

# Memorandum

**To:** EQUITY ADVISORY COMMITTEE MEMBERS

**EAC Business Meeting:**  
March 11-12, 2025

**From:** STATE AGENCIES' EXECUTIVE MANAGEMENT

**Reference Number:** Tab 10, Action

**Prepared By:** Justin Hall  
Assistant Clerk  
California Transportation Commission

**Published Date:** February 28, 2025

**Subject:** Approval of December Committee and Subcommittee Minutes and Outstanding October and November Subcommittee Minutes

## **Recommendation:**

Interagency staff recommend the Interagency Equity Advisory Committee (Committee) approve the meeting minutes for the Committee meeting held on December 4, 2024 (Attachments A and B), the meeting minutes for the Safety and Climate Subcommittee meeting held on December 16, 2024 (Attachment C), the meeting minutes for the Walkability, Disability, and Complete Streets Subcommittee held on October 7, 2024, November 18, 2024, and December 16, 2024 (Attachments D, E, and F), and the meeting minutes for the Housing, Infrastructure, and Broadband Subcommittee held on December 17, 2024 (Attachment G).

## **Issue:**

The Interagency Equity Advisory Committee Charter, Article 6.1 requires that interagency staff take written minutes for each meeting to be provided to members prior to the next regular meeting.

## **Background:**

The Interagency Equity Advisory Committee Charter states in Article 6.1 that written minutes will: (a) identify the date, time, and place of the meeting; (b) identify the Committee members in attendance; and (c) contain a summary of actions taken. Draft minutes will be provided to members prior to the next regular meeting to allow sufficient time for the members to review them prior to adoption. Copies of the minutes will be made publicly available via the California Transportation Commission website and distributed to the Committee at least ten days in advance of Committee meetings.

## **Attachments:**

- Attachment A: Meeting Minutes from December 4, 2024 Business Meeting
- Attachment B: Meeting Minutes from December 4, 2024 Executive Meeting
- Attachment C: Meeting Minutes from December 16, 2024 Safety and Climate Subcommittee Meeting

- Attachment D: Meeting Minutes from October 7, 2024 Walkability, Disability, and Complete Streets Subcommittee Meeting
- Attachment E: Meeting Minutes from November 18, 2024 Walkability, Disability, and Complete Streets Subcommittee Meeting
- Attachment F: Meeting Minutes from December 16, 2024 Walkability, Disability, and Complete Streets Subcommittee Meeting
- Attachment G: Meeting minutes from December 17, 2024 Housing, Infrastructure, and Broadband Subcommittee Meeting

## MINUTES

### INTERAGENCY EQUITY ADVISORY COMMITTEE

for the

California Transportation Commission, California Department of Transportation,  
and California State Transportation Agency

December 4, 2024

Riverside, CA

#### Wednesday, December 4, 2024

**10:00 am**            **Interagency Equity Advisory Committee Business Meeting**  
                                 **Riverside County Administrative Center**  
                                 **Supervisors Chambers**  
                                 **4080 Lemon Street**  
                                 **Riverside, CA 92501**

\*Option to join via Zoom or Teleconference per [SB 544](#)

**1:00 pm**            **Interagency Equity Advisory Committee Executive Meeting**  
                                 **Riverside County Administrative Center**  
                                 **Supervisors Chambers**  
                                 **4080 Lemon Street**  
                                 **Riverside, CA 92501**

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\*\*“A” denotes an “Action” item; “I” denotes an “Information” item.

Tab	Agenda Item	Facilitator	Type*
1	Roll Call	Justin Hall	I
Committee Member		Attendance	
Chair William Walker		Present	
Vice Chair Martha Armas-Kelly		Present	
Alexandria Contreras		Absent	
Ana Gonzalez		Present	
Herb Hastings		Present	
Gloria Huerta		Present	
Peggy Martinez		Absent	
Amber Novey		Present	
Andres Ramirez		Absent	
Michelle Rousey		Present	
Connie Stewart		Present	
Randy Torres-Van Vleck		Present	
Cheryl Viegas-Walker		Present	
Kristine Williams		Absent	

**Total – Present: 10 Absent: 4**

Tab	Agenda Item	Facilitator	Type*
2	Adoption of October 2024 Meeting Minutes	Justin Hall	A

**Recommendation:** Approval

**Action Taken:** Approved

**Motion:** Viegas-Walker **Second:** Novey **Recused:** None **Absent:** Contreras, Martinez, Ramirez, Stewart, Williams.

