

## **LICENSURE COMMITTEE TELECONFERENCE MEETING Notice and Agenda**

Friday, January 30, 2026  
9:00 a.m. –until Completion of Business

### **Committee Members**

Mary Harb Sheets, PhD, Chairperson  
Julie Nystrom  
Lea Tate, PsyD

### **Board Staff**

Jonathan Burke, Executive Officer  
Sandra Monterrubio, Assistant Executive Officer  
Stephanie Cheung, Licensing Manager  
Cynthia Whitney, Central Services Manager  
Mai Xiong, Licensing/BreEZe Coordinator  
Troy Polk, CPD/Renewals Coordinator  
Susan Hansen, Examination Coordinator

### **Legal Counsel**

Shelley Ganaway

**The Committee will meet by teleconference in accordance with Government Code section 11123.5. Committee members will participate remotely from private, nonpublic sites. The public may participate in-person or remotely. To participate in the WebEx Events meeting, please log on to the website below on the day of the meeting.**

### **FOR PARTICIPATION VIA WEBEX**

Please see the instructions below 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.

For those who wish to participate or observe the meeting, please click the following link:  
[Board of Psychology Licensure Committee Meeting 1.30.26](#)

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

Webinar number: 2495 065 4014  
Webinar password: BOP130

#### *If joining by phone*

+1-415-655-0001 US Toll  
Access code: 2495 065 4014  
Passcode: 267130

The Licensure Committee will hold the Committee Meeting via WebEx, as noted above, and via teleconference at the following locations:

**Primary Physical Location** (members/staff/public):

Department of Consumer Affairs  
1625 N. Market Blvd., Mendocino Room (2nd Floor, South #210)  
Sacramento, CA 95834

**Teleconference Locations / Additional Locations at Which the Public May Observe or Address the Board and Where Members will be Present:**

12803 Pimpernel Way  
San Diego, CA 92129

2888 Eureka Way, Suite 200  
Redding, CA 96001

**Licensees attending the meeting either in-person or through Webex will receive Continuing Professional Development (CPD) credit. For meetings lasting a full day, six (6) hours will be credited to the individuals who attend the full duration of the meeting. In cases of meetings that are three (3) hours or less in duration, attendance will be credited on a one-to-one basis, with one (1) hour of attendance equating to one (1) hour credited towards CPD. Meeting hours and order of agenda items may differ as items may be addressed out of order as deemed necessary, and there is no specific timeframe designated to each agenda item. The total of CPD hours credited for attending the full duration of the meeting will be provided prior to the end of open session or adjournment.**

To avoid potential technical difficulties, submit any written comments by January 23, 2026, to [bopmail@dca.ca.gov](mailto:bopmail@dca.ca.gov).

**IMPORTANT NOTICES TO THE PUBLIC:**

**Action may be taken on any item on the agenda.** Items may be taken out of order or held over to a subsequent meeting, for convenience, to accommodate speakers, or to maintain a quorum. Meetings of the Board of Psychology are open to the public except when specifically noticed otherwise, in accordance with the Open Meeting Act.

The meeting is accessible to the physically disabled. To request disability-related accommodations, use the contact information below. Please submit your request at least five (5) business days before the meeting to help ensure availability of the accommodation.

You may access this agenda and the meeting materials at [www.psychology.ca.gov](http://www.psychology.ca.gov). The meeting may be canceled without notice. To confirm a specific meeting, please contact the Board.

Contact Person: Jonathan Burke  
1625 N. Market Boulevard, Suite N-215  
Sacramento, CA 95834  
(916) 574-7720  
[bopmail@dca.ca.gov](mailto:bopmail@dca.ca.gov)

For further information about the meeting, please contact the Board Contact listed above.

**Friday, January 30, 2026**

## **AGENDA**

### **9:00 a.m. – OPEN SESSION**

1. Call to Order/Roll Call/Establishment of a Quorum
2. Chairperson's Welcome and Opening Remarks
3. Public Comment(s) 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 [Government Code Sections 11125 and 11125.7(a)]
4. Discussion and Possible Action to Approve the Licensure Committee Meeting Minutes: August 8, 2025
5. Staff Reports
  - a. Licensing Report (M. Xiong)
  - b. Continuing Education/Professional Development and Renewals Report (T. Polk)
  - c. Examination Report (S. Hansen)
6. EPPP Update (J. Burke)
7. Stakeholder Meeting Preparation: Update (S. Cheung)
8. Recommendations for Future Agenda Items

### **CLOSED SESSION**

9. Closed Session – The Licensure Committee will Meet in Closed Session Pursuant to Government Code Section 11126(c)(2) and Business and Professions Code Section 2949 to Discuss and Consider Qualifications for Licensure.
10. Reconvene in Open Session to Adjourn the Meeting  
Adjournment will immediately follow closed session, and there will be no other items of business discussed. Meeting adjournment may not be viewable on livestream.

