

Types of Changes:

Blue italics = DPR’s language added

~~Crossed out in red~~ = DPR language removed

~~Crossed out in black~~ = Our proposed deletions of DPR’s original text

~~Crossed out in purple~~ = DPR’s deletions of DPR’s language added

Purple = DPR’s language added

Department of Pesticide Regulation

Draft Environmental Justice Advisory Committee Charter

This draft revised Charter was provided by co-chair Bianca Lopez and shared with the EJAC during the April 24, 2026, EJAC meeting in Salinas.

I. Purpose and Overview of the Charter

The purpose of the Environmental Justice Advisory Committee (EJAC) of the Department of Pesticide Regulation (DPR) is to provide an ongoing, formal, public forum for the meaningful involvement **and effective participation, including the ability to influence outcomes**, of environmental justice community members in pesticide issues impacting them. The EJAC was established by Assembly Bill (AB) 652 with the goal of providing prioritized recommendations to DPR “on ways to integrate environmental justice considerations into department programs, policies, decision making, and activities, and on how the department can improve its engagement with communities with the most significant exposure to pesticides” (AB 652).

This EJAC Charter establishes the purpose of the EJAC’s advisory role, defines the governance structure of the EJAC, including term limits, application process for new EJAC members, and the process for submitting prioritized recommendations to DPR. The EJAC plays a key role in promoting environmental justice in California through its advisory role to DPR. The DPR Director maintains final decision-making authority to accept or implement the EJAC’s recommendations **and shall provide a written, publicly available response to all EJAC recommendations, including justification for any recommendations not adopted and, where applicable, anticipated timelines for implementation.**

II. Authority

AB 652 was signed by Governor Gavin Newsom on October 10, 2023, and added Section 11519 to the Food and Agricultural Code, effective January 1, 2024, establishing the Department of Pesticide Regulation’s Environmental Justice Advisory Committee. The department is required to convene the EJAC by January 1, 2026. Funding for the EJAC was appropriated in the 2024-2025 budget and includes funding for DPR staff to support two annual meetings for the EJAC, per diem funds, and funding to support facilitation, translation/interpretation, or other contracting needs.

III. Objective and Scope of Committee

This charter shall govern, among other things, the structure of DPR’s EJAC, term limits, an application process for new advisory committee members, and the process for submitting prioritized recommendations to the department in accordance with AB 652. The EJAC will provide prioritized recommendations to DPR, through a public process, on ways to integrate environmental justice, considerations into department programs, activities, policies, and decision making, and on how the department can improve its engagement with environmental justice communities. DPR shall formally respond to such recommendations in accordance with the process outlined in Section VIII. This includes, but is not limited to, reviewing and recommending improvements to the SprayDays notification program, as mandated by 3 CCR 6434(h) regarding the assessment of effectiveness, accessibility, usability, and community impact, and provide recommendations to inform DPR’s findings, including review of evaluation materials in advance of required reporting timelines.

IV. Definitions

“Advisory committee” means the Department of Pesticide Regulation Environmental Justice Advisory Committee established pursuant to Food and Agricultural Code section 11519.

“Alternates” means an individual who may participate in an EJAC meeting in place of a member when that member is unavailable. The EJAC shall include up to three alternates designated by the Director. If a Director-designated alternate is not available, an EJAC member may designate an alternate of their choice in advance of the meeting. An alternate serving in place of a member may attend, participate, and vote for that meeting and shall count toward quorum. Alternates apply only to official EJAC meetings and not to subcommittees.

“As needed” means whenever the action would support transparency, accountability or informed public participation.

“Department” means the Department of Pesticide Regulation.

“Environmental Justice” has the same meaning as in Government Code section 65040.12(e) and California Health and Safety Code section 39711.

“Quorum” means half of the entire EJAC members, plus one and is the minimum number of EJAC members required to hold a meeting and make a recommendation.

“Socially disadvantaged farmer or rancher” has the same meaning as defined in Food and Agricultural Code section 512.

V. Disclaimers

This Charter does not alter or modify the terms of any law and does not constitute legal advice. This Charter is not a regulation, and it does not create, expand, limit, waive, or interpret any legal rights or obligations. It does not affect or diminish any rights or protections afforded to any person or entity under any law. Nothing in this charter will be construed to prevent DPR from taking timely action to fulfill legal

obligations to protect public health and safety, or the environment.