**Vote result:** 8-0

**Ayes:** Walker, Armas-Kelly, Gonzalez, Huerta, Novey, Rousey, Torres-Van Vleck, Viegas-Walker

**Nays:**

**Abstained:** Hastings

Tab	Agenda Item	Facilitator	Type*
3	SB 1121 Comments and Recommendations	Frances Dea Sanchez	I

Program Manager for the SB 1121 Needs Assessment Frances Dea-Sanchez presented this information item.

Public Comment:

Mike McCarthy-Sierra Club & R-NOW.  
 Jen Larratt-Smith-Riverside Neighbors Opposing Warehouses (R-NOW)  
 Marven Norman-Member of the Public (San Bernadino Resident)

Tab	Agenda Item	Facilitator	Type*
4	Subcommittee Updates <ul style="list-style-type: none"> <li>Review and Discuss Affordable Connectivity Program Draft Letter</li> </ul>	William Walker Subcommittee Chairs	A

Housing, Infrastructure, and Broadband Subcommittee Chair Cheryl Viegas-Walker presented an update on a recent Housing, Infrastructure, and Broadband Subcommittee meeting.

Motion: Approve the two letters written by Member Stewart as presented at the meeting, allowing for an update to the addressees and cc list of recipients.

**Recommendation:** Approval

**Action Taken:** Approved

**Motion:** Gonzalez **Second:** Armas-Kelly **Recused:** None **Absent:** Contreras, Martinez, Ramirez, Williams.

**Vote result:** 10-0

**Ayes:** Walker, Armas-Kelly, Gonzalez, Hastings, Huerta, Novey, Rousey, Stewart, Torres-Van Vleck, Viegas-Walker

**Nays:**

**Abstained:**

Safety and Climate Subcommittee Chair Martha Armas-Kelly presented an update on recent Subcommittee meetings.

Walkability, Disability, and Complete Streets Subcommittee Chair Michelle Rousey provided an informational update on recent Subcommittee meetings.

Tab	Agenda Item	Facilitator	Type*
5	CTC Strategic Plan Update and Discussion	Eileen Jacobowitz Selena Polston	I

California State University of Sacramento Consultants Eileen Jacobowitz and Selena Polston presented this informational item.

**ADJOURN**  
12:00PM

## **MINUTES**

### **INTERAGENCY EQUITY ADVISORY COMMITTEE**

for the

**California Transportation Commission, California Department of Transportation,  
and California State Transportation Agency**

**December 4, 2024**

**Riverside, CA**

#### **Wednesday, December 4, 2024**

**10:00 am Interagency Equity Advisory Committee Business Meeting**  
**Riverside County Administrative Center**  
**Supervisors Chambers**  
**4080 Lemon Street**  
**Riverside, CA 92501**

\*Option to join via Zoom or Teleconference per [SB 544](#)

**1:00 pm Interagency Equity Advisory Committee Executive Meeting**  
**Riverside County Administrative Center**  
**Supervisors Chambers**  
**4080 Lemon Street**  
**Riverside, CA 92501**

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Tab	Agenda Item	Facilitator	Type*
1	Roll Call	Justin Hall	I
Committee Member		Attendance	
Chair William Walker		Present	
Vice Chair Martha Armas-Kelly		Present	
Alexandria Contreras		Present	
Ana Gonzalez		Present	
Herb Hastings		Present	
Gloria Huerta		Present	
Peggy Martinez		Absent	
Amber Novey		Present	
Andres Ramirez		Absent	
Michelle Rousey		Present	
Connie Stewart		Present	
Randy Torres-Van Vleck		Present	
Cheryl Viegas-Walker		Present	
Kristine Williams		Present	

**Total – Present: 12 Absent: 2**

Tab	Agenda Item	Facilitator	Type*
2	Land Acknowledgement	Martha Armas-Kelly	I

Equity Advisory Committee Vice Chair Martha Armas-Kelly presented this informational item.

Tab	Agenda Item	Facilitator	Type*
3	Welcoming Remarks and Chair's Report	William Walker	I

Equity Advisory Committee Chair William Walker presented this informational item.

