

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

**MEETING NOTICE: In Person
Seville Plaza
5469 Kearny Villa Road, San Diego, CA 92123
Third Floor - Conference Room 3700**

**MEETING MINUTES
April 13, 2023 – 3:30 p.m. to 5:00 p.m.**

<u>Members Present</u>	
Keith Esshaki	Oscar Medina
Jeannine Nash	Hilary Ward
<u>Excused</u>	
Parina Parikh	
Erik Bruvold	
<u>Absent</u>	
<u>Staff</u>	
Deanna Zotalis-Ferreira, Chief, CAP	
Deo Akena, Manager, CAP	
Jocelyn Salamat, Admin Analyst, CAP	
Erik Del Rio, Admin Analyst, CAP	
Erik Aguilar, OSS, OEqC	
<u>Guests</u>	
Karen Lenyoun	
Natalia Hentschel – CoSD	
Felipe Murillo - CoSD	

1. **Call to Order:** Meeting called to order by Jeannine Nash at 3:36pm
2. **Roll Call:** 4 members were present; quorum was **Achieved**
3. **Acceptance of Agenda:** Hilary Ward made a motion to accept Agenda, Keith Esshaki seconded the motion, motion carried.
4. **Approval of Minutes:** Hilary Ward made a motion to approve the Thursday, March 9, 2023 Minutes, Keith Esshaki seconded the motion, motion carried.
5. **Public Comments:** No Public Comments
6. **Information Item: Housing Blueprint (Natalia Hentschel)**

Natalia Hentschel provided a presentation on the County’s Housing Blueprint, a robust plan to address the lack of affordable housing in San Diego. Hilary Ward commented that in Julian there is difficulty having resident fill jobs as 60-70% of all homes sold seem to become Airbnbs.

Karen Lenyoun commented that the same issues also appear prevalent in beach communities.

7. **Information Item: Vacancy Report**

Currently, there are **9** vacancies.

- Public Sector - Seat 1, Seat 3, Seat 4
- Private Sector - Seat 8, Seat 14, Seat 15

- Economically Disadvantaged Sector - Seat 6, Seat 10, Seat, 12

8. Discussion Item: CAB Nominating Committee

- a. Karen Lenyoun- Discussed the previous interview of Karen Lenyoun to CAB – Seat 14. Hilary Ward had participated in the interview.
- b. Reappointments - Deanna Zotalis-Ferreira followed up on reappointments for Public Sector – Seat 5 Erik Bruvold whose first term ended 1/2/23 and Economically Disadvantaged Sector Seat 7 Parina Parikh.
- c. CAB Officers – Deanna followed up on the need to appoint the Chair, Vice Chair, and Secretary

9. Action Item: CAB Nominating Committee

Hilary Ward motioned to move forward with appointing Karen Lenyoun to CAB - Seat 14. Keith Eshshaki seconded; motion carried.

Keith Eshshaki motioned for extending Parina Parikh's appointment for Seat 7. Hilary Ward seconded; motion carried.

Hilary Ward motioned for Jeannine Nash as Chair. Keith Eshshaki seconded; motion carried.

Jeannine Nash nominated Hilary Ward for Secretary. Keith Eshshaki seconded; motion carried.

Deanna Zotalis-Ferreira shared feedback from previous CAB Chair that newly appointed member Malik Thornton should be consideration for Vice Chair. Tabled until next meeting.

10. Discussion Item: Meeting Frequency

Per the CSBG Organizational Standards, Community Action Agency's Advisory Boards should meet a minimum of 6 times annually, meeting quorum. Hilary Ward motioned for monthly in-person with discussion whether/when to go dark upon meeting minimum annual requirements. Oscar Medina seconded; motion carried.

May 18th CAB meeting is unable to meet quorum. CAB agreed to reschedule for May 25th, 2023.

CAP announced May 15th for virtual Public Hearing.

