



## **NOTICE OF PUBLIC TELECONFERENCE BOARD MEETING**

Wednesday, September 9, 2020, 9:00 a.m. – 12:00 p.m. (or until the conclusion of business)

Pursuant to the provisions of Governor Newsom's March 17, 2020 Executive Order N-29-20, neither a public location nor teleconference locations are provided.

Teleconference Information to Register/Join Meeting for Members of the Public via WebEx:

<https://cslb.webex.com/cslb/onstage/g.php?MTID=e224f06d79c162854f542061d354882ca>

Call-In Number: (415) 655-0001 or (844) 621-3956

Access Code: 126 156 4496

Meetings are open to the public except when specifically noticed otherwise in accordance with the Open Meeting Act. All times when stated are approximate and subject to change without prior notice at the discretion of the Board unless listed as "time certain." Items may be taken out of order to maintain a quorum, accommodate a speaker, or for convenience. Action may be taken on any item listed on this agenda, including information-only items. The meeting may be canceled without notice.

Members of the public can address the board during the public comment session. Public comments will also be taken on agenda items at the time the item is heard and prior to the board taking any action on said items. Total time allocated for public comment may be limited at the discretion of the board chair.

### **MEETING AGENDA**

- A. Call to Order, Roll Call, Establishment of Quorum and Chair's Introduction
- B. Public Comment Session for Items Not on the Agenda and Future Agenda Item Requests  
*(Note: Individuals may appear before the board to discuss items not on the agenda; however, CSLB's 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)).*
- C. Update from Department of Consumer Affairs Representative
- D. Executive
  1. Review and Possible Approval of June 5, 2020 and July 24, 2020 Board Meeting Minutes
  2. Registrar's Report
    - a. Discussion of Response to COVID-19 and Effect on CSLB Operations
    - b. Update and Discussion on CSLB's 2020 Wildfire Disaster Response
    - c. Status Update on Hiring a Consultant to Study Which CSLB License Classifications Should Install Battery Energy Storage Systems
    - d. Tentative Board Meeting Schedule
  3. Budgets
    - a. CSLB Budget Update
    - b. Status of Fee Audit Study

- c. Update on Process Changes to Reduce Expenditures and Increase Revenue
- d. Statistics Summary

4. Administration

- a. Update on Personnel and Facilities
- b. Information Technology Update

5. Review, Discussion, and Possible Action to Amend CSLB 2019-21 Strategic Plan

- a. Licensing & Testing
- b. Enforcement
- c. Legislation
- d. Public Affairs
- e. Administration
- f. Information Technology

E. Enforcement

1. Enforcement Program Update

- a. Expense Reduction Strategy Update
- b. Staff Vacancy Update
- c. Consumer Investigation Highlights
- d. General Complaint-Handling Statistics
- e. Statewide Investigative Fraud Team Highlights and Statistics

2. Solar Taskforce Update

- a. Review and Discussion Regarding Public Utility Commission Consideration of a Solar Residential Recovery Fund
- b. Review and Discussion Regarding Solar Investigation Enforcement Strategies

3. Workers' Compensation Insurance Enforcement and CSLB Legislative Proposal

- a. Update Regarding Workers' Compensation Policies/Exemptions and Statistics
- b. Review and Discussion Regarding Workers' Compensation Enforcement Strategies
- c. Review and Possible Approval of a CSLB Legislative Proposal Mandating Workers' Compensation Insurance for Specified License Classifications

F. Licensing and Testing

1. Licensing Program Update

- a. Application Processing Statistics
- b. Renewal Processing Statistics
- c. Fingerprinting/Criminal Background Unit Statistics
- d. Experience Verification Statistics
- e. Licensing Information Center Statistics
- f. Judgment Unit Statistics
- g. Examination Administration Unit
- h. Examination Development Unit

2. Testing Program Update
    - a. Examination Administration Unit
    - b. Examination Development Unit
  3. Internal Policy and Procedure Changes Related to License Application Review
  4. Review, Discussion, and Possible Action on Canceling CSLB License Reciprocity Agreement with Utah
  5. Review, Discussion, and Possible Action to Initiate a Rulemaking to Add Title 16, California Code of Regulations Section 829 to Establish Criteria for Expediting Review of License Applications
  6. Review and Discussion Regarding Strategies to Increase Licensure
- G. Public Affairs
1. Public Affairs Program Update
    - a. Online Highlights
    - b. Video/Digital Services
    - c. Social Media Highlights
    - d. Media Relations Highlights
    - e. Publications/Graphic Design Highlights
    - f. Industry/Licensee Outreach Highlights
    - g. Consumer/Community Outreach Highlights
    - h. Intranet/Employee Relations
- H. Legislation
1. Update on Previously Considered 2019-2020 Pending Legislation
  2. Review, Discussion, and Possible Action on Draft Residential Solar Energy System Disclosure Document, Supporting Information Pages (Business and Professions Code section 7169 subdivision (c))
  3. Update on Board Study to Evaluate Sufficiency of Current \$15,000 Contractor Bond Amount (Business and Professions Code Section 7071.6 subdivision (e))
- I. Adjournment

**NOTE:** In addition to teleconference, the board intends to provide a live webcast of the teleconference meeting. The webcast can be found at [www.cslb.ca.gov](http://www.cslb.ca.gov) or on the board's YouTube Channel:

<https://www.youtube.com/user/ContractorsBoard/>. Webcast availability cannot, however, be guaranteed due to limitations on resources or technical difficulties. The meetings will continue even if the webcast is unavailable.

