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STATE OF CALIFORNIA  
NEW MOTOR VEHICLE BOARD  
**MINUTES**

The Ad Hoc Committee on Equity, Justice and Inclusion held a meeting on May 23, 2023, via Zoom and teleconference. Anne Smith Boland, Chair and Dealer Member called the meeting to order at 3:33 p.m.

Ms. Smith Boland welcomed everyone to the meeting.

Mr. Corcoran set forth the parameters of the meeting.

2. **ROLL CALL**

Ad Hoc Committee on Equity, Justice and Inclusion Members Present:

Anne Smith Boland, Chair  
Jake Stevens, Member  
Kathryn Ellen Doi, Member  
Bismarck Obando, Member

New Motor Vehicle Board (“Board”) Staff Present:

Timothy M. Corcoran, Executive Director  
Dawn Kindel, Assistant Executive Officer  
Danielle R. Phomsopha, Senior Staff Counsel  
Suzanne Luke, Administrative Services Analyst  
Navpreet (Penny) Bhatti, Mediation Analyst  
Rabia Sadiq, Mediation Analyst  
Alejandro Martinez, Legal Analyst

3. **DISCUSSION OF THE CALIFORNIA STATE TRANSPORTATION AGENCY  
CORE FOUR AND OPPORTUNITIES FOR BOARD ALIGNMENT**

Mr. Corcoran discussed the California State Transportation Agency (“CalSTA”) and its

Core Four Priorities and opportunities for Board alignment.

The following transportation-related entities are under CalSTA:

Board of Pilot Commissioners, California Highway Patrol, California Transportation Commission, Department of Transportation, Department of Motor Vehicles, High-Speed Rail Authority, Office of Traffic Safety, and New Motor Vehicle Board.

The CalSTA Core Four is the vision of CalSTA Secretary Toks Omishakin and consists of Safety, Equity, Climate Action, and Economic Prosperity.

- Safety is important because of the number of vehicles and vehicle related deaths in California. Nearly 10% of all 2021 traffic deaths in the U.S. occurred on California roadways.
- Equity is a priority in the transportation industry and it is important to actively consider equity in policy decisions and as part of the future of the industry. Historically, transportation decisions prioritized movement of vehicles over the movement of people. We also built a transportation system that in some cases had detrimental impacts in underserved communities.
- Climate Action has a specific and direct correlation to transportation.
- Economic Prosperity is a priority as the sale of motor vehicles is a large part of the California and national economy.

Mr. Corcoran noted there are many objectives under each of these categories, but there is a clear connection between each area and transportation and many opportunities for this Board to contribute to the success of CalSTA's vision.

4. **DISCUSSION AND CONSIDERATION OF NEW POLICIES AND OTHER CORE FOUR-RELATED RECOMMENDATIONS TO THE BOARD:**

- a) Adopt new Board policy requiring the Ad Hoc Committee on Equity, Justice, and Inclusion review all new and revised policies prior to Board action in order to further institutionalize equity within Board programs.
- b) Adopt new Board policy that recruitment and hiring practices shall be designed and implemented with the goal of filling at least 44% of Board public contact positions with bilingual employees.

Mr. Corcoran recommended adopting a new Board policy requiring the Ad Hoc Committee review all new and revised policies prior to Board action in order to further institutionalize equity within Board programs.

Member Doi inquired as to what type of new or existing policies would fall under this concept. Mr. Corcoran outlined why revised policies were included and why it is important to consider equity when evaluating existing and new policies. The framework, scope and implementation of this policy were also reviewed and discussed.

Mr. Corcoran also recommended adopting a new Board policy that recruitment and hiring practices be designed and implemented with the goal of filling at least forty-four percent of Board public contact positions with bilingual employees.

There was a discussion about the value this policy adds to the Board and to the public. Census data shows forty-four percent of Californians speak a language other than English in the home. Current policies do not reflect this data and the Board's goal is to represent the State. This policy recognizes bilingual fluency as a desirable asset that compensates employees for this skill set.

Member Doi inquired if the concept was discussed with CalSTA and human resources. Mr. Corcoran advised that CalSTA is aware of this initiative and supportive of this policy. In addition, the Board has been working with human resources. There might be some challenges concerning how the human resource forms were prepared based on a statute requiring a language survey. Mr. Corcoran advised the survey was designed to determine a deficiency, not a limit on the number of bilingual employees that may be hired.

Member Obando sought clarification as to Board public contact positions and how many positions fall within this category. Member Doi inquired whether a bilingual employee should be specified as one that is certified by the state. Mr. Corcoran addressed the number of public contact positions, whether there are specific languages identified or counted, and the number of languages subject to the fluency examination or certification. There was further discussion about the number of positions, examinations and certification, and improvement of customer service by hiring candidates that are bilingual.

Member Obando and Chair Smith Boland sought clarification as to the number of current public contact employees that are bilingual. Mr. Corcoran advised that three of the current public contact employees are actively going through the process or have completed the process to become certified.

Member Doi supported adopting both proposals but addressed the logistics of bringing the policies before the Board and whether the Ad Hoc Committee should seek public comment. Mr. Corcoran recommended these policies be agendaized for the next Board meeting.

Member Stevens recommended consideration of Land Acknowledgment and pronoun usage. There was discussion about potential language for Land Acknowledgement for future adoption by the Board. Member Stevens identified potential resources for appropriate language for Land Acknowledgement. Member Obando also suggested using the California Natural Resources Agency. The Ad Hoc Committee agreed to review these resources to determine appropriate Land Acknowledgement for the Board's future consideration.

Member Obando suggested an outreach program to inform the public of the available languages offered. Member Doi also suggested placing the languages offered on the Board's website and inquired what languages are offered. Miss Kindel advised that the

Board is currently working to certify staff in Spanish and Punjabi.

Member Obando moved to adopt the CalSTA Core Four policies. Member Doi offered an amendment that the bilingual status be certified by the State. The amendment was accepted by Member Obando. Member Doi seconded the motion. The motion carried unanimously.

5. **PUBLIC COMMENT (Gov. Code § 11125.7)**

No additional public comment was presented.

6. **ADJOURNMENT**

With no further business to discuss, the meeting was adjourned at approximately 4:18 p.m.

Submitted by

*Timothy M. Corcoran*

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TIMOTHY M. CORCORAN  
Executive Director

APPROVED:

*Anne Smith Boland*

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Anne Smith Boland, Chair  
Ad Hoc Committee on Equity, Justice and Inclusion  
New Motor Vehicle Board