



# Appeals Committee

## Item Number 4 – Open Session

**Subject:** Education: The Administrative Remedy Process from Internal Review to Committee Decision

**Presenter(s):** Mark Gini, Mike Dutil and Reina G. Minoya

**Item Type:** Information

**Date & Time:** January 7, 2021 – 15 minutes

**Attachment(s):** 1

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### **PURPOSE**

The purpose of this item is to provide an overview relating to CalSTRS' internal administrative remedy process.

### **DISCUSSION/SUMMARY**

The Appeals Committee has received training over the years on the administrative remedy process, the available procedures for members and employers following committee decisions, and designating precedential decisions. This informational item will provide the Appeals Committee with an overview of the internal administrative remedy process.

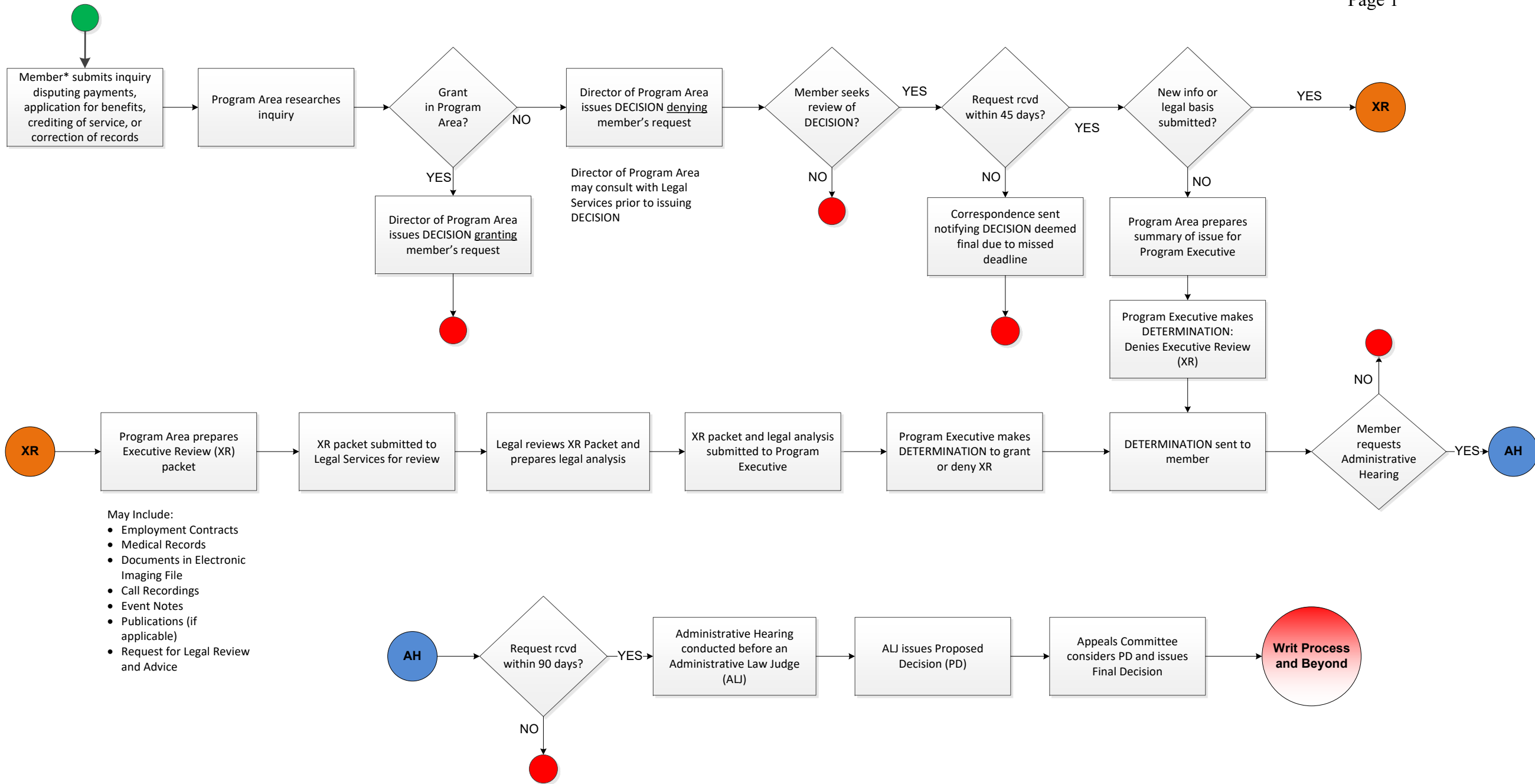
The attached workflow provides the internal process followed by CalSTRS relating to administrative remedies available for Benefits & Services and Financial Services, and Audit Services pursuant to the California Code of Regulations, title 5, sections 27100–27103. During the presentation, CalSTRS staff will walk the committee through the workflow, commencing with the initial member contact through the Appeals Committee decision.

### **ATTACHMENT(S)**

CalSTRS Internal Administrative Remedy Workflow

### **POWERPOINT(S)**

Overview of the CalSTRS Administrative Remedy Process



- May Include:
- Employment Contracts
  - Medical Records
  - Documents in Electronic Imaging File
  - Call Recordings
  - Event Notes
  - Publications (if applicable)
  - Request for Legal Review and Advice

\* Includes Members/Participants, former Members/Participants or Beneficiaries

