

**COUNTY OF SAN DIEGO
HEALTH AND HUMAN SERVICES AGENCY
COMMUNITY ACTION BOARD (CAB)**

MEETING NOTICE: [WebEx](#) ONLY

Call-In Number: 1 (470) 238-5742 US Toll Free

Meeting Number/Access Code: 117 460 5386

Meeting Password: 02112021

MEETING MINUTES

February 11, 2021 - 3:30 p.m. to 5:00 p.m.

<u>Present</u>		
Maggie Ta	Juana Duenas	Choose an item.
Munqith Alhajjaj	Jeannine Nash	Choose an item.
Connie Cepeda	Choose an item.	Choose an item.
Nicole Murphy	Choose an item.	
Cassandra Schaeg	Choose an item.	
Parina Parikh	Choose an item.	
<u>Excused</u>		
DeDe Henry		<u>Staff</u> Maggie Fenn, Program Manager, CAP/RES
Kim Frink		Terri Foster, Admin Analyst, CAP
Ramon Montano Marquez		Jeannie Hufford, Eligibility Chief
Choose an item.		Abdi Abdillahi, RES Program Manager
Choose an item.		Choose an item.
Choose an item.		Choose an item.
<u>Absent</u>		
Erik Bruvold		<u>Guests</u> Connor Vaughns, Community Member
Marlene Ruiz		
Gina Jackson		

- Call to Order:** Meeting called to order by Nicole Murphy at 3:35 pm.
- Roll Call:** Eight (8) members were present; quorum was achieved.
- Acceptance of Agenda:** Nicole Murphy made a motion to accept Agenda, Munqith Alhajjaj seconded the motion, motion carried.
- Approval of Minutes:** Nicole Murphy made a motion to approve the November 2020 Minutes, Parina Parikh seconded the motion, motion carried. Juana Duenas and Jeannine Nash abstained.
- Public Comments:** No Public Comments.
- Information Item: Vacancy Report**
Currently, there are four (4) vacancies:
 - Public Sector Seat 1
 - Public Sector Seat 2
 - Public Sector Seat 3
 - Private Sector Seat 15

Public Sector seats are appointed through the offices of the respective Board of Supervisors; CAB members were encouraged to continue outreach efforts to fill the vacancies.

7. Discussion Item: CAB Nominating Committee

The Nominating Committee was comprised of two (2) CAB members from the Public Sector that timed out with the change in County Board of Supervisors, effective January 4, 2021; resulting in a need for other CAB members to volunteer for this ad hoc committee. Maggie Ta and Cassandra Schaeg volunteered to serve on the committee.

8. Action Item: CAB Nominating Committee

Nicole Murphy made the motion to nominate Maggie Ta and Cassandra Schaeg for the CAB Nominating Committee. Munqith Alhajaj seconded this motion. Motion approved.

9. Presentation Item: Preliminary Needs Assessment Data

Presentation of the CSBG Needs Assessment preliminary data and results provided by Maggie Fenn.

10. Information Item: Biannual Ethics Training Requirement (Organizational Standard 5.6)

CAB members were reminded of the bi-annual State mandated ethics training requirement. A link will be e-mailed to the free, on-line training and test through the Fair Political Practices Commission.

11. Director's Update: Provided by Maggie Fenn

PROGRAM UPDATES

Community Health Improvement Partners (CHIP) the **Resident Leadership Academy Coordination** provider worked during the tail-end of CY 2020 to obtain proposals from RLA groups for stipends funded by CSBG CARES Act to support and enhance RLA activities by those impacted by the pandemic. In December 2020, CHIP awarded the following 4 project stipends which were highlighted at the RLA Council Meeting on January 27, 2021:

- Bayside Community Center – Senior Companionship Project to benefit 16 homebound seniors living in Linda Vista suffering from loneliness and social isolation
- Newcomers Support and Development – COVID Response Access to Food and Technology project to create educational videos in Arabic that provide COVID-response resources and training information to isolated populations due to language barriers and lack of technology
- South Bay Community Services – RLA COVID Action Team to provide the Latinx community in the South Region with accurate, up-to-date information and referral support in Spanish through a variety of ways including social media, weekly online support groups, and monthly virtual presentation.
- Vista Community Clinic – RLA Partnership for COVID-19 Outreach and Communication to provide approximately 1,800 individuals in the Townsite neighborhood in Vista with science-based COVID-19 health, mental health, and vaccination information. Intended to reach the

mono-lingual Spanish speaking residents, communication will be done through texts, social media, and information sharing/flyers at food distribution events.