Public comment:

Luis Carretero Cuevas – Member of the public

Claudia Cuevas – Member of the public

Michael McCarthy – Sierra Club and R-Now

Joaquin Gustillgos – Member of the public

Marven Norman – Member of the public



Tab	Agenda Item	Facilitator	Type*
4	Welcome to the Region	William Walker KeAndra Dodds, LA Metro	I

Equity Advisory Committee Chair William Walker presented this informational item.

Executive Officer for Equity and Race at LA Metro KeAndra Cylear-Dodds provided a presentation on the agency's efforts to normalize and operationalize equity into all facets of its work.

Tab	Agenda Item	Facilitator	Type*
5	Executive Remarks and Interagency Updates	Secretary Omishakin Director Tavares Chair Guardino	I

Equity Advisory Committee Chair William Walker presented this informational item.

California Transportation Commission Vice-Chair Darnell Grisby provided remarks.  
California Transportation Agency Undersecretary Mark Tollefson provided remarks.  
California Department of Transportation Chief Deputy Director Mike Kever provided remarks.

Caltrans Senior Advisor on Race and Equity Carolyn Abrams provided the interagency staff report.

Tab	Agenda Item	Facilitator	Type*
6	Update and Discussion: Vision, Mission, and Foundational Principles for Transportation Equity	Nailah Pope-Harden C. Sequoia Erasmus Carolyn Abrams	I

Caltrans Senior Advisor on Race and Equity Carolyn Abrams presented this informational item.  
Caltrans Deputy Director Director's Office of Equity and Tribal Affairs Nailah Pope-Harden provided an update on the discussion of vision, mission, and foundational principles of transportation equity.

Tab	Agenda Item	Facilitator	Type*
7	Looking Forward to Calendar Year 2025	Carolyn Abrams	I

California Transportation Commission Associate Deputy Director for Equity and Engagement C. Sequoia Erasmus presented this informational item.

Tab	Agenda Item	Facilitator	Type*
8	Member Reports and Future Meeting Topics	William Walker	I

Equity Advisory Committee Chair William Walker provided this informational item.

Member reports were made by Members Randy Torres-Van Vleck and Vice Chair Martha Armas-Kelly.

Tab	Agenda Item	Facilitator	Type*
9	Closing and Next Steps	Carolyn Abrams	I

Caltrans Senior Advisor on Race and Equity Carolyn Abrams presented this informational item.

**ADJOURN**  
 4:55PM

## **MINUTES**

**INTERAGENCY EQUITY ADVISORY COMMITTEE  
for the  
California Transportation Commission, California Department of  
Transportation, and California State Transportation Agency**

**Ad hoc Subcommittee on Safety & Climate Change**

**Monday, December 16, 2024**

**10:30am to 11:30am**

**Virtual**

Via Zoom or Teleconference only, per [SB 544](#)

**For a more thorough review of this meeting, please visit:**

<https://www.youtube.com/@californiatrainingco9825>

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1	Roll Call	Justin Hall	I
Committee Member		Attendance	
Chair Martha Armas-Kelly		Present	
Amber Novey		Present	
Ana Gonzalez		Absent	
Cheryl Viegas-Walker		Present	
Michelle Rousey		Present	
Ex-Officio		Attendance	
William Walker		Present	

**Total – Present: 5 Absent: 1**

Tab	Agenda Item	Facilitator	Type*
2	Land Acknowledgement	Martha Armas-Kelly	I

Chair Martha Armas-Kelly presented this informational item.

Tab	Agenda Item	Facilitator	Type*
3	Public Comment on Non-Agenda Items**	Martha Armas-Kelly	I

Chair Martha Armas-Kelly presented this informational item.

Tab	Agenda Item	Facilitator	Type*
4	Adoption of November 2024 Meeting Minutes	Martha Armas-Kelly	A

**Recommendation:** Approval

**Action Taken:** Approved

**Motion:** Novey **Second:** Viegas-Walker **Recused:** None

**Absent:** Gonzalez

**Vote result:** 4 - 0

**Ayes:** Armas-Kelly, Novey, Viegas-Walker, Rousey

**Nays:** None

**Abstained:**

Tab	Agenda Item	Facilitator	Type*
5	Equity Vision and Mission Statement: Discussion and Next Steps	Martha Armas-Kelly	A

No action was taken.

Tab	Agenda Item	Facilitator	Type*
6	Closing	Martha Armas-Kelly	I

Chair Martha Armas-Kelly presented this informational item.

