

# Exhibit A

This page intentionally left blank.

# MEMORANDUM

**To:** County of Monterey  
**From:** Harris & Associates  
**RE:** Environmental Justice Community Advisory Committee and Public Outreach Process  
**Date:** April 5, 2023

---

This Memorandum provides an overview of the purpose and role of the Environmental Justice Community Advisory Committee (EJCAC), and options for selecting members of the EJCAC. The Memorandum also includes an overview of and options for other opportunities for public engagement related to the new Environmental Justice Element.

## Overview of March 29, 2023, Planning Commission input:

- The role of the EJCAC should be clarified.
- The EJCAC should be involved in ongoing implementation of the Environmental Justice Element.
- Organizations *and* individuals should be included in the EJCAC.
- EJCAC members should be recommended and/or appointed by the community.
- EJCAC members should represent the County's diversity, including cultural and geographic differences.

## Purpose of the EJCAC:

- To involve members of the community who do not traditionally participate in local decision-making processes that affect their environment and quality of life;
- To engage members of the community with local knowledge and interest in addressing environmental justice issues within their communities;
- To provide targeted preliminary feedback on key information used to develop the draft Environmental Justice Element, prior to broader public input;
- To disseminate information to the community about the Environmental Justice Element planning process and opportunities for involvement; and
- To serve as ambassadors to the community to promote engagement in the planning process of the Environmental Justice Element.

**Number of proposed EJCAC members:** Between 10 and not more than 20 members (option, if interest is high, for more than one EJCAC or Sub-CACs determined by geography)

**Number of proposed EJCAC meetings:** 3 meetings (option for 4th meeting described below)

## Purpose of each EJCAC meeting:

- **EJCAC Meeting #1: Kick-Off.** The purpose of this meeting is to present information on the Environmental Justice Element planning process and the EJCAC's role, present the draft Environmental Justice/Safety Elements community survey, and solicit feedback on the survey and how best to engage with hard-to-

reach residents and disadvantaged communities to ensure their perspectives and experiences inform the development of environmental justice goals and objectives.

- » **Expected outcome:** Refinement of Environmental Justice/Safety Elements community survey and public engagement strategy.
- **EJCAC Meeting #2: Existing Conditions.** The purpose of this meeting is to present the results of the Existing Conditions assessment and solicit feedback. The EJCAC will identify gaps (if any) in the data and validate that the data and indicators used are consistent with members’ experiences and local knowledge (“ground-truthing”).
  - » **Expected outcome:** Refinement of the Existing Conditions assessment and potential findings.
- **EJCAC Meeting #3: Objectives and Policies.** The purpose of this meeting is to present the draft Environmental Justice objectives and policies and solicit feedback. The EJCAC will examine the objectives and policies to ensure they reflect the outreach results to date.
  - » **Expected outcome:** Refinement of the draft Environmental Justice objectives and policies.
- **Option for EJCAC Meeting #4: Ongoing Implementation of Environmental Justice Element.** The purpose of this meeting would be to develop a process to contribute to long-term implementation of Environmental Justice objectives and policies.
  - » **Expected outcome:** Process to implement the Environmental Justice Element.

**Selection criteria for EJCAC members:** Members of EJCAC should be selected through objective criteria including the following.

- Experience with and interest in addressing any of the following issues:
  - Pollution Exposure
  - Access to Public Facilities and Services
  - Access to Healthy Food
  - Access to Physical Activity or Recreational Opportunities
  - Access to Safe and Sanitary Homes
  - Effects of Climate Change
- Contribute to diverse and inclusive representation the County, i.e., members should be selected from all geographic areas across the County and be inclusive of various age groups and abilities.
  - Goal of not less than one representative from each of the eleven unincorporated communities that meet the state’s definition of a “disadvantaged community”, which include the communities of Boronda, Bradley, Castroville, Chualar, Las Lomas, Lockwood, Moss Landing, Pajaro, Pine Canyon, San Ardo, and San Lucas.
- Availability and interest in attending all EJCAC meetings.
- Interest and aptitude to serve as ambassador for environmental justice issues within the community (i.e., be actively engaged in their respective communities, provide informed feedback from the communities/members that they serve and disseminate information from the Environmental Justice Element planning process).