11. Discussion Item: Review revised Draft 2024-2025 CAP Plan with Needs Assessment

Deanna Zotalis-Ferreira followed up on requested items from the March review of the CAP Plan. Deanna provided the following:

- Comparison of Community Needs 2021-2022 and the current Needs Assessment for 2023-2024.
- Analysis – Community Overall Needs for the 2024-2025 CAP Plan
- Summary – CAP Programs for the 2024-2025 CAP Plan
- Revised CAP Plan that further incorporates suggestions regarding CAPs existing programs.
- Community Improvement Projects for 2019 to 2022 to outline the Resident Leadership Academy and their accomplishments.

12. **Action Item:** **Accept Draft 2024-2025 CAP Plan with Needs Assessment**

Hilary Ward motioned to accept draft 2024-2025 CAP Plan. Oscar Medina seconded; motion carried.

13. **Director's Update:** Provided by Deanna Zotalis-Ferreira

- The **Resident Leadership Academy (RLA) Coordination** program, administered by **Community Health Improvement Partners (CHIP)** led several activities in February 2023:
 - Train the Trainer (T4T) cohort initiated 1/25/2023 and concluded 2/24/2023.
 - 24 people were recruited to take the RLA T4T Workshop Series.
 - 13 participants total and ten new facilitator graduates were certified by CHIP RLA.
- **Communities in Action (CinA) – Resident Leadership Academy Updates**
 - Home Start, Inc:
 - Their new subcontractor completed the facilitator training and will work on developing an Action Plan for cohort #2.
 - International Rescue Committee:
 - The first RLA cohort for CY 2023 started on 3/9/23 and was conducted in English. Despite several efforts to have in-person cohort, participants requested Zoom classes due to transportation, childcare, and other limitations.
 - The Community Engagement Coordinator participated in the RLA Online Train-the-Trainer Facilitator Course from January 25, 2023, to February 24, 2023.
 - The San Diego Union Tribune set up an interview with the RLA graduate cohort #2 of 2022 to address their Community Improvement Plan (CIP). The interview took place at the International Rescue Committee City Heights office on 3/2/2023 at 2 pm.
 - Jewish Family Services of San Diego:
 - Subcontractor's (Bayside Community Center) Vietnamese Community Advocate completed the RLA Train the Trainer course in February 2023.
 - The RLA cohort #16 will be conducted in English and/or Spanish. The staff is currently recruiting participants for the upcoming cohort.
 - Bayside received notification of \$1,000 in funding through SD County Employees Charitable Organization (CECO) to support food security efforts, including Tiny Gardens program, LV Community Garden efforts, and ongoing food distributions.
 - Had two graduate meetings in February:
 - 2/21/23 - Linda Vista Grows Steering Committee online meeting via Zoom with six (6) attendees. The committee discussed updates on construction drawings and permitting, proposed LV Grows Community Garden Gatherings to increase awareness and support of the garden, updates on potential grant funding through SD Foundation's Level Up program, and next steps.
 - 2/04/23-Leaders in Action meeting with sixteen (16) attendees. The meeting focused on guest speaker Nilmini Silva-Send from the University of San Diego and Terri Foster from the County's Community Action Partnership. Nilmini did a hands-on workshop with the Leaders to connect their CIPs (e.g., community cleanups, street safety, community gardens) to the great Regional Decarbonization Framework. The Leaders

also completed Youth Opportunity Pass surveys for SANDAG and briefly discussed urgent updates on their CIPs as needed.

