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

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

Headquarters / Director's Office / Office of Sustainability

4. CEA Position Title

Assistant Deputy Director for Transportation Electrification

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

This position will be the chief policy-maker, representative, and spokesperson for departmental policy in accelerating delivery of Caltrans’ zero-emission vehicles (ZEV) portfolio and in leading department-wide policy and program management to implement the Governor's Executive Order N-79-20, the new federal National Electric Vehicle Infrastructure (NEVI) Formula Program, and broader transportation electrification efforts.

6. Reports to: (Class Title/Level)

Exempt Appointee / Deputy Director for Sustainability

7. Relationship with Department Director (Select one)

- [x] 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
- [x] 5th (mega departments only - 17,001+ allocated positions)
9. What are the duties and responsibilities of the CEA position? Be specific and provide examples.

Under the general direction of the Deputy Director (Exempt) for Sustainability, the proposed CEA will provide executive-level policy and program guidance and oversight of Caltrans’ zero-emission vehicles (ZEV) portfolio, including the development and administration of new federal ZEV infrastructure funding programs. The CEA will serve as the principal policymaker, representative, and spokesperson for the Department on matters related to ZEV deployment and broader transportation electrification efforts. The incumbent will also coordinate closely with the California State Transportation Agency (CalSTA), Caltrans Headquarters Divisions, Caltrans Districts, and high-level counterparts at partner state agencies, including the Governor’s Office of Business and Economic Development (GO-Biz), California Energy Commission (CEC), California Air Resources Board, the California Public Utilities Commission (CPUC), and California Workforce Development Board (CWDB).

Chief responsibilities will include:
- Establishing, managing, and monitoring goals, objectives, and performance metrics for Caltrans ZEV efforts across programs and Divisions;
- Providing executive-level, strategic policy and program guidance and oversight for the development, administration, and implementation of ZEV infrastructure funding programs, including the National Electric Vehicle Formula Program and new federally required ZEV infrastructure deployment plan;
- Enhancing and strengthening partnerships and collaborations with partner state, regional, and local agencies, as well as NGO and private sector external stakeholders;
- Developing program and policy management practices to facilitate cross-functional efforts across Divisions to maximize alignment with state and federal ZEV acceleration goals;
- Resolving highly complex and/or sensitive ZEV implementation issues, which may include but not be limited to project-specific, personnel, inter-agency, or public relations issues.
- Overseeing and directing communications and messaging related to ZEV infrastructure deployment and transportation electrification efforts in coordination with the Caltrans Public Information Office (PIO), Legislative Affairs, and Director’s Office;
- Serving as a representative, subject matter expert, and public spokesperson for all ZEV-related matters on behalf of Caltrans internally and externally.
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: Climate action is a foundational principle of the Caltrans 2020-2024 Strategic Plan, and Caltrans’ efforts to accelerate zero-emission vehicle (ZEV) deployment is critical to achieving the department's climate goals. As the California Air Resources Board's (CARB) Climate Change Scoping Plan has identified, the transportation sector remains the largest source of greenhouse gas (GHG) emissions in the state. The proposed CEA is critical to advancing the electrification of the transportation sector to meet state climate goals as identified in the CARB Scoping Plan, as well as to meeting the state's ZEV-specific policy objectives, as outlined in Executive Orders (EO) B-16-12, EO B-48-18, and EO N-79-20.
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.

On November 21, 2021, the President signed the Infrastructure Investment and Jobs Act (IIJA) into law and committed an unprecedented level of federal investment in accelerating zero-emission vehicle (ZEV) infrastructure deployment. The IIJA not only expanded eligibilities in existing programs to support ZEV infrastructure investments but also established a new core federal highway formula program, the National Electric Vehicle Formula Program, and discretionary grant programs focused on rapid ZEV infrastructure deployment. California anticipates receiving approximately $384 million over the next five years from the National EV Formula program alone. Additionally, Governor Newsom's proposed 2022-23 budget increases investments in accelerating ZEV and ZEV infrastructure deployment to $10 billion over the next six years. The Governor has also issued numerous Executive Orders--including N-79-20--and the California State Transportation Agency (CalSTA) has adopted the Climate Action Plan for Transportation Infrastructure that provide direction to Caltrans to support the acceleration of ZEV deployment and freight and transit electrification. With the unprecedented level of state and federal investments in ZEV and ZEV infrastructure deployment, a new dedicated executive-level position is required to ensure successful and rapid implementation of ZEV charging and fueling infrastructure envisioned by the Governor, state Legislature, and Congress.

Specifically, the proposed CEA is necessary to oversee the design, implementation, administration, and evaluation of the new National EV Formula Funding program and development of a new federally required implementation plan; strengthen and enhance coordination and collaboration with the energy sector (including with the California Energy Commission (CEC), California Public Utilities Commission (CPUC), and the investor-owned utilities (IOUs)) to ensure the underlying electrical infrastructure can support rapid and large-scale ZEV infrastructure deployment, as well as to minimize impacts and potential disruptions to the grid; and provide strategic direction to Caltrans' efforts to support transit and freight electrification efforts through coordinated investments in zero-emission medium- and heavy-duty vehicle (MHDV) charging and fueling infrastructure.

