

PERSONNEL COMMISSION

REGULAR MEETING
May 23, 2019 – 12:30 p.m.

AGENDA

<i>Location:</i>	<i>and via video conference at:</i>
SBCEO South	SBCEO North
Cabinet Conference Room	Board Room
4400 Cathedral Oaks Rd.	402 Farnel Rd.
Santa Barbara, CA 93110	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 April 25, 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 — None

2.0 REGULAR BUSINESS

2.1 Classified Personnel Report dated June 6, 2019 — Attached

This is an information item.

2.2 Ratification of Eligibility Lists — Attached

2.2.1 Manager, Fiscal Services (Promotional — South)

2.2.2 Program Associate (Dual — South)

2.3 Classification of Positions — Attached

2.3.1 Development Associate – range 72

Proposed job description and salary range for a new position in Partners in Education.

Moved:

Seconded:

Roll Call Vote:

2.4 Job Descriptions — None

2.5 Position Announcements — Attached

2.5.1 Manager, Benefits (Dual – South)

2.5.2 Custodian (Dual – South)

3.0 UNFINISHED BUSINESS

3.1 Proposed 2019-2020 Personnel Commission Budget — Attached

Public Hearing — time certain 1:00 p.m.

A public hearing will be conducted in accordance with the requirements of California Education Code Section 45253 for consideration of the Personnel Commission budget for fiscal year 19-20. This will allow members of the County Board of Education, SBCEO administration, and members of the public the opportunity to present their views on the proposed budget.

Moved:

Seconded:

Roll Call Vote:

4.0 NEW BUSINESS

4.1 Revision of Merit System Rule — Presented for First Reading (Attached)

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

8.1 Evaluation of Director, Human Resources

The Personnel Commission will meet with Assistant Superintendent Mari Baptista to begin the annual evaluation process for the Director, Human Resources.

9.0 ADJOURNMENT

The next scheduled meeting will be held on Thursday, June 27, 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 Cabinet Conference Room, Santa Barbara.