CALIFORNIA ACUPUNCTURE BOARD

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ACUPUNCTURE BOARD

LICENSING AND EXAMINATION COMMITTEE MEETING

AGENDA

Thursday, March 25, 2021
9:30 a.m. to 10:30 a.m. or until the completion of business

LOCATION:

Web Ex Teleconference

https://dca-meetings.webex.com/dca-meetings/onstage/g.php?MTID=eb6b4b960f8999bcb1eb33c237c6c678d

Important Notices to the Public

The Acupuncture Board Licensing and Examination Committee will hold a public meeting via WebEx Events. To participate in the WebEx Events meeting, please log on at the web address under 'Location' on the day of the meeting.
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Pursuant to the provisions of Governor Gavin Newsom's Executive Order N-25-20, dated March 12, 2020, neither a public location nor teleconference locations are provided.
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1. **Call to Order, Roll Call, and Establishment of Quorum (Kitman Chan, Chair)**

2. **Chair's Remarks (Chan)**

   • **Welcoming message and meeting information**

3. **Public Comment on Items Not on the Agenda (Chan)**

4. **Discussion and Possible Committee Action on Application Process, Criteria, and Procedures for Approval of a Credential Evaluation Service (AB 2190)**
   (Title 16 CCR §§ 1399.411, 1399.413, 1399.414, 1399.416, 1399.416.1, 1399.416.2, 1399.417, 1399.419)

5. **Future Agenda Items (Chan)**

6. **Adjournment (Chan)**

Informational Notes:

Discussion and action may be taken on any item on the Board Committee meeting agenda. The agenda, as well as any available Board Committee meeting minutes and materials, can be found on the California Acupuncture Board website: www.acupuncture.ca.gov. The time and order of agenda items are approximate and subject to change at the discretion of the Board President; agenda items scheduled for a particular day may be moved or continued to an earlier or later noticed meeting day to facilitate the effective transaction of business.

In accordance with the Bagley-Keene Open Meeting Act, all meetings of the Board are open to the public. The Board plans to webcast this committee meeting at: https://thedcapage.wordpress.com/webcasts/. Webcast availability cannot, however, be guaranteed due to limitations on resources or other technical difficulties that may arise. If you wish to participate or to have a guaranteed opportunity to observe, please follow the log-in instruction listed above. Adjournment, if it is the only item that occurs after a closed session, may not be webcast.

Government Code section 11125.7 provides the opportunity for the public to address each agenda item during discussion or consideration by the Board Committee or prior to the Board Committee taking any action on said item. Members of the public will be provided appropriate opportunities to comment on any issues before the Board Committee, but the Board Committee Chair may, at his or her discretion, apportion available time among those who wish to speak. Individuals may appear before the Board Committee to discuss items not on the agenda; however, the Board Committee can neither discuss nor take official action on these items at the time for the same meeting. (Gov. Code, §§ 11125, 11125.7(a).)

Board meetings are open to the public and are held in barrier free facilities that are accessible to those with physical disabilities in accordance with the Americans with Disabilities Act (ADA). If you are a person with a disability requiring disability-related modifications or accommodations to participate in the meeting, including auxiliary aids or services, please contact the Board at (916) 515-5200; Fax: (916) 928-2204. Requests should be made as soon as possible, but at least five (5) working days prior to the scheduled meeting. You may also dial a voice TTY/TDD Communications Assistant at (800) 322-1700 or 7-1-1.

HOW TO – Join – DCA WebEx Event

The following contains instructions to join a WebEx event hosted by the Department of Consumer Affairs (DCA).

NOTE: The preferred audio connection to our event is via telephone conference and not the microphone and speakers on your computer. Further guidance relevant to the audio connection will be outlined below.

1. Navigate to the WebEx event link provided by the DCA entity (an example link is provided below for reference) via an internet browser.

