

**MINUTES  
FOR THE REGULAR MEETING  
CALIFORNIA UNEMPLOYMENT INSURANCE APPEALS BOARD  
Docket No. 5697**

**Open Session**

The Appeals Board meeting convened at 11:00 a.m., January 17, 2024, with Chair Michael Allen presiding.

<b>1. Roll Call:</b>	<b><u>Members</u></b>	<b><u>Present</u></b>	<b><u>Absent</u></b>
	Michael Allen, Chair	X	
	Laura Kent-Monning, Vice-Chair	X	
	Mike Eng	X	
	Bob Wieckowski	X	

**2. Approval of the Minutes:**

The December 14, 2023, Meeting Minutes were approved.

**3. Chair's Report:**

Since the last meeting, the Board resolved approximately 1,159 second-level appeals, 578 of which were issued within CAMS.

Chair Allen expressed his appreciation for the entire CUIAB staff at all levels of the organization.

**4. Board Member Reports:**

Vice-Chair Kent-Monning thanked the Bay Area Office of Appeals for allowing her to attend the CAMS rollout, the CAMS training team for their work, and the IT team for enhancing the CAMS user interface. Vice-Chair Kent-Monning reported that during December, the field office closed approximately 28,000 cases.

Member Eng congratulated CUIAB for completing the CAMS rollout in the field offices and thanked his colleagues for their good wishes during the holiday season.

Member Wieckowski attended the CAMS training in the Bay Area Office of Appeals

and was grateful for the opportunity to meet with field office administrative law judges.

## **5. Public Comment**

No public comment.

## **6. Chief ALJ/Executive Director, Michael Cutri Report:**

Chief Cutri commended the field offices for their work resolving cases over the past year. In December, the field offices reduced the open case inventory by approximately 4,800 cases. The average case age slightly decreased to 138.5 days, and CUIAB's performance remains significantly ahead of the national average of 230 days.

Chief Cutri thanked the CAMS training and support team and commended the IT team which continues to work on CAMS enhancements. The Office of Tax Petitions will begin CAMS training in the spring.

The U.S. Department of Labor will be resuming quality reviews during 2024 and CUIAB has several events scheduled in which it will meet with DOL.

Chief Cutri advised there were no security incidents since the last Board meeting.

Member Wieckowski inquired about the Cycle Time Summary Report and the disparities in case processing times among the field offices. Chief Cutri advised that by using CAMS' capability to electronically transfer cases between offices, CUIAB will be able to better normalize case processing times statewide.

Member Eng inquired about CUIAB's strategic goals for the upcoming year. Chief Cutri responded that the main goal is to continue to reduce the case backlog and enhance the user experience in CAMS.

Vice-Chair Kent-Monning commended CUIAB's progress in resolving cases over the past year.

Chair Allen inquired about the timing of labor organization bargaining with the State. Chief Cutri will provide this information to the Board when available.

**7. Supervising ALJ of Appellate Operations, Rebecca Bach Report:**

Supervising Administrative Law Judge Bach reported that during December, 21.2% of the second-level appeals were resolved within 45 days and 36.6% within 75 days. The average case age was 82.6 days.

Vice-Chair Kent-Monning inquired about AO ALJs training in CAMS. Supervising Judge Bach advised all AO ALJs, except one, have been trained in and are using CAMS.

Member Eng thanked Supervising Judge Bach for her training when he began his work with CUIAB and for her continued support.

**8. Chief Information Officer, Jefferson Willoughby Report**

CIO Willoughby reported that in December, CUIAB onboarded the final field into CAMS and the Office of Tax Petitions will follow. CIO Willoughby thanked the Board, Senior Staff, ALJs, support staff in the field offices, and the subject-matter experts. IT will continue to enhance CAMS usability and anticipates completing its work to provide Spanish language functionality in the CAMS portal by the end of January.

Vice-Chair Kent-Monning expressed her appreciation for the IT team's work and support.

Member Eng inquired about ways the Board can assist in supporting the CAMS development and improvement. CIO Willoughby advised that it is helpful for the Board to continue to provide feedback on its use of CAMS.

Chair Allen expressed his appreciation for the IT team's work and the Board's commitment to the Agency's mission.

**9. Chief of Administrative Services, Robert Silva Report:**

Since the December Board meeting, there have been five support staff hires with twenty-two pending.

Agencies are required to submit information technology cost reports annually to the California Department of Technology by February 1. Chief Silva thanked CIO Willoughby and the IT team for their assistance in preparing these.

On January 9, the California Department of Public Health updated its COVID-19 Isolation and Testing Guidance. Chief Silva advised on the updated guidance.

Since the last Board meeting, the EDD Business Operations Service Division developed and distributed a budget letter attestation document that will be required for procurement requests for the remainder of the fiscal year. Chief Silva explained travel approval requirements through the remainder of the fiscal year.

Vice-Chair Kent-Monning thanked Chief Silva and asked whether CUIAB would be negatively impacted by the budget and protocol changes. Chief Silva advised that he anticipates the majority of CUIAB's procurement requests fall within the newly established requirements but may undergo heightened scrutiny.

Member Eng requested a copy of the revised California Department of Public Health COVID guidelines and asked about the possibility of furloughs due to budget concerns. Chief Silva advised that CUIAB has not yet been informed of a potential furlough or hiring freeze. Lastly, Member Eng inquired about the current projected State budget deficit. Chief Silva indicated that it was approximately \$68 billion.

Member Wieckowski inquired about the California Department of Public Health's revised COVID-19 isolation guidance. Chief Silva confirmed Member Wieckowski's understanding of the revised guidance was correct.

**Closed Session:**

There was no Closed Session.

**Adjournment**