**Selection process for EJCAC members:**

1. Identification and solicitation of candidates.
  - a. Community-Based Organization (CBO) Representatives (*in progress*)
    - i. Work with County leadership, including supervisorial districts, and community liaisons to identify community-based organizations with experience working with environmental

justice issues and/or engaging/representing underserved members of the Monterey County community

1. *Staff developed list of 90 organizations*
2. Option: Expand list of CBOs
- ii. Invite candidates from community-based organizations
  1. *Staff identified and invited an initial list of 20 organizations, the following 8 of which have accepted to date: Blue Zones; Gateway Center of Monterey County, Inc.; Monterey County Food Bank; Mujeres en Accion; Southern Monterey County Rural Coalition; Lideres Campesinas; Action Council; and North Monterey County League of United Latin American Citizens.*
  2. Option: Extend invitations to more CBOs
- b. Community Member Representatives
  - i. Identify and invite potential community member candidates through the following methods:
    1. Option 1: Work with County leadership, including supervisorial districts, and CBOs to promote and identify community members as candidates.
    2. Option 2: Promote EJCAC through various notification methods, (e.g., mail, email, flyers, posters, pop)
    3. Option 3: Hold informational sessions/community sign-up meetings which will 1) provide an overview of Environmental Justice and the purpose and role of the EJCAC and 2) ask community members to either self-volunteer or nominate others as EJCAC candidates.
    4. Option 4: Utilize first Community Survey to identify candidates by adding a question asking for EJCAC nominations/interest (*note that this option would preclude the first EJCAC meeting from providing input on the survey questions*)
2. Selection of candidates based on criteria discussed above.
  - a. Two scenarios are presented here for the selection process:
    - i. Scenario 1: Too few of candidates are nominated.
      1. Option 1: Solicit additional members from initial list of CBOs.
      2. Option 2: Convene EJCAC while continuing to solicit community member participation.
      3. Option 3: Do another round of solicitation, prior to convening the EJCAC.
    - ii. Scenario 2: Too many candidates are nominated.
      1. Option 1: Convene more than one EJCAC and/or Sub-CAC meetings by geography/community area.
      2. Option 2: Establish additional criteria to select EJCAC members from the volunteer/nominated candidates.

**Other Opportunities for Public Engagement on the Environmental Justice & Safety Elements:** While the EJCAC will engage members across the County's various communities, it is not the only method of engagement utilized in the Environmental Justice Element (and concurrent Safety Element) planning process. The following outreach activities are intended to directly engage the broader community and will be held after the EJCAC has provided feedback at the appropriate stage of the planning process.

#### **In-Community Events**

- Civic Academies: When invited by Communities Organized for Relational Power in Action (COPA), the County will participate in up to three (3) Civic Academies to listen to the community's lived experiences, questions and concerns regarding environmental justice and safety issues in their community. Staff will

make available to COPA and participants, as requested, information explaining the Environmental Justice/Safety Elements, why they are being developed/updated, how community feedback can shape policy, and how to participate in the process.

- Pop-up Events: The County will identify and participate in at least eight (8) community events with an Environmental Justice/Safety Elements pop-up table at locations throughout the County, with an emphasis on underserved or disadvantaged communities.
  - Activities with questions from the Community Survey.
  - Paper sign-up sheets to encourage people to sign up for the public distribution list to get more information about the General Plan Update process.
- Interactive Displays: In collaboration with Monterey County Free Libraries, the County staff will set up unmanned interactive displays with activities intended to spark conversation about the environmental justice and safety issues in the County.
  - A large poster board with a question, in both Spanish and English, prompting community members to write in their responses or vote for choices.
  - Provide printed materials, webpage, and email addresses to get information regarding the Environmental Justice/Safety Elements.

### Public Workshops

- Community Meetings:
  - **Community Meeting #1: Introduction and Information.**
    - An explanation of the Environmental Justice Element and why it is being updated, followed by an overview of the process;
    - Some data points about equity issues in the County;
    - Live polling on environmental justice needs and issues; and
    - Next steps in the planning process (including participation in the Community Survey).
  - **Community Meeting #2: Existing Conditions Assessment and Goals and Policies.**
    - A presentation of the Existing Conditions Assessment results;
    - An overview of initial policies and programs to achieve the County's environmental justice goals; and
    - An opportunity for public input and comments.
- Community Open House: A joint Community Open House for the Environmental Justice and Safety Elements will be held to provide the public an opportunity to provide input on the Environmental Justice and Safety Elements.

### Targeted Stakeholder Meetings

- The Project Team will schedule and facilitate up to six (6) meetings with various community stakeholders interested in environmental justice. These meetings are distinct from the other outreach activities in that they will have focused topical areas for discussion and will be held with organizations/individuals with deep experience working to address these issues. The EJCAC would be involved in refining the targeted stakeholder groups and proposed invitees.