**ADJOURN**  
 12:08PM

## **Minutes**

**INTERAGENCY EQUITY ADVISORY COMMITTEE  
for the  
California Transportation Commission, California Department of  
Transportation, and California State Transportation Agency**

**Ad hoc Subcommittee on Safety and Climate**

**Monday, October 7, 2024  
3:30pm to 4:30pm  
Virtual**

Via Zoom or Teleconference only, per [SB 544](#)

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Tab	Agenda Item	Facilitator	Type*
1	Roll Call	Justin Hall	I
Committee Member		Attendance	
Ana Gonzalez		Present	
Peggy Martinez		Absent	
Chair Michelle Rousey		Present	
Amber Novey		Present	
Ex Officio		Attendance	
William Walker (Ex-Officio)		Absent	

**Total – Present: 3 Absent: 2**

Tab	Agenda Item	Facilitator	Type*
2	Tribal Acknowledgement	Michelle Rousey	I

Chair Michelle Rousey presented this informational item.

Tab	Agenda Item	Facilitator	Type*
3	Public Comment on Non-Agenda Items**	Michelle Rousey	I

Chair Michelle Rousey presented this informational item.

Tab	Agenda Item	Facilitator	Type*
4	Adoption of August Meeting Minutes	Michelle Rousey	A

**Recommendation:** Approval

**Action Taken:** Approved

**Motion:** Gonzalez **Second:** Novey **Recused:**

**Absent:** Martinez

**Vote result:** 3 - 0

**Ayes:** Gonzalez, Rousey, Novey

**Nays:** None

**Abstained:**

Tab	Agenda Item	Facilitator	Type*
5	SB 1121 Needs assessment Presentation and Discussion	Frances Dea-Sanchez	A

No action was taken.

Tab	Agenda Item	Facilitator	Type*
6	Closing and Next Steps	Michelle Rousey	I

Chair Michelle Rousey presented this informational item.

**ADJOURN**  
4:25PM



**MINUTES**

**INTERAGENCY EQUITY ADVISORY COMMITTEE**

for the

**California Transportation Commission, California Department of  
Transportation, and California State Transportation Agency**

**Ad hoc Subcommittee on Walkability, Disability, and Complete Streets**

**Monday, November 18, 2024**

**3:00pm to 4:00pm**

**Virtual**

Via Zoom or Teleconference only, per [SB 544](#)

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1	Roll Call	Justin Hall	I
<b>Committee Member</b>		<b>Attendance</b>	
	Ana Gonzalez		Present
	Peggy Martinez		Present
	Chair Michelle Rousey		Present
	Amber Novey		Present
<b>Ex-Officio</b>		<b>Attendance</b>	
	William Walker (Ex-Officio)		Present

**Total – Present: 5 Absent: 0**

Tab	Agenda Item	Facilitator	Type*
2	Tribal Acknowledgement	Michelle Rousey	I

Chair Michelle Rousey presented this informational item.

Tab	Agenda Item	Facilitator	Type*
3	Public Comment on Non-Agenda Items**	Michelle Rousey	I

Chair Michelle Rousey presented this informational item.

Tab	Agenda Item	Facilitator	Type*
4	Adoption of August Meeting Minutes	Michelle Rousey	A

**Recommendation:** Approval

**Action Taken:** Approved

**Motion:** Martinez **Second:** Novey **Recused:**

**Absent:**

**Vote result:** 4 - 0

**Ayes:** Gonzalez, Martinez, Rousey, Novey

**Nays:** None

**Abstained:**

Tab	Agenda Item	Facilitator	Type*
5	SB 1121 Needs Assessment Discussion and Feedback	Frances Dea-Sanchez	A

No action was taken.

<b>Tab</b>	<b>Agenda Item</b>	<b>Facilitator</b>	<b>Type*</b>
<b>6</b>	Closing and Next Steps	Michelle Rousey	I

Chair Michelle Rousey presented this informational item.

