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STATE OF CALIFORNIA
NEW MOTOR VEHICLE BOARD
MINUTES

The Committee on Equity, Justice and Inclusion held a meeting on July 31, 2025, at Glendale City Hall, Council Chamber Room, 613 E. Broadway, 2nd Floor, Glendale, California 91206.

Kathryn Doi, Chair and Public Member called the meeting to order at 2:06 p.m.

2. **ROLL CALL AND ESTABLISHMENT OF QUORUM**

Committee on Equity, Justice and Inclusion Members Present:

Kathryn Ellen Doi, Chair
Jake Stevens, Vice Chair
Anne Smith Boland, Member
Ashley Dena, Member
Ardy Kassakhian, Member
Bismarck Obando, Member

Committee Member Not Present: Brady Schmidt, Member

Board Staff Present: Timothy M. Corcoran, Executive Director
Kim Vaye, Assistant Director and Equity Officer
Robin P. Parker, Chief Counsel

Tammy Bayne, Administrative Law Judge

Ms. Vaye indicated that a quorum was established.

Chair Doi welcomed the Committee Members, staff and the public.

3. **PRIOR REVIEW OF PROPOSED REVISIONS TO THE BOARD ADOPTED DELEGATION OF AUTHORITY TO THE EXECUTIVE DIRECTOR TO PROCEED WITH THE RULEMAKING PROCESS TO INCLUDE NON-SUBSTANTIVE CHANGES SUGGESTED BY THE FAIR POLITICAL PRACTICES COMMISSION**

The members were provided with a memo from Tim Corcoran and Robin Parker concerning proposed revisions to the Board adopted delegation of authority to the Executive Director to proceed with the rulemaking process to include non-substantive changes suggested by the Fair Political Practices Commission. Ms. Parker provided the background leading to this proposed revision.

The members reviewed the proposed policy using the Equity Lens Assessment Rubric, which (1) identified stakeholders, (2) stakeholder input, (3) benefits, burdens, overall impact, (4) access, equity, and inclusion, and (5) measurable outcomes. The proposed revisions to the Board policy were approved for full Board review.

4. **GUEST SPEAKERS: CALIFORNIA RACIAL EQUITY COMMISSION**

Chair Doi welcomed Dr. Larissa Estes to the meeting. She is the Executive Director of the Racial Equity Commission, which is within the Governor's Office of Land Use and Climate Innovation. The Commission was established as part of Governor Newsom's Executive Order N-16-22, mandating state entities to embed and institutionalize racial equity strategies across their policies, programs, and initiatives.

Dr. Estes made an informative PowerPoint presentation on Community Engagement Strategies which encompassed an overview of the Racial Equity Commission, its activities to date, key themes from across California, how the community has helped the Commission, community engagement best practices, looking ahead at upcoming meetings, overview of framework outline, and next steps. Dr. Estes was available to answer Committee member questions.

5. **CHARTER REVIEW**

Ms. Vaye provided the members with the approved Charter for further review and discussion.

6. **FUTURE MEETING DATES DISCUSSION**

The dates for future Committee meetings coincide with meetings of the full Board, which will be discussed at the August 1, 2025, General Meeting. After the meeting, dates were set for February 19, 2026, July 17, 2026, and October 16, 2026.

7. **PUBLIC COMMENT (GOV. CODE § 11125.7)**

No additional public comment was presented.

8. **ADJOURNMENT**

With no further business to discuss, the meeting was adjourned at approximately 2:59 p.m.

Submitted by



KIMBERLEE VAYE
Assistant Director and Equity Officer

APPROVED:



Jacob Stevens, Vice Chair
Committee on Equity, Justice and Inclusion
New Motor Vehicle Board