

**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**

**August 10, 2023 - 3:00 p.m. to 6:00 p.m.**

<b><u>Members Present</u></b>	
Oscar Medina	Malik Thornton
Keith Esshaki	Karen Lenyoun
Jeannine Nash	Tara Izzo
<b><u>Excused</u></b>	
Parina Parikh	
Hilary Ward	
<b><u>Staff</u></b>	
	Deanna Zotalis-Ferreira, Chief, CAP
	Deo Akena, Manager, CAP
	Jocelyn Salamat, Admin Analyst, CAP
	Erik Aguilar, OSS, OEqC
<b><u>Absent</u></b>	
<b><u>Guests</u></b>	

1. **Call to Order:** Meeting called to order by Jeannine Nash at 3:37 pm.  
Malik Thornton joined meeting late.
2. **Roll Call:** 6 members were present; quorum was **Achieved**
3. **Acceptance of Agenda:** Karen Lenyoun motioned to accept agenda; Keith Esshaki seconded. Motion passed.
4. **Approval of Minutes:** Keith Esshaki motioned to accept July 13, 2023 minutes, Karen Lenyoun seconded. Motion passed.
5. **Public Comments:** No Public Comments
6. **Information Item: Vacancy Report**  
Currently, there are 6 vacancies.
  - Public Sector - Seat 1
  - Public Sector - Seat 3

- Public Sector - Seat 4
- Private Sector - Seat 8
- Economically Disadvantaged Sector - Seat 12 – Central Region
- Economically Disadvantaged Sector - Seat 10 – South Region

Director of OEqC has reached out the BOS offices to have members appointed. Deanna has followed up with District 5 for filling seat and will follow up with D1 and D3.

CAB members and OEqC Regional Community Coordinators (RCCs) were encouraged to continue outreach efforts to fill the vacancies.

CAB members suggested we streamline appointment process for quicker seat appointments.

Jeannine Nash has encouraged members to promote filling seat and to fill their alternate seat.

**7. Discussion Item: CAB Nominating Committee (AD HOC)**

Application has been received for Ivan Dujar – works with homeless. AD HOC Nominating Committee will be Malik Thornton and Karen Lenyoun. We will interview and determine which seat would be a best for this individual.

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

N/A

**9. Discussion Item: Community Action Partnership Strategic Planning 2023-2028 Review of Goals (Organizational Standard 6.1-6.5)**

This section of the Organizational Standards ensures that CAB has the opportunity to review CAP goals. To recap:

- A new mission statement has been incorporated to all our documents and website.
- New director's report format will help feed Strat Plan discussion.

Discussion occurred around the phrase "Increase Capacity", what does that mean? Housing, money, resources? Keith Esshaki states there is no mention of helping low-income with job training. Karen Lenyoun mentioned there is not mention of the current fentanyl crisis. Include all drugs to cover all. Tara Izzo mentioned seniors and veteran are the largest population of people becoming unhoused, have mental health issues.

Using a whiteboard, CAB reviewed priorities identified and summarized into new Goal Statements that better support the Mission Statement. Incorporated:

- Use of broad language to be able to plug in programs for various needs related to the topic.
- County of San Diego provide supports such as credit repair, mortgage subsidies...
- Adding "coordination" to health care to help individuals get to their services.
- New program "Whole Person Wellness" coming through the pipelines.
- Civic engagement training needs to be added to help shape leadership.

Final goals were reviewed and language was edited.

**10. Action Item: Approve New CAP 2023-2028 Strategic Plan**

Malik Thornton motioned to approve new CAP Strategic Plan. Oscar Medina seconded. Motion passed.

**11. Director Update: Deanna Zotalis-Ferreira**

Handout provided to each CAB member. Deanna reviewed the new format. CAB was pleased with the ability to see more direct performance indicators. CAB will review and provide additional feedback at the next CAB Meeting.

**12. Information Item: County of San Diego Risk Assessment Policies and Procedures (Organizational Standard 4.6)**

Referenced the County's Risk Assessment Policies provided for CAB awareness. Handout provided.

**13. Discussion Item: Reminder to Complete Ethics Training and Sign the Conflict of Interest Policy (Organizational Standard 5.6)**

Handout given to each CAB member.

**14. Discussion Item: Confirmation of Receipt of Governing Documents (Organizational Standard 5.4)**

Handout provided to each CAB member. Requested acknowledgement from each member that they received. Jeanine mentioned that she had responded. Erik Aguilar to follow up with each member.

**15. Information Item: Customer Satisfaction Data (Organizational Standard 1.3)**

Overview of Customer Satisfaction data provided. For FY22/23, the customer satisfaction rating overall was 3.2 (1-4 rating) for community partners/contractors working with the County. During a quality assurance review, 6 CAP contractors were provided the opportunity to provide feedback. Of these, 2 responded and both indicated "very satisfied". Additionally, CAP contractors provided customer response data. Of 81 customer responses, 95% responded they were Satisfied or Above. 68 were Very Satisfied, 9 were Satisfied, 3 were Neutral, and 1 was Mildly Dissatisfied.

**16. Discussion Item: Meeting Location for September Meeting**

Deanna offered to provide a tour of the new Southeastern Live Well Center if CAB wished to move the meeting. Members discussed and appreciated the offer but prefer the more neutral location of Seville Plaza.

**17. Action Item: Meeting Location for September Meeting**

N/A

**18. Chair's Update: Provided by Jeannine Nash**

Requested CAB members fill their alternate seats.

**19. Adjournment - Next Meeting**

Keith Esshaki made a motion to adjourn. Malik Thornton seconded the motion. Motion carried. Meeting ended at 5:11 pm. The next regular meeting will be on Thursday, September 14, 2023 at 3:30-5:00pm. Location: In Person Seville Plaza.