

Per California Code of Regulations, title 2, section 548.5, the following information will be posted to CalHR's Career Executive Assignment Action Proposals website for 30 calendar days when departments propose new CEA concepts or major revisions to existing CEA concepts. Presence of the department-submitted CEA Action Proposal information on CalHR's website does not indicate CalHR support for the proposal.

**A. GENERAL INFORMATION**

1. Date

2026-01-20

2. Department

California Air Resources Board (CARB)

3. Organizational Placement (Division/Branch/Office Name)

Sustainable Transportation and Communities Division (STCD)/Executive Office

4. CEA Position Title

Chief, Sustainable Transportation and Communities Division, C.E.A.

5. Summary of proposed position description and how it relates to the program's mission or purpose. (2-3 sentences)

Under the administrative direction of the California Air Resources Board (CARB), the Executive Officer, and the Deputy Executive Officer for Equity, Communities, and Environmental Justice, the Division Chief plans, organizes, and directs the work of STCD staff; formulates policy and policy recommendations; acts as part of the Leadership team in the identification of issues, formulation of policies, and development of strategies to best meet program objectives; represents the Board on issues related to programs to reduce emissions from other transportation systems, impacts of land-use decisions, and related issues with federal, state, and local agencies, the Legislature, and the general public.

6. Reports to: (Class Title/Level)

Chanell Fletcher, Deputy Executive Officer, Equity, Communities and Environmental Justice, C.E.A.

7. Relationship with Department Director (Select one)

- Member of department's Executive Management Team, and has frequent contact with director on a wide range of department-wide issues.
- Not a member of department's Executive Management Team but has frequent contact with the Executive Management Team on policy issues.

(Explain): Will meet regularly with Deputy Executive Officer, Equity, Communities and Environmental Justice, C.E.A.

8. Organizational Level (Select one)

- 1st
- 2nd
- 3rd
- 4th
- 5th (mega departments only - 17,001+ allocated positions)

## B. SUMMARY OF REQUEST

9. What are the duties and responsibilities of the CEA position? Be specific and provide examples.

Plans, organizes, and directs the work of the Division staff involved in analyzing impacts of land use development and developing and implementing regulations and incentive programs which control emissions from the transportation sector. Coordinates air pollution control activities from the transportation sector with those of other programs or services of the Board as well as with federal, state and local agencies, and appears before legislative committees. Interacts with other state agencies to implement programs. Works with stakeholders on the development and implementation of strategies to reduce transportation related emissions.

Participates and coordinates with other programs or services of the Board in the formulation of administration policies in analyzing emissions from the transportation sector; plans and directs studies to further define the nature and mechanism of transportation related air pollution in California; assists in the planning required under federal law to develop attainment plans for regions that do not meet federal air quality standards; provides consultation and assistance to international federal, state, and local agencies on transportation related air pollution.

Represents the Deputy Executive Officer on matters relating to the program and operations of STCD; meet with key stakeholders to understand their views and integrate them into Board proposals; prepares budget estimates and recommendations.

Works closely with other CARB division chiefs, especially those with freight and passenger transportation related program elements, to continuously evaluate the transportation program and strategically plan necessary adjustments to efficiently carry out top priority transportation program tasks across multiple divisions.

Administrative duties such as managing budget and aligning staff resources and work; selects and trains staff and evaluates their performance and takes or recommends appropriate action.

Attends Executive Staff meetings and provide updates to Branch Chiefs on current STCD activities and/or Division policies.

**B. SUMMARY OF REQUEST (continued)**

10. How critical is the program's mission or purpose to the department's mission as a whole? Include a description of the degree to which the program is critical to the department's mission.

- Program is directly related to department's primary mission and is critical to achieving the department's goals.
- Program is indirectly related to department's primary mission.
- Program plays a supporting role in achieving department's mission (i.e., budget, personnel, other admin functions).

Description: The California Air Resources Board (CARB) must fulfill its broad mission of promoting and protecting public health, welfare, and ecological resources by effectively reducing air pollutants—while also considering economic impacts.

