

**MINUTES  
FOR THE REGULAR MEETING  
CALIFORNIA UNEMPLOYMENT INSURANCE APPEALS BOARD  
Docket No. 5696**

**Open Session**

The Appeals Board meeting convened at 11:00 a.m., December 14, 2023, with Chair Michael Allen presiding.

<b>1. Roll Call: <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 November 15, 2023, Meeting Minutes were approved.

**3. Chair's Report:**

Since the last meeting, the Board resolved approximately 1,216 second-level appeals, the majority 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 IT team for their assistance and work on the CAMS system. Vice-Chair Kent Monning will be visiting the Bay Area Office of Appeals to observe their CAMS rollout.

Member Eng wished the CUIAB organization a Happy Holiday season.

Member Wieckowski expressed his appreciation for the Board's work during his time on the Board and indicated he will also attend the CAMS rollout in the Bay Area Office of Appeals.

## **5. Public Comment**

No public comment.

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

In November, the field offices issued approximately 28,123 decisions. The average case age slightly decreased to 138.8 days, and CUIAB's performance remains significantly ahead of the national average of 230 days.

The Bay Area Office of Appeals will fully transition to CAMS next week, completing the rollout of CAMS in CUIAB's field offices. The Office of Tax Petitions will follow and over the next year, CUIAB will focus on enhancing and refining CAMS.

One benefit of the CAMS system is the ability to electronically transfer cases between offices to normalize case processing times statewide. In November CUIAB moved 15,395 cases in CAMS.

In response to Chair Allen's inquiry, Chief Cutri advised there were no security incidents since the last Board meeting.

Member Eng congratulated the CAMS team on their progress and inquired about CUIAB's readiness in anticipation of the state's projected budget shortfall. Chief Cutri advised that CUIAB is aware of the projections and will be in discussion with the Labor Agency to mitigate potential impacts on CUIAB.

Chair Allen commented on the difficulty in budget projections due to various factors including delayed tax payment deadlines the past year.

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

Supervising Administrative Law Judge Bach reported that during November, 24.6% of the second-level appeals were resolved within 45 days and 49.7% within 75 days. The average case age was 77.3 days. Judge Bach reported that Appellate Operations has begun training a field office ALJ and staff changes have been made to improve case processing times.

Vice-Chair Kent-Monning thanked Supervising Judge Bach for her work.

Member Wieckowski inquired about the process of how case ages are calculated.

Supervising Judge Bach explained the process.

Chair Allen expressed his gratitude to Supervising Judge Bach for her work and accomplishments in this position.

Member Eng thanked Supervising Judge Bach for her leadership.

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

CIO Willoughby reported that CUIAB is closing out a chapter with the final field office CAMS rollout. CIO Willoughby thanked Assistant Chief Hugh Harrison and his team and Mark Smith for their work and expertise. The Office of Tax Petitions will begin CAMS implementation in 2024. CIO Willoughby thanked the Board and CUIAB Senior Staff for their support and reminded CUIAB to be vigilant against cybersecurity threats, particularly during the holiday season.

Chair Allen and Vice-Chair Kent-Monning expressed their appreciation for IT's work.

Member Eng congratulated CUIAB on the completion of the CAMS rollout and commented that the Security and Privacy Awareness Training provided helpful information.

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

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

CUIAB met with EDD's Fiscal Programs Divisions to review the current fiscal year expenditures and project outlook for the remainder of the fiscal year. The Department of Finance agreed to the EDD/CUIAB budget revision that was submitted in October, maintaining the Board's previously approved budget authority levels. The Department of Finance has ordered a freeze on types of non-essential expenditures.

Chair Allen asked whether CUIAB is continuing to recruit ALJs. Chief Silva advised that CUIAB does not have a current recruitment for ALJs; however, Chief Cutri will continue to evaluate the workload to determine if there is a need for another ALJ recruitment.

Vice-Chair Kent-Monning thanked Chief Silva and the administrative services team

for their work.

Member Eng thanked Chief Silva for his report and inquired whether CUIAB's staffing allocation authority would be negatively impacted by any current vacancies. Chief Silva advised that staffing authority is based on projected workload so position vacancies do not negatively impact CUIAB's allocation authority.

Chair Allen expressed his gratitude to the Board and recognized Chief Counsel, Mark Woo-Sam for his work.

**Closed Session:**

There was no Closed Session.

**Adjournment**