VI. AB 652/Food and Agricultural Code Section 11519 Statutory Language

Food and Agricultural Code section 11519 states the following:

- (a) The department shall convene a Department of Pesticide Regulation Environmental Justice Advisory Committee by January 1, 2026.
- (b)
 - (1) The advisory committee shall be composed of up to 11 members, and shall include all of the following:
 - (A) At least two environmental justice leaders who represent rural communities with the most significant exposure to pesticides.
 - (B) At least one environmental justice leader who represents urban communities with the most significant exposure to pesticides.
 - (C) At least one representative of Native American, tribal, or indigenous groups.
 - (D) At least one farmworker advocate.
 - (E) Up to one person with expertise in issues affecting socially disadvantaged farmers or ranchers.
 - (F) Up to one agroecologist or biologist with an environmental justice background.
 - (2) The goal of the composition of the advisory committee membership is to reflect the geographic diversity of California and represent communities in the central coast, central valley, and southern and northern California.
- (c) The Director of Pesticide Regulation shall appoint the advisory committee members from nominations received from environmental justice organizations, community groups, or other organizations or entities implementing program work that seeks to achieve environmental justice as defined in Section 65040.12 of the Government Code through an open, public process.
- (d) The advisory committee, in consultation with the department, shall adopt a charter that includes, but is not limited to, the governance structure of the advisory committee, term limits, an application process for new advisory committee members, and the process for identifying prioritized recommendations.

(e)

- (1) The advisory committee shall provide prioritized recommendations to the department on ways to integrate environmental justice considerations into department programs, policies, decision making, and activities, and on how the department can improve its engagement with communities with the most significant exposure to pesticides.
- (2) The advisory committee shall develop prioritized recommendations within the department's authority as specified in statute. The prioritized recommendations shall be done through a public process and take public feedback into consideration.

(f)

- (1) The members of the advisory committee may receive a reasonable per diem allowance as specified in Section 11564.5 of the Government Code, or at a higher rate that may be established by the department, for each day's attendance at a noticed meeting of the advisory committee.
- (2) The members of the advisory committee may be reimbursed for actual and necessary travel expenses incurred in connection with their official duties.

(g) The advisory committee members and the department shall co-facilitate advisory committee meetings. The advisory committee shall hold, at a minimum, two public meetings annually, of which at least one per year shall be held in a community with high pesticide use. Members of the advisory committee shall be provided with a remote call-in option. Language access shall be available to advisory committee members and the public.

(h) The advisory committee's recommendations for the department shall be posted, ~~as needed~~, on the department's internet website.

(i) The department shall post, ~~as needed~~, on its internet website, an update on its efforts to incorporate the recommendations of the advisory committee.

VII. Governance Structure

A. EJAC Meetings

1. The EJAC is a "state body" as defined under the Bagley-Keene Open Meeting Act (Bagley-Keene), Government Code section 11121(a) and (c), and shall be conducted in accordance with the Act.
2. The EJAC will meet as a quorum ~~at minimum two times per year~~ four times per year, with additional meetings scheduled as needed to address time-sensitive environmental justice concerns. The meetings will be public and at least one of which

shall be held in a community with high pesticide use. (Food & Agr. Code, § 11519, subd. (g).)

3. The EJAC shall identify communities with high pesticide use for purposes of holding **at least** one annual EJAC meeting and will propose a meeting location to the Deputy Director for Environmental Justice and Equity. The Deputy Director will coordinate with the EJAC chair(s) to decide on meeting locations.
4. Members of the advisory committee shall be provided with a remote **call-in teleconference** option, however in-person quorum and other requirements pursuant to Bagley-Keene still apply. (Food & Agr. Code, § 11519, subd. (g); Gov. Code § 11123.5 (Added by Stats. 2023, c. 216 (S.B. 544), eff. Jan. 1, 2026).)
5. ~~Language access shall be available to advisory committee members and the public.~~ DPR shall provide effective and accessible language access for all EJAC meetings, including simultaneous interpretation between English and Spanish. Additional interpretation shall be provided in other languages as appropriate based on the communities impacted and participating. (Food & Agr. Code, § 11519, subd. (g).)
6. DPR will coordinate administrative and process support for the EJAC meetings including facilities/venue rentals, interpretation services, staff support, and posting of meeting materials **on its website and social media channels**. Meeting materials include event flyers or posters, agendas, minutes, meeting recordings, committee reports and recommendations, as well as the actions DPR took, or declined to take, and the rationale for those decisions, in response to EJAC recommendations.

