

**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**

May 9, 2024 - 3:30 p.m. to 5:00 p.m.

Members Present

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

Excused

Keith Esshaki
Karen Lenyoun
Destiny Preston
Oscar Medina

Absent

Staff

Deanna Zotalis-Ferreira, Chief, CAP
Erik Aguilar, OSS, OEqC

Guests

Jorge Medina
Wilford Smith

1. **Call to Order:** Meeting called to order by Jeannine Nash at 3:42 pm.
2. **Roll Call:** 5 members were present; quorum was **Achieved**
3. **Acceptance of Agenda:** Janelle Lopez motioned to accept agenda; Tara Izzo seconded. Motion passed.
4. **Approval of Minutes:** Janelle Lopez motioned to amend the April 11, 2024 minutes; Summer Elliott seconded. Motion passed to amend the April minutes to correct the spelling of Summer Elliott's name.
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
- Public Sector – Seat 4
- Public Sector – Seat 5
- Private Sector – Seat 8 – ECTLIC – in process
- Economically Disadvantaged Sector – Seat 12 – Central Region
- Economically Disadvantaged Sector – Seat 6 – East Region – in process
- 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 agreed Wilford (Wil) Smith will be an excellent addition to CAB. Wil is a Community Liaison who works directly with Courage to Call, which works with Veterans Affairs. Wil will bring the expertise needed when working with veterans.

CAB agreed Greg McGuire will be an excellent addition to CAB. Greg work with the *Live Well* community. He attends North County *Live Well* Leadership Team Meetings. He currently in charge of after school programs for kids in the underserved community. Greg also works with Plus Box food distribution, which focuses on distributing food to kids in underserved communities.

8. Action Item: CAB Nominating Committee (AD HOC)

Hilary Ward motioned to appoint Wilford Smith to Economically Disadvantaged Sector Alternate Seat 16 - East. Janelle Lopez seconded. Motion passed.

Janelle Lopez motioned to appoint Greg McGuire to Economically Disadvantaged Sector Alternate Seat 22 – North. Hilary Ward seconded. Motion passed.

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

Pending: Oscar Medina, Summer Elliott

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.

10. Information Item: Ethics Training Reminder (Organizational Standard 5.6)

Pending: Oscar Medina, Tara Izzo, Summer Elliott, Maurice Borders, Sebastian Pardo

Tara Izzo has completed the Ethics Training, per Sebastian Pardo. Sebastian will resend Tara's Ethic Training Certificate to CAP Staff - Erik Aguilar.

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

Community Action Month Compiled Video still in the process of being edited by CAP Staff member - Jocelyn Salamat.

12. Director's Update: Deanna Zotalis-Ferreira

CAP Director's Report was handed out and discussed during CAB meeting. Key discussion surrounded a review of the timeline for the upcoming Community Needs Assessment and the Community Action Plan for 2026-2027 due by June 30, 2025.

13. Chair's Update: Provided by Jeannine Nash

Jeannine Nash pushed for alternate vacancies being filled.

Deanna Zotalis-Ferreira shared from Destiny Preston a request that CAB revisit the CAB By-laws as it relates to remote attendance and Assembly Bill 2449.

14. Adjournment - Next Meeting

Janelle Lopez made a motion to adjourn. Hilary Ward seconded the motion. Motion carried. Meeting ended at 4:40 pm. The next regular meeting will be on **Thursday, June 13, 2024 at 3:30-5:00pm**. Location: **In Person** at Seville Plaza.