- Interfaith Community Services:
 - They are planning to start a new youth RLA cohort later in spring.
 - Juniper CIP: RLA graduates will be setting dates to start Car and Pedestrians count during drop-off and pick-up time.
 - Oak Hill CIP: RLA graduates will be implementing pedestrian safety education with parents and students at the school. They are also looking for the possibility of recruiting more volunteers to help with the before and after school traffic, in order to increase safety for both drivers and pedestrians.
 - Two RLA graduate meetings were conducted in February.
 - On February 1st, Juniper RLA met on Zoom and discussed different strategies on how they can educate the parents on the construction and how it will affect them. They also started the discussion on organizing car and pedestrian counts both before and after school, as part of the Juniper ATP.
 - On February 27th, Oak Hill RLA met and brainstormed on ideas to help the school traffic and increase pedestrian safety. One of their main action items, is encouraging parents to participate in the meetings and become volunteers at the school, so they can re-create the Safe Walk group at the school. Bringing back this component will help with some of the traffic concerns that are happening at the school.
- North County Lifeline, Inc:
 - Provider is working on the Action Plan for the CY 2023 RLA training. The estimated date for the first RLA training is in May.
 - Currently working on partnering with an outside organization for a bigger facelift of La Casita After School program.
 - Had two RLA graduate meetings to discuss upcoming community events and ways RLA cohorts can participate in.
- SBCS:
 - Community Improvement Plan updates
 - February 8 – 4 RLA graduates attended Neighbor Day meeting to start planning for their big event.
 - February 13 – 1 RLA graduate / Vice Chairperson of the City of SD Parks and Recreations group. Attended the monthly meeting and discussed the following items:
 - Reviewed sports facility updates (soccer fields) maintenance for upcoming soccer tournaments.
 - Approval of San Ysidro Community Activity Center FY24 budget were approved.
 - Community Relations Officer Carlos Lacara updated on the rise of crimes in the community, such as stolen cars, home invasions and homelessness.
 - February 16 – 3 RLA graduates attended Graduation Coach meeting, they revised their PowerPoint in English and will start training a volunteer to present in English at different school sites.
 - Had 5 RLA graduate meetings in February:

- February 1 – 10 RLA graduates attended the State of the County Address meeting with Nora Vargas RLA participants were happy to hear about what the county is doing to help those who are homeless or at risk. Also, Vargas stated her commitment to providing healthy food in food deserts and increasing the number of community gardens.
 - February 2 – 15 RLA graduates attended a CAP focus group where they had the opportunity to give their opinion on programs that helped our community during and after pandemic and what did not work in the areas of health, transportation, food stability etc.
 - February 9 – 26 RLA graduates attended Comunidad Unida / United Community meeting. Participants received current information on COVID 19 sites and vaccines. Also, a demonstration on the correct way to take blood pressure from County of SD HHS staff.
 - February 11 – 9 RLA graduates attended Love Your Heart Health Fair where they had the opportunity to gather diverse resources to share with their own community.
 - February 28 – 8 Youth RLA graduates from Mar Vista High School participated in the CAP focus group. They had the opportunity to share their point of view on programs that helped their community during and after pandemic and what did not work in the areas of health, transportation, food stability etc.
 - Success Story for February: Two focus groups where RLA graduates participated in giving very valuable information to help their communities. With their RLA experience, participants had the opportunity to advocate for their communities by giving their opinion on health, transportation, food, and the recreation sector, to name a few. They weighed in on programs that helped the community during the pandemic such as rental assistance, food distribution programs and provided valuable information on which programs should come back. There were two focus groups: one for adults and the other for our Youth RLA from Mar Vista High school. The youth were able to share their perspective on the transportation, food security, and environmental needs (Imperial Beach contaminated beaches) as well as advocating for more programs for young people to prepare them to look for jobs.
-
- The **Gang Prevention and Community Response** program in the Central Region, administered by the Union of Pan Asian Communities (UPAC) hosted **2** Community Walk & Knocks in Barrio Logan, and Southeastern San Diego to address an increase gangs and violent crimes that occurred in the area. As follow-up to the Walk & Knocks, UPAC hosted **3** community roundtables for Barrio Logan, Mid-City and Southeastern San Diego. Topics discussed included: Self Esteem and Loving Yourself, Victim updates and Spring Peace Planning, and police shooting updates. 2023.
 - In February 2023, there were **47** participants in the **Strive 4 Success program** administered by North County Lifeline attended individual mentoring and counseling sessions to work on/discuss personal issues that they may be struggling with, providing a more intensive approach than in their regular case management sessions.
 - In February 2023, there were **36** participants in the **Project HERO** program administered by Escondido Education COMPACT attended 1 Mentoring Training and 1 Mentor-Hosted Meetings. The goals of this program is to support early prevention efforts related to gang involvement, Support efforts of gang involved

individuals to successfully disengage from gang membership, and address community trauma resulting from gang violence.