   Example link:
   https://dca-ca.webex.com/dca-ca/onstage/g.php?MTID=eb0a73a251f0201d9d5ef3aaa9e978bb5

2. The details of the event are presented on the left of the screen and the required information for you to complete is on the right.
   NOTE: If there is a potential that you will participate in this event during a Public Comment period, you must identify yourself in a manner that the event Host can then identify your line and unmute it so the event participants can hear your public comment.

3. Click the 'Join Now' button.

   NOTE: The event password will be entered automatically. If you alter the password by accident, close the browser and click the event link provided again.

4. If you do not have the WebEx applet installed for your browser, a new window may open, so make sure your pop-up blocker is disabled. You may see a window asking you to open or run new software. Click 'Run'.
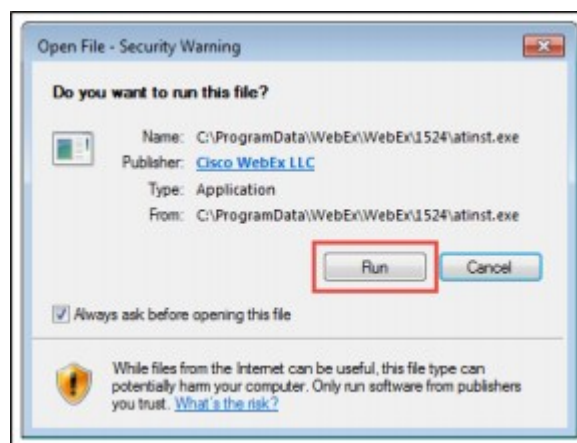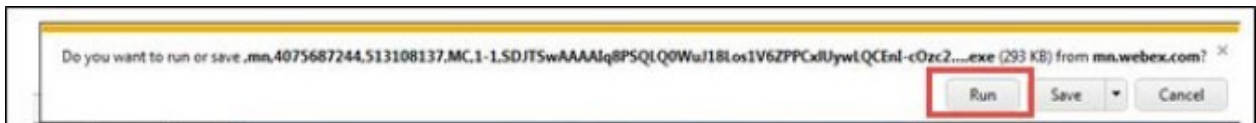

   Depending on your computer's settings, you may be blocked from running the necessary software. If this is the case, click 'Cancel' and return to the browser tab that looks like the window below. You can bypass the above process.

Starting Webex...

Still having trouble? Run a temporary application to join this meeting immediately.

5. To bypass step 4, click 'Run a temporary application'.

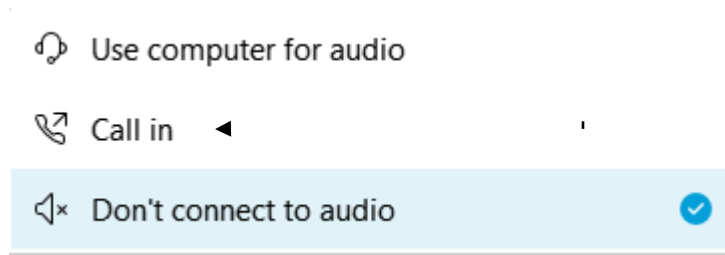6. A dialog box will appear at the bottom of the page, click 'Run'.

Do you want to run or save .mn.4075687244.513108137.MC.1-1.SDJTSwAAAAIq8PSQLQ0WuJ18Los1V6ZPPCxIUywLQCEnI-cOzc2....exe (293 KB) from mn.webex.com?   ✕

Run   Save   ▾   Cancel

The temporary software will run, and the meeting window will open.

