence.

Moved:

Seconded:

Roll Call Vote:

2.4.2 Manager, Health Linkages Programs

Proposed new title and revision to job description for Oral Health Program Manager. No change to salary is proposed.

Moved:

Seconded:

Roll Call Vote:

2.5 Position Announcements — Attached

2.5.1 Clerical Assistant (Dual – North (Lompoc))

2.5.2 Health Advocate – Bilingual (Dual – North (Lompoc))

2.5.3 Oral Health Program Manager (Dual – South)

3.0 UNFINISHED BUSINESS — None

4.0 NEW BUSINESS

4.1 Revision of Personnel Commission Rules (First Reading) — Attached

4.1.1 PC Rule 4461.1, Duration of Probation

4.1.2 PC Rule 4491.2, Step Advancement

5.0 PERSONNEL COMMISSIONER ITEMS

6.0 DIRECTOR, HUMAN RESOURCES ITEMS

7.0 CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION ITEMS

8.0 CLOSED SESSION — None scheduled

9.0 ADJOURNMENT

The next scheduled meeting will be held on Thursday, October 24, 2019, at 12:30 p.m. in the Santa Barbara County Education Office Board Room, Santa Maria. This meeting will also be available via videoconference at the Santa Barbara County Education Office Board Room, Santa Barbara.