

INTERAGENCY EQUITY ADVISORY COMMITTEE

Discussion – Expanded Leadership Structure

Equity Advisory Committee Meeting | Tab 7

February 13, 2024



Committee Charter, Chair and Vice Chair Roles, Subcommittees

Article 5 of the Charter outlines the roles of officers, and the process for forming permanent and ad hoc subcommittees.

- “The duties of the Chair are to preside at the Committee meetings. The duty of the Vice Chair is to preside at any Committee meeting when the Chair is absent. Interagency lead staff will take minutes.”

Expanded leadership structure

- Additional Vice Chairs or subcommittee Chairs may take on additional, non-administrative responsibilities of the Committee
- This requires members to volunteer to hold these roles.

Survey results

- **Two members** in addition to the current Chair show interest in filling permanent leadership roles.

Development of ad-hoc subcommittees can provide leadership opportunities without requiring long-term time commitments.

Per the Charter:

- “The Committee may form permanent and ad hoc subcommittees. The Committee can delegate to a subcommittee the power to make a recommendation on behalf of the entire Committee. Permanent subcommittees may be formed by amendment of this Charter, and must be approved by CalSTA, the Commission and Caltrans. Ad hoc subcommittees may be formed by the Chair or by a majority vote of the Committee as needed.
- Ad hoc committees will dissolve once the purpose of the subcommittee has been achieved or one year from their formation, whichever is earlier. The Committee’s Chair is an ex officio member of all subcommittees but has no vote. The Chair may delegate to the Vice Chair(s) the Chair’s ex officio membership on any subcommittee”.

Previous Discussion

- At the December 8, 2023, Executive Meeting, Committee members discussed priorities for 2024 and formulating focus areas for future subcommittees or areas of general interest for future discussion.
- Committee members agreed that **developing ad hoc subcommittees** will be beneficial for achieving the priorities of the Committee.

Initial ideas for ad hoc subcommittees and other general areas of focus include:

- Tolling
- High-Speed Rail (not under the purview of interagency programs, but could be offered for educational purposes)
- Senate Bill 1 funding programs
- California-Mexico border region
- Transportation funding
- Public participation and social justice

Ad hoc Subcommittee

- Per Bagley-Keene Open Meeting Act rules, ad hoc subcommittees with **more than two members** will hold publicly noticed meetings.
- Stakeholders, community members, and policy experts may be consulted to inform the work of the ad hoc subcommittees.
- Subcommittees are expected to use publicly noticed meetings of the Committee to report on any work they've completed.

Moving Forward

- Committee members are encouraged to identify additional areas of focus for ad hoc subcommittees or additional leadership positions based on their 2024 priorities

Survey Highlights

Survey 2: Member Capacity Survey

EAC Member Generated

Objective:

To understand Member capacity and availability for serving and/or taking on vice-chair leadership roles as EAC refines its governance model and considers an expanded leadership structure

- 14/15 Members Responded
- 93% Response Rate

Survey 2 Question: What is your interest in a particular area of the Committee?
 (Choose all that apply)

| Topic | Total Response |
|--|----------------|
| Administrative | 4 |
| Internal Affairs, Communications | 1 |
| External Affairs, Communications | 7 |
| Serve as an EAC liaison to a Caltrans district you live within | 11 |
| Advising on agency workplan items related to equitable community engagement | 9 |
| Advising on agency workplan items related to transportation funding | 9 |
| Advising on agency workplan items related to data driven decision-making | 6 |
| Advising on agency workplan items related to program guidelines | 8 |
| A cabinet position, such as vice chair or coordinator of a subcommittee | 2 |
| Other: Workforce, broadband, right of way use; EAC liaison to regional transportation organizations; lead trainings for the agencies on best practices for engaging with communities and organizations | 3 |

Survey 2 Results: Expanded Leadership Capacity

Two Committee members expressed interest and capacity in holding a leadership role such as Vice-Chair

Discussion