

**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**

April 11, 2024 - 3:30 p.m. to 5:00 p.m.

Members Present

Karen Lenyoun
Jeannine Nash
Hilary Ward
Tara Izzo
Janelle Lopez
Summer Elliott
Sebastian Pardo

Excused

Destiny Preston
Keith Esshaki

Absent

Oscar Medina

Staff

Deanna Zotalis-Ferreira, Chief, CAP
Deo Akena, Manager, CAP
Erik Aguilar, OSS, OEqC

Guests

Chiara Leroy
Wilford Smith JR.
Greg McGuire

1. **Call to Order:** Meeting called to order by Jeannine Nash at 3:31 pm.
2. **Roll Call:** 6 members were present; quorum was **Achieved**
3. **Acceptance of Agenda:** Karen Lenyoun motioned to accept agenda; Hilary Ward seconded. Motion passed.
4. **Approval of Minutes:** Hilary Ward motioned to accept March 14, 2024 minutes; Karen Lenyoun seconded. Motion passed.
5. **Public Comments:** No Public Comments
6. **Information Item: Vacancy Report**

Currently, there are 8 primary seats filled. 7 primary seat vacancies:

- Public Sector - Seat 1 - In communication with D1 Policy Advisor
- Public Sector - Seat 4 - New D4 BOS; she is actively seeking candidates
- Public Sector - Seat 5 - In communication with D5 Policy Advisor; they are interviewing candidates
- Private Sector – Seat 8 – ECTLC – in process
- Economically Disadvantaged Sector - Seat 12 – Central Region
- Economically Disadvantaged Sector - Seat 6 – East Region
- Economically Disadvantaged Sector - Seat 7 – North Central Region

CAP Chief Deanna Zotalis-Ferreira continues to work with the Office of Equitable Communities' (OEqC) Director, who is working with the Board of Supervisors' offices to identify and recruit representatives in the community and to fill the vacant Public Sector Seats.

CAB members and OEqC Regional Community Coordinators (RCCs) were encouraged to continue outreach efforts to fill the primary and alternate seat vacancies for Private and Economically Disadvantaged sectors.

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

CAB proposed moving Summer Elliott into the Economically Disadvantaged Sector Primary Seat 6 – East Region in order to fill a primary seat vacancy.

CAB had two guests, Wilford Smith JR. and Greg McGuire, who are interested in joining the CAB. CAB agreed to move forward with interview them once their applications are received.

Hilary Ward motioned to move Summer Elliott into the Economically Disadvantaged Sector Primary Seat 6 – East Region. Karen Lenyoun second; motion passed.

Hilary Ward motioned to reappointed Tara Izzo and Sebastian Pardo to a second term in their current seats with CAB. Janelle Lopez seconded; motion passed.

8. Information Item: Confirmation of Receipt of Governing Documents (Organizational Standard 5.4)

Pending: Oscar Medina

This information item will remain on the agenda as a reminder for those who have not responded to the email confirming receipt of governing documents. At the next CAB meeting, those present who have not responded may acknowledge via wet signatures.

9. Discussion Item: Community Needs Assessment (CNA) Survey

The final Community Needs Assessment Survey was provided to the CAB. CAP Chief Deanna Zotalis-Ferreira provided an overview of the CNA and its purpose for our newest CAB members.

10. Discussion Item: Community Action Month and the 60th Anniversary of Community Action

CAB proposed to have its members record themselves reciting the Community Action Promise. CAP will then compile all the videos to make one large master video with segments of everyone's recordings. This master video will be shared with CAB for promotional use.

Sebastian Pardo requested CAP share Community Action's shareable logos and/or videos with CAB.

11. Discussion Item: Revise CAP Mission Statement

Mission Statement needs to reference four elements, including "Relationship" element:

- **Population** [economically underserved]
- **Service** [empowers to thrive]
- **Outcome** [create a sustainable, resilient, and equitable community; economically underserved are empowered to thrive]
- **Relationship** [e.g. in partnership with contractors/community-based organizations]

CAP's Current Mission Statement: To create a sustainable, resilient, and equitable community that empowers the economically underserved to thrive.

CAB discussed adding "through collaborative partnerships" to CAP's current mission statement to incorporate the "Relationship" element.

12. Action Item: Approval of Revised CAP Mission Statement

Final CAP mission statement "To create a sustainable, resilient, and equitable community that empowers the economically underserved to thrive through collaborative partnerships".

Karen Lenyoun motioned to accept new CAP Mission Statement. Tara Izzo seconded; motion passed.

13. Director's Update: Deo Akena

CAP Director's Report was handed out and discussed during CAB meeting.

CAP Chief Deanna Zotalis-Ferreira gave an overview of the purpose of the Director's Report to provide more context to the new CAB members.

14. Chair's Update: Provided by Jeannine Nash

Chairwoman Jeannine Nash encouraged CAB to recruit individuals to fill alternate seats.

15. Adjournment - Next Meeting

Karen Lenyoun made a motion to adjourn. Hilary Ward seconded the motion. Motion carried. Meeting ended at 4:39 pm. The next regular meeting will be on **Thursday, May 9, 2024 at 3:30-5:00pm**. Location: **In Person** at Seville Plaza.