

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

2026-01-16

2. Department

California Air Resources Board (CARB)

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

Executive Office/Equity, Communities & Environmental Justice

4. CEA Position Title

Deputy Executive Officer, Equity, Communities and Environmental Justice, 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 general direction of the Executive Officer (EO) and the direction of the Principal Deputy Executive Officer, the Deputy Executive Officer for Equity, Communities, and Environmental Justice, as part of CARB's executive team, will serve as the primary internal and external contact for CARB on environmental justice (EJ) issues and concerns and will play a key role in leading California's transition to electrifying the transportation sector and addressing long-standing transportation inequities to achieve California's clean air, community protection, and climate goals. The DEO will be responsible for providing policy consultation, recommendations and advice on EJ, California – Mexican Border (CA-MX border), and tribal issues. The DEO also advises and assists in the development, planning, coordination, policy formulation, strategic planning, and technical evaluation of new and emerging air pollution control programs and policies related to on- and off- road mobile sources of emissions and incentive programs in the Sustainable Transportation and Communities Division.

6. Reports to: (Class Title/Level)

Courtney Smith, Principal Executive Officer

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):

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.

Develop and implement a program to ensure environmental justice concepts, values and objectives are understood and considered throughout the development and implementation of the CARB's air quality and climate policies and programs including AB 617 implementation, and CA-MX border and tribal initiatives. The DEO will build an interdivisional network of staff working on EJ-related issues and programs, and will meet regularly to expand and enhance the EJ efforts board-wide. Work with the Executive Office, staff and the EJ community to develop a CARB strategic plan for EJ. Work with California Environmental Protection Agency's (CalEPA) EJ advisor, as well as the EJ advisors at other agencies, boards, departments, and offices to ensure efforts are well-coordinated and complementary.

Develop and maintain relationships with EJ stakeholders statewide, at the CA-MX border, and with tribal governments to enhance communication between external EJ stakeholders and CARB program staff. Host and attend regular meetings with EJ representatives around the state to better understand their priorities, needs, and concerns. Participate in priority meetings with EJ representatives and CARB staff on EJ priorities, programs, and enforcement. Serve as the primary contact with the statutorily-created Environmental Justice Advisory Committee (EJAC) which advises on CARB's development and implementation of the climate change Scoping Plan. Lead efforts between the CARB climate change staff and the EJAC to ensure that the development and implementation of the climate change Scoping Plan fully considers the input of the EJAC, and reflects a comprehensive plan to reduce climate change emissions.

Work directly with CARB division staff as well as CARB's Diversity and Racial Equity Task Force to ensure EJ priorities are considered during the development, implementation, amendments, reporting and tracking of key CARB programs. Develop and participate in Board-wide training to better integrate EJ considerations into CARB communications, regulatory prioritization, regulatory development and implementation efforts.

Represent the CARB before the Board, the Legislature, public meetings, workshops and in-person meetings on EJ, CA-MX border, and tribal issues. Attend and participate in CARB Board meetings to assist with EJ issues. Present a report to the Board at a public meeting (at least annually) on the effectiveness of staff's work with the EJ community including specific actions CARB has taken, and plans to take, to strengthen its EJ efforts. This includes developing and implementing policies and procedures addressing air pollution at the CA-MX border pursuant to CARB and EO directives recognizing that border communities are environmental justice communities. Serve as CARB's liaison with local, state, federal and Mexican governmental partners, community organizations and academic institutions on both sides of the border, to address sensitive air quality issues at the border zone. Directs the activities of staff to ensure adequate implementation of program and ensure timely, accurate and appropriate responsiveness to public inquiries. Oversees and directs the development of reports, press releases, and an annual report on the CARB's border activities. Oversee cross-program coordination with internal stakeholders. Attend relevant trainings and conferences.

Directs the adoption and implementation of regulations and other programs to reduce emissions from passenger vehicles, medium- and heavy-duty vehicles and engines, and off-road equipment; collaborates with the federal government to develop and promulgate coordinated federal-California emission standards and other requirements. Coordinates with state agencies including CalSTA, CalTrans, the Office of Planning and Research, the California Transportation Commission, the Department of Housing and Community Development, GoBiz, CDFR, the Energy Commission, and the Governor's Office on sustainable transportation policy. Represents CARB and the State of California in state, federal and international forums on issues related to mobile source emission reductions.

Oversees engagement with federal, state, regional and local agencies to promote multimodal transportation systems that reduce emissions to meet air quality and climate change goals including the implementation of SB375 and SB150. Collaborates with federal, state, regional and local agencies to influence the development and direction of transportation planning documents to reduce reliance on single-occupancy combustion vehicles and incorporate zero-emission solutions.

In collaboration with other Deputy Executive Officers, advises the Executive Officer regarding board-wide policy on both external and internal issues to ensure consistency and to meet CARB's mission. Reviews, analyzes and makes recommendations on the priority, technical soundness and feasibility of proposals for budget and programmatic expansion and redirections; represents the Board and Executive Officer in sensitive or controversial interagency activities involving technical, scientific or policy related issues or projects; participates in hearings and presents expert testimony in proceedings before the Board and other agencies; and other job-related duties as assigned.