7. Click the audio menu below the green 'Join Event' button.

Cisco Webex Events   ⑦ ✕

Another test

12:00 PM - 1:00 PM

JP

Join Event

◁× Don't connect audio ⌄   ◀
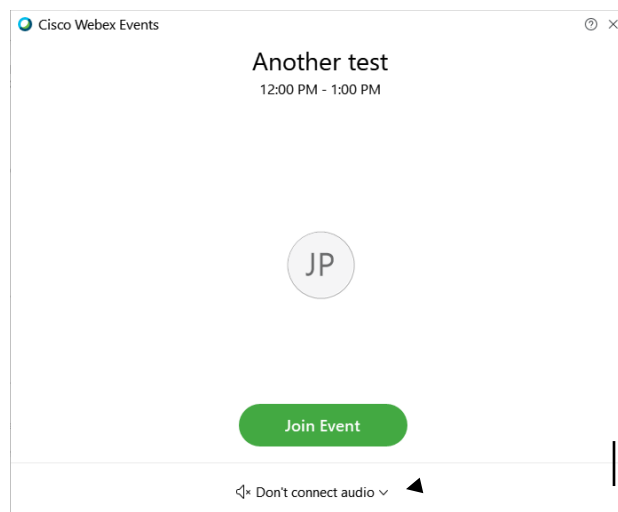
8. When the audio menu appears click 'Call in'.

> 🎧 Use computer for audio
>
> 📞 Call in ◄
>
> 🔇 Don't connect to audio ✓

9. Click 'Join Event'. The audio conference call in information will be available after you join the Event.

> 🎙 **Join Event**
>
> 📞 Call in ⌄

10. Call into the audio conference with the details provided.

> **Call In** ✕
>
> **Call in from another application** ⓘ
>
> 1. **Call**
>   US Toll
>   ▮▮▮▮▮▮▮ 2
>   Show all global call-in numbers
>
> 2. **Enter**
>   Access code ▮▮▮▮▮▮▮ ▮ #
>   Attendee ID ▮ ▮ #
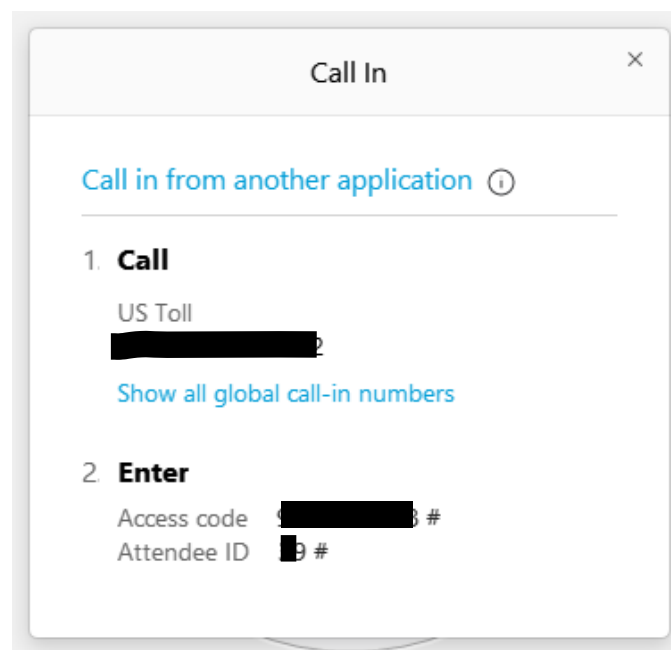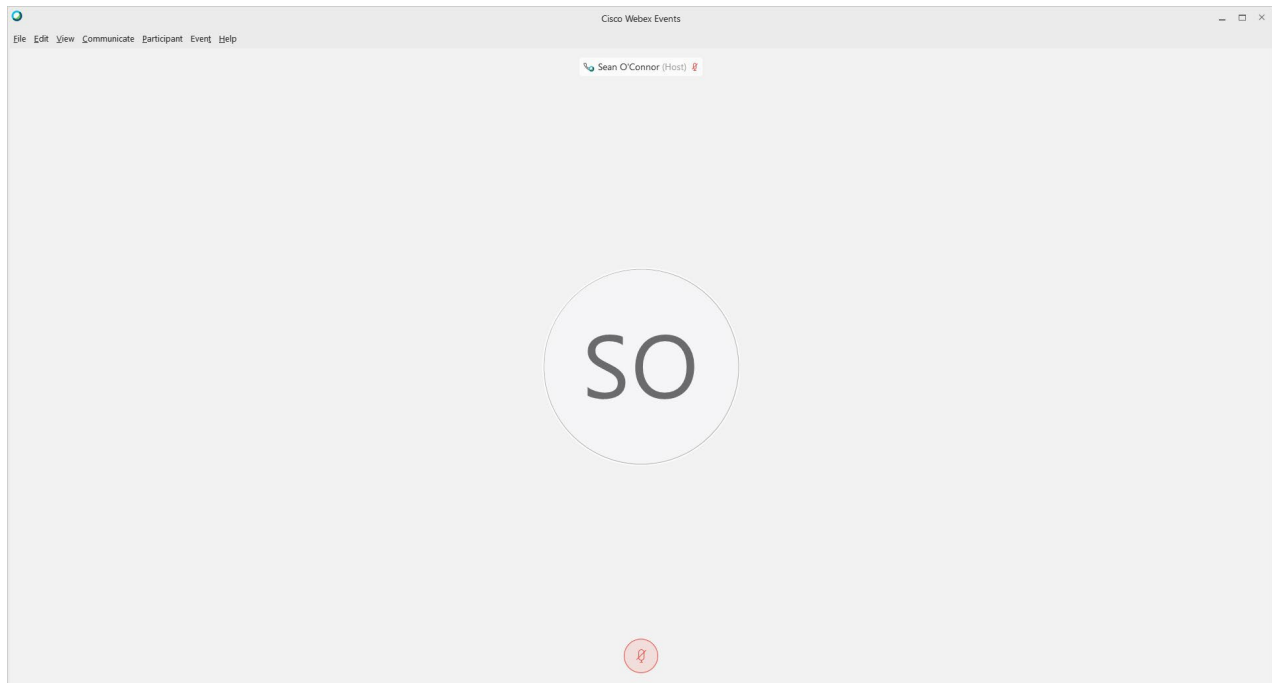
NOTE: The audio conference is the preferred method. Using your computer's microphone and speakers is not recommended.

