



Memorandum to Environmental Justice Advisory Committee Outlining Statutory Roles and Supporting Charter Development

The Department of Pesticide Regulation (DPR) values the Environmental Justice Advisory Committee's (EJAC) continued partnership, expertise, and commitment to advancing environmental justice outcomes for communities most impacted by pesticide use throughout California. This memorandum is intended to serve as a helpful resource for the EJAC as the committee works to finalize and adopt its charter. The EJAC charter is a foundational document that will guide the committee's structure and work moving forward and this memorandum offers a shared reference point on statutory roles and meeting practices to support the committee as it moves toward charter adoption and its future work. DPR recognizes the significant time, knowledge, and community perspective that EJAC members and alternates contribute to this work and appreciates the committee's ongoing efforts to strengthen environmental justice integration within DPR programs and activities.

Statutory Foundation and Role of the EJAC

A. Establishment and Purpose of the EJAC

The EJAC was established by [AB 652 \(Chapter 662, Statutes of 2023\)](#), as a statutory advisory committee to provide community-informed input and prioritized recommendations to DPR on ways to integrate environmental justice considerations into the department's work and improve outreach with communities most impacted by pesticide use.

The statute states:

"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." (Food & Agr. Code, § 11519, subd. (e)(2).)

The development of thoughtful, publicly informed, prioritized recommendations is central to the EJAC's statutory role and is the established mechanism for informing DPR decision-making and potential to influence outcomes.

B. Advisory Role and Scope of Authority

As an advisory body, the EJAC plays an important role in elevating community perspectives, identifying concerns and opportunities, and providing prioritized recommendations to DPR.

The EJAC is statutorily authorized to:

- Develop prioritized recommendations;
- Conduct its work through a public process; and
- Incorporate public feedback into its prioritized recommendations.

At the same time, the EJAC's role is advisory in nature. The statute does not authorize the EJAC to:

- Direct DPR programs, staff, operations, or budget decisions;
- Modify statutes, regulations, or legal requirements.
- Establish or revise DPR internal or external policy or regulatory actions; or
- Exercise decision-making authority on behalf of DPR.

While the EJAC does not serve a regulatory or governing function, its prioritized recommendations are intended to play a meaningful role in informing DPR's work. DPR will continue to operate within its existing legal authority and statutory requirements. Prioritized recommendations are most effective when they are clear, actionable, and developed through a public process, grounded within DPR's statutory authority.

C. Authority to Appoint Committee Statute further provides that:

“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.” (Food & Agr. Code, § 11519, subd. (c).)

DPR maintains decision authority for all EJAC membership appointments, including alternates. This extends to any vacancies on the committee or reappointments when terms expire. DPR remains committed to conducting this process openly with environmental justice and community-based organizations in accordance with statutory requirements, and considering recommendations provided by the EJAC when appointing members.

DPR Statutory Responsibilities and Commitments

A. DPR Statutory Obligations

DPR will fulfill its statutory responsibilities in support of the EJAC's work. These statutory responsibilities include:

- Holding a minimum of two EJAC meetings annually;
- Providing language access services;
- Posting updates and meeting materials as needed;
- Providing travel reimbursement assistance for members and alternates attending in their official capacity;
- Co-facilitating meetings;
- Providing call-in options for remote participation;
- Holding at least one meeting annually in an area of high pesticide use. (Food & Agr. Code, § 11519, subds. (f)(1)(2) & (g).)

B. DPR Commitments to Collaboration

DPR is committed to partnering with the EJAC to co-create joint meeting agreements that foster accountability and guide dialogue during meetings. By developing these agreements

together, we aim to cultivate a respectful, inclusive environment where all voices are welcomed, heard, and valued. Through shared expectations and collaborative communication, DPR and the EJAC can strengthen constructive engagement, enhance transparency, and support meaningful participation as we advance environmental justice collectively.

How the EJAC, Alternates, DPR, and the Public Work Together

A. Role of the EJAC

The committee's ability to influence outcomes is strengthened when prioritized recommendations are developed through a clear public process and aligned with DPR's statutory authority.

