

# Memorandum

**To:** EQUITY ADVISORY COMMITTEE MEMBERS

**EAC Meeting:** June 5, 2023

**From:** STATE AGENCIES' EXECUTIVE MANAGEMENT

**Reference Number:** Tab 4, Action

**Prepared By:** Cherry Zamora  
Assistant Deputy Director  
California Transportation Commission

**Published Date:** May 26, 2023

**Subject:** Approval of Minutes for March 21, 2023 Interagency Equity Advisory Committee Meeting

**Recommendation:**

Interagency Committee staff recommend the Interagency Equity Advisory Committee approve the meeting minutes for the March 21, 2023 Equity Advisory Committee Meeting.

**Issue:**

California Code of Regulations, Title 21 Administrative Code Section 8012 and the Commission's operating procedures require meeting minutes be created and adopted for meetings such as the Interagency Equity Advisory Committee meeting.

**Background:**

California Code of Regulations, Title 21 Administrative Code Section 8012, requires that:

*The Commission shall keep accurate minutes of all meetings and make them available to the public. The original copy of the minutes is that signed by the executive secretary and is the evidence of taking any action at a meeting. All resolutions adopted at a meeting shall be entered in the text of the minutes by reference.*

In compliance with Title 21 Administrative Code Section 8012, the Commission's Operating Procedures (December 4, 2019) require that as an order of business, minutes of the proceedings of a Standing or Special Committee of the Commission shall be kept, and the minutes from the last meeting shall be approved.

Attachments:

- March 21, 2023 Interagency Equity Advisory Committee Meeting Minutes

# **MINUTES**

## **INTERAGENCY EQUITY ADVISORY COMMITTEE**

**Tuesday, March 21, 2023  
Los Angeles, CA and via Webinar**

**1:00 PM to 4:00 PM**

<b>Tab</b>	<b>Item Description</b>	<b>Presenter</b>
1	Roll Call	Douglas Remedios

<b>Committee Member</b>	<b>Attendance</b>
<b>Martha Armas-Kelly</b>	Present
<b>Alexandria Contreras</b>	Present
<b>Michael DeSpain</b>	Present
<b>Ana Gonzalez</b>	Present
<b>Herb Hastings</b>	Present
<b>Peggy Martinez</b>	Present
<b>Amber Novey</b>	Present
<b>Nailah Pope-Harden</b>	Present
<b>Axel Santana</b>	Present
<b>Connie Stewart</b>	Present
<b>Randy Torres-Van Vleck</b>	Present
<b>Stella Ursua</b>	Present
<b>Cheryl Viegas-Walker</b>	Present
<b>William Walker</b>	Present
<b>Kristine Williams</b>	Present

Agency representatives in attendance: California Transportation Commission (Commission) Chair Lee Ann Eager, Commissioner Clarissa Falcon, Commissioner Hillary Norton, Commissioner Michelle Martinez, Commissioner Adonia Lugo, Commission Executive Director Mitch Weiss, Commissioner Joseph Lyou, Commissioner Darnell Grisby, California State Transportation Agency (CalSTA) Undersecretary Mark Tollefson, California Department of Transportation (Caltrans) Director Tony Tavares, Commission Chief Deputy Director Tanisha Taylor, Caltrans Chief Deputy Director Mike Keever

<b>Tab</b>	<b>Item Description</b>	<b>Presenter</b>	<b>Type</b>
2	Opening Remarks	Avital Barnea Mark Tollefson Lee Ann Eager Tony Tavares	I

CalSTA Deputy Secretary Avital Barnea facilitated opening remarks. CalSTA Undersecretary Mark Tollefson, Commission Chair Lee Ann Eager, and Caltrans Director Tony Tavares presented opening remarks.

Tab	Item Description	Presenter	Type
3	Introductions	Carolyn Abrams	I

Caltrans Acting Race and Equity Program Manager Abrams facilitated introductions. Each participant was asked to share what their hope or vision is for the Equity Advisory Committee (EAC).

Meeting participants highlighted the following visions during introductions:

- Equitable access for all populations (such as those with special needs and students).
- Interest in work to bridge the gap between housing and transportation policy and championing a people-first approach.
- The importance of incorporation of the feedback and ideas that the EAC members provide into Commission, CalSTA, and Caltrans policies.
- Achieving equity, especially regarding safety and accessibility in transit systems.
- Hopes that the EAC creates opportunities to both plan and implement with equity in mind, particularly as it relates to tribal nations.
- Use of the EAC as a mechanism to work towards repairing past harms and prioritizing community voices.
- The EAC as a body that helps the agencies define what it looks like to work with communities.
- Utilizing the EAC forum to feed more people with knowledge and understanding of the depth and the dynamics of EAC inner workings.
- Using the EAC to bring attention to how the planning and delivery of transportation investments affects broader land use impacts.
- The importance of implementing EAC work in California transportation and articulating the vision for the people of California.
- Envisioning the EAC as an opportunity for liberation work.
- Utilizing the EAC to help achieve equitable access to transportation and the opportunities that adequate transportation can provide.
- Utilize the EAC to help guide interagency leaders on policy decisions and hold them accountable for making sure they are implemented fully and completely.
- Using the incorporation of a framework that recognizes the wrongs of the past to ensure that we're not replicating them and correcting them moving forward.
- Envisioning the EAC as an opportunity to make the transportation system work for more people, so that the next generation can see that our investments today led to their liberation.
- Envisioning the EAC as doing important work toward instilling hope.
- The role of the EAC to help create an equitable transportation system, and to find collaborative solutions to improve our public transportation.
- The importance of prioritizing worker and construction zone safety as we work to build equitable transportation infrastructure.
- Using the EAC as a forum to emphasize the perspective of people living with disabilities.