Once you successfully call into the audio conference with the information provided, your screen will look like the screen below and you have joined the event.
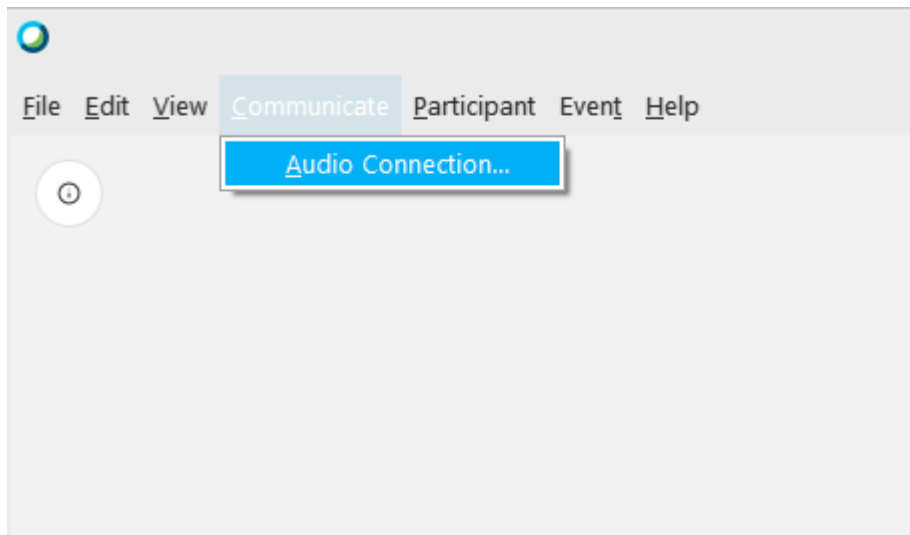
Congratulations!

