



AB 32 Environmental Justice Advisory Committee Meeting

August 31, 2026
1:30 p.m. – 4:00 p.m.

Meeting Agenda

- 1. Welcome and Environmental Justice Advisory Committee (Committee) Roll Call**
 - 2. Introductions and Opening Remarks**
 - 3. Committee Meeting Agreements**
 - 4. CARB Presentation on Senate Bill (SB) 905: Carbon Capture, Removal, Utilization, and Storage**
 - 5. Public Comment**
- Break*
- 6. Committee Onboarding and Orientation**
 - 7. CARB Announcements**
 - 8. Next Steps and Closing Remarks**

Committee Roll Call

Introductions and Opening Remarks

2023-2026 Committee Meeting Agreements

- Pay attention to equity of airtime
- Be present
- Openness to being flexible in our approaches
- Be realistic/monitor our ability to get through the full agenda
- Seek out synergies in our work
- Yes/and (building on each other)
- If virtual, keep camera on throughout the duration of the meeting
- State if going off camera and why to maintain quorum
- If leaving the meeting, notify staff/Co-Chairs
- Listen and be compassionate and supportive
- Reach for/invite inspiration and intuition
- Look for ways to move toward action where possible
- Respect the agenda/trust the process
- Share responsibility for success

SB 905: Carbon Capture, Removal, Utilization, and Storage

Public Comment

Break



Committee Onboarding and Orientation

Assembly Bill 32 Committee Background

- Assembly Bill (AB) 32:
 - Directs CARB to convene a Committee to advise on Scoping Plan development and other AB 32 matters.
 - Requires that the Committee be comprised of representatives from overburdened communities.
- In March 2023, the Committee became an ongoing advisory body to the Board.
- Committee members create recommendations for CARB's Board on AB 32.

Assembly Bill 32: https://www.leginfo.ca.gov/pub/05-06/bill/asm/ab_0001-0050/ab_32_bill_20060927_chaptered.pdf

Scoping Plan: <https://ww2.arb.ca.gov/our-work/programs/ab-32-climate-change-scoping-plan>

Committee Charter

- The 2023 Committee Charter:
 - Sets clear goals for CARB and Committee members.
 - Provides accountability and transparency.
 - Outlines the working relationship as it relates to governance.
 - Defines roles, responsibilities, expectations, governance, and protocols.
- The Committee holds eight public meetings plus one joint meeting with the CARB Board annually.

Charter: <https://ww2.arb.ca.gov/sites/default/files/barcu/board/books/2023/032323/23-3-4ejaccharter.pdf>

Required Trainings

Ethics



Duration: 1.5 to 3 hours

To Complete:

1. Create an account.
2. Complete the training.
3. Save the certificate and email it to EJACMeetings@arb.ca.gov.

Sexual Harassment Prevention



Duration: 1.5 hours

To Complete:

1. Choose "Nonsupervisory".
2. Complete the training.
3. Save the certificate and email it to EJACMeetings@arb.ca.gov.

Committee Expectations Memo

- The 2026 Expectations Memo:
 - Complements the Charter and expectations outlined in the 2026 Membership Guide.
 - Considers lessons learned from the ongoing Committee process.
 - Ensures accountability and understanding to successfully fulfill the role of the Committee member.
- Memos were submitted to CARB as part of the onboarding process.

2026 Membership Guide: <https://ww2.arb.ca.gov/sites/default/files/2026-02/2026%20Solicitation%20EJAC%20Membership%20Guide.pdf>



Advisory Committee Transparency Requirements

Advisory Committee Transparency Requirements

- Three important transparency requirements:
 - Conflict of Interest (Government Code § 87104)
 - Bagley-Keene Open Meeting Act (Gov. Code §§ 11120 et seq.)
 - Public Records Act (Government Code §§ 7920.000 et seq.)

Conflict of Interest Law

Gov. Code § 87104

Conflict of Interest Law

- Government Code section 87104 prohibits:
 - Advisory committee members;
 - from making a formal or informal appearance before, or oral or written communication;
 - for compensation;
 - to CARB for the purpose of influencing a decision by CARB;
 - on a contract, grant, loan, license, permit, or other entitlement for use.
- “For compensation” means being paid any form of compensation for the appearance/communication that is made for purposes of influencing a covered decision, **such as a decision to award a grant or contract**. This includes regular salary, one-time payments, or other forms of compensation that could be paid through a **grant, contract or other covered decision**.

Prohibited Communications or Appearances

- A prohibited communication could include, but is not limited to, the following:
 - Applications for **grants or contracts or other funding**
 - Letters, including letters of support for other entities to receive a grant or contract
 - Emails
 - Phone calls
 - Meetings
 - Any other form of oral or written communication
 - Verbal or written commentary during a meeting

What Does this Mean?

- Advisory Committee Members:
 - May not be a signatory, administrator, or Principal Investigator or co-Principal Investigator on a grant application or contract bid, or on any resulting contract or grant agreement.
 - Should not be listed on the grant application or contract bid except as necessary to show their role in the organization.
 - May not otherwise communicate with CARB (e.g., submit letters of recommendation) in support of contracts, grants, etc. for their employing organization or others.