The DEO has direct oversight responsibility for programs:

- Executive Office, Environmental Justice & Equity Branch (EJEB)
- Executive Office, Office of Community Air Protection (OCAP)
- Sustainable Transportation & Communities Division (STCD)

**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 through effective reduction of air pollutants while recognizing effects on the economy.

CARB is the lead agency for climate programs and oversees all air pollution control efforts in California to attain and maintain health-based air quality standards. CARB is charged with protecting the public from harmful effects of air pollution and developing programs and actions to fight climate change. From requirements for clean cars and fuels to adopting innovative solutions to reduce greenhouse gas emissions, California has pioneered a range of effective approaches that have set the standard for effective air climate programs for the nation, and the world. As a result, actions taken by CARB are highly visible with broad and far-reaching impact including setting the example and standard for successful air and climate programs internationally.

**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.

This request is necessary due to an internal reorganization that realigns oversight responsibilities to better support CARB's evolving programmatic priorities. Specifically, the Deputy Executive Officer for Equity, Communities, and Environmental Justice will now oversee the Sustainable Transportation & Communities Division (STCD) on top of the current oversight of the Environmental Justice & Equity Branch (EJEB) and the Office of Community Air Protection (OCAP).

This change reflects CARB's strategic effort to better integrate sustainable transportation planning with equity and community-focused initiatives. STCD's work—such as advancing equitable access to clean mobility and supporting local planning for sustainable communities—aligns closely with the mission of the Office for Equity, Communities, and Environmental Justice. Placing STCD under this DEO ensures that these efforts are guided by a leadership structure that prioritizes environmental justice and community engagement. STCD's work on regional planning, sustainable transportation investments, and community engagement is more effectively advanced under the leadership of the DEO for Equity, Communities, and Environmental Justice.

This reorganization supports CARB's broader mission by aligning program areas with the appropriate executive leadership, improving coordination, and ensuring that both regulatory and community-based strategies are implemented with clarity, focus, and accountability.

### **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.

The DEO will oversee policy areas that encapsulate Environmental Justice, Office of Community Air Protection, and Sustainable Transportation and Communities.

In Environmental Justice, the DEO will oversee the facilitation of the California Global Warming Solutions Act of 2006 (Assembly Bill 32) Environmental Justice Advisory Committee (EJAC). EJAC is comprised of representatives from communities in the State with the most significant exposure to air pollution, including, but not limited to, communities with minority populations or low-income populations, or both, and advises the Board on subsequent AB 32 Scoping Plan updates, CARB solicited nominations and reconvened new committees for each update. EJAC meetings are open to the public and include a public comment period.

In Sustainable Transportation, the DEO will oversee development and facilitation of SB 375, the Sustainable Communities Act. SB 375, also known as the Sustainable Communities Act, mandates CARB to develop and set regional greenhouse gas reduction targets for the state's Metropolitan Planning Organizations. SB 375 also mandates CARB to review and approve the MPOs' technical methodology in the Sustainable Community Strategy, which shows how the MPOs' will achieve the regional greenhouse gas reduction target.

In Sustainable Communities, the DEO will oversee 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 CEA holds a high-level, policy-influencing leadership role with broad decision-making authority over some of CARB's essential program areas. This position has final approval over all decisions related to sustainable transportation and communities, as well as environmental justice and community air protection before they are elevated to the Principal Deputy Executive Officer, Executive Officer, and Chair for final agency consideration.

As a member of CARB's executive leadership team, the CEA collaborates closely with the Principal Deputy Executive Officer and five other Deputy Executive Officers to ensure that all programmatic decisions are consistent with the Executive Officer's vision and CARB's mission. The role requires balancing technical, scientific, policy, and stakeholder considerations to guide complex, multi-agency initiatives and regulatory actions.

In summary, the CEA exercises significant independent judgment and authority in setting direction, approving programmatic decisions, and influencing statewide policy.

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

Yes.

**New Policy:**

The Deputy Executive Officer will work with the Division Chief (DC) of the Sustainable Transportation and Communities Division (STCD), other Deputy Executive Officers (DEO), Principal Deputy Executive Officer, and the Executive Officer (EO) to help ensure that proposed regulations and incentive programs are aligned with CARB's mission, help achieve California's federal ambient air quality standards, and help protect communities.

**Interpreting Existing Policy:**

The Deputy Executive Officer will work with the DC, DEOs, Principal DEO, and EO to help ensure that information about CARB's programs are being accurately summarized and effectively distributed to regulated parties, communities, legislators, and the media.

**Implementing Existing Policy:**

The Deputy Executive Officer will work with the DC, DEOs, EO to engage with external stakeholders, such as industry representatives, environmental groups, and government agencies, to facilitate the implementation of existing policies. This includes collaborating with these entities to address compliance, enforcement, and regulatory matters.