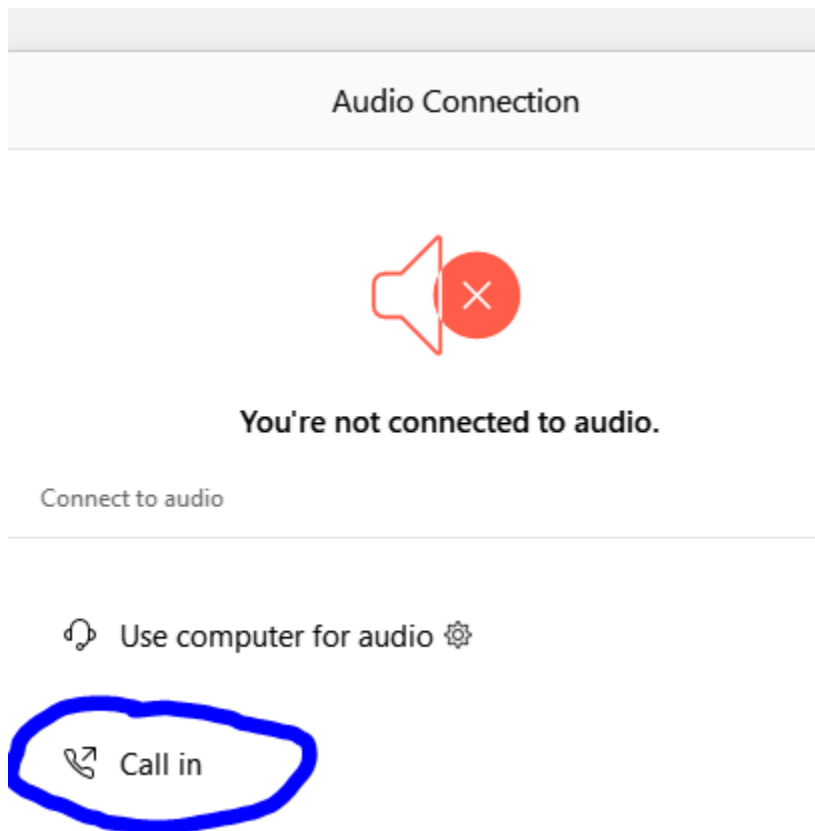NOTE: Your audio line is muted and can only be unmuted by the event host.

If you join the meeting using your computer's microphone and audio, or you didn't connect audio at all, you can still set that up while you are in the meeting.

Select 'Communicate' and 'Audio Connection' from top left of your screen.

The 'Call In' information can be displayed by selecting 'Call in' then 'View'
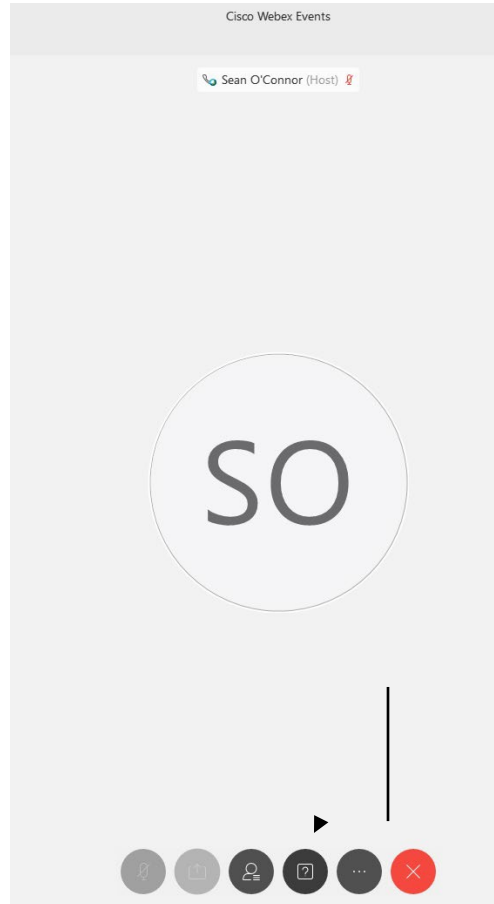

