

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

**MEETING NOTICE: ZOOM ONLY**

**Call-In Number: +1-669-900-6833**

**Meeting Number/Access Code: 992 0861 2843**

**Meeting Password: 682801**

**MEETING MINUTES**

**June 09, 2022 – 3:30 p.m. to 5:00 p.m.**

**Members Present**

Madeleine Baudoin

Oscar Medina

Maggie Ta

Munqith Alhajjaj

Aimee Cox

Margarita Holguin

Choose an item.

Choose an item.

Choose an item.

Choose an item.

**Excused**

Parina Parikh

Nicole Roesler

Keith Eshaki

Cassandra Schaeg

Jeannine Nash

**Staff**

Michelle Hollie, Admin Secretary,  
OEQC

Deanna Zotalis-Ferreria, Chief, CAP

Lenda Hana

Terri Foster, Admin Analyst, CAP

Erik Aguilar, OSS, OEQC

Corrine Rodriguez, OA, CAP

Erik Del Rio, Admin Analyst, CAP

Nazira Adieva, Admin Analyst, CAP

Ann Vilmenay, Manager, CAP

Maria Ventura, Admin Analyst, CAP

Maggie Earle (Fenn)

**Absent**

Ramon Marquez

Erik Bruvold

De De Henry

**Guests**

1. **Call to Order:** Meeting called to order by Madeleine Baudoin at 3:34 PM
2. **Information and Action Item: Authorization of Teleconferencing Meeting Option Pursuant to Government Code Section 54953(e)**
  - a. Find that there is a proclaimed State of Emergency
  - b. Find that State and local officials have recommended measures to promote social distancing
3. **Roll Call:** 6 members were present; quorum was **Not Achieved**
4. **Acceptance of Agenda:** No motion to accept the Agenda for February 2022, April 2022, and June 2022 due to lack of quorum
5. **Approval of Minutes:** No motion to approve the February 2022 and April 2022 Minutes, due to lack

of quorum

**6. Public Comments:** No Public Comments

**7. Information Item: Vacancy Report**

Currently, there are 2 primary vacancies.

- Economically Disadvantaged Sector – Seat 10
- Economically Disadvantaged Sector – Seat 12
  
- Economically Disadvantaged Sector – Seat 11 is terming out on July 1, 2022. Cassandra Schaeg is not renewing and will get the word out for a replacement.
- Ramon Marquez, alternate for Economically Disadvantaged Sector Seat 21, shared interest, and the Nominating Committee will reach out to see if interested in primary seat 12.
- The Nominating Committee will review applications for the Economically Disadvantaged Sector 12 and 17.
- The Nominative Committee asked for volunteers to join the Nominating Committee to replace Cassandra Scaeg, and Aimee Cox volunteered.

CAB members were encouraged to continue outreach efforts to fill the vacancies. CAB members were encouraged to continue outreach efforts to fill the vacancies; in addition, CAP staff has started to share information about CAB at the recently reinstated Regional Leadership Team Meetings and will continue to do so as they occur.

**8. Discussion Item: CAB Nominating Committee (Madeleine Ghorashi, Maggie Ta, Cassandra Schaeg)**

Quorum not achieved, to be tabled to next meeting.

**9. Action Item: CAB Nominating Committee**

Quorum not achieved, to be tabled to next meeting.

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

The Board was reminded the Ethics training is completed every 2 years.

**11. Bi-Annual Training: Board Responsibilities (Organizational Standard 5.8)**

Maggie Earle (Fenn) conducted the Bi-Annual Training.

