2013 Committees At-A-Glance
Understanding the Ditching Dirty Diesel Collaborative Committee Structure

The Freight Transport Committee
Members: Azibuike Akaba (Regional Asthma Management P), Paul Cummings (Alameda County Public Health Department – Place Matters), Frank Gallo (San Leandro resident), Catalina Garzon (Pacific Institute), Margaret Gordon (West Oakland Environmental Indicators Project), Richard Grow (EPA Region 9), Michael Kent (Contra Costa Health Services), Mona Mena (Alameda County Public Health Department – Place Matters)

Key functions:
• Develop strategies around DDDC’s annual strategic priorities (for 2013, tier 1 priorities are anti-idling, truck routes and land use and transportation planning; tier 2 priorities are SB 375, black carbon, BAAQMD CEQA)
• Provide a regional EJ voice and perspective on statewide bodies and processes related to freight transportation
• Promote a comprehensive regional and environmental justice analysis of freight transport
• Track regional policy and planning processes that potentially affect the network of freight transport and the health of impacted communities
• Draft comment letters on relevant legislation and policies that significantly impact freight transport and health of impacted communities
• Support local groups to engage in the regional policy/advocacy around freight transport issues
• Build community capacity and power through workshops and toolkit development on freight transport, health and justice.
• Serve as a sounding board for local organizing campaigns, and a place to connect those campaigns
• Outreach and recruit new members, with an emphasis on community-based members, to add value to and to gain support from the Collaborative

Steering Committee
Members:
• EJ community grassroots active members: Frank Gallo (San Leandro), Margaret Gordon (West Oakland)
• TA provider active member: Joel Ervice (RAMP)
• The SC invites new members from the active membership as/when needed.
Key functions:
- Executive decision-making
- Fostering the overall health of the collaborative and its functioning in accordance with EJ principles and collaborative agreements. Conflict prevention and resolution.
- Oversight of DDD’s achievement of impact, work plans and deliverables.
- Decision-making on potential new work and delegating/organizing implementation of new work.
- Final check/approval on policy – ensure EJ principles are at the core.
- Financial oversight.
  - Set parameters for how funding is spent where there is grant flexibility
  - Make decisions on stipends (for fairness, and also to oversee who represents DDD in what forums).
  - Ensure smooth coordination with DDD’s fiscal sponsor.
- Decide who represents DDD in what forums (beyond on-going business and campaigns).
- Hire/fire staff. Ensure effective supervision of staff (may be delegated to an active member not on the SC).
- Add and remove members.

**Sustainability Committee Function**

Members (TA provider active members): Cat, Diane, Joel, Paul

Key functions (numbers 1 and 2 are the majority of the time commitment):
1. Grantwriting
2. Prospecting for new funding opportunities
3. Coordinate development of viable new grant concepts (typically a couple of calls with interested active members to come up with the concept and grantwriting support for grassroots active members with interest and capacity to implement a grant deliverable in the proposal but unable to do the grantwriting)

**FUNDING FOR MEMBERS**

- Active members are eligible for DDD stipends for joint DDD work when DDD has funding and the member organization has the capacity to carry out a piece of DDD’s work plan. Members will ensure they have the capacity for on-time completion of pieces of work they receive stipends to complete (the Steering Committee has ultimate responsibility for agreeing on stipend allocation).
- General members are not eligible for stipends.
- DDD is not able to assist members with general operating support (or fundraising for this support).
- DDD does fundraise for joint DDD work based on the priorities of the DDD committees and includes active member stipends to carry out the work in the budget.