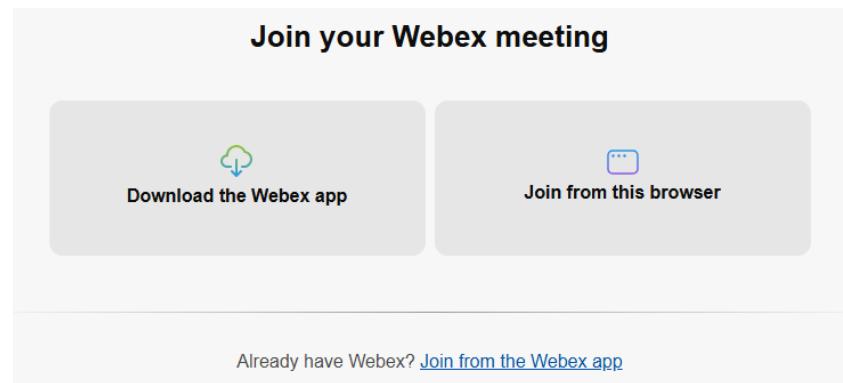
## 11. Adjournment

*The goal of this committee is to create and maintain a clear and efficient framework for licensure, examination processes, and continuing professional development through the Board's statutes and regulations to ensure licensees meet the qualifications necessary to practice safely and ethically. The Committee communicates relevant information to its affected stakeholders.*

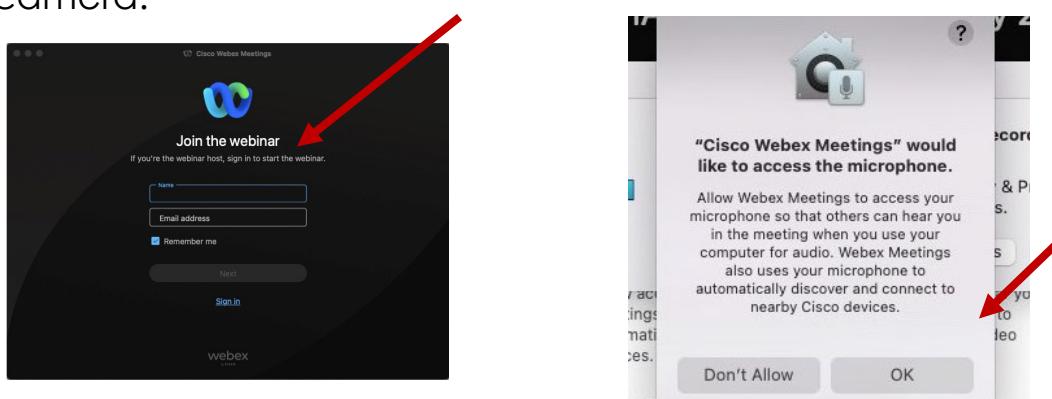
### Recommended: Join using the meeting link.

- 1 Click on the meeting link. This can be found in the meeting notice you received and is on the meeting agenda.
- 2 If you already have Webex on your device, click the bottom instruction, "Join from the Webex app." If you have **not** previously used Webex on your device, your web browser will offer "Download the Webex app." Follow the download link and follow the instructions to install Webex.

**DO NOT** click "Join from this browser," as you will not be able to fully participate during the meeting.



- 3 Enter your name and email address\*. Click "Next." Accept any request for permission to use your microphone and/or camera.