**12. Director's Update: Provided by Maggie Earle (Fenn)**

## PROGRAM UPDATES

- By the end of April 2022, the following achievements have been made by the **Earned Income Tax Credit (EITC)** Coalition within San Diego County for the 2021 tax season:
  - **21,262** federal returns have been filed; **20,111** state returns have been filed for a total of **41,373** returns completed.
    - Of these returns, **13,543** returns were completed by EITC focused Volunteer Income Tax Assistance (VITA) sites; **845** returns self-prepared through [www.Myfreetaxes.org](http://www.Myfreetaxes.org) and **6,874** were completed by AARP sites.
  - For federal EITC, **6,046** households claimed the credit resulting in **\$9,014,145** in federal EITC credits and **5,015** households claimed **\$1,046,901** in state EITC credits.
  - A total of **3,850** households claimed the Child Tax Credit resulting in **\$10,205,241**. The Coalition processed a total of **\$38,093,619** in federal refunds and state refunds for clients.
  - The 2021 tax season ended on April 18, 2022, but some providers continue running the VITA sites beyond the deadline to assist clients with free tax preparations. As compared to 2021, the Coalition did see an increase in the number of overall sites and in-person activities. A total of **11** organizations operated in-person, virtual and drop-off services. A total of **33** sites were open with **22** of those sites operating in-person, **7** virtually and **4** offering drop-off services.
  - A highlight of the VITA site's success: **North County Lifeline (NCL)** shared, "This month our Volunteer Spotlight is Evette from the VITA program! This year our VITA tax preparers and administrative assistance volunteers contributed **1,300+** hours to our local community by completing **400+** tax returns and **\$450,000+** in federal refunds! Evette has carried this tax season. She has taken on a supervisory role, assists her colleagues, and is just fun to hang out with!" - Samantha Betanzos: VITA Supervisor and NCL subcontractor.
    - "My motivation to become a volunteer was the love for doing taxes. My instructor at MiraCosta Community College encouraged me to volunteer because I have a lot of experience. I retired from the Air Force in 2019 and wanted to use my time in a valuable way so volunteering to assist the community with their taxes was an awesome idea to keep me busy." - Evette B.
- The **Rotational Shelter Program** administered by the **Interfaith Shelter Network (ISN)** assisted **58** individuals/families with approximately **\$1,500** each for rental supports, used for items such as deposits, rent, and move-in costs. ISN provided shelter beds to **9,156** individuals experiencing homelessness from July through April and was able to place **84** individuals into transitional or permanent housing countywide. ISN also provided **19** employment development and budget workshops to assist **45** individuals who were utilizing ISN's services.
- In the last 5 months, **Communities in Action (CinA)** programs provided domestic violence prevention and healthy relationship trainings to **92** individuals. Domestic violence (DV) focused trainings covered various topics, ranging from identifying red flags and warnings of intimate partner violence, understanding trauma responses, power & control vs. equality, to DV financial literacy and financial abuse.
- **Project MOST**, administered by **RISE San Diego**, in conjunction with their subcontractor The Prep Institute, provided **153** hours of technical assistance during their contract support and business development technical assistance lab in April and March 2022.

- Contract Support Highlights included the following:
  - Nic Roc (You Belong Here (YBH)) began a partnership with The BRINK at USD to provide financial assistance for the community. YBH will host office hours at their location in City Heights, and The BRINK will provide experts who can answer community member's questions about tax preparation, bookkeeping, and more.
- Business Development Highlights included the following:
  - Chris Diggs (Center for Synchronic Redevelopment) reported that his organization received its 501(c)(3) designation.
  - Diego Flores, Shanelle Johnson, and Janel King (Urban Restoration Counseling Center) brought on two bilingual Spanish-speaking therapists, which will expand the reach of their therapy programs in the community.
  - Aaron Combs (Students for Attention) reported that five SFA chapters were created in Hong Kong, Indonesia, Peru, Spain, and Brazil.
  - Shellie Baxter (Our Genetic Legacy) has received a significant corporate sponsorship to provide advanced drones and related technology support for OGL's drone project. She also added three new directors to her board.
  - Shamine Linton (Sharia's Closet) has opened a third location and is now operating in North County.
  - Danyele Billups (Growth Aspired People) has secured sponsors to help cover membership costs for several girls who were otherwise unable to afford it.
- **Circulate San Diego's Walk 'n Roll** program funded through the Office of Traffic Safety (OTS) have the following outcomes achieved in April 2022:
  - **3** bike or scooter rodeos conducted at the Southbay Earth day Fair in Chula Vista, Senior Saturday in National City, and Healthy Kids Day in City Heights (**164** attendees).
  - **2** community group presentations on Transit Equity & Public Transit and Pedestrian Safety were provided in Spanish at Vista Community Clinic (**37** attendees).
  - Presented to older adults at the National City Senior Center on Age-Friendly Transportation (**12** attendees) and to stakeholders at the Vision Zero Coalition Meeting.
  - Received **17** views from a social media post, "Where to Park E-Scooters".
- The **Resident Leadership Academy (RLA) Coordination** program, administered by **Community Health Improvement Partners (CHIP)** had several activities:
  - **35** individuals attended a supplemental training, "How to Host Community Townhall Meetings".
  - The RLA Council Meeting on 4/20/22 had **49** attendees.
  - RLA Stipend application released in May, closed on May 25<sup>th</sup>.
  - Vista Community Clinic: planned a Free Library Ribbon Cutting Ceremony on Friday, 4/22 from 3:00pm-5:00pm at Luz Duran Park, as well as a Bike to Work Event on Thursday, 5/19 from 6:00am-9:00am at Vista Transit Center with activities and incentives sponsored by SANDAG.