B. EJAC Leadership and Membership

1. EJAC Leadership

The EJAC shall elect, by majority vote of those present, a Chairperson or up to three co-chairs.

***Option A:** Chairperson(s) shall serve 1-year terms and may be re-elected by committee members.*

***Options B:** Chairperson(s) shall serve 2-year terms.*

***Option C:** Upon election, chairperson(s) shall serve for the remainder of their term.*

***Option D:** Chairperson(s) shall serve staggering terms. The inaugural committee members shall assign terms on a 3, and 2-year basis. Following the inaugural appointments, the committee will default back to 3-year terms.*

[do not delete "co"; the term "co-chairs" is used in the next sentence]

A ~~The~~ chairperson, or ~~up to two co-~~co-chairs, shall preside at EJAC meetings. In collaboration with the Deputy Director for Environmental Justice and Equity and department support staff, the Chairperson or co-chairs will be responsible for preparing the draft agenda ~~and distributing the agenda to members~~ prior to meetings. ~~The EJAC chairperson or co-chairs will meet approximately monthly with DPR staff~~ ~~The chairperson or co-chairs~~ and will work with staff from DPR's Environmental Justice and Equity Office to ~~identify meeting locations~~, develop agendas, prepare deliverables, ~~and~~ submit recommendations to DPR, and will serve as the primary point(s) of contact for the EJAC. The chairperson or co-chairs will relay information to other EJAC members and to DPR, through staff from the EJ and Equity Office, as needed. ~~The EJAC shall elect, by majority vote of those present, a Chairperson or chair.~~

DPR shall distribute and publicly post the meeting agenda at least 10 days prior to the scheduled meeting date.

2. Number of Members

In accordance with Food and Agricultural Code, section 11519, subdivision (b), the EJAC shall be composed of between 7 and 11 members appointed by the Director. There may be ~~between 7 and~~ up to 11 alternate members ~~who are affiliated with an EJAC member~~, and who may only participate in EJAC meetings as an EJAC member if the primary EJAC member is unable to attend.

3. Qualifications of Members

Qualifications for EJAC members and alternates will be based on AB 652 statutory language, which requires that:

1. EJAC members will be appointed by the DPR Director from nominations received from environmental justice organizations, community groups, or other organizations or entities implementing program work that seeks to achieve environmental justice as defined in Section 65040.12 of the Government Code through an open, public process. (Food & Agr. Code, § 11519, subd. (c).)
2. The EJAC shall be composed of membership which reflects the geographic diversity of California and represent communities in the central coast, central valley, and southern and northern California, including ~~all of the following~~ *at a minimum*:
 - a. *At least* two environmental justice leaders who represent rural communities with the most significant exposure to pesticides.
 - b. *At least* one environmental justice leader who represents urban communities with the most significant exposure to pesticides.

- c. **At least** one representative of Native American, tribal, or indigenous groups.
- d. **At least** one farmworker advocate.
- e. **Up to** one person with expertise in issues affecting socially disadvantaged farmers or ranchers.
- f. **Up to** one agroecologist or biologist with an environmental justice background.

(Food & Agr. Code, § 11519, subd. (b).)

4. Application Process for New Advisory Committee Members

DPR will conduct all public solicitation for applications/nominations for initial EJAC members and any membership vacancy on the EJAC. The application/nomination process will be posted to DPR's website and the EJAC shall have a formal role in reviewing applicants and providing recommendations to the Director for consideration.

5. Director's Authority to Appoint Committee Members

The Director of DPR shall appoint the advisory committee members and alternates (both initial EJAC members and any membership vacancy) from nominations received from environmental justice organizations, community groups, or other organizations or entities implementing program work that seeks to achieve environmental justice through an open, public process, and shall consider recommendations provided by the EJAC in making such appointments. (Food & Agr. Code, § 11519, subd. (c).) The goal of the composition of the advisory committee membership is to reflect the geographic diversity of California and represent communities in the central coast, central valley, and southern and northern California. (Food & Agr. Code, § 11519, subd. (b)(2).) The Director maintains authority on all EJAC membership appointments.