As the lead agency for climate programs, CARB oversees all air pollution control efforts in California to attain and maintain health-based air quality standards. It is responsible for protecting the public from the harmful effects of air pollution and for developing programs and actions to combat climate change. From setting clean car and fuel standards to adopting innovative strategies for reducing greenhouse gas emissions, California has pioneered effective approaches that have become national and global models. As a result, CARB's actions are highly visible and have far-reaching impacts, setting the standard for successful air and climate programs worldwide.

California's sustainable transportation and community protection programs are critical to ensuring that the most vulnerable communities are served with equity and granted the protections they need.

**B. SUMMARY OF REQUEST (continued)**

11. Describe what has changed that makes this request necessary. Explain how the change justifies the current request. Be specific and provide examples.

The Sustainable Transportation & Communities Division (STCD) is moving to be overseen by the Deputy Executive Officer for Equity, Communities, and Environmental Justice. Given STCD's focus on communities, this reorganization will provide better alignment between CARB's Sustainable Transportation & Communities Divisions and CARB's other community focused divisions which the Deputy Executive Officer for Equity Communities, and Environmental Justice oversees. Key examples of this alignment include deeper coordination between STCD and CARB's Office of Community Air Protection (OCAP) as they will work closely on GHG and air quality impacts of transportation projects in communities. Another example of alignment include more direct communication between CARB's Environmental Justice and Equity Branch to support and guide STCD's outreach and engagement efforts to communities, with a special emphasis on tribes and border communities. Moving STCD under the Deputy Executive Officer for Equity, Communities, and Environmental Justice will allow these types of coordination, alignment, and support to happen, and ultimately allow CARB to fulfill its mission.

**C. ROLE IN POLICY INFLUENCE**

12. Provide 3-5 specific examples of policy areas over which the CEA position will be the principle policy maker. Each example should cite a policy that would have an identifiable impact. Include a description of the statewide impact of the assigned program.

In Sustainable Transportation, the Division Chief will work with Division staff on development and facilitation of SB 375, the Sustainable Communities Act. SB 375, or the Sustainable Communities Act, is a law that gives CARB authority to set regional greenhouse gas reduction targets for Metropolitan Planning Organizations (MPOs) to achieve through a Sustainable Communities Strategy (SCS). SB 375 also gives CARB authority to review and approve MPOs' technical methodology to achieve the greenhouse gas reduction target.

The Division Chief will also oversee Division staff on work for the Assembly Bill 2766 Motor Vehicle Fees Program, which authorized air districts to assess Motor Vehicle Registration fees "to reduce air pollution from motor vehicles and for related planning, monitoring, enforcement, and technical studies necessary for the implementation of the California Clean Air Act of 1988."

In Sustainable Communities, the Division Chief will work with Division staff on development and enforcement of the California Parking Cash-Out Law (PCO). The PCO requires employers of 50 persons or more who provide a parking subsidy to employees in any air basin designated as non-attainment to offer a cash allowance instead of parking space. By allowing employees to "cash out" their parking space, this program aims to reduce single-occupancy vehicle trips, promote alternative transportation modes, and foster sustainable commuting practices among employers and employees across the state.

**C. ROLE IN POLICY INFLUENCE (continued)**

13. What is the CEA position's scope and nature of decision-making authority?

The Division Chief will review and approve all Division-level work before providing to the Deputy Executive Officer for final approval.

14. Will the CEA position be developing and implementing new policy, or interpreting and implementing existing policy? How?

The CEA is responsible for both developing and implementing new policies, as well as interpreting and executing existing ones. The CEA formulates policy and provides recommendations to the Board and Executive Office on regulatory and incentive programs related to vehicles, engines, and equipment. As a member of the Executive staff, the CEA helps identify key issues, concerns, and solutions to advance California's statewide air quality and climate goals. Additionally, the CEA represents the Board in negotiations on regulatory and policy matters with manufacturers, and with federal, state, local, and international agencies, as well as other stakeholders. The STCD Division Chief serves as the final authority for all division functions and operations and reports directly to the Deputy Executive Officer.