

**MINUTES
FOR THE REGULAR MEETING
CALIFORNIA UNEMPLOYMENT INSURANCE APPEALS BOARD
Docket No. 5607**

Open Session

The Appeals Board convened at 10:30 a.m., June 9, 2016, in Sacramento with Chair Robert Dresser presiding.

1. Roll Call: <u>Members</u>	<u>Present</u>	<u>Absent</u>
Robert Dresser, Chair	x	
Michael Allen, Vice Chair	x	
Ellen Corbett	x	

2. Approval of the Minutes:

The minutes of May 11, 2016 Board meeting were approved unanimously.

3. Chair's Report:

Chair Dresser reported that CUIAB received the Court of Appeal's decision in the United Educators/Brady Board precedent case. The decision is being reviewed with the Attorney General's Office.

Chair Dresser reported that he just concluded visits to the Orange County, Inland and San Diego field offices. Staff asked questions about the potential for future layoffs. He indicated that he cannot predict the future, but that none are planned at this point. He stated that the field offices are doing well in regards to timeliness standards and the quality of their decisions. Some judges were asking about training, including training on a regional basis so that judges from multiple offices could get together. He indicated that while there are budget issues, the possibility of regional training was being looked into.

Chair Dresser also reported that support staff training is also being developed, and depending on the budget, there is a hope of bringing together support staff at least on a regional basis as was done in 2012. No decision has been made.

Chair Dresser thanked all the staff for continuing to have CUIAB's high quality decisions issued in a timely manner.

4. Board Member Reports:

Vice Chair Allen again expressed his gratitude to all the staff. He thinks everyone is doing a great job considering how lean CUIAB is in terms of actual people to do the work.

Member Corbett echoed Vice Chair Allen's comments and expressed her own gratitude that the training is moving forward. She suggested using technology to assist with training.

Chair Dresser commented that the tax training will be videotaped.

5. Public Comment:

No public comment.

6. Chief ALJ/Executive Director Report:

Chief ALJ/Executive Director Gonzales reported that the main focus right now is training on tax cases. Tax training will take place next Monday, Tuesday and Wednesday, June 13-15, 2016. There will be approximately 20 people attending the training. Training materials will be placed in a PowerPoint format so that those who did not attend the training in person will have access to all the background materials and sample decisions. At the same time, CUIAB has been working with EDD to make sure we don't inundate them with tax cases that are all from the same geographic area. The presiding judge in each office will work with the local tax office to coordinate scheduling.

Chief ALJ/Executive Director Gonzales further reported that Assistant Chief Harrison and Judge Petersen are working to develop training on additional topics. She asked the board to give input on topics of importance to them. She's hoping to do training in three of four regions so there will be a number of offices will be able to come together in a big group meeting.

Member Corbett asked how the AO ALJs are doing with their Sacramento field office assignments.

Chief ALJ/Executive Director Gonzales responded that she spoke with the Acting Presiding Judge Dan Garcia and he said that it was going well.

Vice Chair Allen commented that one thing to consider is to have a “train the trainer” program, so that once trained, ALJs can go back to their areas and become a trainer to others.

Chief ALJ/Executive Director Gonzales agreed that was a good idea.

7. Chief ALJ of Appellate Operations, Elise Rose Report:

Judge Jorge Carrillo gave the report on Chief Rose’s behalf. Judge Carrillo reported that AO’s registrations were a little over 1,000 cases which is 10% less than the average. AO’s dispositions, the decisions that have been issued, last month were quite above the average by about 10%. Everything is within range. The open balance is pretty close to 1,000 holding steady. AO met all of the DOL requirements; case-aging and all three of the time lapse dates, the 45-days, 75-days and the 150-days.

Judge Carrillo reported that AO does have one judge per week helping the Sacramento field office. He concurs that is a very good exposure and experience for the judges.

Judge Carrillo reported that AO has had four retirements in May and will have one coming up in June. Sherry Rider, CTU transcriptionist, worked for the state for 32.5 years; 28 years with CUIAB in the field and appellate offices. Diane Russo, CTU transcriptionist, is retiring at the end of the month. She’s been with the state for 38 years, 29 of those years with CUIAB in field and appellate offices. Last month, Kellie Brandt-Litell, AO typist, retired having worked 23 years for the state, all with CUIAB. The fourth is Patricia Poyner, Administrative Law Judge, who worked for the state 38 years, 23 of those years with Appellate Operations. Judge Carrillo observed that these are very dedicated employees, each with high skills and enthusiasm for the work that they did. He commented that it was a privilege to have been their colleague. He thinks that the State and CUIAB, particularly Appellate Operations, all benefited by having them work for us.

Chair Dresser added that he’s worked quite closely with Kellie Brandt-Litell, who typed his decisions and Pat Poyner who did a really great job, as well as the other two.

Vice Chair Allen commented that he would like to see something in the way of recognition from the agency. He thinks people working that long and being that dedicated should be acknowledged. Member Corbett agreed.

8. Chief Information Officer, Nick Dressler Report:

Faye Saunders, Data Processing Manager II, gave the report on behalf of CIO Dressler.

Ms. Saunders reported on the IT purchase orders for the end of the year spending that were approved by the budget action committee. They were submitted to EDD for processing. EDD cutoff date for 2015/16 purchase requisitions was June 6, which they made. All purchase orders except five have been already processed and CUIAB is waiting for the items to arrive.

Ms. Saunders reported on efforts to fix problems with the Service Pros devices for the board members.

Member Corbett asked if the Service Pro would be ready by the next board meeting.

Ms. Saunders responded that she is hopeful. Once functional issues are resolved, encryption will be added. There will also need to be some testing. She will send the board members a note when it's ready.

Member Allen acknowledged Lori Kurosaka for a great job for helping to guide CUIAB through various transition periods.

9. Chief Administrative Services, Robert Silva Report:

Chief Silva reported on the Monthly Overtime and Lump Sum Payouts. He noted that overtime usage has been minimized and that there should be a small projected surplus in the overtime budget for this fiscal year. Chief Silva also reported that lump sum payout through March 2016, were averaging about \$70,000 per month.

Chief Silva reported that in the month of May they completed the audit of CUIAB's bilingual staff.

Also, Chief Silva report that all the fiscal year end procurements were completed for non-IT goods. The large ticket item for Admin was the replacement of the mail

machines. Their end of life is at the end of this month and the timing is great. He thinks all the statewide machines will arrive before the end of June.

Chief Silva reported good news in Orange County Office of Appeals. They executed a lease renewal there and did so with a decrease in lease costs for this year and the out year.

Lastly, Chief Silva reported that CalHR at the beginning of the year rolled out what they call the Examination and Certification online system (ECOS). EDD and CUIAB have started to use that in the month of May. It allows people seeking civil service positions to file their applications electronically. Managers can then access them electronically as well.

Vice Chair Allen asked if the reduction in rent at Orange County was due to using less space.

Chief Silva responded that a very slight reduction in space.

Closed Session:

The Board adjourned open session at 11:05 a.m. and commenced closed session at 11:10 a.m. Closed session was adjourned at approximately 1:07 p.m.

The Board reconvened in open session at approximately **1:10 p.m., to announce that it had discussed in closed session *United Educators v. CUIAB; San Francisco School District v. CUIAB; California Court of Appeal. First Appellate District. Case Nos. A142858 and A143428.***