You will then be presented the dial in information for you to call in from any phone.
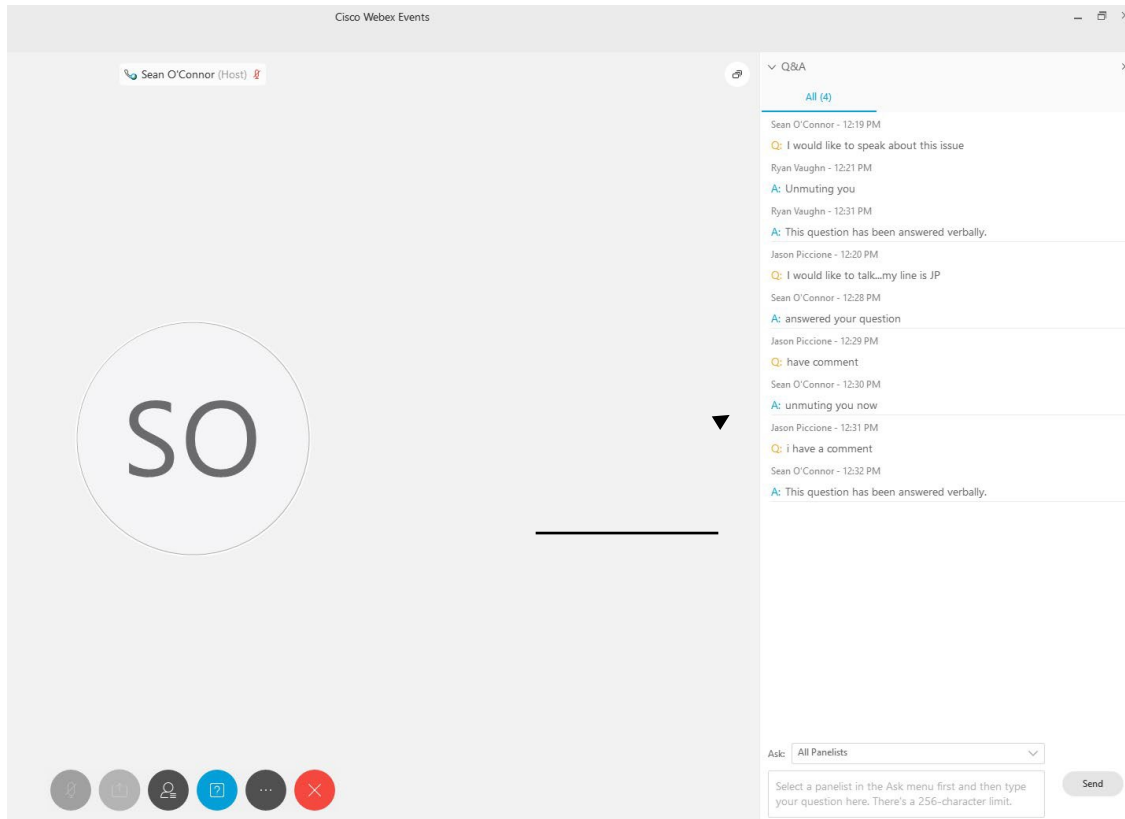
Participating During a Public Comment Period

At certain times during the event, the facilitator may call for public comment. If you would like to make a public comment, click on the 'Q and A' button near the bottom, center of your WebEx session.

This will bring up the 'Q and A' chat box.

NOTE: The 'Q and A' button will only be available when the event host opens it during a public comment period.

To request time to speak during a public comment period, make sure the 'Ask' menu is set to 'All panelists' and type 'I would like to make a public comment'.

Attendee lines will be unmuted in the order the requests were received, and you will be allowed to present public comment.

NOTE: Your line will be muted at the end of the allotted public comment duration. You will be notified when you have 10 seconds remaining.