

**2022- 2023  
Interagency Equity Advisory  
Committee**

**Member Orientation Presentation  
December 15, 2022**

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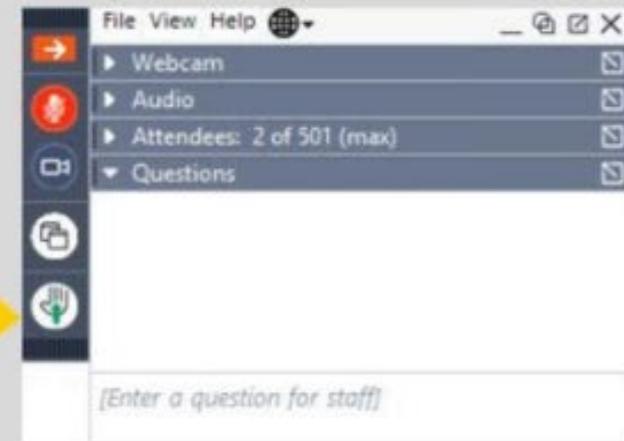


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# HOW TO PARTICIPATE

Send comments through the "Questions" tab for Commission Staff to read on your behalf **OR** by selecting the "Hand" icon to alert the Staff to unmute you.

Please state your name and agency prior to voicing your remarks through the "Questions" tab or "Hand" icon.



Images shown above are for attendees using a web browser. The Webinar App layout will vary depending on the device.

# Welcome



December 15, 2022

Interagency Equity Advisory Committee Meet + Greet





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# Member Orientation Overview

- Background
- Member Logistics
- Meeting Next Steps

# Background: Committee Purpose

"The Equity Advisory Committee (EAC) is intended to elevate diverse and historically marginalized voices to advise state transportation agencies, such as the California State Transportation Agency (CalSTA), the California Transportation Commission (CTC), and the California Department of Transportation (Caltrans) on how to achieve meaningful outcomes in transportation equity, environmental justice, and equitable economic opportunities, especially as related to transportation planning and programming."

# Background: Committee Membership

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- Currently, 15 members serving 1-2 year staggered terms
- Focus on marginalized voices in California
- Members reside in California
- Members demonstrate equity-centered personal or professional experience, community leadership, or are actively engaged in transportation equity, policy, programming, advocacy or related fields such as health, air quality, climate, or housing justice, community and socio-economic development

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# Background: Committee Members

## Martha Armas-Kelly

- Catholic Charities Environmental Program - Environmental Justice Program Coordinator, Diocese of Stockton; University of California, Davis Transportation Environmental Justice Fellow

## Alexandria Contreras

- Happy City Coalition - Advocating for housing, transit, and people-focused land use policies

## Michael DeSpain

- Buena Vista Rancheria - Chief Operations Officer, Natural Resource Development

## Ana Gonzalez

- Center for Community Action and Environmental Justice - Executive Director

## Herb Hastings

- Regional Center of the East Bay - Client Representative serving individuals with intellectual and development disabilities; East Bay ParaTransit Advisory Council member; Metropolitan Transportation Committee; BART Accessible Taskforce, Livermore Valley Transit Authority Wheels Advisory Committee

## Peggy Martinez

- Creative Inclusion - Founder and Director, focuses on improving accessibility for people with sight loss

## Amber Novey

- Laborer's International Union of North America - Tri-Fund Field Coordinator focused on worker safety and recruitment of underrepresented demographics

## Nailah Pope-Harden \*

- ClimatePlan - Executive Director

## Axel Santana

- PolicyLink - Associate advancing equity through research and communications, policy advocacy, movement and network building

## Connie Stewart \*

- Cal Poly Humboldt - Executive Director of Initiatives; former Executive Director at California Center for Rural Policy at Cal Poly Humboldt; host of Redwood Coast Connect Broadband Regional Consortium; host of Humboldt Workforce Coalition

## Randy Torres-Van Vleck \*

- City Heights Community Development Corporation - Director of Policy and Programming

## Stella Ursua

- GRID Alternatives - Senior Programs and Partnerships Manager, building community-powered solutions to advance economic and environmental justice through renewable energy

## Cheryl Viegas-Walker

- City of El Centro - City Councilmember (term ends November 2022); experience as regional board member and trustee

## William Walker

- Community Activist for transportation justice and equity; NACTO Transportation Justice Fellow

## Kristine Williams

- Enterprise Community Partners - Program Director focused on statewide housing needs and displacement mitigation