- The **Keep'em Safe program** (car seat safety), administered by Pacific Safety Center hosted **9** Car Seat Safety presentations and **5** Checkup Events in the month of February 2023. These events are held in the community at traffic safety fairs and during safety education presentations for parents and caregivers. Eighty-eight (**88**) car seats were distributed in February 2023. The purpose of these events is to support equitable and thriving communities through traffic safety education.
- **EITC**, administered by **Dreams for Change DfC** opened the tax season on January 23rd at multiple sites throughout the county. Coalition partners' sites opened between January 23 and the first week of February for tax preparation services. All partners are conducting in person assistance this year with 2 partners still offering virtual services along with the in-person sites. A total of 38 tax sites across San Diego were listed on the online scheduling system. As of the end of February, DfC had completed 2,906 tax returns with 778 returns completed at the County expansion site of Mission Valley. The coalition partners completed an additional 2,710 returns for a total return completion of 5,616 returns. The completed returns resulted in just over \$11.1 million in refunds with \$3.6 million in EITC and \$3.3 million in CTC.
- **Project MOST**. This contract ended on December 31, 2022. RFP to be posted to BuyNet on 4/4/2023. and Proposals are due 5/5/2023.
- **Circulate San Diego's Walk 'n Roll** program. The previous contract ended on September 30, 2022. A new two-year contract was awarded October 7, 2022. This new contract extends through September 30, 2024. The Walk n' Roll program is funded through the Office of Traffic Safety (OTS) have the following outcomes achieved in December 2022:
 - CAP applied for \$125,000 grant from OTS. This grant will fund the WalkNRoll contract for October 1, 2023 through September 31, 2024.
 - Feb 2023:
 - Presented pedestrian/bicycle safety at Casa de Oro, Healthy Escondido Coalition (RLA), Healthy Vista Coalition (RLA) and Healthy Oceanside Coalition (RLA)(71 attendees)
 - e-Bike student rodeo conducted at Lincoln High School (15 attendees)
- The **National Conflict Resolution Center (NCRC)** continues to administer the following trainings and community services:
 - The **Alternate Dispute Resolution (ADR)** provided a total of **1127** services from July 1, 2022 through February 28, 2023 – 817 community targeted services and 310 court/small claims services.
 - 1127 Total services provided for Fiscal Year 22-23.
 - The most utilized disputes countywide were neighborhood/neighbors (586), landlord/tenant (152), Contractor/Client (80), and consumer/merchant (61).
 - Ten (10) outreach presentations were conducted in January and February 2023 bringing the total to twenty-three (23) outreach presentations for July 1, 2022 through February 28, 2023.
 - The **Live Well Exchange** program engaged a total of **26** participants for the period January 1, 2023 – February 28, 2023 through 1 Live Well culture, communication and conflict courses. Highlights include:

