

**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**

Zoom Conference Call <https://sdcounty-ca-gov.zoom.us/j/83304506584>

August 8, 2024 - 3:30 p.m. to 5:00 p.m.

<u>Members Present</u>	
Jeannine Nash	Summer Elliott
Keith Esshaki	Janelle Lopez
Destiny Preston	Carla Venegas
Samantha Jenkins	
Lewis Bizsant	
<u>Excused</u>	
Maurice Borders	
Tara Izzo	
Sebastian Pardo	
Hilary Ward	
<u>Absent</u>	
Jorge Medina	
<u>Staff</u>	
Deanna Zotalis-Ferreira, Chief, CAP	
Jocelyn Salamat, Admin Analyst, CAP	
Laura Monroy, OSS, OEqC	
<u>Guests</u>	
Dana Richardson	

1. **Call to Order:** Meeting called to order by Jeannine Nash at 3:31 pm.
2. **Roll Call:** 8 members were present; quorum was **Achieved**
3. **Acceptance of Agenda:** Lewis Bizsant motioned to accept agenda; Janelle Lopez seconded. Motion passed.
4. **Approval of Minutes:** Lewis Bizsant motioned to amend the July 11, 2024, minutes; Janelle Lopez seconded. Motion passed to amend and accept the July minutes to correct the spelling of Summer Elliott and Samantha Jenkins's name.
5. **Public Comments:** No Public Comments
6. **Presentation**

Dana Richardson, San Diego Community Health Improvement Partners, presented on the Resident Leadership Academy Coordination services, the RLA curriculum, the RLA Council Meetings they coordinate, the stipend program they administer to support community leadership and civic engagement in addressing social determinants of health, and the annual RLA Facilitator Training they provide.

Deanna Zotalis-Ferreira clarified that the Communities in Action program also administers RLA graduate training through community-based organizations located within each of the six County regions, in order to expand the program and keep the capacity-building going.
7. **Information Item: Vacancy Report**
 - Jeannine Nash must step away and motioned for Destiny Preston to continue leading the meeting.

- Discussion of current vacancies and recruitment efforts. 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.
- Deanna will follow up with District 1 and 5.
- The Recruitment Flyer will be sent to the board to help recruit.
- For Economically Disadvantaged sector, Deanna shared that new information was received during a recent Field Monitoring visit pertaining to the appointment process: nomination needs to come from members of that community. Instructions will be received and shared by Deanna in a future meeting.

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

Confirmation: Governing documents have been received from Samantha Jenkins.

9. Discussion Item: CAB Application Process

Deanna confirmed that the CAB application online offers the “submit” button.

10. Action Item: CAB Application Process

Janelle Lopez motioned to convert to the new application form which includes the submit button. Destiny Preston seconded the motion. All in favor, including Jeannine Nash.

11. Director’s Update: Deanna Zotalis-Ferreira

CAP Director’s Report was handed out and discussed during CAB meeting. Key discussion surrounded contact capacity, distribution rates, and data that provides information on how funds are being utilized.

CAB members requested additional information for future reports including locations of programs, amounts spent on each program, and poverty maps.

12. Chair’s Update: Provided by Jeannine Nash

No chair update to report.

13. Adjournment - Next Meeting

Keith Esshaki made a motion to adjourn. Janelle Lopez seconded the motion. Motion carried. Meeting ended at 5:08 pm. The next regular meeting will be on **Thursday, September 12, 2024 at 3:30-5:00pm**. Location: **In Person** at Seville Plaza.