



**STRUCTURAL PEST CONTROL BOARD MEETING**  
**NOTICE AND AGENDA**

**PUBLIC TELECONFERENCE MEETING**

**April 28, 2022 – 10:00 A.M.**

Structural Pest Control Board, 2005 Evergreen Street, Suite 1500  
Sacramento, CA 95815

**Additional Teleconference Meeting Locations Have Been Established as Follows:**

Thrasher Termite, 17427 Farley Road West, Los Gatos, CA 95030  
Newport Exterminating, 16661 Millikan Avenue, Irvine, CA 92606  
Logan Heights Library, Seminar Room 1, 567 S 28<sup>th</sup> Street, San Diego, CA 92113  
2493 Sierra House Trail, South Lake Tahoe, CA 96150

WebEx Link: <https://dca-meetings.webex.com/dca-meetings/j.php?MTID=mccef9f8be9ae66dfa4f842b09bddce3f2>

**April 28, 2022 – 10:00 A.M.**

Event Number: 2491 018 3963

Event Password: SPCB40282022

**IF JOINING BY PHONE: +1-415-655-0001**

Access Code: 249 101 83963

Passcode: 77224028

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 modifier can identify individuals who wish to make a public comment. Participants who choose not to provide their email address may utilize a fictitious email address in the following sample format: [XYZ123@mailinator.com](mailto:XYZ123@mailinator.com).

Public comments will be limited to two minutes unless, in the discretion of the SPCB, circumstances require a shorter period. Members of the public will not be permitted to yield their time to other members of the public to make comments.

As an alternative, members of the public who wish to observe the meeting without making public comment can do so (provided no unforeseen technical difficulties) at:

<https://thedcapage.wordpress.com/webcasts/>

- I. Roll Call / Establishment of Quorum
- II. Flag Salute / Pledge of Allegiance
- III. Public Comment for Items Not on the Agenda  
*The Board may not discuss or take action on any matter raised during this public comment section that is not included on this agenda, except to decide whether to place the matter on the agenda of a future meeting. [Government Code Sections 11125, 11125.7(a)]*
- IV. SPCB Registrar Recruitment and Selection Process
  - a. Presentation by the Department of Consumer Affairs' Office of Human Resources Regarding the Selection Process of a Registrar
  - b. Discussion and Possible Appointment of a Registrar Search Committee
  - c. Review and Possible Amendments to Registrar Duty Statement
  - d. Review and Approval of the Registrar Recruitment Announcement

#### **Closed Session**

- V. Pursuant to Section 11126(a) of the Government Code, the SPCB Will Meet in Closed Session to Discuss the Possible Appointment of an Acting or Interim Registrar

#### **Reconvene in Open Session**

- VI. Future Agenda Items
- VII. 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 Board President 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.

Note: This meeting will be Webcast, provided there are no unforeseen technical difficulties or limitations. To view the Webcast, please visit <https://thedcapage.wordpress.com/webcasts/>.

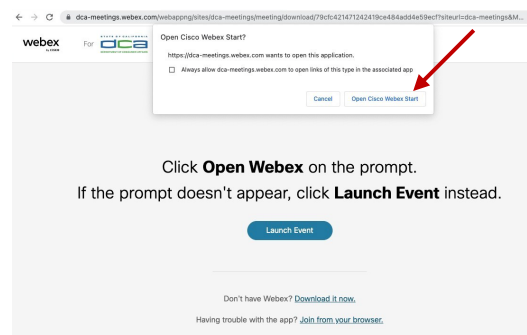
Government Code section 11125.7 provides the opportunity for the public to address each agenda item during discussion or consideration by the Board prior to the Board taking any action on said item. Members of the public will be provided appropriate opportunities to comment on any issue before the Board, but the Board President 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 Board 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: David Skelton at (916) 561-8700, email: [pestboard@dca.ca.gov](mailto:pestboard@dca.ca.gov), or send a written request to the Structural Pest Control Board, 2005 Evergreen Street, Suite 1500, Sacramento, CA 95815. 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.

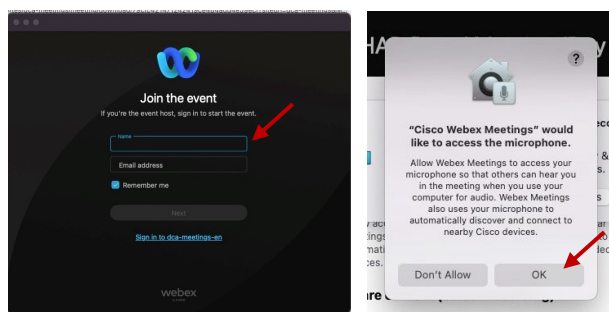
### If joining using the meeting link

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.



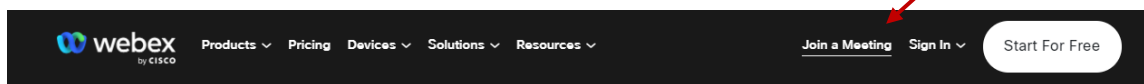
3 Enter your name and email address. Click “Join as a guest”. Accept any request for permission to use your microphone and/or camera.