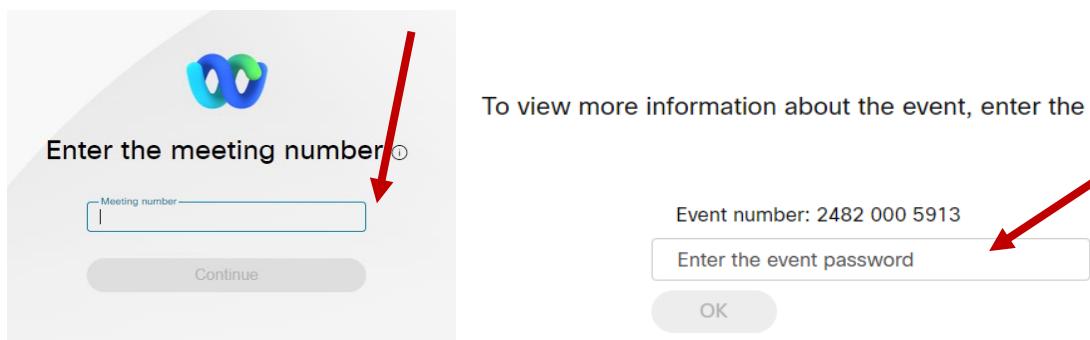
\*Members of the public are not obligated to provide their name or personal information and may provide a unique identifier such as their initials or another alternative as well as a fictitious email address like in the following sample format: XXXXX@mailinator.com.

### Alternative 1. Join from 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 or on the meeting agenda.



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



OR

### Alternative 2. 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 or on the agenda.

Microphone control (mute/unmute button) is located at the bottom of your Webex window.



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



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

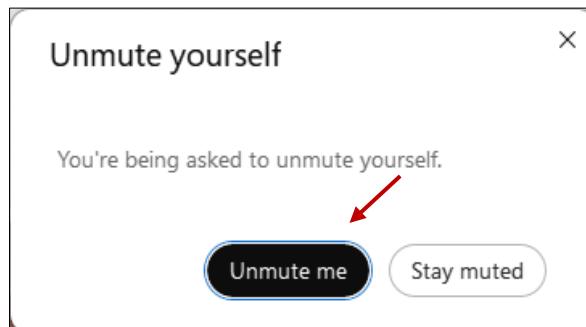
Note: Only panelists can mute/unmute their own microphones. Attendees will remain muted unless the moderator invites them to unmute their microphone.

## Attendees/Members of the Public

### Joined via Meeting Link

The moderator will call you by name and indicate a request has been sent to unmute your microphone. Upon hearing this prompt:

Click the Unmute me button on the pop-up box that appears.



### Joined via Telephone (Call-in User)

1. When you are asked to unmute yourself, press \*6.
2. When you are finished speaking, press \*6 to mute yourself again.

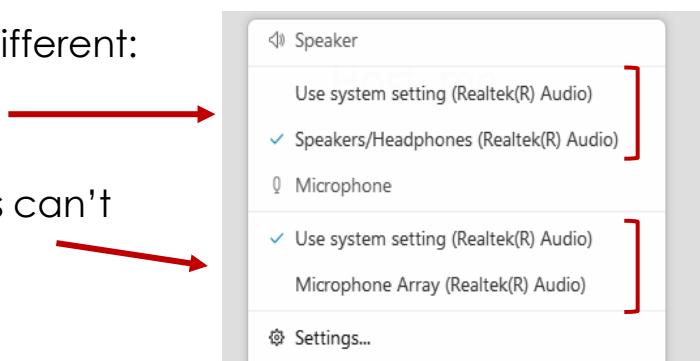


## If you cannot hear or be heard

- 1 Click on the bottom facing arrow located on the Mute/Unmute button at the bottom of the Webex window.



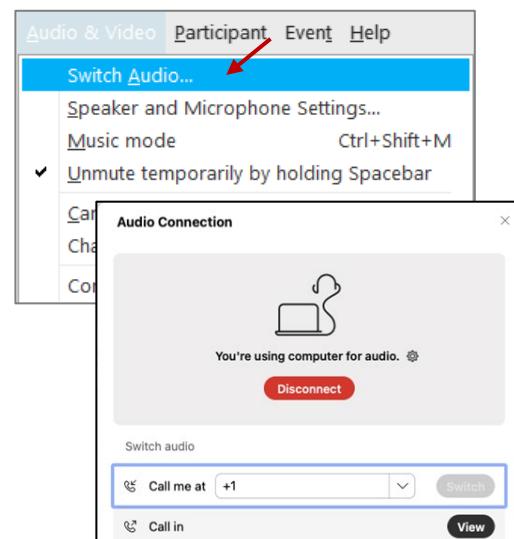
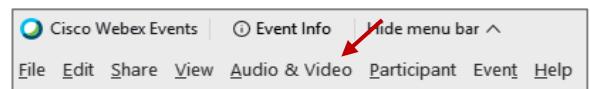
- 2 From the drop-down menu, select different:
  - Speaker options if you can't hear participants.
  - Microphone options if participants can't hear you.



