



**SANTA BARBARA COUNTY EDUCATION OFFICE  
PERSONNEL COMMISSION**

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

**REGULAR MEETING**

December 15, 2022 – 12:30 p.m.

**LOCATION**

As authorized by Assembly Bill 361 allowing local agencies flexibility in conducting public meetings virtually during an active state of emergency issued by the Governor pursuant to the California Emergency Services Act, the meeting was conducted by videoconference only. Login information for the meeting was included in the publicly posted agenda for any members of the public who wished to attend.

**MINUTES**

**GENERAL FUNCTIONS**

**1. Call to Order**

Carmen Jaramillo called the meeting to order at 12:31 p.m.

**2. Roll Call**

Members Present

Carmen Jaramillo, Chair

Mike Ostini, Vice Chair

Gary Pickavet, 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 Staff and Guests**

Staff present:

Mari Baptista, Associate Superintendent, Human Resources

Amy Ramos, Director, Human Resources

Tracie Cordero, Classified Human Resources Specialist

Tom Heiduk, Manager, Credentials Services

**6. Public Comment — None**

**7. Approval of Minutes of Regular Meeting Held November 17, 2022**

MOVED: Gary Pickavet    SECONDED: Mike Ostini    VOTE: 3-0

**8. Organization of the Personnel Commission**

Nomination and election of officers for calendar year 2023 was held in accordance with Personnel Commission Rule 4422.2.

The nominated slate was Mike Ostini for Chair and Gary Pickavet for Vice Chair.

Commissioners Ostini and Pickavet both commended Commissioner Jaramillo for her excellent work as Chair in 2022.

MOVED: Gary Pickavet    SECONDED: Carmen Jaramillo    VOTE: 3-0

**9. Communications — None****10. Informational Items****a. Media Releases/Columns**

There were no media releases from the Superintendent in the previous month. The Director, Human Resources reported that at the County Board of Education meeting on December 9, Superintendent Salcido and County Board of Education Trustees Carty, Frost, and Daane were sworn in for new terms by Sheriff Bill Brown.

**b. Legislative Update**

The Director, Human Resources reported that Human Resources is working on implementation of legislation on which the Personnel Commission had previously been updated: Juneteenth, new mandated bereavement leave, expansion of California Family Rights Act, and overpayments. The Director also reviewed AB 2449, Amendments to the Brown Act, to highlight the fairly narrow circumstances under which its provisions can be used to allow Commissioners to attend meetings virtually.

**REGULAR BUSINESS****11. Informational Items****a. List of New Positions****b. Classified Personnel Report dated January 5, 2023****c. Position Announcements**

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

- i. Child Development Technician (Promotional – South)
- ii. Payroll Technician (Promotional – South)
- iii. Program Associate (Dual – North)
- iv. Paraeducator (Open Continuous – North)
- v. Paraeducator (Open Continuous – North)
- vi. School District Financial Advisor (Dual – South)
- vii. Associate Superintendent, Administrative Services (Senior Management – South/North)
- viii. Child Care Assistant (Open Continuous – North (Lompoc))

MOVED: Mike Ostini                      SECONDED: Gary Pickavet                      VOTE: 3-0

**b. Classification of Positions**

The Director, Human Resources recommended establishing a new classified position of Benefits and Employee Relations Analyst.

MOVED: Gary Pickavet                      SECONDED: Mike Ostini                      VOTE: 3-0

**c. Job Descriptions — None**

**UNFINISHED BUSINESS — None**

**NEW BUSINESS****13. Public Hearing — time certain 1:00 p.m.**

A public hearing was called to order at 1:00 and conducted in accordance with State Board of Education requirements for consideration of SBCEO's waiver request for Educational Interpreter, American Sign Language. The public hearing was closed at 1:02.

**14. Personnel Commission Annual Report, 2021-22**

This was an information item.

**15. Consideration of Adoption of Resolution Recognizing a State of Emergency and Authorizing Teleconferenced Meetings**

Pursuant to AB 361, the Personnel Commission adopted PC Resolution 2023-7 recognizing the ongoing state of emergency and authorizing teleconferenced PC meetings for a period of thirty (30) days.

MOVED: Gary Pickavet    SECONDED: Mike Ostini    VOTE: 3-0

**REPORTS****16. PERSONNEL COMMISSIONER REPORTS**

Commissioners Ostini, Pickavet, and Jaramillo had no PC-related items to report.

**17. DIRECTOR, HUMAN RESOURCES REPORT**

The Director, Human Resources made a presentation highlighting some of the data from the 2021-22 annual report.

The Director wished all a happy and healthy holiday season.

**18. CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION REPORT**

Commissioner Ostini reported that a lengthy CSEA chapter meeting had taken place the previous night and that several memoranda of understanding currently being negotiated were discussed.

**CLOSED SESSION** — None

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 1:46 p.m. The next regularly scheduled meeting will be held on January 26, 2023 at 12:30 p.m., possibly by videoconference. If conducted in person, the meeting will be held in the Santa Barbara County Education Office Board Room, Santa Barbara and will also be available via videoconference at the Santa Barbara County Education Office Board Room, Santa Maria.



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



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Mike Ostini  
Chair, Personnel Commission