Consequences of Noncompliance

- Potential consequences for knowing or willful violations of Government Code section 87104 include:
 - An advisory committee member may be found guilty of a misdemeanor and fined up to the greater of \$10,000 or three times the amount unlawfully received.
 - The contract or grant may be voided, and money may need to be returned.
 - Other consequences imposed by courts, district attorneys, the Attorney General, and Fair Political Practices Commission.

What is Allowed?

- An advisory committee member's organization may continue to be eligible for a grant or contract.
 - Other employees of the organization may be identified on the contract bid or grant application, as long as the advisory committee member is not identified and does not otherwise make a prohibited appearance or communication.
- The advisory committee member may still engage in general advocacy for general policies, programs, or funding allocations related to the interest group or community that they may be appointed to represent.
- Section 87104 only applies during the time the member serves on the advisory committee. It does not apply to communications or appearances made before appointment and no longer applies once the appointment ends.

CalEPA Frequently Asked Questions

- For more information about Government Code section 87104, please see the publicly available CalEPA Frequently Asked Questions document:
 - <https://calepa.ca.gov/wp-content/uploads/2024/01/FAQ-Gov-Code-87104.final-Dec-2023.pdf>

Bagley-Keene Open Meeting Act

Gov. Code §§ 11120 et seq.

Bagley Keene Applies to State Bodies

- An advisory committee is a state body if:
 - Created by formal action of a state body or of any member of the state body, and
 - If the advisory body so created consists of three or more persons.
- This advisory committee is a state body under the Bagley-Keene Act.

Bagley-Keene Requirements

- Bagley-Keene Open Meeting Act requires:
 - 10-day notice of agendas for committee meetings;
 - Meetings must be open to the public and include opportunity for public comment.
 - Substantive discussion during a meeting must be limited to items on the noticed agenda.
- A “meeting” is defined as any congregation of a majority (quorum) of members to hear, discuss, or deliberate upon any item within their subject matter jurisdiction.
 - Meetings outside of the noticed, public forum are prohibited.

Serial Meetings Prohibited

- Serial meeting: A series of individual communications, each of which may involve less than a quorum, but which, taken as a whole, end up involving a majority of the members.
- For example, if one member sends separate text messages to discuss a matter that is on an upcoming agenda, and that member ultimately texts with at least 6 other members, that would be a serial meeting.
- Likewise, members may not email a quorum of the advisory group (for example, do not “reply all” to emails from CARB).
- Serial meetings may also occur via intermediaries who convey one member’s position on an issue to other members.

Attorney General's Office Guidance

- For more information about the Bagley-Keene Open Meetings Act, please see the Attorney General's Office publicly available guidance document:
 - <https://oag.ca.gov/system/files/media/bk-open-meeting-act-guide-2026.pdf>

California Public Records Act

Gov. Code §§ 7920.000 et seq.

California Public Records Act Requirements

- Documents and records related to advisory committee business may be subject to public disclosure under the California Public Records Act (CPRA), including the use of personal email, texts, or messaging applications to discuss committee business either within or outside of the public meeting setting.
- If a CPRA request is received by CARB and an advisory committee member has records that are responsive to this request, CARB staff would work with the member to gather and produce such responsive records.



California Department of Human Resources Travel Policies and Travel Expense Claims

California Department of Human Resources Guidelines

- California Department of Human Resources (CalHR) travel guidelines must be followed when traveling for State business, the same as State employees.
- CARB provides reimbursement for the actual and necessary out-of-pocket expenses incurred during official State business.
- CARB works with the Committee members to ensure:
 - Travel arrangements are in the best interest of the State and also meet the members' needs.
- Meeting activities (e.g., date, time and length of the meeting) and mode of transportation determine how much time is spent for travel.

Advisory Committee Travel Assistant

- CARB's Travel Assistant supports Committee members by:
 - Making travel arrangements and preparing Travel Expense Claims (TECs).
 - Providing members with a travel itinerary.
 - Ensuring CARB has copies of travel receipts (pictures or PDFs) for TEC preparation and submission to CARB's Travel Unit.
 - Emailing you once the TEC stipend checks have been mailed.

Advisory Committee Travel Assistant (continued)

- For upcoming meetings, please respond promptly with your travel preferences.
 - Date and location from where you will begin travel to the meeting.
 - Transportation mode (i.e., airline, train, or car rental)
 - Transportation Logistics (i.e., rental car pick-up location and return, return flight information).
 - Hotel reservation (e.g., night before early meeting, or the night after a late meeting).

Transportation

- Travel reimbursement is available only when the meeting location is **50 miles or more** from your home address.
- Use the most economical transportation option whenever possible, including:
 - Lowest available airfare.
 - Rental car or personal vehicle (76 cents per mile), whichever is more cost-effective.
 - Train, bus, taxi, Uber, or Lyft.
- Rental cars may only be shared with state employees and/or Committee members traveling on official state business.

Lodging

- CARB's Travel Assistant books transportation and lodging on behalf of Committee members to ensure allowable rates are met.
- Costs are billed directly to the State of California.
- Hotels have different cancellation requirements depending on location, chain, etc. which will be clearly conveyed to Committee members by the Travel Assistant to avoid losses to the State for last minute cancelled trips.

