

**MINUTES
FOR THE REGULAR MEETING
CALIFORNIA UNEMPLOYMENT INSURANCE APPEALS BOARD
Docket No. 5682**

Open Session

The Appeals Board meeting convened at 1:00 p.m., October 26, 2022, with Chair Marty Block presiding.

1. Roll Call: <u>Members</u>	<u>Present</u>	<u>Absent</u>
Marty Block, Chair	X	
Dan Reeves, Vice-Chair	X	
Mike Eng	X	
Michael Allen	X	
Laura Kent-Monning	X	

2. Approval of the Minutes:

The September 21, 2022, Meeting Minutes were approved unanimously.

3. Chair's Report:

Chair Block reported on the National Association of Unemployment Insurance Appeals Professionals (NAUIAP) Board of Governors meeting he attended as President-Elect of the Board. The 2023 NAUIAP Conference will be held in Denver, Colorado. NAUIAP is planning on conducting educational webinars and considering topics including: case management and scheduling, comparisons of in-person and remote hearings, recruitment and onboarding of members to the organization, reversal rates, and corrective action plans.

Since the last meeting, the Board resolved 1,282 second-level appeals, and Field Office Administrative Law Judges (ALJ) resolved thousands of first-level appeals.

4. Board Member Reports:

Members Eng and Allen thanked the CUIAB staff for their work.

Member Kent-Monning thanked the San Jose Field Office staff for allowing her to

attend its CAMS training and CAMS training team, Renee Erwin, John Zinto, Hugh Harrison, Martha Arcellana, Martha Diaz, Alfredo Garcia and Mirella Aguirre. Member Kent-Monning thanked Larry Rybarczyk for his work receiving feedback from the Board Members regarding CAMS and congratulated Gina Hanna and Jean-Marc Sellier on their recent appointments as Supervising Administrative Law Judges.

Chair Block thanked Assistant Chief Hugh Harrison for his work as lead in implementing CAMS.

5. Public Comment

No public comment.

6. Chief ALJ/Executive Director Report:

Chief Cutri congratulated Gina Hanna and Jean-Marc Sellier on their appointments as Supervising Administrative Law Judges and thanked them for their work.

In September, CUIAB closed 2.7% of cases within 30 days and 4.2% of cases within 45 days. The average case age was 108 days.

In September, the field offices resolved over 26,000 appeals. CUIAB continues to meet with EDD monthly to evaluate workload trends. EDD continues to have a significant determination issuance backlog. As a result, and in recognition of the potential for negative economic events, CUIAB anticipates receiving elevated numbers of appeals through 2023. CUIAB's staff recruitment efforts are therefore ongoing.

The next cohort of ALJ training will begin on December 3, and will be conducted by the San Diego Office of Appeals Presiding Administrative Law Judge, Catriona Morrison.

Since the last Board meeting, there was one office closure due to COVID. The office was cleaned and re-opened with few hearings impacted.

Chief Cutri reported the Elihu M. Harris Building in Oakland, California was briefly closed due to a bomb threat to the building, not specific to CUIAB.

Chief Cutri attended CAMS training in the Orange County Office of Appeals and thanked the trainers as well as CUIAB's IT personnel for their work facilitating CAMS

implementation in the offices.

Vice-Chair Reeves inquired about the Department of Labor Corrective Action Plans. Chief Cutri described the process regarding the development of these. Chair Block advised that DOL staff will attend the next NAUIAP Conference and may discuss Corrective Action Plans.

Member Eng thanked Chief Cutri for his availability between Board Meetings and inquired about the newly-hired ALJs. Chief Cutri advised that he can present updated information on this in the November Board Meeting.

Member Allen described corrective action plans during prior years as a helpful process and inquired about the ALJ attrition and the composition of training cohorts. Chief Cutri advised that during the past year, CUIAB experienced slightly higher than anticipated levels of ALJ attrition and described the reasons. The number of ALJs in a training cohort varies depending on starting date availabilities, but the cohort size is intended to maximize collegiality and team-building.