*Proposed Addition

EJAC members may designate an alternate to participate in official EJAC meetings when the primary member is unavailable. Alternates shall be selected by the EJAC member and shall possess relevant experience or affiliation consistent with the member's role or representation. Alternates shall be permitted to attend, participate, and vote in place of the primary member when designated in advance. For purposes of quorum and voting during official EJAC meetings, an alternate serving in place of a primary member shall be considered a participating member for that meeting. Alternates shall not apply to advisory subcommittees.

6. Term of Appointment

EJAC members shall be appointed to 3-year terms and terms begin on the date the EJAC member is first appointed to the EJAC by the Director. *To establish staggering terms, the inaugural committee members*

serve 4, 3, and 2-year terms. DPR will work with the committee chair(s) to assign staggered terms. Following the inaugural appointments, the committee will default back to 3-year terms.

7. Reappointment

Any member whose term is ending or has ended may be renominated for a second 3-year term.

8. Director's Authority to Remove Committee Members

The determination to remove an EJAC committee member falls within the Director's authority **and shall include a written justification provided to the EJAC and made publicly available**. A member of the EJAC may be removed under any of the following circumstances:

1. Two-thirds of the EJAC members present and voting may vote **at a duly noticed meeting** to recommend to the Director the removal of a member upon demonstration of reasonable cause **which shall be documented in writing and shared with the EJAC, and the member shall be provided an opportunity to respond prior to final determination**. Reasonable cause shall not include any policy position taken by the member in their capacity as a member of the EJAC. The Director will review the recommendation for removal and may make a determination whether to remove the member.
2. The Director may independently remove a member upon demonstration of reasonable cause. Reasonable cause shall not include any policy position taken by the member in their capacity as a member of the EJAC.
3. An EJAC member who misses 2 or more consecutive EJAC meetings without an excused absence or communication with DPR or the EJAC Chairperson(s) *may* be removed by the Director. An excused absence may include events such as personal illness, family illness, emergency, and/or death of a loved one.

9. Resignation

EJAC members who resign prior to the end of their term must submit their resignation in writing to the Director and the EJAC Chairperson(s) at least 10 days in advance of the next EJAC meeting.

10. Alternates

Alternates will be appointed by the Director in the same manner as EJAC members. An alternate is only considered a member of the EJAC when attending a noticed advisory committee meeting on behalf of an absent EJAC member. *For any publicly noticed meetings of the EJAC, priority shall be given to a meeting date and time based on the availability of the highest number of appointed EJAC members. In the event that there is a vacancy where there are less than eleven members attending a noticed meeting, alternate members will be called upon to fill vacant seats with the goal of reaching the eleven member composition.*

Alternates shall be selected from the alternate pool in rotating order by alphabetical last name. This rotation shall continue throughout the term to ensure equitable participation among alternates.

11. Vacancies

DPR shall open a nomination period to fill EJAC membership vacancies as needed, in accordance with applicable statutory requirements. Following the initial appointments by the Director, any vacancy on the EJAC shall be filled through an application process, with candidates reviewed and recommended by the EJAC for final selection by the Director.

12. Advisory ~~workgroups~~ subcommittee

An advisory workgroup shall be created by formal action of the EJAC during a publicly noticed meeting. EJAC member participants ~~shall be identified and limited to no more than two EJAC members~~ may include multiple EJAC members, provided that participation does not constitute a majority of the EJAC unless the meeting is publicly noticed and conducted in full compliance with the Bagley-Keene Open Meeting Act. This structure ensures compliance with the Bagley-Keene Open Meeting Act, where larger groups such as “subcommittees” are subject to full open-meeting requirements.

Advisory ~~workgroups~~ subcommittees may be led by cochairs and convene virtually during standard work hours. DPR staff from the Environmental Justice and Equity Office shall provide logistical and technical support and prepare neutral notes but shall not facilitate or participate in substantive discussions except as needed to provide technical expertise or respond to information requests. DPR staff may provide reasonable logistical and technical support to advisory subcommittees as needed to ensure timely progress on EJAC priorities. ~~support no more than one advisory workgroup meeting per month, and only in months when no EJAC meeting is scheduled, regardless of the number of advisory workgroups.~~

Advisory ~~workgroups~~ subcommittees shall provide reports to the full EJAC during publicly noticed EJAC meetings. Advisory ~~workgroups~~ subcommittees do not have any independent decision-making authority but may provide recommendations to the full EJAC for consideration and vote.

