



ADDRESS REPLY TO:
California Apprenticeship Council
P. O. Box 420603
San Francisco, CA 94142-0603

STANDARDS, RULES, REGULATIONS & OPERATING PROCEDURES COMMITTEE MEETING MINUTES

Wednesday – April 24, 2013 3:00 P.M.

I. Call To Order/ Roll Call

Commissioner Pat McGinn called the meeting to order at 3:02 p.m.

Members present: Pat McGinn, Julia Dozier, Anne Quick, Paul Von Berg and Diane Ravnik

A quorum was met.

Members absent: Wayne Lindholm, Neil Struthers, Carl Goff, Donna Bechthold, and Jack Buckhorn

II. Review and approval of January 23, 2013 minutes

Commissioner Anne Quick made a motion to approve the minutes and Commissioner Paul Von Berg seconded the motion. All were in favor. The motion carried.

III. Old Business

- Rule Making Process – Steve McGinty

Mr. McGinty reported that there are three parts to the rule making process—preliminary activity which place when a board or agency wants to begin rule making. The CAC is in that process at this time and is coming to its conclusion. The agency works on a draft of proposed regulations. As part of the initial preliminary activity, there is a statement of reasoning why the regulation is necessary. The final document is a Notice of proposed rulemaking. This document is sent to the Office of Administrative Law (OAL) in Sacramento. It is then published in a register to let the public know that rulemaking has begun. The rulemaking is currently in that process. He further stated that it is his understanding that the attorney general is preparing that notice that will be sent to the OAL. When the notice is published, there is a 45 day period in which the public has the opportunity to make comments about the proposed regulations. After the 45 day period the CAC responds to the comments. If the CAC decides to make any changes to the proposed regulations, and then there would be a second period when the public has the right to comment, which is approximately 15 days. Finally, after all the changes have been commented upon, the final rulemaking package is sent to the OAL. The OAL has 30 days to review the package to determine whether the agency has complied with the rulemaking law.

Comments from the Public:

It was asked that when the attorney general sends the notice to the rulemaking, do also inform the CAC that the notice has begun the 45 day period. Mr. McGinty stated that they would. He also stated it would be posted on the DIR website. Mr. McGinty noted that the public could follow details of the rulemaking process on the OAL website.

[www.oal.ca.gov/Regular Rulemaking Process.htm](http://www.oal.ca.gov/Regular_Rulemaking_Process.htm)

The requirement is that the agency completes the process within a year. He stated that this particular rulemaking, the process should be complete with a few months.

A motion and a second were made to adjourn the meeting. All were in favor. The motion carried.

The meeting adjourned at 3:15 p.m.