- February 2023: completed a Certificate Cohort for senior leadership and board members of the San Diego Food Systems Alliance, an intentionally diverse and inclusive network of San Diego County farmers, fishermen, food business owners, workers, organizers, policymakers, funders, and residents who are committed to building a food system that works for everyone (15 graduates).
- **220 additional** participants attended eighteen (18) **COVID recovery and response** specific Live Well Exchange trainings between January 1, 2023 through February 28, 2023. Highlights include:
 - **11 The exchange program trainings, 5 restorative circles, and 2 bystander challenge**
- The **Work Readiness Exchange (WRE)** for refugees had 40 participants complete 9 hours of trainings between January 1, 2023 through February 28, 2023. Highlights include:
 - 2 Work Readiness Exchange Trainings
 - 1 Advanced Work Readiness Exchange Training
 - 1 Art of Inclusive Communication
 - 1 Balancing Parenting and Work in the US training session
 - 0 Climbing the Career Ladder Trainings (the newest course offered for WRE)
- The **Community Health Worker (CHW) Pilot Training Program**, with Vista Community Clinic (VCC), closed on 12/31/22. VCC, along with Arboreta Group and Consulting Solutions, produced the CHW Academy Curriculum that will be used to train 300 CHWs across San Diego County. The curriculum is currently being translated into Spanish.
- The **Community Health Worker Training Program Implementation, Community Coalition Management, and Evaluation Services Program**, administered by **San Diego State University Research Foundation**, continues to build capacity for CHWs in communities countywide. Recent program highlights include:
 - CHW Academy, consisting of 50 hours of coursework: SDSU Research Foundation has completed 2 training cohorts as of April 1, 2023, with a total 30 CHW graduates. The next cohort is planned for May 2023 to be held in Spanish.
 - Continuing Education Seminars: The most recent seminar was held on February 16th and focused on Cancer Prevention, including risk factors and disparities in San Diego County. The next seminar is scheduled for April 26 and will focus on Alzheimer’s disease and mental health.
 - Community Coalition: This monthly meeting, led by the San Diego County Promotores Coalition, involves a collaborative discussion on CHW resources, events, and important public health trends and updates. The March meeting featured presentations on CalFresh Emergency Allotments and updates regarding Medi-Cal Coverage.

The **Community Health Worker Evaluation Services Program**, with Health Management Associates (HMA), started on 2/7/23. In collaboration with the County and SDSU Research Foundation, HMA has drafted an Evaluation Plan that will be used to assess the effectiveness and efficiency of the Community Health Worker (CHW) training program. Specific evaluation findings will be used to:

- Showcase best practices specific to the CHW Academy.
- Inform recommendations for effective training.
- Assess if the curriculum can be generalized to diverse groups.
- Assess flexibility to make necessary adaptations for different community groups and be an asset in the effort to achieve health equity and reduce health disparities across San Diego County.

- The **Community Needs Assessment Coordination** program, administered by Arboreta Group, LLC, successfully conducted surveys and community dialogues in each region that are being used to incorporate into the 2024-2025 Community Action Plan for San Diego County. The purpose of this program is to ensure CAP programs are meeting community needs in priority service areas and that the programs are not duplicating services already available in the community.
 - 1,266 community members countywide completed surveys and 188 community members participated in community dialogues
 - Here is a breakdown of participation by region:
 - North Coastal: 120 surveys completed, 13 community dialogue participants
 - North Inland: 156 surveys completed, 13 community dialogue participants
 - North Central: 176 surveys completed, 38 community dialogue participants
 - East: 173 surveys completed, 43 community dialogue participants
 - Central: 433 surveys completed, 48 community dialogue participants
 - South: 154 surveys completed, 33 community dialogue participants
 - Active Military and Seasonal Workers: 54 surveys completed
 - The link to the Community Needs Assessment report is here: [Community Needs Assessment Report](#)
 - Arboreta is scheduling Follow-up presentations to present the summary of data for each region. The purpose of the presentation to further engage the community and allow community groups, residents, and providers to both see the results and feedback from their communities, but also utilize the data for their own projects and programs.

FISCAL UPDATES

- Staff completed and submitted two grant applications at the end of January 2023 for the Office of Traffic and Safety grants to continue the **Walk 'n Roll** program and the **Keep 'em Safe** program. Applications were due January 31, 2023.

Refugee Arrivals Report – See attached for FFY 22-23 data.

Reminder to CAB: members to complete their required **Ethics Training**, mandatory every 2 years. Reminders were sent out to members with details what is needed to complete (i.e. short on time spent on training)

14. Chair's Update: Provided by Jeannine Nash

No update.

15. Adjournment - Next Meeting

Jeannine Nash made a motion to adjourn. Motion carried. Meeting ended at 4:51pm. The next CAB Meeting will be a Special Session will be on Thursday, May 25, 2023 at 3:30pm. Location: In Person.