13. Information and Data Requests

The EJAC may request information or data from DPR through formal action taken during a publicly noticed EJAC meeting or through advisory subcommittees, as appropriate. Time shall be allotted at the end of the agenda for the EJAC to identify requests. Requests from the EJAC must be clearly stated on the record and submitted in writing by the committee chairperson(s) to DPR via email at EJACinfo@cdpr.ca.gov within one week of the publicly noticed meeting.

Upon receiving a written request, DPR will identify the appropriate internal resources needed to respond and will respond in writing whether the request can be accommodated and provide an estimated timeframe and shall distinguish between requests for existing records and requests requiring new data

collection or analysis. Requests for existing records shall be fulfilled promptly and in alignment with applicable public records laws. For requests requiring new data collection or analysis, DPR shall provide a clear timeline, justification for the timeframe, and periodic updates on progress until the request is fulfilled. Delays shall not be used to limit the EJAC's ability to respond to time-sensitive environmental justice concerns. *DPR will coordinate with chairperson(s) to provide an update, or the requested information, at the next publicly noticed EJAC meeting* in a timely manner as information becomes available, including outside of scheduled EJAC meetings, and shall share all responses in writing with the full EJAC and make such responses publicly available, consistent with applicable laws. *All responses will be shared with the full EJAC to ensure transparency and compliance with the Bagley-Keene Open Meeting Act. Advisory workgroups may also submit written requests for information, following the same process and submission requirements, with timelines adjusted to reflect their meeting cadence.*

C. Per Diem and Travel Reimbursements

In accordance with Food and Agricultural Code section 11519, subdivision (f), EJAC members may receive a reasonable per diem allowance as specified in Government Code section 11564.5, or at a higher rate that may be established by DPR, for each day's attendance at a noticed meeting of the EJAC. EJAC members may be reimbursed for reasonable travel expenses incurred in connection with their official EJAC duties in addition to the per diem allowance. An alternate is eligible to receive the per diem allowance and reimbursement of reasonable travel expenses when attending a noticed advisory committee meeting on behalf of an absent EJAC member. If both the appointed member and alternate attend together, the alternate would be ineligible to receive the per diem allowance and/or reimbursement of reasonable travel expenses for that advisory committee meeting.

D. Meeting Attendance

Regular attendance of EJAC members is expected in order for the EJAC to function effectively. EJAC members must give DPR staff and the EJAC Chairperson(s) advanced notice of at least 24 hours if an EJAC member cannot attend a meeting ~~and whether they have an appointed alternate to join in their place.~~ Advanced notice is not required if the EJAC member's absence is due to a family emergency.

An EJAC member who misses 2 or more consecutive EJAC meetings without an excused absence or communication with DPR or the EJAC Chairperson(s) *may* be removed by the Director. An excused absence may include events such as personal illness, family illness, emergency, and/or death of a loved one.

VIII. Process for Submitting Prioritized Recommendations

A. Recommendations

In accordance with Food and Agricultural Code section 11519, subdivision (e), the EJAC shall identify, develop, and provide ~~prioritized~~ recommendations to DPR, *which may be prioritized as appropriate*, on ways to integrate environmental justice considerations into department programs, policies, decision making, and activities, and on how DPR can improve its engagement with communities with the most significant exposure to pesticides. *DPR shall provide a written response to each recommendation, including whether the recommendation is accepted, partially accepted, or not accepted, along with justification and anticipated timelines for implementation where applicable, in accordance with the response timelines outlined in this Charter.* Prioritized recommendations shall be made through a public process and take public feedback into consideration.

B. Process for Identifying Prioritized Recommendations

The EJAC should work with DPR staff from the EJ and Equity Office to identify prioritized topics, policies, or programs for the EJAC's consideration. The department may also provide topics, policies, or programs for the EJAC's consideration. Public comments received at EJAC meetings should inform recommendations submitted by the EJAC to DPR. The EJAC may share its research, recommendations, and activities with DPR through a variety of mechanisms or deliverables such as reports, memos, meetings, staff roundtables, or presentations to the department.