\* Former CTC Equity Advisory Roundtable Member



## Member Logistics: Compensation and Travel Reimbursement

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- Committee members will be reimbursed for actual travel costs incurred consistent with rules and regulations set forth by the California Department of Human Resources
- Members will be asked to:
  - Submit mailing address
  - File a form 700
  - Submit paperwork to ensure travel expense reimbursement (STD 262)
  - We will provide a tutorial for filling out forms



## Member Logistics: Compensation and Travel Reimbursement

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Additional compensation was secured by CTC staff through a grant from the Resources Legacy Fund and the California Transportation Foundation

- It will be important for members to determine if accepting compensation for Committee involvement will result in a conflict of interest with their employer or otherwise.
- Members are encouraged to consult their own legal counsel, or to utilize the services of the California Fair Political Practices Commission to seek further guidance.

Travel arrangements for scheduled Equity Advisory Committee (EAC) meetings are handled by California Transportation Commission (Commission) Staff.

When traveling on official EAC business, committee members are reimbursed for their expenses based on the state's approved travel reimbursement rates. See below for procedures for processing Travel Expense Claims.

### Procedures for Processing Travel Expense Claim

- Committee members will send in by email, or USPS their Basic Travel Expense Claim Information along with all relevant receipts for the month. *See attachment for example Claim Form.*
- When Commission staff receives the information, they will prepare a Travel Expense Claim on a STD 262.
- Once the STD 262 is completed Commission staff will send it via email to the committee member. The committee member will review and approve then scan back the first page of the STD 262 with the committee member's electronic signature.
- The Commission staff will then provide a copy of the approved STD 262 to the approving manager for approval. Once it is approved the Travel Expense Claim is then sent to the Department of General Services' Accounting for processing.
- The approximate time to receive the Travel Expense check is thirty days.

Member  
Logistics:  
Compensation  
and Travel  
Reimbursement



Meeting  
Next Steps:  
**Meeting 1**  
**March 21**

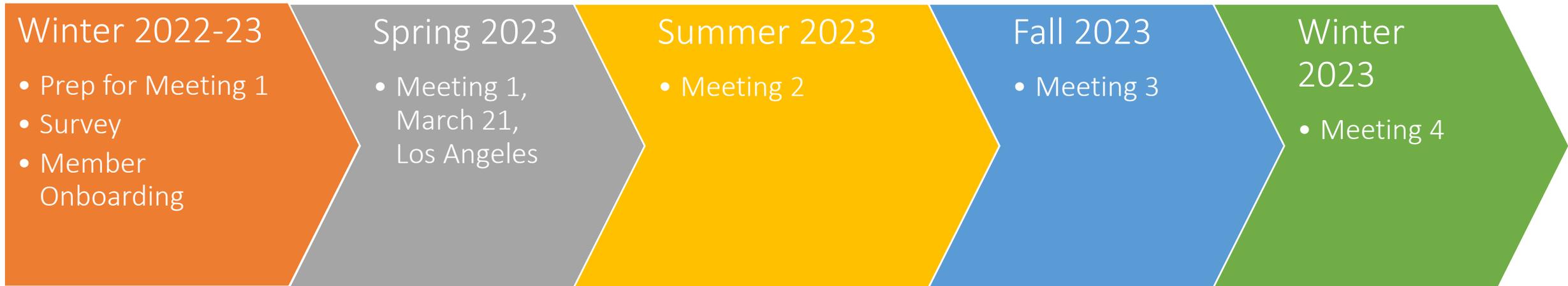
- **LA Metro Boardroom**
  - 1 Gateway Plaza, Los Angeles
- In person or hybrid (as needed)
- Combined meeting of the EAC and CalSTA, Caltrans and Commission leadership
- Discuss priority focus areas for future deliberation between the Committee and our agencies

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# 2023 Proposed EAC Schedule (Draft)



# Next Steps

- **Information sharing and communications protocol**
- **EAC Member Survey**
  - Compensation Preference
    - When should we send compensation?
  - EAC Priority Focus Areas
- **Opportunities to engage:**
  - CTC Guidelines development (January - March 2023)
- **Welcome Packet**
  - Personal information
    - Mailing address for paper check
  - Compensation and Reimbursement Guide
  - Conflict of Interest Form



# Questions?

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Contact us!

[TransportationEAC@dot.ca.gov](mailto:TransportationEAC@dot.ca.gov)

C. Sequoia Erasmus –CTC  
Amar Cid - Caltrans  
Avital Barnea - CalSTA