Note that viewers of the webcast can only view the meeting, not participate. If you wish to participate, you must join the teleconference itself via the Webex link above. If participating via teleconference, on day of meeting please register/join Webex at least 15-30 minutes early to ensure that you have adequate time to install any required plugins or apps.

The meetings are accessible to those needing special accommodation. A person who needs a disability-related accommodation or modification in order to participate in the meetings may make a request by contacting Phyliz Jones at (916) 255-4000, or [phyliz.jones@cslb.ca.gov](mailto:phyliz.jones@cslb.ca.gov), or 9821 Business Park Drive, Sacramento, CA, 95827. Providing your request at least five business days prior to the meetings will help ensure availability of the requested accommodation.



## Instructions for Public Participation in CSLB Teleconference Meeting

The instructions below are for members of the public who want to participate in CSLB’s upcoming teleconference meeting, being held via Cisco Webex. The registration link is on the meeting agenda. There are two ways for you to participate:

1. With Computer, Tablet, or Smart Phone with Webex
2. With Telephone, not over Webex

Instructions for each are outlined below.

Please note: In order to participate with a computer, tablet, or smart phone you may need to install a software program. If registering before the meeting, please load this on your computer, tablet, or smart phone at that time. If not, please join at least 15-30 minutes before the meeting starts to give you time to do this.

You also will find specifics on how to offer public comment below.


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## To Watch Meeting & Participate with Computer, Tablet, or Smart Phone with Webex

This option will provide you live “real time” audio and video of the meeting.

### *If you are registering in advance of the meeting:*

1. Click on the link provided on the meeting agenda. That will take you to the “Event Information Page.
2. Click on either of the “Register” links on that page, highlighted below with red boxes.

Event Information: CSLB Quarterly Board Meeting 


Registration is required to join this event. If you have not registered, please do so now. [English : San Francisco Time](#)

**Event status:** Not started [Register](#)

**Date and time:** Wednesday, September 9, 2020 9:00 am  
Pacific Daylight Time (San Francisco, GMT-07:00)  
[Change time zone](#)

**Duration:** 3 hours

**Description:** This is a quarterly meeting of the California Contractors State License Board (CSLB).  
[https://cslb.ca.gov/Media\\_Room/Board\\_and\\_Committee\\_meetings/](https://cslb.ca.gov/Media_Room/Board_and_Committee_meetings/)

 **DEPARTMENT OF CONSUMER AFFAIRS**  
**CONTRACTORS STATE LICENSE BOARD**

By joining this event, you are accepting the Cisco Webex [Terms of Service](#) and [Privacy Statement](#).

[Join Event Now](#)

You cannot join the event now because it has not started.


First name:

Last name:

Email address:

Event password:

[Join Now](#)

 [Join by browser](#) **NEW!**

[Register](#)

On registration page, enter a first and last name, as well as an email address, and “submit” (highlighted by red box below).

Please note that the name and email address **do not** have to be your real identity. But, the meeting host will use the name you enter to let you know when it is your turn to speak during the meeting. So, if you use a different name to identify yourself, be sure to remember that name when you are called upon to speak.

Register for CSLB Quarterly Board Meeting English : San Francisco Time

Please complete this form to register for the event. An asterisk (\*) indicates required information.

Please answer the following questions.

* First name:	<input type="text"/>	* Last name:	<input type="text"/>
* Email address:	<input type="text"/>	Title:	<input type="text"/>
* Confirm email address:	<input type="text"/>	State/province:	<input type="text"/>
Company:	<input type="text"/>		
City:	<input type="text"/>		
Country/region:	<input type="text" value="United States of America"/>		

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3. A “Registration Confirmation” will be sent to the email address you provided. That confirmation also will link to set up Webex software on your computer. If you’ve previously used Webex on your computer, you should not have to reload the software.

Registration Confirmed

Thank you for registering.

You are now registered for the event: **CSLB Quarterly Board Meeting**

You will receive a confirmation email message that contains detailed information about joining the event.

The event will start at 9:00 am San Francisco Time on September 9, 2020.  
Please join the event on time.

**Invite a Friend**

To invite a friend to this event, enter your friend's email address.