In December, the **Keep 'em Safe** program administered by Pacific Safety Center completed the following:

- Hosted **7** virtual safety classes that covered various topics ranging from recommendations for choosing the right type of seat for your child, the importance of keeping children in a rear and forward-facing seat for as long as possible, and how to install and fit children correctly in a car or seat belt.
- Hosted **8** check-up events using a hybrid model of both virtual and in-person installation check-ups. In person events were done in open, spaced locations allowing for safety and social distancing.
- Distributed **41** car seats funded by CSBG and **29** funded by CSBG CARES

All 3 of the **Gang Prevention and Community Response** have been continuing services and support to the youth, families and/or communities within their regions through a variety of mainly virtual and limited in-person activities. In December:

- In the Central Region, Union of Pan Asian Communities (UPAC) hosted two virtual community roundtables that were attended by a total of **39** participants where the topics of “Youth Needs During COVID and the Holidays” and “Strategies for a Season of Peace” were covered. UPAC was also able to conduct **2** neighborhood Walk and Knocks in Southeastern San Diego and Barrio Logan to address instances of violence that had occurred there.
- In the North Coastal Region, North County Lifeline hosted **12** participants in a virtual gathering to engage youth and parents in a festive activity with hot chocolate and gingerbread house building. Activities like these are being offered in place of the normal in-person field trips, participants and their families not only attend the virtual event but also receive supplies to partake in the activity.
- In the North Inland Region, COMPACT hosted a virtual discussion titled “Treasure with my Culture” with **31** participants which fostered a dialogue for the youth to acknowledge their cultures and upbringing, and also an opportunity for the mentors to better understand and build rapport with mentees.

Connect2Careers administered by the San Diego Workforce Partnership to provide work readiness training and connection to employment youth 16-24 had an active month in December with both the externship and internship programs:

- **52** participants virtually attended the Winter Work Readiness and Hiring event on December 12, 2020. Work readiness skills were shared with the group to prepare them to meet with employers during the first half, the second half brought together participants and employers for a meet and greet in breakout virtual rooms. As a result of the matches made during this event, **32** were offered externship work experience employment, and **9** began their externship.
- **65** internship participants received follow-up contact from a Job Coach

The National Conflict Resolution Center (NCRC) administers three different programs, all of which have been very active with trainings and community sessions:

- The **Live Well Exchange** program engaged a total of **1,168** participants in the months of November and December through trainings and restorative circles: **674** through CSBG and **494** through CSBG CARES. Topics that were focused on included policy, community and race relations
 - In December, NCRC wrapped up the **Mindset Monday** videos that were funded through an allocation of discretionary CSBG funds. A total of **10** videos were created that are accessible to all online, covering a variety of topics from bullying, election anxiety, finding gratitude amidst the pandemic, self-reflection, and social justice. Between October and December 2020 there were a total of **251,579** views.
- The **Work Readiness Exchange** had the first cohort of the new E-learning Course complete the training at the end of December; this provides refugee clients a self-guided course from their personal device to complete and interact at their convenience and in languages such as Arabic, Dari and others to come. **10** individuals completed the course, which includes not only employment content but also extensive discussion of resiliency, and communication and problem-solving skills that focus on bridging.
- The **Alternate Dispute Resolution** program conducted **214** mediations in November and December with the majority of referrals coming from the San Diego Housing Commission and the Regional Taskforce on the Homeless, with limited court hours and cases NCRC has pivoted more focus to assisting homeless individuals with various mediation needs.

The CY 2020 year closed-out on December 31, 2020, CAP staff has been working on compiling outcomes and information to complete and submit the **CSBG Annual Report** that is due to CSD on February 16, 2021.

FISCAL UPDATES

- HHSAs Financial and Support Services Division completed a Fiscal Review on January 5, 2021 to assess CAP's financial risks and determine if adequate management controls are in place to mitigate risks. Per the final report received on January 25, 2021 there were no weaknesses on the controls observed.
- Staff completed and submitted two grant applications at the end of January 2021 for the Office of Traffic and Safety grants to continue the **Walk 'n Roll** program and begin a new iteration of the **Keep 'em Safe** program. Applications were due January 31, 2021.

12. Chair's Update:

Reminder to CAB that as of March 27, 2021 there will be a vacancy in the Economically Disadvantaged Sector, Seat 6 - East Region; in addition the Vice Chair position is currently open and will need to be filled. An action item will be included in the March 2021 agenda to nominate a new Vice Chair.

Adjournment - Next Meeting

Nicole Murphy made a motion to adjourn. Juana Duenas seconded the motion. Motion carried. Meeting ended at 4:52 pm. The next regular meeting will be on March 11, 2021 at 3:30 pm. Location: WebEx