



Board of Behavioral Sciences



1625 North Market Blvd., Suite S-200  
Sacramento, CA 95834  
(916) 574-7830  
www.bbs.ca.gov

Gavin Newsom, Governor  
State of California

Business, Consumer Services and Housing Agency  
Department of Consumer Affairs

## **TELEHEALTH COMMITTEE Meeting Notice and Agenda**

**June 3, 2022  
10:00 a.m.**

**Department of Consumer Affairs  
Lou Galiano Hearing Room  
1625 North Market Blvd., #S-102  
Sacramento, CA 95834**

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### **IMPORTANT NOTICES TO THE PUBLIC**

The Board of Behavioral Sciences' Telehealth Committee will hold a public meeting via Webex platform and in-person.

While the Committee intends to webcast and Webex this meeting, it may not be possible to webcast or Webex the entire meeting due to technical difficulties or limitations on resources. If you wish to have a guaranteed opportunity to observe and participate, please plan to attend the meeting in person.

Action may be taken on any item listed on the agenda. Times and order of items are approximate and subject to change.

Public comment on items of discussion will be taken during each item. Public comments will be limited to two minutes unless, in the discretion of the Committee, circumstances require a shorter period. Members of the public will not be permitted to "yield" their allotted time to other members of the public to make comments.

### **INSTRUCTIONS FOR PARTICIPATION**

Please see the instructions attached to observe and participate in the meeting using WebEx.

Members of the public may, but are not obligated, to provide their names or personal information as a condition of observing or participating in the meeting. When signing into the WebEx platform, participants may be asked for their name and email address. Participants who choose not to provide their names will be required to provide a unique

identifier such as their initials or another alternative, so that the meeting moderator can identify individuals who wish to make public comment; participants who choose not to provide their email address may utilize a fictitious email address in the following sample format: [XXXXX@mailinator.com](mailto:XXXXX@mailinator.com).

For those who wish to participate or observe the meeting, please click on the following link: <https://dca-meetings.webex.com/dca-meetings/j.php?MTID=mf613fe0a532fd0a87106c88057e7cd84>

***If joining using the link above***

Webinar number: 2488 576 6397

Webinar password: BBS06032022

***If joining by phone***

+1-415-655-0001 US Toll

Access code: 248 857 66397

Passcode: 22706032

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## AGENDA

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- I. Call to Order and Establishment of Quorum
  - II. Introductions\*
  - III. Consent Calendar: Discussion and Possible Approval of March 4, 2022 Committee Meeting Minutes
  - IV. Overview of the Committee's Roles and Tasks
  - V. Discussion and Possible Recommendation Regarding Stakeholders and Board Staff Telehealth Listening Session
  - VI. Discussion and Possible Recommendation Regarding Telehealth Best Practices Guidance Document
  - VII. Discussion and Possible Recommendation Regarding Telehealth Clarifications for Trainee Practicum (Business and Professions Code §§4980.36, 4980.37, 4980.78, 4999.32, 4999.33, and 4999.62)
  - VIII. Discussion and Possible Recommendation Regarding Draft Statutory Language for a Temporary Practice Allowance
  - IX. Suggestions for Future Agenda Items
  - X. Public Comment for Items not on the Agenda
- Note: The Committee may not discuss or take action on any matter raised during this public comment section, except to decide whether to place the matter on the agenda of a future meeting. [Gov. Code §§ 11125, 11125.7(a)]*
- XI. Adjournment

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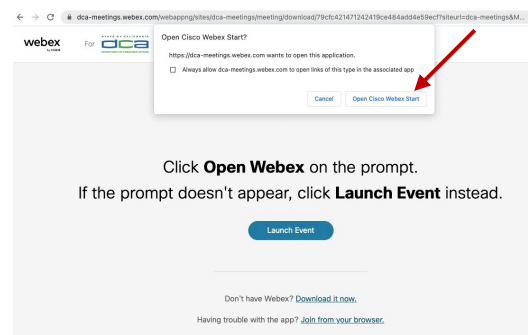
*\*Introductions are voluntary for members of the public.*

*This agenda as well as Committee meeting minutes can be found on the Board of Behavioral Sciences website at [www.bbs.ca.gov](http://www.bbs.ca.gov).*

