


**BOARD RESOLUTION ADOPTING THE COMPLIANCE REVIEW REPORT AND
FINDINGS BY THE SPB COMPLIANCE REVIEW DIVISION OF
THE CALIFORNIA AIR RESOURCES BOARD**

WHEREAS, the State Personnel Board (SPB or Board) at its duly noticed meeting of November 21, 2013, carefully reviewed and considered the attached Compliance Review Report of the California Air Resources Board submitted by SPB's Compliance Review Division.

WHEREAS, the Report was prepared following a baseline review of the California Air Resources Board's personnel practices. It details the background, scope, and methodology of the review, and the findings and recommendations.

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby adopts the Report, including all findings and recommendations contained therein. A true copy of the Report shall be attached to this Board Resolution and the adoption of the Board Resolution shall be reflected in the record of the meeting and the Board's minutes.



SUZANNE M. AMBROSE
Executive Officer



November 13, 2013

Richard Corey
Executive Officer
California Air Resources Board
1001 I Street
Sacramento, CA 95812

RE: Compliance Review Report

Dear Mr. Corey:

The State Personnel Board (Board or SPB) conducted a baseline compliance review of the California Air Resources Board (ARB)'s examinations, appointments, and EEO program during the period of May 1, 2011 through October 31, 2012. The primary objective of the review was to determine if ARB's personnel practices, policies, and procedures complied with state civil service laws and board regulations, and to recommend corrective action where deficiencies were identified.

ARB provided the documents that SPB requested. A cross-section of ARB's examinations and appointments were selected for review to ensure that samples of various examinations and appointment types, classifications, and levels were analyzed. The review of the EEO program included examining written policies and procedures, the EEO officer's role and duties, and the internal discrimination complaint process. The SPB also interviewed appropriate ARB staff.

The Compliance Review Division (CRD) has found no deficiencies in the review of ARB's administration of examinations, appointments, or EEO program. The CRD will submit its findings to the five-member State Personnel Board and recommend adoption. The Board may issue a resolution either adopting these findings or issuing its own findings and order. In either event, you will be notified of the Board's action. The final Board action will be posted on the SPB's website.

Richard Corey, Executive Officer
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We greatly appreciated the cooperation and assistance provided by ARB personnel. If you have questions, please contact me at (916) 651-0924.

Sincerely,

A handwritten signature in cursive script, appearing to read "James L. Murray", with a long horizontal flourish extending to the right.

James L. Murray, Chief
Compliance Review Division
State Personnel Board

cc: Alice Stebbins, Chief, Administrative Services Division
Lori Lopez, Equal Employment Opportunity Officer
Shereta Alexander, Chief, Human Resources Branch