

**STATE OF CALIFORNIA
AGRICULTURAL LABOR RELATIONS BOARD**

BOARD MEETING MINUTES ON E-FILING REGULATION

**Employment Development Department Auditorium
722 Capitol Mall
Sacramento CA 95814**

May 22, 2017

Time: 1:38 p.m.
Members Present: Chairwoman Shiroma, Members Rivera-Hernandez and Hall
Staff Present: Acting Executive Secretary Soble, Board Counsel Heyck, Inciardi and Ratshin; Analysts Cooper and Massie
Others Present: ALRB: General Counsel Montgomery; Assistant General Counsel Craig; Chief for the Division of Administrative Services Rodrigues; LWDA: General Counsel Woo-Sam

OPEN SESSION

7. Regulations

Approval of E-Filing proposed regulations as amended on May 5, 2017.

Board staff presented the following summary to the Board: The proposed E-filing regulations were introduced in late spring 2016, and underwent public review. The Board voted 3-0 to adopt the proposed E-filing regulations at its January 12, 2017 Board meeting. Staff then submitted the rulemaking file to the Office of Administrative Law (OAL) for review.

During the OAL review period, OAL raised a concern about the clarity of the word “accepted” in Section 20169(e) of the proposed regulation. In response, proposed Section 20169(e) was amended as follows to clarify what requirements for filed documents the Board will review before sending a confirmation email to the filing party:

(e) Once a document filed by email is received and ~~accepted~~ has been determined to have met requirements of subdivision (a)(5) and (6), a confirmation email will be sent to the email address on file by the close of the business day.

The ALRB published the amendment to Section 20169(e) in a 15-day notice to the public. No public comments were received.

Following adoption of the proposed amended Section 20169(e), staff will submit updated file documents to OAL for their final approval of the regulation.

The Board voted 3-0 to adopt proposed Section 20169(e) as amended.

The discussion of this item closed at 1:41 p.m.