The EJAC contributes by:

- Uplifting community-informed perspectives and lived experiences;
- Identifying opportunities to strengthen environmental justice integration into the Department's work;
- Engaging with public feedback; and
- Developing written prioritized recommendations for DPR's consideration.

B. Role of Alternates

Alternates play an important role in supporting continuity, participation, and representation within the EJAC processes. 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. Alternates may participate and vote at a publicly noticed meeting of the EJAC only when serving in place of a designated member; alternates act in the official capacity of that member for meeting participation purposes.

C. Role of DPR

DPR strives to communicate transparently by following statutory requirements and posting, as needed, the prioritized recommendations submitted by the EJAC as well as updates on its efforts to incorporate the recommendations of the advisory committee. (Food & Agr. Code, § 11519, subds. (h) & (i).)

D. Role of the Public

Public participation is a key component of the EJAC process. Community members, particularly those with highest exposure to pesticides, provide valuable perspectives and lived experiences that help inform the committee's work and development of prioritized recommendations.

Public comments provided during meetings and engagement opportunities are directed to

the EJAC as part of the committee's public process and deliberations and not to DPR. The committee should receive public comments for the purpose of informing their prioritized recommendations.

Meeting Requirements and Bagley-Keene Open Meeting Act Compliance

The EJAC is subject to the Bagley-Keene Open Meeting Act. These requirements help ensure transparency, accountability, and meaningful public access to committee discussions and deliberations.

Compliance includes requirements related to:

- Public posting of meeting notices and agendas;
- Public participation opportunities;
- Meeting accessibility; and
- Open deliberation practice

Members and alternates should also remain mindful of communications outside publicly noticed meetings to avoid unintended serial meetings or quorum concerns under the Bagley-Keene Open Meeting Act.

As part of DPR's role as co-facilitator under statute, the department will comply with all material posting requirements under the Bagley-Keene Open Meeting Act, such as posting the agenda and meeting minutes 10 days prior to a publicly noticed meeting. Additionally, DPR will make recordings of EJAC meetings capturing public comment and discussion publicly available on DPR's EJAC website.

Motions and Prioritized Recommendations

The April 24, 2026, meeting of the EJAC highlighted the importance of distinguishing between procedural motions and prioritized recommendations under the EJAC's statutory role.

A. Motions

Motions are procedural tools used to conduct committee business, organize discussion, and manage meeting operations. A motion alone does not necessarily constitute a formal, prioritized recommendation to DPR.

B. Prioritized Recommendations

The EJAC's statutory role specifically centers on the development of prioritized recommendations through a public process.

Statute provides:

"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."

(Food & Agr. Code, § 11519, subd. (e)(1).)

To support transparency, meaningful public participation, and comply with Bagley-Keene Open Meeting Act requirements, prioritized recommendations should:

- Be agendaized for discussion;
- Include consideration of public feedback;
- Remain within DPR's statutory authority;
- Be clear, actionable, and prioritized by importance, urgency, or potential impact; and
- Be submitted in writing as outlined in the charter and the [EJAC Scope of Work](#).

Clarifying this distinction will help support consistency in meeting practices and ensure prioritized recommendations are developed in alignment with the EJAC's advisory role and statutory requirements.

DPR appreciates the EJAC's continued engagement regarding charter revisions and related discussions with ongoing dialogue continuing to move processes forward.

EJAC Charter

The EJAC charter serves as a guidance document intended to support committee organization, operations, and shared expectations. 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. (Food & Agr. Code, § 11519, subd. (d).) The charter helps provide structure for meeting procedures, participation, and committee practices, and is not intended to impose new requirements on the department.

At the same time, the charter is not legally binding and cannot supersede statute, regulation, policy, or other laws, including Bagley-Keene Open Meeting Act requirements. Where questions arise, statutory and legal requirements govern committee operations and responsibilities.

Closing and Next Steps

Advancing environmental justice within DPR's programs and activities is a shared effort that depends on collaboration, transparency, public engagement, and adherence to the statutory framework established by the Legislature.

DPR looks forward to continuing this work together in a manner that is constructive, respectful, and focused on meaningful environmental justice outcomes.

Questions or requests for support may be directed to DPR EJAC support staff at EJACinfo@cdpr.ca.gov.