

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

MEETING NOTICE: In Person

Seville Plaza
5469 Kearny Villa Road, San Diego, CA 92123
Third Floor - Conference Room 3700

[Zoom](#)

(Public or Board Member Emergency Use)
Call-In Number: 1 (669) 900-6833 US
Meeting Number/Access Code: 992 0861 2843
Meeting Password: 682801

MEETING MINUTES

March 9, 2023 – 3:30 p.m. to 5:00 p.m.

Members Present

Erik Bruvold

Keith Esshaki

Jeannine Nash

Parina Parikh

Hilary Ward

Excused

Madeleine Baudoin

Munqith Alhajjaj

Margarita Holguin

Oscar Medina

Staff

Deanna Zotalis-Ferreira, Chief, CAP

Deo Akena, Manager, CAP

Erik Del Rio, Admin Analyst, CAP

Jocelyn Salamat, Admin Analyst, CAP

Erik Aguilar, Office Support Specialist

Absent

Choose an item.

Guests

Virtual: Manuel Martinez, USD Student

1. **Call to Order:** Meeting called to order by Deanna Zotalis-Ferreira at 3:36 pm.
2. **Roll Call:** 5 members were present; quorum was **Achieved**
Nicole Roesler and Aimee Cox had resigned.
3. **Acceptance of Agenda:** Deanna Zotalis-Ferreira made a motion to accept agenda, motion passed and agenda acceptance.
4. **Approval of Minutes:**
Erik Bruvold made a motion to approve the Thursday, August 11, 2022 Minutes, Jeannine Nash seconded the motion, motion carried.
Parina Parikh made a motion to approve the Thursday, October 13, 2022 Minutes, Erik Bruvold seconded the motion, motion carried.
Parina Parikh made a motion to approve the Thursday, December 8, 2022 Minutes, Erik Bruvold seconded the motion, motion carried.
Parina Parikh made a motion to approve the Thursday, February 9, 2023 Minutes, Erik Bruvold

seconded the motion, motion carried.

5. Public Comments: No Public Comments

6. Information Item: Vacancy Report

Currently, there are 5 vacancies.

- Public Sector - Seat 4
- Economically Disadvantaged Sector - Seat 6 – East Region
- Economically Disadvantaged Sector - Seat 12 – Central Region
- Private Sector - Seat 14
- Private Sector - Seat 15

CAB members were encouraged to continue outreach efforts to fill the vacancies. Members who are unable to make it to the meetings have been encouraged to resign.

7. Discussion Item: CAB Nominating Committee

Keith Esshaki, Parina Parikh, and Hilary Ward will represent Interim CAB Nominating Committee, in order to interview new CAB applicants.

8. Action Item: CAB Nominating Committee

Erik Bruvold made a motion to appoint Malik Thornton into Seat 6, Economically Disadvantaged Sector, Parina Parikh seconded the motion, motion carried.

9. Discussion Item: Community Needs Assessment Data and Draft Community Action Plan

- Erik Del Rio presented the Community Needs Assessment (CNA) and Community Action Plan(Plan), highlighting the prioritization of community needs across San Diego County: access to affordable housing, quality and affordable healthcare including mental and behavioral health, safe parks and open spaces, knowledge, internet access, living wage employment opportunities.
- Erik Del Rio shared information about the additional Community Health Worker (CHW) program using the “Promotora” model for outreach, in order to reach the portion of the community that tends to distrust government and other organizations. The CHW contracts are funded by the Centers for Disease Control (CDC) and engages community leaders such as Parent-Teacher Association (PTA) members, representatives of Community-Based Organizations (CBOs), and similar trusted community members and volunteers.
- Erik Del Rio confirmed to Erik Bruvold that the idea of CHW is to create better navigator capacity.
- Parina Parikh inquired whether the next step is to identify funding for all priorities.
- Deanna Zotalis-Ferreira informed CAB that the CNA and Plan are a two-step process, whereby

we would look at the needs and identify gaps based on current programs. Further elaborated that the CAP Communities in Action (CinA) program is a robust regionally focused program with multiple safety net options that can be augmented to the present needs.

- Parina Parikh inquired whether the County applies for grants.
- Deanna Zotalis-Ferreira and Deo Akena confirmed that the County and CAP applies for grants with the goal of leveraging funding to bring in additional programs that address community needs. Examples provided are the CHW program (based on prior needs), Office of Traffic Safety (OTS) grant designed directly for that grant's program. Resident Leadership Academy (RLA) and CHW provide information and resource navigation support.
- Erik Del Rio emphasized that many RLA graduates are also CHWs.
- Deo Akena informed CAB that the CinA program typically serves those within 200% of the Federal Poverty Level (FPL), and the CAP website contains information for the current contractors for the six regions of San Diego, who will provide more information on the programs and enrollment assistance. Further clarified that CAP contracts follow the County's competitive bidding process. Deo further elaborated on the detailed process by which the County of San Diego contracts, and informed CAB that the contracting opportunities are posted publicly on BuyNet, adding that the County's Department of Purchasing and Contracting (DPC) offers classes for guidance on applying for County contracts.
- Deanna Zotalis-Ferreira pointed out that the County is currently reprocurring for the CinA program.
- Parina Parikh requested target goals as well as the delta between the previous and current Plan. These will be discussed at the next CAB meeting.
- Erik Bruvold would like to have presentations from contractors at future CAB meetings.
- Keith Eshshaki requested more information on the impact of CinA program in the East Region.

10. Action Item: Accept Community Needs Assessment

Erik Bruvold made a motion to accept the Community Needs Assessment with a suggestion that the development of it and the contract comes to CAB, Hilary Ward seconded the motion, motion carried.

11. Discussion Item: CAP Strategic Plan

Tabled until future CAB meeting.

12. Action Item: Accept CAP Strategic Plan

Tabled until future CAB meeting.

13. Director Update: Deanna Zotalis-Ferreira

Tabled until future CAB meeting.

14. CAB Chair Update:

Madeleine Baudoin Ghorashi indicated plans to resign from CAB, therefore a new CAB Chair will need to be designated. Erik Bruvold informed CAB that voting members would call for nominations, and also may be able to self-nominate.

15. Adjournment - Next Meeting

Meeting ended at 5:11 pm. The next regular meeting will be on Thursday, April 13, 2023 at 3:30-5:00pm. Location: In Person.