

**MINUTES  
FOR THE REGULAR MEETING  
CALIFORNIA UNEMPLOYMENT INSURANCE APPEALS BOARD  
Docket No. 5637**

**Open Session**

The Appeals Board convened at 1:00 p.m., December 12, 2018, in Sacramento with Chair Marty Block presiding.

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

**2. Approval of the Minutes:**

The November 14, 2018 Meeting Minutes were approved unanimously as corrected.

**3. Chair's Report:**

Chair Block reported that the Board meeting was being streamed live to the public for the first time today. He commented it is good to give the regional offices and members of the public the opportunity to watch what happens in Board meetings. Chair Block explained Board meetings are public meetings. Board members are appointees of the Legislature and the Governor, and the public certainly has a right to know of the important business being done for the general public. Chair Block welcomed the viewing audience.

Chair Block reported that although the Board meets once a month and the meetings are relatively short, it is important to know that most of the Board's work is done in between meetings, in the review of cases on appeal. During the last month the Board has adjudicated 835 appellate cases. Finally, he noted that after open session, the Board would interview Chief Counsel candidates in closed session.

Chair Block reported he attended the last Labor & Workforce Development Agency meeting of the year. Current Labor Secretary, David Lanier, has done a marvelous job and they have been very supportive of the Board and our work. Chair Block

shared the fact that CUIAB has now been recognized for 14 consecutive years in meeting all of the Federal quarterly quality appeal standards.

**4. Board Member Reports:**

Vice Chair Allen stated that the end of the year is a good time to recognize all of the really great work done by the staff at all levels of CUIAB. He commented that in all human endeavors it is really about cooperation, and everybody in this organization has played a part in making the CUIAB successful. Thank you to everyone.

Member Corbett agreed with the two previous reports. She reflected on the fact that the three of them together, as Board Members, have worked as a great team. It is wonderful they have all had the opportunity to serve the public and noted the importance of the position, making decisions that impact both individuals and businesses.

Chair Block thanked Member Corbett. He commented that Member Corbett is a former majority leader of the State Senate. He also acknowledged that Vice Chair Allen is a former majority leader of the California State Assembly. He noted that they both bring a wealth of experience to this Board and thanked them both for their work over the year.

**5. Public Comment:**

No Public Comment.

**6. Chief ALJ/Executive Director Report:**

Chief ALJ/Executive Director Gonzales reported on the status of compliance with federal timeliness standards at the first level of appeal. For November the percentage of cases closed under 30 days was 63.1%, and the standard is 60%. The percentage of cases closed under 45 days was 88.1%, and the standard is 80%. Although there are some months during the year when the field does not make the standard, it is the yearly average that is important. For the federal reporting year, reported in April, we are also meeting the federal mandates, with 66.9% at 30 days and 90% at 45 days. In addition, our average case age is currently at 24.2, and the standard is 24.2 days.

Chief ALJ/Executive Director Gonzales reported they are exploring De-escalation Training for the Field. They have looked into a contract with the National Judicial

Counsel who has a targeted training for judges and ALJs on how to de-escalate during hearings. They are also working with CalHR to provide mandated training courses for the managers and supervisors, hopefully in Sacramento in the spring.

Chief ALJ/Executive Director Gonzales noted there were no safety issues in the past month to report.

**7. Presiding ALJ of Appellate Operations, Jodi Remke Report:**

PALJ-AO Remke reported that Appellate Operations continues to exceed the federal standards. The percentage of cases closed in 45 days or less is at 91.5%, where the standard is 50%, cases closed in 75 days or less is at 99.3%, with the standard at 80%. Case aging is at 16.7 days for pending cases, and the standard is 40 days.

**8. Chief Information Officer, Jeff Willoughby Report:**

CIO Willoughby reported the video streaming efforts are in full swing and live today.

CIO Willoughby reported they met with our control agency partners at the Department of Technology. IT has two major projects underway. One is a permanent solution for video streaming that looks very positive. Secondly, the modernization effort has been approved and they now have case management from the Department of Technology for the Technology Project Life Cycle process.

CIO Willoughby reported the Bay Area office consolidation is well underway with testing largely completed. He anticipates completion by the end of year.

Vice Chair Allen noted the IT Security Policy was last adopted in 2005 and asked if there were plans to update. CIO Willoughby responded that they are actively looking at updating the policies.

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

Chief Silva discussed the Monthly Overtime and Lump Sum Payout report set forth in the meeting packets.

Chief Silva reported on the Budget. He reported that CUIAB spending for both Personal and Operating Expenses are well within the allocations the Board approved in August Board meeting.

Chief Silva reported the US Department of Labor recently approved California's funding for Disaster Unemployment Assistance relating to the Butte and Los Angeles Counties Wildfires. The administrative portion of the funding for California is \$140,000. EDD will utilize half of the funding and CUIAB half.

Chief Silva reported the Language Audit of bilingual employees was completed in November. The 40 employees currently receiving bilingual pay participated and all were at or near the 10% threshold for usage of their language skills. In addition, there were three new employees participating in the November time ladder.

Chief Silva reported the Bay Area Office of Appeals is on target for a January 1, 2019 start date. Hearing notices will be mailed titled Bay Area Office of Appeals starting Monday, December 31, 2018.

Vice Chair Allen asked if the bilingual designation was a combination of proficiency and actual usage of bilingual skills. Chief Silva responded that proficiency happens on the front end. Employees are all tested initially to qualify to receive bilingual pay. The biannual audit is conducted to ensure that the employees are using their skills at a 10% threshold, the requirement for receiving bilingual pay.

Member Corbett asked that although most of the bilingual employees speak Spanish/English, are other languages listed for other bilingual employees. Chief Silva replied that the agency does have other languages and he could provide her with a list.

**Closed Session:**

The Board adjourned Open Session at 1:22 p.m. and went into Closed Session.

**Open Session:**

The Board reconvened in Open Session at approximately 3:10 p.m. Pursuant to Government Code Section 11126(a), Chair Block reported that in Closed Session the Board took a vote to offer the position of Chief Counsel to Mark Woo-Sam. The vote passed 3-0. Chair Block adjourned Open Session at 3:15 p.m.

**Adjournment**