

Memorandum

To: EQUITY ADVISORY COMMITTEE MEMBERS

EAC Subcommittee Meeting:
November 14, 2025

From: STATE AGENCIES' EXECUTIVE MANAGEMENT

Reference Number: Tab 4, Action

Prepared By: Camille Randolph
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Caltrans

Published Date: October 31, 2025

Subject: Approval of August 2025 Subcommittee Meeting Minutes

Recommendation:

Interagency staff recommend the Interagency Equity Advisory Committee Community Engagement Policies & Practices Subcommittee (Subcommittee) approve the meeting minutes for the Subcommittee meeting held on August 18, 2025 (Attachment A).

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 August 18, 2025 Subcommittee Meeting

MINUTES

INTERAGENCY EQUITY ADVISORY COMMITTEE

for the

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

Ad Hoc Subcommittee on Community Engagement Policies & Practices

August 18, 2025

10:00am to 11:30am

Virtual

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

To register to participate in this meeting remotely, please visit:

https://zoom.us/webinar/register/WN_z-DQz_VnTo-DVwRErCic3Q

There, you will be provided dial in information and instructions for participation.

If you wish to join the meeting by phone:

Phone Number: 669 900 9128 Webinar ID: 987 0596 4795 Passcode: 379395

For more information on the Equity Advisory Committee:

www.catc.ca.gov/programs/interagency-equity-advisory-committee

For a glossary of frequently used terms and acronyms please visit the California Transportation Commission website at: https://catc.ca.gov/-/media/ctc-media/documents/about_ctc/acronyms-11-04-21-a11y.pdf

*Please Note: The Committee may not discuss or act on any matter raised during the Public Comment section that is not included on this agenda, except to decide whether to place the matter on the agenda of a future meeting. (Gov. Code, §§ 11125 and 11125.7, subd. (a).)

*"A" denotes an "Action" item; "I" denotes an "Information" item.

INTERAGENCY EQUITY ADVISORY SUBCOMMITTEE AGENDA**November 14, 2025**

Meeting Agenda

Tab	Agenda Item	Facilitator	Type*
1	Roll Call	Justin Hall	I
Committee Member		Attendance	
Abimael Chavez-Hernandez		Present	
Ana Gonzalez		Present	
Andres Ramirez		Present	
Keri Akemi-Hernandez		Present	
Lisa Marie Alvarado		Absent	
Pualani Vazquez		Present	
Randy Torres-Van Vleck		Present	
Michelle Rousey		Present	
Martha Armas-Kelly (Ex-Officio)		Absent	

Total – Present: 7 Absent: 1

Tab	Agenda Item	Facilitator	Type*
2	Land Acknowledgement	Randy Torres-Van Vleck	I

Chair Randy Torres-Van Vleck presented this informational item.

No public comment.

Tab	Agenda Item	Facilitator	Type*
3	Public Comment on Non-Agenda Items**	Randy Torres-Van Vleck	I

Chair Randy Torres-Van Vleck presented this informational item.

No public comment.

Tab	Agenda Item	Facilitator	Type*
4	Adoption of June Meeting Minutes	Randy Torres-Van Vleck	A

Recommendation: Approval**Action Taken:** Approved**Motion:** Rousey **Second:** Ramirez **Recused:** None **Absent:** Alvarado, Akemi-Hernandez, Gonzalez**Vote result:** 5-0**Ayes:** Chavez-Hernandez, Ramirez, Rousey, Vazquez, Torres-Van Vleck**Nays:****Abstained:**

No public comment.

INTERAGENCY EQUITY ADVISORY SUBCOMMITTEE AGENDA**November 14, 2025**

Tab	Agenda Item	Facilitator	Type*
5	Caltrans Statewide Engagement Playbook Presentation & Discussion	Sara Rosen	I

Caltrans Statewide Community Engagement Program Manager Sara Rosen and Caltrans Engagement Planner Cassidy Ellis presented this informational item.

No public comment.

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

Chair Randy Torres-Van Vleck presented this informational item.

No public comment.

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