

Memorandum

To: EQUITY ADVISORY COMMITTEE MEMBERS

EAC Business Meeting:
May 14, 2025

From: STATE AGENCIES' EXECUTIVE MANAGEMENT

Reference Number: Tab 5, Information

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Subject: Interagency Updates

Summary:

Interagency staff will provide brief verbal updates about changes to the 2025 meeting calendar for the Interagency Equity Advisory Committee (Committee) and upcoming advisory opportunities for Committee members through mid-2025.

Background:

2025 Meeting Calendar

The virtual Committee meeting scheduled for July 31, 2025 is now cancelled.

The calendar for the remainder of 2025 has been amended as follows:

- September 5, 2025
 - Business meeting
 - Virtual
- October 15, 2025
 - Business meeting
 - Hybrid, Central Valley
 - Note: CTC Meeting October 16-17
- December 3, 2025
 - Executive meeting
 - Hybrid, Riverside
 - Note: CTC Meeting December 4–5

Advisory Opportunities

Since its official launch in March 2023, members of the Committee have supported and advised on numerous interagency initiatives outlined in the Committee scope and work plan. These efforts continue to shape programs, policies, and processes for the California Transportation Commission (Commission), the California Department of Transportation (Caltrans), and the California State Transportation Agency (CalSTA). Upcoming advisory opportunities for Committee members are outlined in Tab 7: 2025 Interagency Committee Work Plan Update and Discussion.

March Meeting Recap

A summary of the March 2025 Committee orientation and business meeting can be found in Attachment A.

ATTACHMENT A:**March 2025 Equity Advisory Committee Orientation and Meeting Recap**

The Committee met over two days, March 11-12, 2025. March 11 was an orientation day for new and returning members and March 12 featured a business meeting.

March 11 – Orientation

- Members introduced themselves and reviewed roles and responsibilities.
- Members received an overview of the Committee Charter.
- Members discussed how the Committee functions as an advisory body to CalSTA, Caltrans, and the Commission.
- Members reviewed governance policies and procedures including the Bagley-Keene Open Meeting Act and Robert’s Rules of Order.
- Interagency lead staff presented a high-level overview of the responsibilities and focus areas of CalSTA, Caltrans, and the Commission.

March 12 – Business Meeting

- Members elected a Chair and Vice Chair. Martha Armas-Kelly was elected as Chair and Ana Gonzalez was elected as Vice Chair. Each will serve a one-year term.
- Members learned about Committee and subcommittee achievements in 2023–2024.
- Members deliberated next steps for furthering the development of a vision, mission, and foundational principles for improving equitable outcomes in transportation.
- Chair Martha Armas-Kelly and member Keri Akemi-Hernandez will support the development of a vision and mission statement and report back to the full Committee for review in May, with a final version expected for Committee approval by Fall 2025.
- Members discussed subcommittees, noting that existing ad hoc subcommittees will expire in August unless members decide to terminate them early or extend them.

Future Topics for Discussion or Inclusion in Future Meeting Agendas

Key topics members requested to focus on in 2025 include complete streets, walkability, transportation funding, the Master Plan for Aging, safety, and climate resiliency. Staff will gather feedback on these priorities and work with the newly elected Committee leadership to outline how subcommittees may move forward. These topics will be added to the ongoing ‘Bike Rack’ of discussion items requested by Committee members.

Next Steps and Action Items

- Members have been invited to support project recommendations for the Commission’s competitive Senate Bill 1 Funding Programs through the evaluation of applicants’ community engagement narratives.
- Staff will provide a summary of 2024 subcommittee activities, including any unfinished business.

- Staff will collaborate with Chair Armas-Kelly and Vice Chair Gonzalez to discuss subcommittee formation and Committee priorities. A proposal will be brought to the May meeting for deliberation.
- Staff will schedule debriefs with members following the March meeting to review Committee processes, share additional agency information, and answer questions.
- Staff will offer briefings for members to review the agenda for the May 14th Committee meeting. Briefings will be offered prior to all future Committee meetings.
- Staff will continue to update members on opportunities to inform the work of the Committee and engage with other state bodies and policy.