Apprenticeship Task Force
Meeting Agenda

Thursday, January 21, 2021

PUBLIC TELECONFERENCE MEETING
9:00am - Until Completion of Business

NOTE: Pursuant to the provisions of Governor Gavin Newsom's Executive Order N-29-20, dated March 17, 2020, neither Board member locations nor a public meeting location are provided. Public participation may be through teleconferencing as provided below.

Important Notices to the Public: The Board of Barbering and Cosmetology will hold a public meeting via a Webex Events. To participate in the WebEx Events meeting, please log on to this website the day of the meeting:

https://dca-meetings.webex.com/dca-meetings/onstage/g.php?MTID=e00e77bd18ebdaa375870640fb5f5d313

INSTRUCTIONS FOR PARTICIPATION: Please see the instructions attached hereto to observe and participate in the meeting using WebEx from a Microsoft Windows-based PC.

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.

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.

1. **Call to Order/Roll Call**

2. **Executive Officer's Opening Remarks (Kristy Underwood)**

3. **Discussion and Possible Recommendations to the Board Regarding Proposed Regulatory Changes to Apprenticeships, Title 16, California Code of Regulations (CCR) sections 913-926**

4. **Public Comment on Items Not on the Agenda***

5. **Suggestions for Future Agenda Items**

6. **Adjournment**

Action may be taken on any item on the agenda. The time and order of agenda items are subject to change at the discretion of the Committee and may be taken out of order. In accordance with the Bagley-Keene Open Meeting Act, all meetings of the Board are open to the public.

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

The meeting is being held via Webex Events. The meeting is accessible to the physically disabled. A person who needs disability-related accommodation or modification in order to participate in the meeting may make a request by contacting: Marcene Melliza at (916) 575-7121, email: marcene.melliza@dca.ca.gov, or send a written request to the Board of Barbering and Cosmetology, PO Box 944226, Sacramento, CA 94244. Providing your request is a least five (5) business days before the meeting will help to ensure availability of the requested accommodations. TDD Line: (916) 322-1700.

HOW TO – Join – DCA WebEx Event

The following contains instructions on how 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. The 'First name', 'Last name' and 'Email address' fields do not need to reflect your identity. The department will use the name or moniker you provide here to identify your communication line should you participate during public comment.

HOW TO – Join – DCA WebEx Event
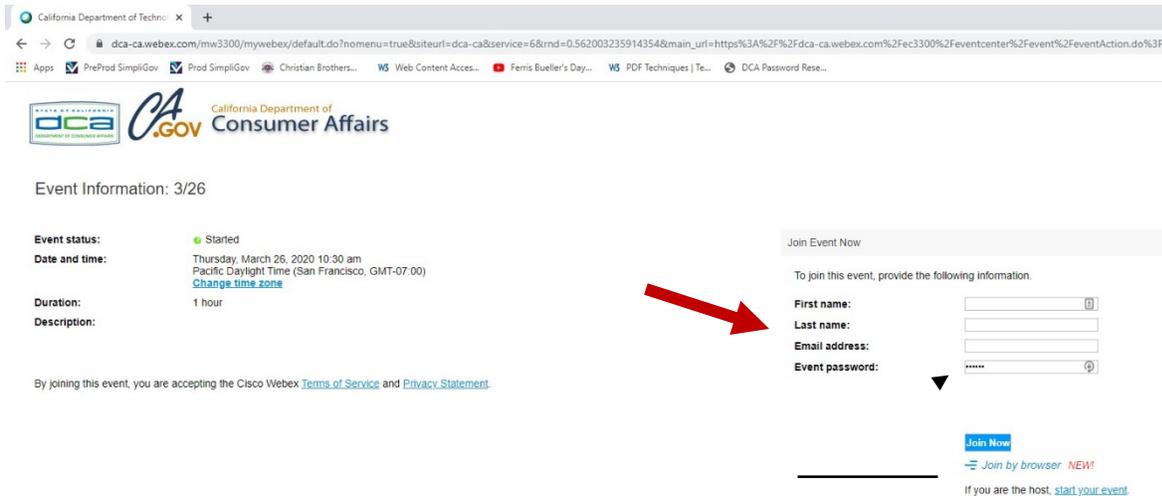
3. Click the 'Join Now' button.