Due to the cross-cutting nature of ZEV infrastructure deployment, the proposed CEA will provide strategic direction of multiple programs and Divisions, including Equipment, Rail and Mass Transit, Transportation Planning, and Capital Outlay Support. The CEA will also serve as a representative, subject matter expert, and public spokesperson for all ZEV-related matters on behalf of Caltrans internally and externally. Lastly, the CEA will provide executive-level policy counsel, identify sensitivity of policy issues, and otherwise advise on ZEV-related matters to the Director, Chief Deputy Director, and Caltrans Executive Board.
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.

With increased focus at both state and federal levels on accelerating zero-emission vehicle (ZEV) and ZEV charging and fueling infrastructure deployment, this CEA will be a integral to leading Caltrans' climate action efforts but also in helping to meet state climate goals through the broader electrification of the transportation sector. The following areas are examples of where the CEA will be involved in the creation and implementation of various ZEV policies for the department:

Public Charging Strategy and Implementation
The CEA will be responsible for developing Caltrans' public charging strategy in coordination with partner state agencies and external stakeholders. The CEA will design, administer, and implement the new National Electric Vehicle Formula Program to make investments in public charging infrastructure along federally-designated Alternative Fuel Corridors. Administration of the National EV Formula Program will require a high-level of coordination with partner state agencies--including the Governor's Office of Business and Economic Development (GO-Biz), California Energy Commission (CEC), California Air Resources Board (CARB), and the California Public Utilities Commission (CPUC)--who administer existing programs and regulations related to ZEV and ZEV infrastructure. Aside from the National EV Formula Program, the CEA will responsible for cultivating and strengthening partnerships with partner state, regional, and local agencies, as well as private entities to prepare competitive applications for new discretionary federal funding programs focused on ZEV infrastructure deployment.

Transit and Freight Electrification
Recent executive orders and CARB regulations in place or under development will require a rapid replacement of both public and private vehicle fleets in California. The CEA will be responsible for setting Caltrans policy and identifying strategies to support, coordinate, and expand zero-emission charging and fueling infrastructure for medium- and heavy-duty vehicles (MHDV) that could be shared between public agency fleets (including transit) and private freight fleets. A coordinated MHDV charging and fueling infrastructure strategy will help to maximize state and federal ZEV infrastructure investments, as well as reduce the economic burden of transitioning public and private fleets to zero-emission.

Transportation and Energy Sector Coordination
Due to the potential demands on the grid with wide-scale deployment of ZEV charging infrastructure, strengthened and enhanced coordination between the transportation and energy sectors is critical to meet elected officials' and the public's expectations for rapid ZEV infrastructure deployment. The CEA will be responsible for establishing, cultivating, or otherwise strengthening partnerships and collaboration between Caltrans and the CEC and CPUC on matters related to ZEV infrastructure deployment. The CEA will provide strategic direction to Caltrans' engagement in matters related, but not limited, to ZEV-supportive utility rate design; minimizing ZEV infrastructure load impacts to the grid; and vehicle gird integration (VGI).

ZEV Workforce Development
The CEA will also be responsible for enhancing coordination and collaboration with the California Workforce Development Board (CWDB) to identify strategies to leverage state and federal ZEV infrastructure investments to create high-road jobs, apprenticeship, and pre-apprenticeship programs to grow a sustainable ZEV workforce and industry in California.
13. What is the CEA position's scope and nature of decision-making authority?

The CEA will report directly to the Deputy Director for Sustainability, a Governor’s appointee. The CEA will possess full authority to make commitments on behalf of the Deputy Director (exempt) for Sustainability and the Department regarding the ZEV policies and programs under their purview. The CEA will have full level of authority and makes decisions on ZEV matters with statewide impact. The CEA will make high-level policy decisions of significant scope, complexity, and sensitivity, as well as provide strategic direction across program and Division lines to maximize alignment with state and federal ZEV policy objectives. Additionally, the CEA will provide strategic direction to cross-program implementation of the Caltrans ZEV portfolio within the Department, including providing executive-level counsel to Headquarters Division Chiefs of Equipment; Rail and Mass Transit; Transportation Planning; Traffic Operations; and Business Operations.

The CEA is responsible for extensive managerial and program administration with substantial responsibility for the formulation, operation, and/or evaluation of statewide federally-funded program policies. The CEA will oversee, assign, monitor and evaluate policy development for Caltrans’ implementation of the National Electric Vehicle Formula Program and National Electric Vehicle Discretionary program.

The CEA may also be responsible for completion of assignments and special projects from the Governor’s Office of Business and Economic Development (GO-Biz) and the California State Transportation Agency (CalSTA) on a wide range of politically sensitive transportation electrification issues with the review and approval of the Director and Chief Deputy Director. The CEA will function as primary liaison for Caltrans with local government, EV charging companies, original equipment manufacturers (OEMs), consultants, and other interested parties related to state and federal ZEV policy and implementation.

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

The CEA will be responsible for interpreting and implementing new federal statutes, regulations, and guidelines related to zero-emission vehicles (ZEV), as well as interpreting and likely updating existing policy in some instances.

The CEA will be responsible for developing, interpreting, and implementing both existing and new policy related to ZEV issues in both the state and federal contexts. directing and implementing policies and procedures, establishing standards and developing and implementing work priorities for Caltrans’ ZEV portfolio, which spans multiple programs and Divisions.