- Inviting the EAC to envision workforce opportunities for community members that live in the communities most impacted by pollution and greenhouse gas emissions.
- Engaging the EAC to support federally recognized tribes and the unrecognized State tribes with transportation issues on and off reservations.
- Understanding that forming the EAC represents important opportunities and insights.

Tab	Item Description	Presenter	Type
4	Setting the Stage for Transportation Equity Initiatives in California	C. Sequoia Erasmus Tamika Butler	I

CTC Associate Deputy Director Erasmus introduced Tamika Butler. Tamika Butler spoke to the group about the importance of the EAC's work. In her keynote address, Tamika Butler stated, "As you approach this work as an interagency group, 'no matter where you are in your personal life and your professional life, what I hope you do in this space is realize that this is not just work for certain groups of people who fit certain demographics, or who check certain boxes, or who have certain words in their job title. This is work for all of us.'" Tamika Butler closed by asking "...as you all form this community together, how are you going to describe the work you do? How will others describe it for years to come? And what's at stake?"

In response to the keynote, members discussed the following:

- Convening the EAC is about humanity and having access; it is not to check a box; the EAC is here to be deliberate and mindful.
- It is powerful to name things and take power or give power to a name depending on what is being talking about.
- This work is urgent.
- Our responsibility as a government body is to make things safe for all people, particularly our youth.

When asked what she hoped the EAC would accomplish over the next year, Tamika Butler described being able to continue hearing these individual stories during the process, the desire to see how dollars are allocated, who is part of the decision making, how people are being engaged in the development of the work plan and what the deliverables are, and how things are reported back. She added that diversity, equity, and inclusion are not the same thing. "A rising tide" does not necessarily lift all folks, and questions about power and privilege should be layered into equity work.

Tab	Item Description	Presenter	Type
5	Report and Discussion: 2023 Equity Advisory Committee Priority Focus Areas Survey Results	C. Sequoia Erasmus Carolyn Abrams Avital Barnea	I

CTC Associate Deputy Director Erasmus shared results from the January 2023 survey that sought to understand EAC membership goals and identify priority focus areas. The top 6 priority focus areas (which will provide direction for the year) include: 1) Improve equitable outcomes in State transportation planning guidelines; 2) Develop best practices to elevate equity in project planning and delivery; 3) Incorporate meaningful community engagement practices into transportation plans, projects, and policies; 4) Improve equitable outcomes in State transportation funding program guidelines; 5) Quantitative and qualitative metrics for evaluating equity benefits and outcomes; 6) Assess equitable outcomes in projects.

These priorities will be incorporated into educational workshop themes, EAC meeting agendas, educational presentations and learning materials, and research responsibilities amongst Committee members.

Additional survey results were shared - Twelve (12) members will be seeking compensation for participation in the EAC, two (2) will not; eleven (11) members are willing to serve on the EAC for two (2) years, three (3) are willing to serve for one; four (4) members are willing to serve as Chair or Co-Chair of the EAC, eight (8) responded 'maybe', and two (2) responded 'No, they are not willing to serve as chair.'

The following ideas and discussion points emerged from the item:

- A request for background on the roles and responsibilities of agencies involved and information on how they interplay and where there is authority for decision-making, which will help inform the recommendations that come out of the EAC.
- A request for information on what the agencies control and what happens at the local level, and a clearer explanation of how the agencies work together.
- A request to obtain a general understanding of how regional transportation planning agencies come together and lead to project programming and planning so that there is an explanation of why we are in the current state; this will inform how changes could be made, and to gain more clarity around what transportation agencies are doing to make their systems accessible for various riders (such as women and children).
- A suggestion to create a calendar and map out what agencies are working on prioritizing over years when project guidelines are due and how they may be able to engage. This would allow the EAC to have conversations in advance and be able to engage fully.
- A request to find a tool where we can look at all plans (e.g., State level, local level) and track them.
- A request to see an overview of the budgets of the three major transportation agencies and the goals that guide the work of the three agencies, and to see the criteria used to determine which projects get funded and what the weighting looks like.
- Better representation and inclusion of youth perspectives so the EAC does not operate in a silo and can inspire broader change, which could include a conference or having youth-oriented agencies present to the EAC.
- The suggestion to create an equity resource guide and equity action plan.

- Requesting clarity around understanding tangible power and influence the EAC has.
- Emphasizing the need to tend to relationships and conduct work based on the values of the agencies.
- Emphasizing the importance that the EAC results in policy decisions, funding, and improvements for people's lives.

Tab	Item Description	Presenter	Type
6	Interagency Announcements	Carolyn Abrams	I

Caltrans Acting Race and Equity Program Manager Abrams summarized how the interagency team is discussing several statewide programs and initiatives that could benefit from the involvement of the EAC members and asked the EAC to think about the topics the EAC members want to engage in and think about where the EAC could have the most impact.

Tab	Item Description	Presenter	Type
7	Public Comment	Carolyn Abrams	I

No public comments were received.

Tab	Item Description	Presenter	Type
8	Meeting Recap and Next Steps	C. Sequoia Erasmus	I

CTC Associate Deputy Director Erasmus summarized what was heard. Key thoughts from EAC members include: "The responsibility to work towards more equitable transportation needs to fall on everyone, not just on traditionally marginalized populations. We need to bring power and privilege to the table. We really want to address who's not in our room in person or virtually; what perspectives are we missing here at this table? We want to dive into what power the EAC has. What is going to come out of this EAC's work? And really address and work on developing learning opportunities to understand our agencies' and our partner agencies' funding, policy development processes, and planning from local to state levels."

Tab	Item Description
9	Adjourn

Meeting adjourned at 4:05 PM.

### **Next Interagency Equity Advisory Committee Meeting - June 5, 2023**

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Tanisha Taylor, Interim Executive Director

Date