## Continue to Experience Issues?

If you are connected by computer or tablet and you have audio issues, you can link your phone to your Webex session. Your phone will then become your microphone and speaker source.

- 1 Click on “Audio & Video” from the menu bar.
- 2 Select “Switch Audio” from the drop-down menu.
- 3 Hover your mouse over the “Call In” option and click “View” to show the phone number to call and the meeting login information. You can still un-mute from your computer window.



### Hand Raise Feature

#### Joined via Meeting Link

- Locate the hand icon at the bottom of the Webex window.
- Click the hand icon to raise your hand.
- Repeat this process to lower your hand.



#### Joined via Telephone (Call-in User)

 Press \*3 to raise or lower your hand.

### Unmuting

#### Joined via Meeting Link

The moderator will call you by name and indicate a request has been sent to unmute your microphone. Upon hearing this prompt:

Click the Unmute me button on the pop-up box that appears.

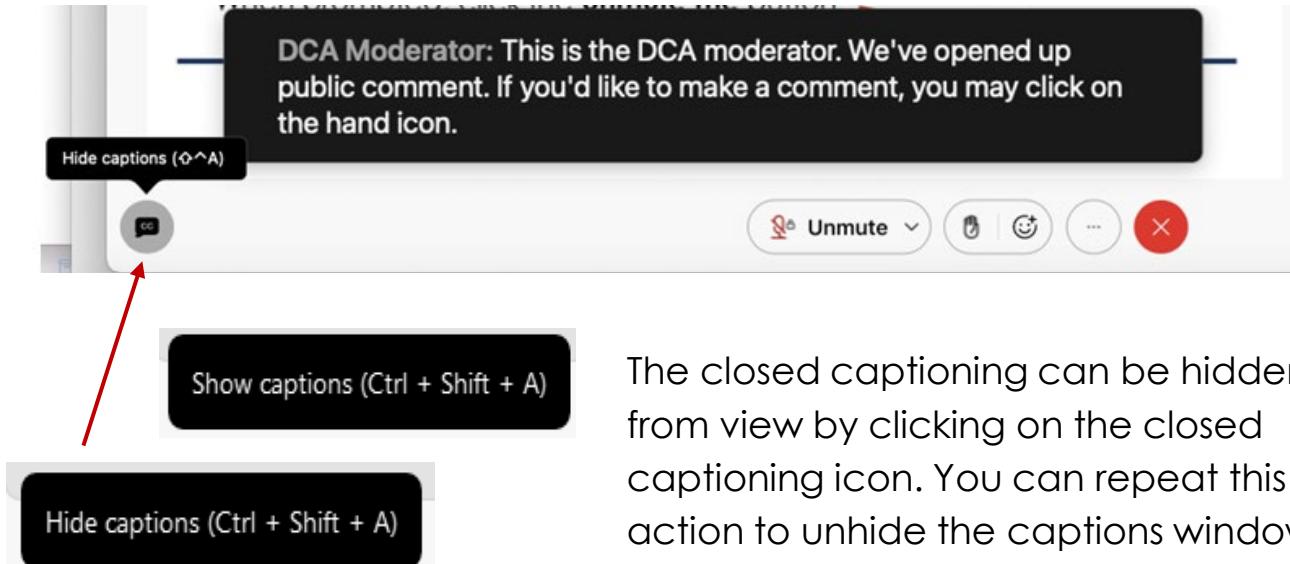


#### Joined via Telephone (Call-in User/Audio Only)



1. When you are asked to unmute yourself, press \*6.
2. When you are finished speaking, press \*6 to mute yourself again.

Webex provides real-time closed captioning displayed in a dialog box in your Webex window. The captioning box can be moved by clicking on the box and dragging it to another location on your screen.



The closed captioning can be hidden from view by clicking on the closed captioning icon. You can repeat this action to unhide the captions window.

You can view the closed captioning dialog box with a light or dark background or change the font size by clicking the 3 dots on the right side of the dialog box.