Lodging Rates for Selected California Counties (7/2026 - 9/2026)

- Allowable lodging rates are provided by CalHR.
- Rates may vary by county month.
 - Consult the U.S. General Services Administration website for county rates.

Note: Rates may change on 10/1/26

California County	2026		
	Jul	Aug	Sept
Alameda	\$145	\$145	\$145
Fresno	\$129	\$129	\$129
Humboldt	\$172	\$172	\$125
Kern	\$132	\$132	\$132
Los Angeles	\$191	\$191	\$191
Riverside	\$141	\$141	\$141
Sacramento	\$150	\$150	\$150
San Francisco	\$259	\$259	\$272

U.S. General Services Administration: https://www.gsa.gov/travel/plan-book/per-diem-rates/per-diem-rates-results?action=perdiems_report&fiscal_year=2026&state=CA&city=&zip=

Lodging Receipts

- Lodging reimbursement **requires a receipt** from a commercial lodging establishment.
- Receipts must include **all** of the following:
 - Name and address of the lodging establishment
 - Name of the Committee Member
 - Check-in date and check-out date
 - Itemized expenses incurred (hotel rate, taxes, fees, and parking)
 - **Only one** vehicle will be reimbursed for parking at the hotel.
 - Other expenses, such as pantry foods and in-room concessions, will not be reimbursed.
 - A zero balance to provide documentation to the State that charges were paid in full.

Meal Reimbursement

- Committee members can be reimbursed for meals only if they:
 - Travel for periods of 12 hours or longer.
 - Travel 50 miles or more from their home or workplace headquarters.
- Members can only be reimbursed for meals up to the allowable State of California rates.
- CARB cannot reimburse members for non-allowable expenses (e.g., alcoholic beverages, internet, hotel pantry).

Meal Reimbursement Rate (continued)

Meals & Incidental Expense (M&IE)		Breakfast	Lunch	Dinner	Incidental Expenses	First & Last Day of Travel
Total M&IE	Up to \$68	Up to \$16	Up to \$19	Up to \$28	Up to \$5 (only with hotel stay)	Up to \$51

- Tipping is reimbursable up to \$2.00 or 20%, whichever amount is greater.
- Incidental expenses include fees and tips for porters, baggage carriers, hotel staff, and do not include taxi fares, rideshare fares, or telephone calls.

Meal Reimbursement Rate

When travel status is:		Maximum reimbursement for actual expenses is**
More than 12 hours but less than 24 hours		<u>Up to 75%</u> of the applicable meals and incidental expense standard rate for each calendar day in a travel status.
24 hours or more, on	The day of departure	<u>Up to 75%</u> of the applicable meals and incidental expense standard rate.
	For full days of travel	<u>Up to 100%</u> of the applicable meals and incidental expense standard rate.
	The last day of travel	<u>Up to 75%</u> of the applicable meals and incidental expense standard rate.
Travel less than 12 hours		Not eligible for meal and incidental expense reimbursement.

** Copies of itemized meal receipts must be submitted to CARB for all meals.

** Incidentals do not require receipts but are only allowed for hotel stays.

Travel Receipts and Retention

- Please **collect and keep all receipts**, including:
 - Itemized meal receipts
 - Rental car (final itemized bill)
 - Gasoline expenses
 - Rail and bus fares
 - Hotel/Lodging (final bill itemized)
 - Parking and road/bridge tolls
 - Taxis, Shuttles, Local Transit (Uber or Lyft)
- Please take photos of all physical receipts in case they are lost.
- Please submit copies of all original receipts for reimbursement to CARB's Travel Assistant.
- CalHR requires travelers to keep their receipts for **3-7 years**.

Lost Receipts

- In case of lost receipts:
 - Submit a picture or PDF of bank or credit card statements to CARB's Travel Assistant. The picture or PDF should include:
 - Date of transaction
 - Amount charged
- Please redact other information in the statement such as your card number, other non-related charges, or any other sensitive information.

Travel Contact Information

CARB Travel Assistant

Telephone: (279) 216-0682

Monday to Friday, 8:00 am to 4:00 pm

Email: EJACTravelAssistant@arb.ca.gov

**For emergencies, you may contact the
CARB Travel Assistant outside of regular
hours.**

Upcoming SB 905 Listening Sessions

Long Beach

Date: Tuesday, September 1, 2026

Time: 5:30 - 8:00 PM

Location: Long Beach Senior Center
1150 E 4th St, Long Beach, CA 90802

Bakersfield

Date: Wednesday, September 2, 2026

Time: 5:30 - 8:00 PM

Location: Four Points by Sheraton Bakersfield
5101 California Ave, Bakersfield,
CA 93309

Virtual

Date: Tuesday, September 8, 2026

Time: 5:30 - 8:00 PM

Location: Virtual

Link - [Webinar Registration - Zoom](#)

GovDelivery Notice: <https://content.govdelivery.com/accounts/CARB/bulletins/425f0cd>

Next Steps and Closing Remarks