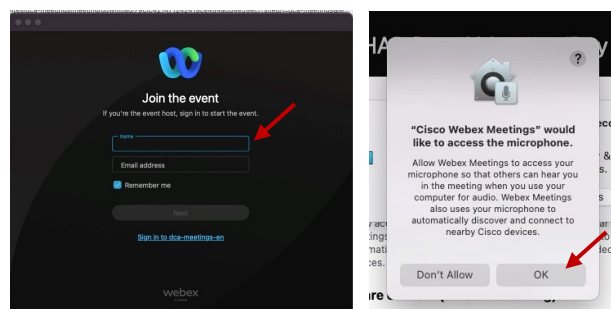
*NOTICE: The meeting is accessible to persons with disabilities. A person who needs a disability-related accommodation or modification in order to participate in the meeting may make a request by contacting Christina Kitamura at [christina.kitamura@dca.ca.gov](mailto:christina.kitamura@dca.ca.gov) or by telephone at (916) 574-7927. Providing your request at least five (5) business days before the meeting will help ensure availability of the requested accommodation.*

### If joining using the meeting link

- 1 Click on the meeting link. This can be found in the meeting notice you received.
- 2 If you have not previously used Webex on your device, your web browser may ask if you want to open Webex. Click “Open Cisco Webex Start” or “Open Webex”, whichever option is presented. DO NOT click “Join from your browser”, as you will not be able to participate during the meeting.



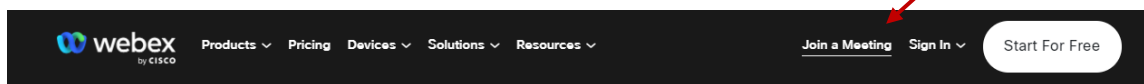
- 3 Enter your name and email address. Click “Join as a guest”. Accept any request for permission to use your microphone and/or camera.



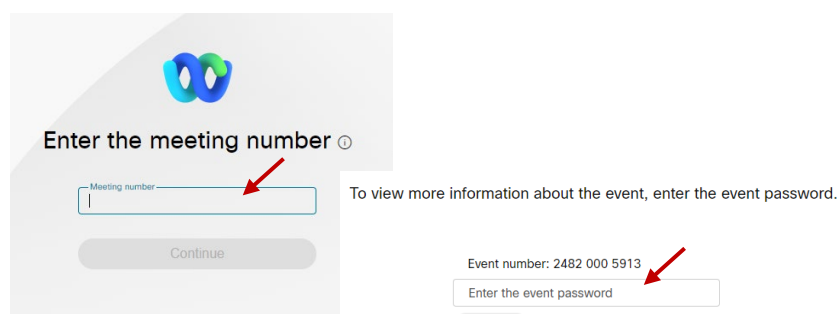
OR

### If joining from [Webex.com](https://www.webex.com)

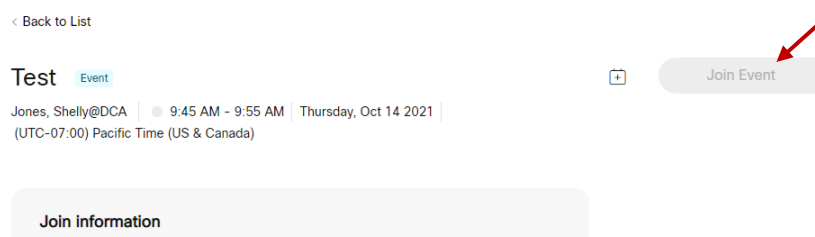
- 1 Click on “Join a Meeting” at the top of the Webex window.



- 2 Enter the meeting/event number and click “Continue”. Enter the event password and click “OK”. This can be found in the meeting notice you received.



- 3 The meeting information will be displayed. Click “Join Event”.



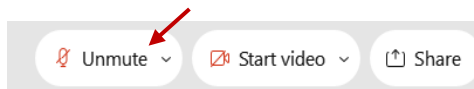
OR

### Connect via telephone:

You may also join the meeting by calling in using the phone number, access code, and passcode provided in the meeting notice.

### Microphone

Microphone control (mute/unmute button) is located on the command row.

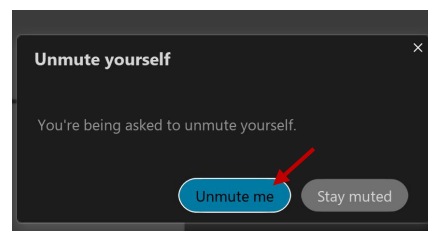


Green microphone = Unmuted: People in the meeting can hear you.



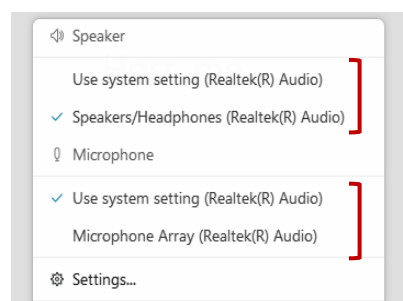
Red microphone = Muted: No one in the meeting can hear you.