Member Kent-Monning inquired about the Bay Area Office of Appeals processing timelines. Chief Cutri advised that the BAOA has had staff recruitment challenges but is a target for additional hiring efforts. CUIAB's workload management group meets monthly to determine office capability and redirect workload among offices as needed.

7. Presiding ALJ of Appellate Operations, Rebecca Bach Report:

Presiding Judge Bach reported that during September, AO resolved 43.9% of its cases within 45 days and 86.7% within 75 days. The average case age is 47 days.

Vice Chair Reeves asked about AO staffing. PJ Bach advised that due to the influx of cases, AO staff has undergone reorganization, redirection of work and is in the process of hiring additional staff.

Member Eng thanked PJ Bach for her assistance to the board panel and her work on cases.

Member Allen thanked PJ Bach for her assistance in providing CAMS training to Board Members.

Member Kent-Monning thanked PJ Bach for her training and support.

8. Chief Information Officer, Jeff Willoughby Report:

Chief Information Officer Willoughby reported that CUIAB anticipates completing the CAMS rollout by the end of the fiscal year in 2023 and recognized the CAMS training team for their work. IT is working to address issues identified and enhance CAMS.

Vice-Chair Reeves inquired about the legacy system after CAMS is fully implemented statewide. CIO Willoughby advised that once an office is transitioned into CAMS, CUIAB's legacy system and data remain available, but the legacy systems are not actively used to process ongoing workload.

Member Eng inquired about budgetary impacts to CUIAB resulting from CAMS. CIO Willoughby advised that CAMS licensing costs are anticipated to increase based on CUIAB staffing and increases in public portal use. Anticipated CAMS cost increases are accounted for in CUIAB's budget projections.

Member Kent-Monning thanked CIO Willoughby for his assistance in facilitating her visit to the San Jose Office of Appeals for CAMS training.

9. Chief Administrative Services, Robert Silva Report:

Since the September Board meeting, there were 8 reported COVID cases with one office closure.

The supplemental paid sick leave program has been extended through December 31, 2022.

Recruitment for new hires continues and thirty-three support staff employees are currently pending. ALJ hiring efforts are ongoing. Chief Silva reported on attrition and will provide additional attrition data on request.

Chief Silva congratulated Supervising Administrative Law Judges Gina Hanna and Jean-Marc Sellier on their appointments.

CUIAB is preparing Schedule 9 Call Letter Requests for capitalized equipment and contract request for the 2023-2024 Fiscal Year. These will be submitted to EDD fiscal programs by November 15.

As a result of a recent language use survey, CUIAB identified Vietnamese and

Mandarin as languages for which certain vital documents must be translated. CUIAB is exploring options for quickly preparing these translations. CUIAB intends to recruit additional Spanish bilingual staff in the San Diego field office.

Vice-Chair Reeves inquired about Department of Finance budget projections for CUIAB in light of forecasts of the possibility of increased unemployment. Chief Silva stated that current forecasts are for a slight decrease in CUIAB workload for the 2023-2024 Fiscal Year; however, these projections are subject to revision in March 2023.

Member Eng asked about potential impacts on CUIAB resulting from Governor Newsom's announcement that the COVID State of Emergency will end in February 2023. Chief Silva advised that CUIAB will receive direction through CalHR regarding this. Member Eng thanked Chief Silva for his sensitivity to the language access and inquired about an evaluation of the comparative costs for translation services and hiring of bilingual staff. Chief Silva confirmed that CUIAB seeks to hire bilingual staff rather than rely solely on third-party vendors. Last, Member Eng inquired about staff overtime costs in comparison to hiring additional staff. Chief Silva advised that he could compile data regarding this.

Member Allen inquired about the document translation required and geographic limitations. Chief Silva advised that the translated documents will be provided in all field offices statewide. Member Allen thanked Chief Silva for his assistance regarding a payroll issue.

Member Kent-Monning inquired about the CUIAB budgeting for the telephonic interpreter services. Chief Silva advised that budgeting for telephonic interpreter services will not be reduced as a result of hiring additional bilingual staff.

Closed Session:

There was no Closed Session.

Adjournment