

## Charter

### **Transportation and Housing Coordination Workgroup**

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This Charter creates and defines the Transportation and Housing Coordination Workgroup (Workgroup), as required by Health and Safety Code section 50407.5, to help achieve state and regional planning priorities and to maximize co-benefits of infrastructure investments. This Charter, along with applicable law, will provide the basic framework for the operation of the Workgroup and its Steering Committee.

#### **Related Administration and Legislative Action:**

- Governor's Reorganization Plan #2 (GRP2)  
The Governor's Reorganization Plan #2 (GRP2) became effective on July 1, 2013. The Governor noted that the state's organizational structure lacked cohesion and logical organization and GRP2 reduced the number of agencies from 12 to 10, and better focused the missions of the new agencies. Among other things, GRP2 restructured the Business, Transportation and Housing Agency and the State and Consumer Services Agency, to create the new California State Transportation Agency (CalSTA) and to shift housing departments into the new Business, Consumer Services and Housing Agency (BCSH).
- Ongoing transportation and housing coordination  
Chapter 147, Statutes of 2012 (Senate Bill 1039, Steinberg), was a trailer bill to GRP2 that requires the Department of Transportation (Caltrans), the California Transportation Commission (CTC), and the Department of Housing and Community Development (HCD) to coordinate state housing and transportation policy and programs. SB 1039 added section 50407.5 to the Health and Safety Code, but did not specify how Caltrans, CTC, and HCD are to discharge the mandate to coordinate housing and transportation policy and programs.
- Expanded membership of the Strategic Growth Council  
Chapter 28, Statutes of 2013 (Senate Bill 71, Committee on Budget and Fiscal Review), a trailer bill to the 2013 Budget Act SB 71, adds the Secretary of the new BCSH to the Strategic Growth Council. The Strategic Growth Council also includes the Director of State Planning and Research, the Secretary of the Resources Agency, the Secretary of Environmental Protection, the Secretary of CalSTA, the Secretary of California Health and Human Services, three member of the public -- one each appointed by the Governor, Senate Committee on Rules, and Speaker of the Assembly. The mission of the Strategic Growth Council is to identify and review the activities and funding programs of the member state agencies that may be coordinated to promote sustainability, economic prosperity, and quality of life for all Californians. The addition of the Secretary of BCSH introduced housing policy as a matter to be coordinated with other state activities within the mission of the Strategic Growth Council.

#### **Purpose:**

This charter provides the formal structure for the coordination of transportation and housing programs and policy, consistent with Administration policy and in fulfillment of the requirements of Senate Bill 1039. Recognizing there are important connections between housing and transportation in the areas of policy, planning, and operations, this effort will foster the continued development of strong partnerships among State housing and transportation functions, even though those functions now exist in different state agencies. Successful coordination will help achieve state and regional planning priorities regarding housing and transportation to maximize co-benefits of transportation infrastructure and housing investments. State priorities in this area have

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been broadly defined in statute and executive orders to include improved transportation mobility and safety, increased availability of affordable housing, economic prosperity, sustainable land use planning, improved public health, achievement of the goals of the California Global Warming Solutions Act of 2006, and adaptation to a changing climate.

### Key Objectives of the Charter:

- *Institutionalize Ongoing Connections*  
Annually identify and institutionalize connection points between program activities where continued or improved coordination will enhance outcomes to encourage location efficiency in housing and transportation choices.
- *Share Data and Information to Facilitate Better-Informed Decisions*  
Regularly share information and best practices and, where appropriate, undertake joint research, data collection, and outreach.
- *Enhance Integrated Planning and Investment*  
Determine opportunities for integrated housing and transportation planning and investment working with federal and state agencies, and metropolitan planning organizations. When feasible, align policies and funding to remove barriers to collaboration, leverage competitive funding opportunities, and increase the accountability and effectiveness of the partnership.
- *Facilitate Ad Hoc Coordination*  
Establish communication protocols that facilitate each organization's resources and expertise being readily available on an ad hoc basis ("strike teams") to assist in policy recommendations, strategic opportunities and when coordination will enhance program outcomes.

### Governance Structure:

#### *Steering Committee*

- The Steering Committee shall direct the efforts of the Workgroup and shall be comprised of the following members:
  - Secretary of the State Transportation Agency
  - Secretary of the Business, Consumer Services, and Housing Agency
  - Director of the Department of Transportation
  - Executive Director of the California Transportation Commission
  - Chief Executive Officer of the California High Speed Rail Authority
  - Executive Director of the California Housing Finance Agency
  - Director of the Department of Housing and Community Development
- The Steering Committee shall designate a Chair for purposes of scheduling meetings and providing an agenda.
- As necessary, the members of the Steering Committee may be represented by a designee at a meeting.
- The Steering Committee will create a master calendar of key program dates/milestones requiring committee consideration or involvement.
- The Steering Committee will meet at least quarterly to establish strategic direction, review and establish deliverables, monitor progress, and set workload priorities.
- The Steering Committee will, from time to time, seek and obtain policy guidance and direction from the Secretaries of CalSTA and BCSH.

#### *Workgroup*

- The Workgroup shall coordinate transportation and housing programs and policy as directed by the Steering Committee. The Workgroup shall serve as an advisory committee

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and be comprised of the following members appointed by the Secretaries of CalSTA and BCSH pursuant to Government Code section 12851:

- Deputy Secretary for Environmental Policy and Housing at the California State Transportation Agency
  - Deputy Secretary for Housing Policy and Consumer Services at the Business, Consumer Services, and Housing Agency
  - Chief of the Division of Transportation Planning at Caltrans
  - Deputy Director at the California Transportation Commission
  - Senior Planner at the Office of Policy and Research
  - Deputy Director of Housing Policy Development at the Department of Housing and Community Development
  - Program Manager at the Department of Housing and Community Development
  - Executive Director of the California Housing Finance Agency
  - Planning Director at High Speed Rail Authority
- The Workgroup shall designate a Chair for purposes of scheduling meetings and providing an agenda.
  - As necessary, the members of the Steering Committee may be represented by a designee at a meeting.
  - The Workgroup will meet at least monthly.
  - The Workgroup will be tasked with implementing the direction of the Steering Committee through completing deliverables and engaging staff in establishing and institutionalizing key points of coordination.

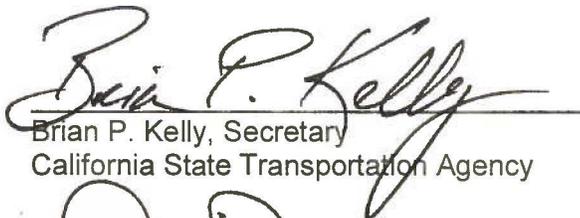
### Broader Coordination and Transparency:

The collaboration of transportation and housing functions of the state shall continue to be addressed through other state coordinating bodies such as the Strategic Growth Council and the Climate Action Team. Establishment of the Workgroup is intended to enhance and not diminish the broader coordination efforts with the non-transportation non-housing entities of the state.

The Secretary of CalSTA and the Secretary of BCSH shall periodically use the Strategic Growth Council as a public forum to report on the efforts of the Steering Committee and Workgroup.

### Effective Date:

The effective date of this charter is as signed and approved by the cabinet Secretaries of the California State Transportation Agency and the Business, Consumer Services and Housing Agency.

  
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Brian P. Kelly, Secretary  
California State Transportation Agency

5/22/17  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Alexis Podesta, Secretary  
Business, Consumer Services and Housing Agency

5/22/17  
\_\_\_\_\_  
Date