**ADJOURN**  
3:59PM

## **MINUTES**

### **INTERAGENCY EQUITY ADVISORY COMMITTEE**

for the

**California Transportation Commission, California Department of  
Transportation, and California State Transportation Agency**

**Ad hoc Subcommittee on Walkability, Disability, and Complete Streets**

**Monday, December 16, 2024 3:00pm to  
4:00pm**

**Virtual**

Via Zoom or Teleconference only, per [SB 544](#)

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1	Roll Call	Justin Hall	I
Committee Member		Attendance	
Chair Michelle Rousey		Present	
Ana Gonzalez		Present	
Peggy Martinez		Absent	
Amber Novey		Absent	
Ex-Officio		Attendance	
William Walker (Ex-Officio)		Present	

**Total – Present: 3 Absent: 2**

Tab	Agenda Item	Facilitator	Type*
2	Land Acknowledgement	Michelle Rousey	I

Chair Michelle Rousey presented this informational item.

Tab	Agenda Item	Facilitator	Type*
3	Public Comment on Non-Agenda Items**	Michelle Rousey	I

Chair Michelle Rousey presented this informational item.

Tab	Agenda Item	Facilitator	Type*
4	Adoption of October and November 2024 Meeting Minutes	Michelle Rousey	A

No action was taken.

Tab	Agenda Item	Facilitator	Type*
5	SB 1121 Needs Assessment: Summary and Next Steps	Frances Dea-Sanchez	I

California Transportation Commission Associate Deputy Director Frances Dea-Sanchez presented this informational item.

Tab	Agenda Item	Facilitator	Type*
6	Closing	Michelle Rousey	I

Chair Michelle Rousey presented this informational item.

**ADJOURN**  
3:35PM

## **MINUTES**

### **INTERAGENCY EQUITY ADVISORY COMMITTEE**

for the

**California Transportation Commission, California Department of  
Transportation, and California State Transportation Agency**

**Ad hoc Subcommittee on Housing, Infrastructure, and Broadband**

**Tuesday, December 17, 2024**

**1pm to 2pm**

**Virtual**

Via Zoom or Teleconference only, per [SB 544](#)

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Tab	Agenda Item	Facilitator	Type*
1	Roll Call	Justin Hall	I
Committee Member		Attendance	
Cheryl Viegas-Walker (Chair)		Present	
Ana Gonzalez		Absent	
Herb Hastings		Absent	
Gloria Huerta		Present	
Amber Novey		Present	
Michelle Rousey		Absent	
Connie Stewart		Present	
Randy Torres-Van Vleck		Present	
Kristine Williams		Absent	
Ex-Officio Members		Attendance	
William Walker		Present	

**Total – Present: 6 Absent: 4**

Tab	Agenda Item	Facilitator	Type*
2	Land Acknowledgement	Cheryl Viegas-Walker	I

Caltrans Race and Equity Program Manager Carolyn Abrams presented this informational item.

Tab	Agenda Item	Facilitator	Type*
3	Public Comment on Non-Agenda Items**	Cheryl Viegas-Walker	I

Chair Cheryl Viegas-Walker presented this informational item.

Tab	Agenda Item	Facilitator	Type*
4	Adoption of October and November 2024 Meeting Minutes	Cheryl Viegas-Walker	A

Chair Cheryl Viegas-Walker presented this action item.

**Recommendation:** Approval

**Action Taken:** Approved

**Motion:** Novey **Second:** Stewart **Recused:**

**Absent:** Gonzalez, Hastings, Rousey, Williams

**Vote result:** 5 - 0

**Ayes:** Viegas-Walker, Huerta, Novey, Stewart, Torres-Van Vleck

**Nays:** None

**Abstained:**



Tab	Agenda Item	Facilitator	Type*
5	Middle Mile and Last Mile Broadband Initiatives: Recommendation Letter Update and Next Steps	Cheryl Viegas-Walker	A

Motion to approve the preparation of an additional letter, which urges reinstatement of the Affordable Connectivity Program. Also, to update the addressee list once the Federal Communications Commission has received an appointment of a new member under the incoming administration, and a request to staff, that the letters in final form, be posted on the EAC website, and that members be notified that letters were sent.

**Recommendation:** Approval

**Action Taken:** Approved

**Motion:** Stewart **Second:** Novey **Recused:**

**Absent:**

**Vote result:** 5 - 0

**Ayes:** Viegas-Walker, Huerta, Novey, Stewart, Torres-Van Vleck

**Nays:** None

**Abstained:**

Tab	Agenda Item	Facilitator	Type*
6	Closing	Cheryl Viegas-Walker	I

Chair Cheryl Viegas-Walker presented this informational item.

**ADJOURN**

1:20PM