*Note: Only panelists can mute/unmute their own microphones. Attendees will remain muted unless the moderator enables their microphone at which time the attendee will be provided the ability to unmute their microphone by clicking on “Unmute Me”.*



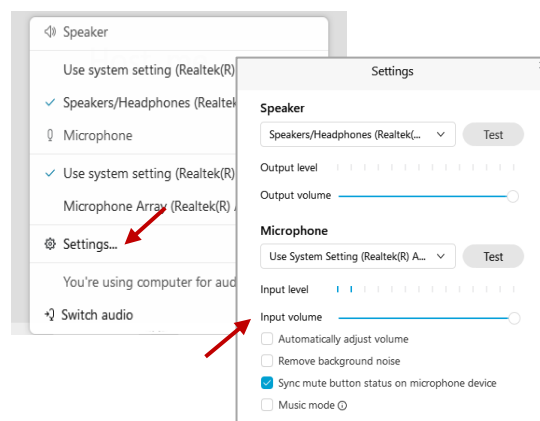
### If you cannot hear or be heard

- 1 Click on the bottom facing arrow located on the Mute/Unmute button.
- 2 From the pop-up window, select a different:
  - Microphone option if participants can't hear you.
  - Speaker option if you can't hear participants.



### If your microphone volume is too low or too high

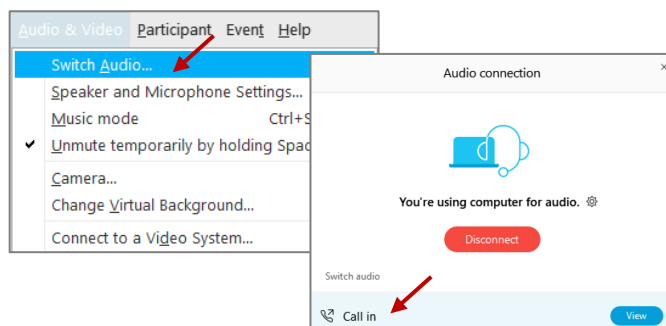
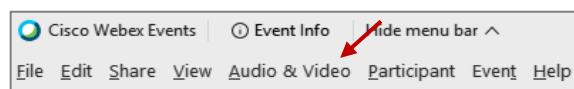
- 1 Locate the command row – click on the bottom facing arrow located on the Mute/Unmute button.
- 2 From the pop-up window:
  - Click on “Settings...”:
  - Drag the “Input Volume” located under microphone settings to adjust your volume.



### Audio Connectivity Issues

If you are connected by computer or tablet and you have audio issues or no microphone/speakers, you can link your phone through webex. Your phone will then become your audio source during the meeting.

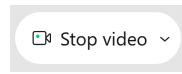
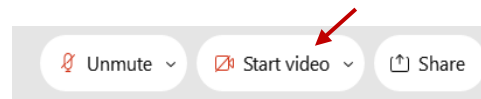
- 1 Click on “Audio & Video” from the menu bar.
- 2 Select “Switch Audio” from the drop-down menu.
- 3 Select the “Call In” option and following the directions.



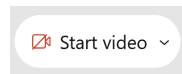
### Web Camera

Only panelists (e.g. staff, board members, presenters) can access the web camera feature.

Camera control (Start Video/Stop Video button) is located on the command row.



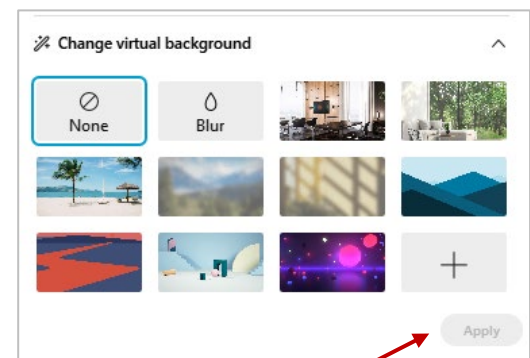
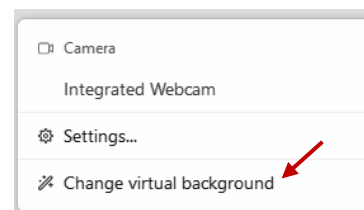
Green dot in camera = Camera is on: People in the meeting can see you.



Red dot in camera = Camera is off: No one in the meeting can see you.

### Virtual Background

- 1 To access virtual backgrounds, click on the bottom facing arrow located on the video button.
- 2 Click on "Change Virtual Background".
- 3 From the pop-up window, click on any of the available images to display that image as your virtual background and click "Apply".



### If you cannot be seen

- 1 Locate the command row – click on the bottom facing arrow located on the video button.
- 2 From the pop-up window, select a different camera from the list.