All recommendations shall be approved by a quorum before submittal to DPR *and DPR shall respond to such recommendations within a defined and reasonable timeframe, not to exceed 60 days unless otherwise justified in writing.* No action shall be taken at any EJAC meeting unless a quorum is present. Each voting member shall have one vote. The EJAC may take action after a quorum is achieved by vote of a majority of the members present and voting at a meeting.

The EJAC's recommendations for DPR shall be posted, *as needed*, on DPR's internet website by DPR staff *within two weeks of submission. The department shall post, on its internet website, quarterly updates on its efforts to incorporate the recommendations of the advisory committee.* In addition, the department shall provide and post a written initial response for each EJAC recommendation no later than 30 days after submission, including a preliminary assessment of feasibility, anticipated next steps, and an estimated timeline for further evaluation or implementation. The department shall provide a final determination or comprehensive update no later than 120 days after submission, unless otherwise justified in writing. While performing these duties and responsibilities, the EJAC shall act in an advisory capacity to DPR. The Director maintains all policy and program decision-making authority.

IX. Transparency Requirements

As a State body, EJAC members are subject to legal requirements and agree to follow State Law, including but not limited to, all transparency requirements identified in the ~~Transparency Memo~~ [2026 Transparency](#)

Memo. The EJAC shall conduct all meetings in a public forum. During publicly noticed meetings the public shall have opportunities for verbal and written public comments. All public meetings shall be recorded, including all verbal public comments, and the recordings shall be made publicly available on the DPR EJAC website. Written public comments submitted during a publicly noticed meeting, as well as correspondence submitted to the committee via EJACinfo@cdpr.ca.gov outside of publicly noticed meetings, shall be forwarded to all members of the EJAC electronically. The EJAC may, at its discretion, place any non-agendized item from public comment on the agenda for consideration at a future meeting.

A. Records

DPR staff shall provide written minutes for each meeting which shall be made publicly available within two weeks of the meeting. Minutes will:

- a. Identify the date, time and place of the meeting.
- b. Identify the EJAC members and agency staff liaisons in attendance; and
- c. Contain a summary of actions taken. Draft minutes will be provided to members no later than 2 weeks prior to the next regular meeting to allow sufficient time for the members to review them for adoption at that meeting. *Meeting minutes and recordings will be posted on DPR's EJAC website within two weeks of the meeting. Copies of the minutes will be provided upon request.*

EJAC records are public documents under the California Public Records Act, sections 7920.000 et seq. (formerly 6250 et seq.) of the California Government Code, subject to any exceptions set forth therein.

B. Public Participation.

- a. Each meeting should include two designated general public comment periods—one at the beginning and another toward the end, as well as an opportunity for the public to comment on each agenda item.
Government Code sections 11123(a) and 11125.7(a)
- b. All public comments shall be included in the EJAC meeting records.
- c. Public participation through the Q&A function should be visible in real time to ensure open and transparent dialogue.
- d. All questions should be made public in real time as they are submitted, along with DPR's responses.
- e. DPR, as the meeting facilitator, should moderate discussions to ensure that all participants treat one another respectfully, with particular attention to members of communities that have been historically marginalized and disproportionately affected by pesticide use.

C. DPR staff

- a. DPR Director shall appoint and list a staff person with contact information for the public to contact for follow-up and more involved inquiries.
- b. Key DPR staff involved in collaborating with the EJAC should be listed in the charter along with their roles and responsibilities.
- c. Key technical and scientific staff with expertise in topics agendized at an EJAC meeting should attend and be prepared to provide information upon request. No DPR staff should provide information to the EJAC at a public meeting unless invited to do so and on an agendized topic. Any questions that DPR staff are unable to answer in real time should be posted online with answers within a week of an EJAC meeting.

D. Funding Appropriation, Budget, and Expenses

The EJAC shall be given the opportunity to review and provide meaningful input into the Department's budget.

X. Effective Date and Amendments

The EJAC adopted this Charter on [DATE].

This charter shall remain in effect until revised. The EJAC charter may be periodically evaluated for its effectiveness in fulfilling its mission and functions. Subsequent to such reviews, amendments to this charter may be proposed to the EJAC for comment and DPR's Director for approval.