

**MINUTES
FOR THE REGULAR MEETING
CALIFORNIA UNEMPLOYMENT INSURANCE APPEALS BOARD
Docket No. 5605**

Open Session

The Appeals Board convened at 10:37 a.m., April 13, 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 March 18, 2016, as corrected, were approved unanimously.

3. Chair's Report:

Chair Dresser welcomed the new Chief Counsel, Howard Schwartz. Chair Dresser also thanked Ralph Hilton for an excellent job as acting Chief Counsel.

Chair Dresser reported that he is very proud of the field and appellate offices managers and staff for meeting all of the Department of Labor timelines standards ending March 31 for that 12 month period. He thanked Chief Gonzales, Chief Rose and Hugh Harrison for all their help.

Chair Dresser reported that they are now going to focus on preparing training for the Field Operations, Appellate Operations and support staff. Chief Gonzales will be in charge of that effort for the field and support staff.

Chair Dresser offered congratulations, on behalf of the board, to Carl Vega for the birth of his second grandson. He also acknowledged the retirement of Richard Nishite, a judge in Sacramento, who did an excellent job. Lastly, he wanted to acknowledge the retirement of an excellent field judge, Joseph Kane from Oakland.

4. Board Member Reports:

Vice Chair Allen reported that he is very happy that training is being rolled out. He looks forward to helping in any way he can.

5. Public Comment:

No public comment.

6. Chief ALJ/Executive Director Report:

Chief ALJ/Executive Director Gonzales reports that the field met all federal timeliness standards. March was the reporting month for the federal Department of Labor and the field did meet all of the 30-day, 45-day and case aging time lapse figures.

Chief ALJ/Executive Director Gonzales reported that there was a meeting of the presiding judges in Sacramento during the week of April 5. She commented that it was very productive and positive. Among the items discussed was quality review (QR) procedures and her expectation that each presiding judge will be responsible for that in their office. Those that need training on how to do the QR scoring will be given training by either Hugh Harrison or Brian Faulkner. She also mentioned that there was a very nice retirement dinner for Presiding Judge Julie Krebs.

Member Corbett asked about training, and whether there are any particular legal issues or areas that are targeted. Chief ALJ/Executive Director Gonzales responded that there is a list of training topics that was developed by Chief Rose and forwarded to Hugh Harrison. There also is a series of issues that have been identified on an ongoing basis by board members and presiding judges.

Member Corbett asked if the list of training topics could be shared with the board members. Chief ALJ/Executive Director Gonzales indicated that she would follow up.

Member Allen asked if the board members could see the training schedule and syllabus. Chief ALJ/Executive Director Gonzales responded that training topics and schedules will be shared with the board. She welcomes any suggestions the board members may have.

Member Corbett commented that she would be very interested in seeing what training information is available for her own education. She asked that training materials also to be made available to the board members.

Member Allen commented that he would like to get a clear understanding about how performance evaluations are used when there is a reduction of force.

Chair Dresser commented that he did attend most of the presiding judge meeting and he thought it was excellent. He thought it was well prepared and very helpful to the presiding judges.

Chair Dresser asked if there were any reports generated on those ALJ decisions referenced in UI Code section 406(b). Chief ALJ/Executive Director Gonzales responded not in the past, but she is in the process of putting something together.

Chair Dresser remarked that the statistics for the first week of April indicate that the field offices are still meeting time lapse standards.

Member Allen inquired about the status of the tax cases.

Chief ALJ/Executive Director Gonzales stated that tax cases were another issue that was discussed at the presiding judges meeting. Training is moving forward for a group of judges that are interested in concentrating on tax work.

Member Corbett asked if there were enough judges trained at the field office level to do tax work. Chief ALJ/Executive Director Gonzales responded that all ALJ IIs are trained to do tax cases. That training will be updated as needed.

Member Corbett asked which judges in AO did tax cases. Chief ALJ AO Rose indicated that all the ALJ IIs do tax cases. AO judges are also going to take part in some of the tax training.

Chair Dresser compliment Chief Gonzales, Lori Kurosaka and Rob Silva for working with the presiding judges and others to track case statistics. He also commented that CUIAB has done so well since July 1, 2015 that it is now in a position to ask for more money for the tax cases, and is in the process of doing so.

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

Chief AO ALJ Rose reported that AO did make and exceed the DOL timeliness

requirements, the best numbers in a very long time. AO ended the month with a pretty low open caseload balance, but it has already started to bounce back in April. AO's current balance is over 1,100 cases. AO's caseload follows the field so if theirs drops so does AO.

Chief AO ALJ Rose reported that they are continuing to have the AO ALJ meeting/trainings with the next one scheduled for the last week in April.

Chief AO ALJ Rose reported that she did attend the PALJ meeting. She shared with the PALJs a list of issues which might be addressed through precedential decisions. She asked the PALJs to canvas their staff to see whether there are other issues that might be added to the list.

8. Chief Information Officer, Nick Dressler Report:

CIO Dressler reported that they are very close to finalizing their Microsoft Enterprise license agreement.

CIO Dressler reported that they are diligently working with the vendors to get quotes for renewals of licensing and maintenance agreements.

CIO Dressler reported that the Filebound contract has been finalized and they are now working with the vendor to get all the security clearances.

Vice Chair Allen asked if a new system for recording the hearings has been purchased. CIO Dressler responded that they just finished the IT preliminary evaluations. He has requested from Chief Gonzales a list of staff that would have input on the evaluation of the proposed system. They would include ALJs, typists, and others. He wants to make sure that anyone who uses the system is represented.

9. Chief Administrative Services, Robert Silva Report:

Chief Silva indicated that with regard to overtime there is really not much to report. In the month of February, CUIAB incurred 4.5 hours of overtime. The overtime usage has dwindled over the past couple of months.

Chief Silva reported that the Budget Advisory Committee meets next week to go over current fiscal year expenditures and projected expenditures for the remainder of the fiscal year to ensure that CUIAB stays within its allocated budget.

Lastly, he reported that CUIAB renewed its lease in the Orange County Office of Appeals. The lease will be effective May 1, 2016. CUIAB was able to negotiate a 17% reduction in rent. That should yield a savings next fiscal year of about \$11,000 per month.

Closed Session:

The Board adjourned to closed session.

The Board reconvened in open session at approximately 12:39 p.m. Vice Chair Allen made a motion to further correct the March 18, 2016 minutes. The motion was accepted unanimously.