   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'.
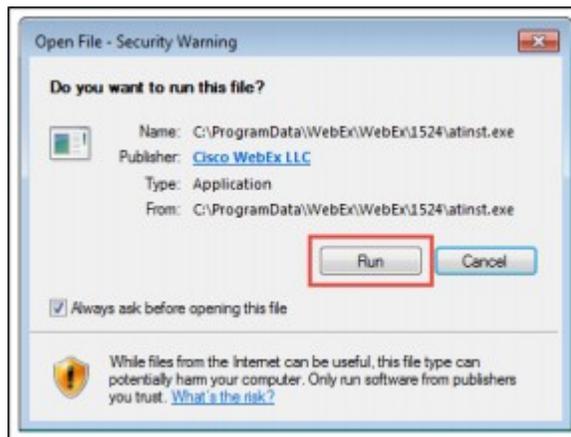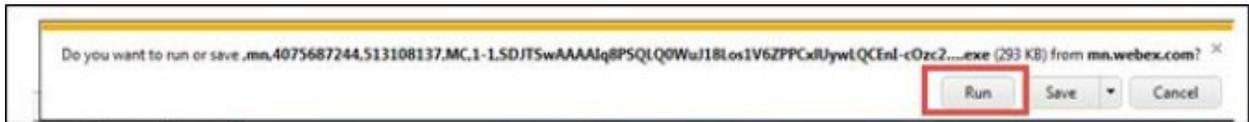

Depending on your computer's settings, you may be blocked from running the necessary software. If this is the case, click 'Cancel' and return to the browser tab that looks like the window below. You can bypass the above process.

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'.
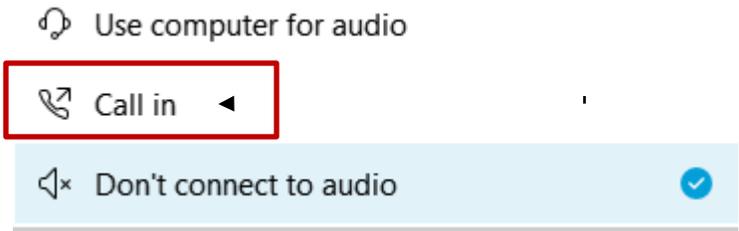
Do you want to run or save .mn.4075687244.513108137,MC.1-1.SDJTSwAAAAIq8PSQLQ0WuJ18Los1V6ZPPCxlUywLQCEnl-cOzc2....exe (293 KB) from **mn.webex.com**?   ✕

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.

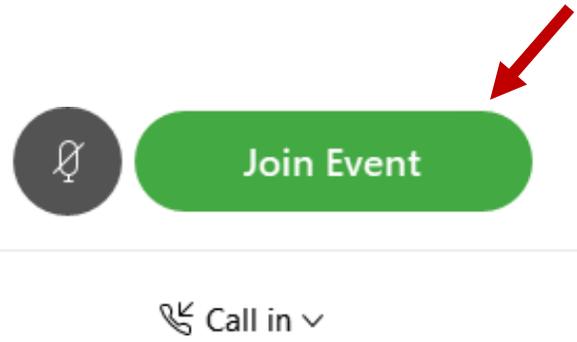○ Cisco Webex Events   ⑦ ✕

Another test
12:00 PM - 1:00 PM

JP

Join Event

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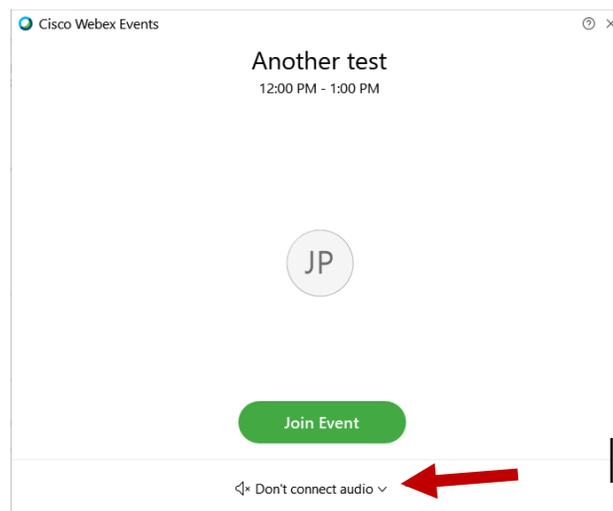
8. When the audio menu appears click 'Call in'.