- Escondido COMPACT: No current RLAs, two new cohorts starting in August at Central & Juniper Elementary Schools.
- IRC: Gulsom is still in the training process, but IRC planned to hold the next cohort by mid-May, and another one by the end of this year in the El Cajon area.
- Anita Lopez: she has been working with the Lemon Grove community garden to provide workshops on climate equity, tree canopies, and tree care. She will be following up with a Sacramento based partner to offer a presentation on urban forestry and aquaponics, and recently finished a climate equity training through the California Strategic Growth Council.
- Bayside Community Center:
  - Bayside held their 14<sup>th</sup> RLA cohort graduation on Monday 4/25 for Vietnamese speaking seniors.
  - Will be hiring a new Vietnamese Advocate.
  - Will be presenting to the Parks and Recreation Board for approval to amend the General Development Plan (GDP) to include the community garden. They have received funding for the completion of construction documents and will be focusing on next steps:
    - Advocate for GDP amendment
    - Finalize construction plans for budgeting and construction cost estimate
    - Launch capital campaign
    - Obtain City Permits
  - Soft relaunch of the Linda Vista Farmers Market on Thursday, 5/5.
- Casa Familiar:
  - Started a new RLA cohort on Thursday, 3/10, and **14** participants planned to graduate on Thursday, 5/5.
  - Provided update on the Cultural Corridor Community Workshop Pilot Project which includes:
    - Greening efforts and workshops
    - Art installations
    - Combining public infrastructure needs with private community art
    - Pedestrian walkway
    - Solar pathway light
    - Drought tolerant vine workshop for chain link fences
    - Enhancing pedestrian safety
- SBCS
  - Starting the new RLA 14<sup>th</sup> cohort in Chula Vista in April and they are continuing to work on the community garden in Lauderbach Park. The community garden was planned for opening on Sunday, 5/1, and they planned to host a Neighbor Day on Wednesday, 5/18.
- Urban Collaborative:
  - Will be starting a RLA for Chollas View Community on 6/1/22.
- Harmonium:
  - Was recruiting for their next RLA cohort planned to start in May in Southeast San Diego.
- City Heights CDC:
  - Vecinos con Recursos is a grassroots network of trained promotoras connecting neighbors to the critical resources they need for families to thrive. City Heights CDC is using the RLA COVID-19 stipend to invest in capacity building for on-the-ground, trusted promotoras through a Leadership & Wellness Project including:
    - Interview readiness (blazers)
    - Pride in the mission (polo shirts, name badges)

- Food security (FoodShed CSA Box subscriptions)
  - Wellness training (yoga workshops and celebrations)
- Memorial Community "Pup Up" Dog Park (Elizabeth "Lizzie" Rodriguez)
  - Pup Up event planned for 4/30/22 at Memorial Park.
- The **National Conflict Resolution Center (NCRC)** continues to administer the following trainings and community services:
  - The **Alternate Dispute Resolution (ADR)** provided a total of **193** services in April 2022 – 151 community targeted services and 42 court/small claims services.
    - Currently at **1,649** services for the fiscal year.
    - The most utilized disputes countywide were neighborhood/neighbors (110), family (25) and landlord/tenant (17).
    - Seeing an increase of cases related to evictions and pandemic rental relief.
    - A total of **3** outreach presentations and **1** community event at Poway Adult School, SDCC, and McAlister Institute.
    - Highlights were conflict coaching and mitigation for Afghan refugees in Pashto and Dhari.
    - All CDC Health Disparities grant funding was spent by March 2022.
  - The **Live Well Exchange** program engaged a total of **24** participants in April through trainings and restorative circles; kicked off series with the Youth Civic Engagement, Research, and Action (YC-ERA) Internship program. Starting with the ARTful Conversation workshop, 10<sup>th</sup> and 11<sup>th</sup> graders from Kearny High School were able to engage in a civic dialogue of inquiry, practice, and change; Facilitated a community circle titled "Building Community & Connection. This community circle provided an opportunity for us all to stop, celebrate our accomplishments, each other and the work that we do to inspire and engage with our community; **317** participants attended COVID recovery and response specific activities; and **4** Mindset Monday YouTube Videos entitled "Life after COVID" received a total of **159,650** views.
  - The **Work Readiness Exchange (WRE)** for refugees had **31** participants complete 7.5 training hours in Arabic in April. With an emphasis on life skills, this workshop helps individuals prepare for successful communication and conflict resolution in the workplace and beyond. They explored cross-cultural communication skills and other adaptive skills that help engage with people from a wide variety of backgrounds and cultures; **2** Balancing Parenting and Work in the U.S. sessions were also offered to new refugees.

#### **FISCAL UPDATES**

- Staff in preparation for year-end fiscal activities to ensure that payments to contractors are made timely in the current fiscal year of 2021-2022: as well as programs are continuing to spend down on their CSBG CARES funding from CSD until August 31, 2022.

#### **13. Chair's Update:** Provided by Madeleine Baudoin

- A flyer for vacancy announcements will be shared with the Board to circulate.

- Aimee Cox announced her team is working on a homeless housing assistance program application.

#### **14. Adjournment - Next Meeting**

Meeting ended at 4:39 PM. The next regular meeting will be on Thursday, August 11, 2022 at 3:30 PM. Location: Zoom.