

**MINUTES
FOR THE REGULAR MEETING
CALIFORNIA UNEMPLOYMENT INSURANCE APPEALS BOARD
Docket No. 5692**

Open Session

The Appeals Board meeting convened at 11:00 a.m., August 16, 2023, with Chair Michael Allen presiding.

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

2. Approval of the Minutes:

The July 19, 2023, Meeting Minutes were approved.

3. Chair's Report:

Chair Allen expressed sympathy for those impacted by the wildfires in Maui.

Since the last meeting, the Board resolved 1,134 second-level appeals, 181 of which were issued within CAMS. Field Office Administrative Law Judges (ALJs) resolved thousands of first-level appeals. Chair Allen thanked all levels of CUIAB for their work.

4. Board Member Reports:

Vice-Chair Kent-Monning noted that the field offices closed 28,594 cases during July, and recognized them for their work.

Member Eng thanked the Board and Supervising Judge Wayland for providing office space accommodations to him.

5. Public Comment

No public comment.

6. Chief ALJ/Executive Director Report:

In July, the field offices issued approximately 28,000 decisions. The volume of monthly appeals received decreased by approximately 5% and CUIAB's inventory of open cases dropped by nearly 3,000 cases. The average case age slightly increased to 139.8 days largely due to vacation schedules. CUIAB anticipates it will be able to shorten this and its performance remains significantly ahead of the national average of 179 days.

CUIAB continues to hire ALJs. The 18th ALJ training cohort has concluded, and two additional cohorts are expected to begin in September and October. At the conclusion of the ALJ trainings, Judge Morrison will conduct a follow-up training with the ALJs.

The Inglewood Office of Appeals is fully integrated into CAMS and the Inland Office of Appeals is scheduled to be next. The Pasadena and Bay Area Offices of Appeals will follow.

In September, CUIAB will resume meeting with the U.S. Department of Labor, Region 6, regarding process improvements.

Since the July Board meeting, the San Diego Office of Appeals had one security incident. CHP promptly intervened and the matter was closed.

Member Wieckowski inquired about the transition of cases assigned to the Board within CAMS. Chief Cutri described the process and the eventual goal for all cases to be administered within CAMS, fully transitioned from the legacy case management system.

Member Eng thanked Chief Cutri for his availability between Board meetings and inquired if CAMS is still scheduled to be fully implemented in the field offices by January 2024. Chief Cutri confirmed that as the goal.

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

Supervising Administrative Law Judge Bach reported that during July, 59.6% of the second level appeals were resolved within 45 days and 68.8% within 75 days. The average case age was 47.7 days.

Member Eng thanked Supervising Judge Bach for her assistance with cases.

8. Chief Information Officer, Jefferson Willoughby Report:

CIO Willoughby reported that CAMS training has been completed in the Inglewood Office of Appeals. The Inland Office of Appeals will begin training next and CUIAB remains optimistic that CAMS will be implemented in all field offices roughly by the end of the year.

Chief Willoughby reported that CUIAB demonstrated the partially completed multi-language framework for the “myAppeal” portal to the IT governance team. IT is hopeful that the Spanish language page will be ready for testing next week, with additional languages forthcoming.

Chief Willoughby reported on the feedback IT has received regarding the myAppeal FAQ page, and IT’s response to the feedback.

Vice-Chair Kent-Monning thanked the IT team for their work implementing CAMS.

Member Eng inquired whether CUIAB had demographic information regarding the parties using CAMS in order to help encourage increased use. Chief Willoughby anticipates the percentage of parties using CAMS will increase; however, the specific demographic characteristics of parties who have not utilized the CAMS portal are unknown at this time.

Chair Allen inquired about the processes for ensuring language accessibility of the portal. Chief Willoughby described the process.

9 - 10. Action Item - Review and Approval of 2023-2024 Fiscal Year Budget:

Chief Silva provided an overview and proposal for the adoption of CUIAB’s \$74.2 million 2023/2024 Budget.

Vice-Chair Kent-Monning inquired about the decrease in amounts proposed allocated for interpreter services. Chief Silva advised that the amounts allocated for interpreter services were projections based on the prior year’s usage, but that CUIAB will have the ability to expend additional funds for this as needed.

Member Wieckowski inquired whether the personnel Healthcare Stipend was a one-time cost. Chief Silva advised the stipend had been bargained in the employee

contracts three years ago. Member Wieckowski also inquired about the budget for the proposed personnel hires and support staff. Chief Silva explained the process of developing this proposal including input from management and staff. Member Wieckowski asked about equipment operating expenses impacted by CAMS. Chief Silva advised that they continue to study operational efficiencies that CAMS facilitates and the potential for diminished use of photocopy machines.

Member Eng inquired whether COVID has resulted in a decrease in physical space due to the implementation of telework/hybrid positions. Chief Silva advised that there has not yet been a decrease in leased space due to this.

Chair Allen asked for a description of the process for gathering input from all field offices when preparing the proposed budget. Chief Silva explained the six-week process of gathering input statewide from all parts of CUIAB in order to prepare the budget.

The Board unanimously approved the 2023/24 Fiscal Year Budget as presented.

Closed Session:

There was no Closed Session.

Adjournment