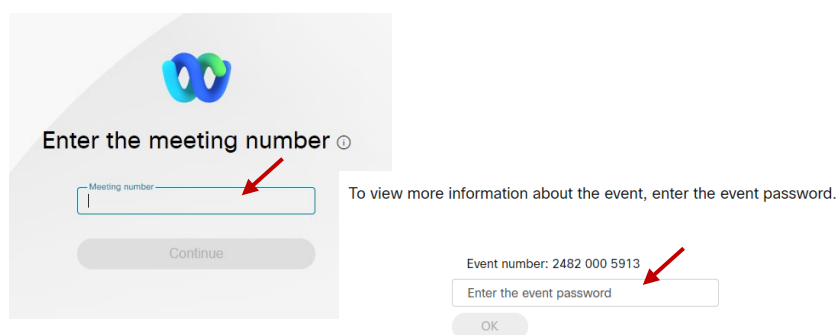
OR

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

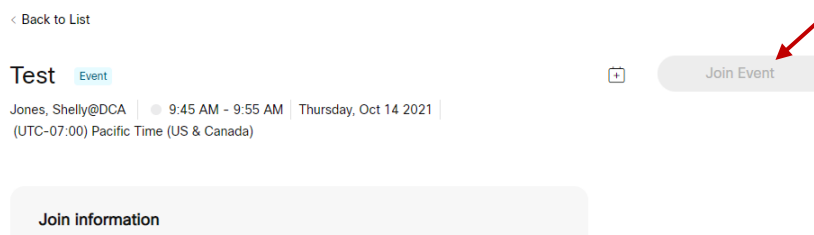
1 Click on “Join a Meeting” at the top of the Webex window.



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”.



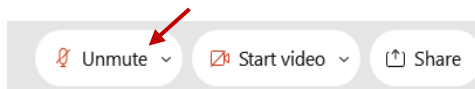
OR

### 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.

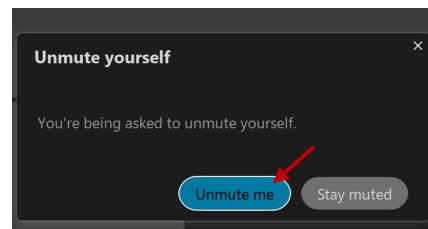


Green microphone = Unmuted: People in the meeting can hear you.



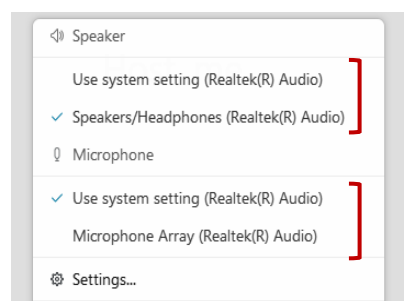
Red microphone = Muted: No one in the meeting can hear you.

*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”.*



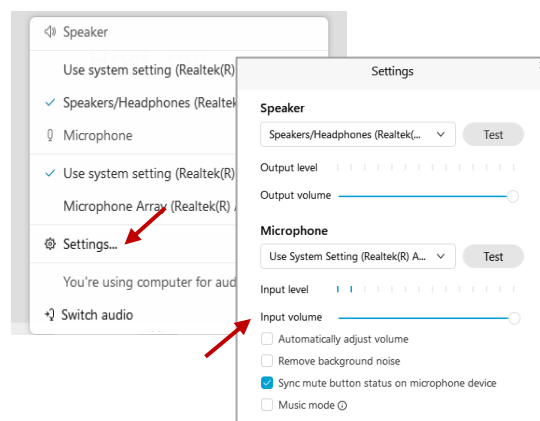
### If you cannot hear or be heard

- 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

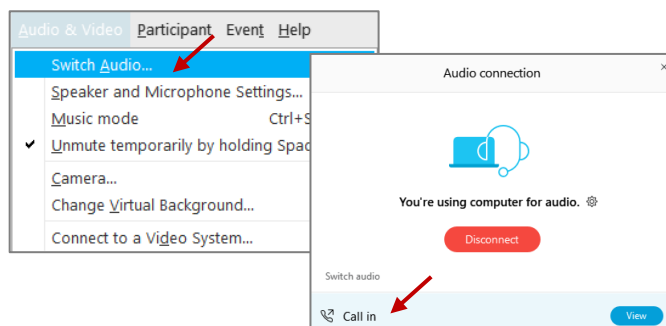
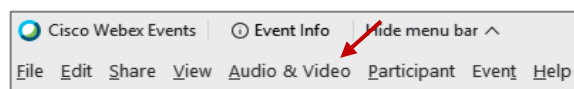
- 1 Locate the command row – click on the bottom facing arrow located on the Mute/Unmute button.
- 2 From the pop-up window:
  - Click on “Settings...”:
  - Drag the “Input Volume” located under microphone settings to adjust your volume.



### 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.

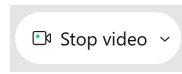
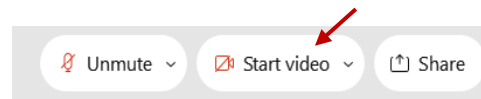
- 1 Click on “Audio & Video” from the menu bar.
- 2 Select “Switch Audio” from the drop-down menu.
- 3 Select the “Call In” option and following the directions.



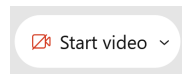
### Web Camera

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.



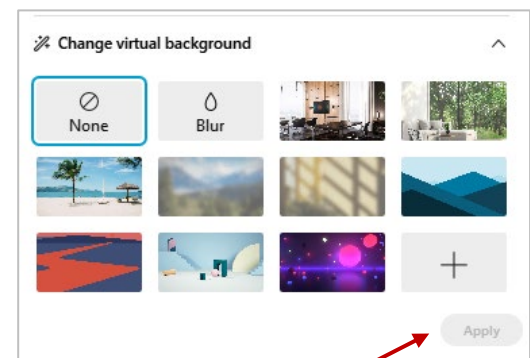
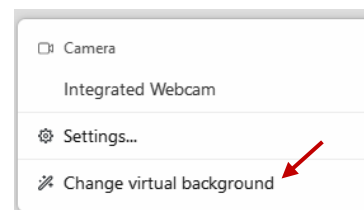
Green dot in camera = Camera is on: People in the meeting can see you.



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.