⌒♫ 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

   ▓▓▓▓▓▓▓▓▓▓▓

   Show all global call-in numbers

2. **Enter**

   Access code ▓▓▓▓▓▓▓▓▓▓#
   Attendee ID ▓▓#
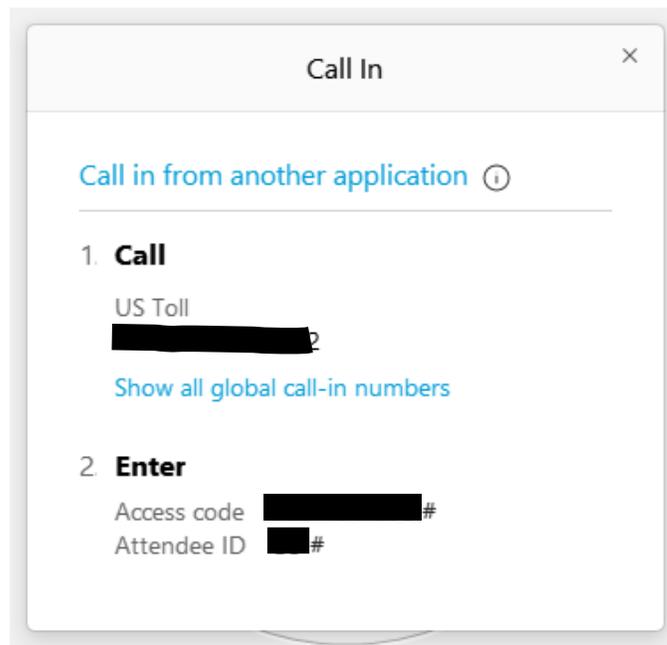
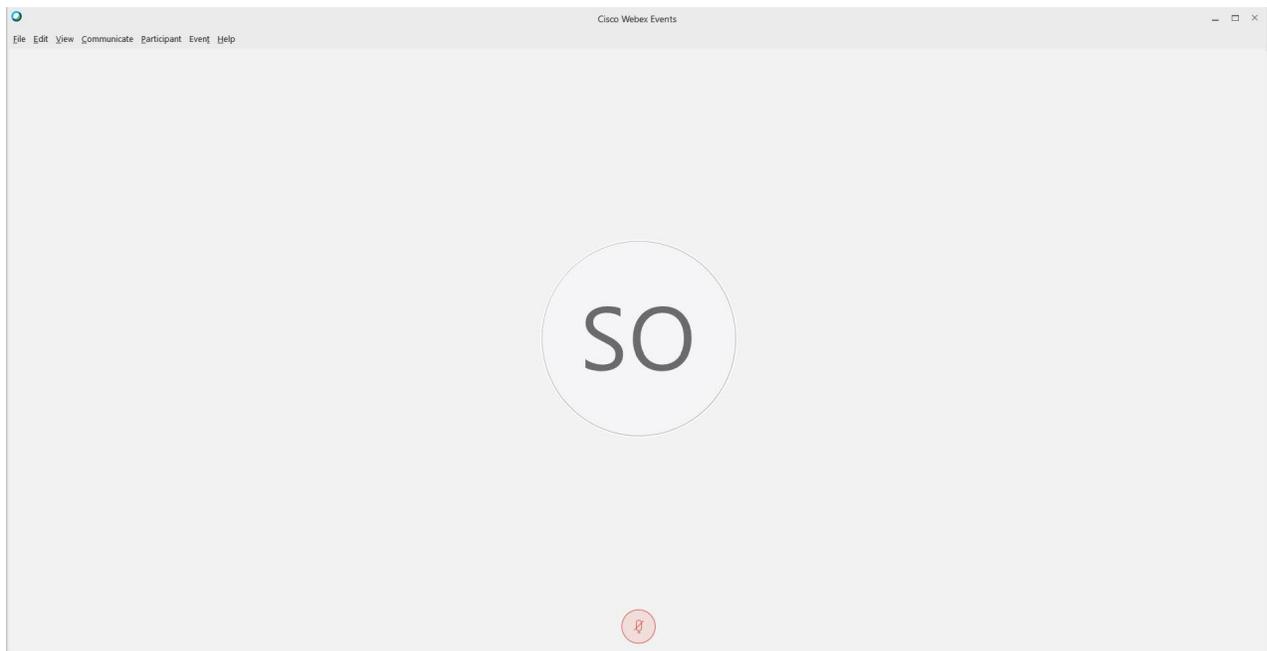*NOTE: The audio conference is the preferred method. Using your computer's microphone and speakers is not recommended.*