**Set Up Webex Events**

To participate in fully interactive events, please click [here](#) for setting up Webex Events on this computer.

To view system requirements, go to [www.webex.com](http://www.webex.com).

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4. If you have a calendar application on your computer, you also should receive a calendar invitation.

**Your registration was approved for the following Webex event.**

Host: CSLB Webex ([cslbwebex@cslb.ca.gov](mailto:cslbwebex@cslb.ca.gov))  
Event number (access code): 126 156 4496  
Registration ID: This event does not require a registration ID  
Event password: 6JwFZpkQZ74

Wednesday, September 9, 2020 9:00 am, Pacific Daylight Time (San Francisco, GMT-07:00)

[Join event](#)

**Join the audio conference only**  
To receive a call back, provide your phone number when you join the event, or call the number below and enter the access code.  
+1-415-655-0001 US Toll  
1-844-621-3956 United States Toll Free  
[Global call-in numbers](#) | [Toll-free dialing restrictions](#)

That invitation will also include a link for you to join the meeting directly.

***If you want to join within 30 minutes of the meeting's start time or while the meeting is in progress:***

1. Click on the link provided on the meeting agenda. That will take you to the event information page.

Event Information: CSLB Quarterly Board Meeting

Registration is required to join this event. If you have not registered, please do so now.


[English : San Francisco Time](#)

**Event status:** Not started ([Register](#))

**Date and time:** Wednesday, September 9, 2020 9:00 am  
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 **DEPARTMENT OF CONSUMER AFFAIRS  
CONTRACTORS  
STATE LICENSE BOARD**

By joining this event, you are accepting the Cisco Webex [Terms of Service](#) and [Privacy Statement](#).

[Register](#)

Join Event Now

You cannot join the event now because it has not started.

First name:   
Last name:   
Email address:   
Event password:

[Join Now](#)  
[Join by browser](#) **NEW!**

2. Enter a name and email address in “Join Event Now” section, highlighted above by red box.

Please note that the name and email address **do not** have to be your real identity. But, the meeting host will use the name you enter to let you know when it is your turn to speak during the meeting. So, if you use a different name to identify yourself, be sure to remember that name when you are called upon to speak.

3. Click “Join Now” (also highlighted above with red box) if you have Webex applet installed or “Join by Browser” if you do not want to load the applet.

4. When joining the meeting, you will choose how you want to get audio. Your choices are: Through your computer; have Webex call your phone; or you call Webex. The phone numbers and meeting access code are provided on the meeting agenda.

## To Join with Telephone (Not over Webex)

Call one of the two phone numbers provided on the meeting agenda. Enter the meeting access code when prompted.

## To Offer Public Comment During the Meeting

There will be a public comment section during the meeting. The public also will have the opportunity to offer comment during each agenda item.

## For those listening to phone and not on Webex

If you want to offer public comment, press \*3 on your phone to raise your hand. You'll hear the prompt, "You have raised your hand to ask a question. Please wait to speak until the meeting host calls on you." If you no longer want to comment, or after the host calls upon you, press \*3 again to lower your hand. You will hear a message, "You have lowered your hand."

When the host calls on you to offer your comment, your line will be unmuted, and you will be able comment. At the end of your comment, or when your allotted time ends, the line will again be muted. During the meeting, the chair will announce the time to be allotted for each public comment.

## For those on Webex with Computer, Tablet, or Smart Phone

Throughout the meeting, the host will send out a "Chat" message asking if any members of the public would like to offer comment on a specific agenda item.

Be sure to activate your chat feature at the bottom right of your screen.



If you would like to offer public comment on a specific agenda item, send the host a chat message during that item stating:

**"I would like to make a comment on this item."**

You can send your request to the host at any time during that specific agenda item.

The host will call on the public in the order requests were received. When it is your turn, the host will announce your name, or the name you indicated when you registered, and will unmute your line, allowing you to make your public comment.

At the end of your comment, or when your allotted time ends, the line will again be muted. During the meeting, the chair will announce the time allotted for each public comment. The host should note this in the chat as well.

## Leaving the Meeting

At either the conclusion of the meeting, or anytime you wish to leave, you can do so by clicking on the red circle with X in it at the bottom of your screen. After confirming, you will be disconnected from the meeting.



For those calling in on telephone without Webex, simply hang up.

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#### ADDITIONAL ASSISTANCE

- **Webex Troubleshooting Info**  
<https://help.webex.com/en-us/WBX9000018881/Troubleshooting-Meetings>
- **Webex Guide for Setting Up Your Audio**  
<https://help.webex.com/en-us/nt2ig0y/Choose-Your-Audio-and-Video-Settings-Before-You-Join-a-Webex-Meeting-or-Event-Slow-Channel>

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Thank you for your interest in participating in a CSLB teleconference meeting.