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.
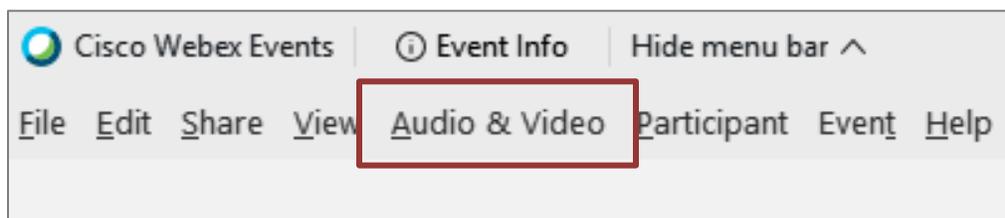
Congratulations!

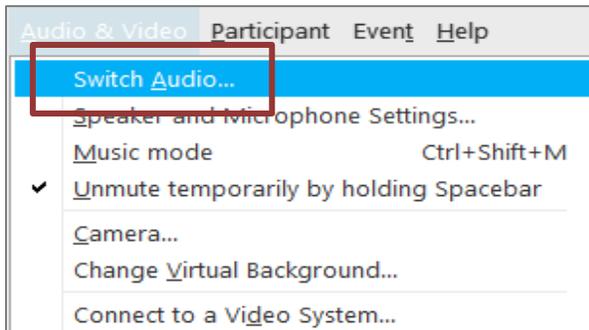*NOTE: Your audio line is muted and can only be unmuted by the event host.*

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.

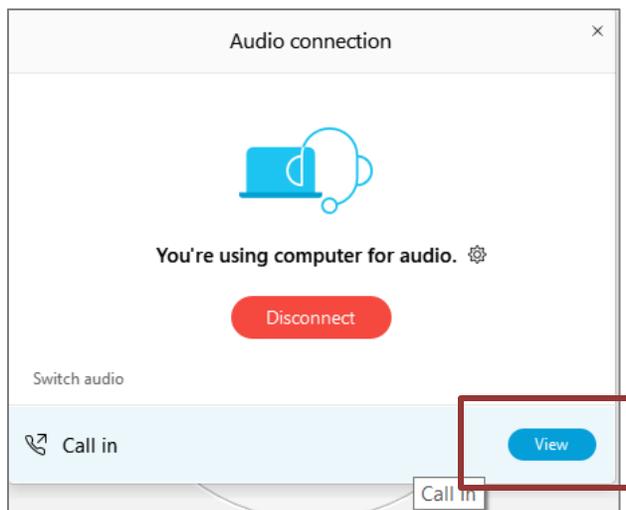1. Select 'Audio & Video from the menu bar at the top of your screen.

2. Select "Switch Audio" from the drop-down menu.

3. The 'Call In' information can be displayed by selecting 'View'

You will then be presented the dial in information for you to call in from any phone.

HOW TO – Join – DCA WebEx Event

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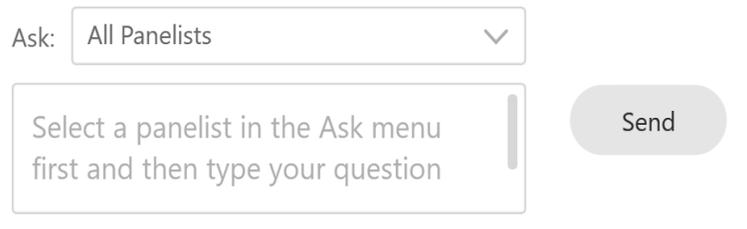
Attendee lines will be unmuted in the order the requests were received, and you will be allowed to present public comment.

NOTE: Your line will be muted at the end of the allotted public comment duration. You will be given a warning that your time is about to expire.