

**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>**

**October 10, 2024 - 3:30 p.m. to 5:00 p.m.**

<b><u>Members Present</u></b> Jeannine Nash Keith Esshaki Samantha Jenkins Lewis Biszant Hilary Ward Summer Elliott Carla Vanegas Wilford Smith Jorge Medina Greg McGuire	<b><u>Excused</u></b> Destiny Preston Janelle Lopez	<b><u>Staff</u></b> Deanna Zotalis-Ferreira, Chief, OEqC-CAP Jocelyn Salamat, Admin Analyst, OEqC-CAP Deo Akena, Manager, OEqC-CAP Herminia Ramirez, RCC, OEqC Laura Monroy, OSS, OEqC Raenique Madden-Bowman- OSS, OEqC
	<b><u>Absent</u></b> Maurice Borders	<b><u>Guests</u></b> Mathew Brown – Office of Homeless Solutions David – Student, Public

1. **Call to Order:** Meeting called to order by Hilary Ward at 3:33 pm.
2. **Roll Call:** 10 members were present; quorum was **Achieved**. 6 primaries, 4 alternate
3. **Acceptance of Agenda:** Keith Esshaki motioned to accept agenda; Lewis Biszant seconded. Motion passed.
4. **Approval of Minutes:** Jorge Medina motioned to accept the September 12, 2024, minutes; Wilford Smith seconded. Motion passed.
5. **Public Comments:** No Public Comments
6. **Presentation – Mathew Brown, Chief, Office of Homeless Solutions**
  - Department of Homeless Solutions and Equitable Communities (HSEC) contains three offices: Office of Homeless Solutions (OHS), Office of Equitable Communities (OEqC), and Office of Immigrant and Refugee Affairs (OIRA).
  - OHS' focus is to achieve better coordination of existing and new county homeless and equitable community efforts and serve as a central point of collaboration for outside partners to ensure equity among all San Diegans and reduce homelessness in the region.
  - Framework for Ending Homelessness was formally adopted by the Board of Supervisors in November 2021. It is comprised five domains that cover prevention to permanent housing. This is a County Wide Framework that has over 80 programs.
  - OHS is comprised of two main branches: Systems and Integration handles funding opportunities, grants, contracted services, board letters, and state reporting. The second branch is our Direct

Services, these are the teams that are the boots on the ground.

- OHS works with community providers with the funding available that is designed to improve connections. Office of Homeless Solutions collaborates with other departments, receives referrals, provides legal advocacy, case management while housing application is being processed, rental subsidy for seniors, specialized funding to pay for barriers that prevent people from completing their housing goals, and programs that are designed to provide housing specific to individuals that are justice involved. Programs available also for youth that focuses on T population, domestic violence shelter programs, three separate programs that focus on LGBT+ population, veterans, and for people who have substance use disorders.
- Office of Homeless Solutions has also worked with community partners to create Safe Parking Lots.
- CAB members requested to obtain link to data reports and available housing inventory

**7. Information Item: Vacancy Report**

- Interview for Stefanie Becker scheduled for tomorrow, October 11<sup>th</sup>.
- Application for Valerie Valencia has not been received. Deanna will contact her directly to provide her the application.
- Nomination committee approves Lillia Smith to nomination for vacant Primary Seat 15. Summer Elliott motioned to approve nomination. Hilary ward seconded.
- Tara Izzo and Sebastian Pardo submitted their resignation, immediate vacancy. Private Sector Primary Seat 15 is vacant. Private Sector Alternate Seat 25 is vacant.
- Deanna reports on clarification she has received for the Private Sector Seats: moving forward, these seats are for the same business and ending date to be the same. Private Sector Alternate Seats are optional.
- We continue to reach to Board of Supervisors to fill Public Sector Seats 1 and 5.

**8. Discussion Item: CAB Vacant Positions – Vice Chair**

- By Laws state that only Primary Seat holders can hold positions
- Destiny Preston was nominated for Vice Chair position 08/08/2024, unable to be present today. Summer Elliott has been nominated for Vice Chair position 10/10/2024.

**9. Action Item: CAB Positions – Vice Chair**

- Summer Elliott has been appointed to Vice Chair. Jorge Medina motioned to accept. Lewis Biszant seconded.

**10. Discussion Item: Community Needs Assessment – Jocelyn Salamat**

- Community Needs Assessment to include input from our most vulnerable residents.
- Community dialogues will be held from October 28<sup>th</sup> to October 30<sup>th</sup> with specific dates, times, locations to be advertised.
- Survey flyers will be disseminated based on demographics. Survey results are due from the provider by November 15<sup>th</sup>.
- Reviewed timeline provided and key dates. CAB to review preliminary Needs Assessment Data in December and review Draft CAP Plan. Provide input and edits.
- CAB to approve the CAP Plan at January 9<sup>th</sup> Meeting. Will request Special CAB meeting in January if needed to approve final report.

**11. Discussion Item: ByLaws Edits for Nominations/Voting Economically Disadvantaged - Herminia Ramirez**

- According to recent CSD Field Monitoring Site Visit that occurred late summer, our current nomination process for Economically Disadvantaged sector does not meet the Federal, State, or Democratic selection requirements for the seat of low-income individuals.
- We need to submit revised draft By Laws that conform to the Democratic selection process and adhere to fulfill vacancies in the low-income sector by 12/31/24.
  - Nomination must come from the low-income community or low-income community Organizations.

**12. Action Discussion Item: ByLaws Edits for Nominations/Voting Economically Disadvantaged**

- Proposal concept was approved to proceed with building out the draft.
- Draft will be shared with members at the November 14 CAB Meeting.
- Samantha Jenkins motioned to adopt concept proposal. Summer Elliott seconded.

**13. 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.

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

- No chair update to report.

**15. Adjournment - Next Meeting**

Hilary Ward made motion to adjourn. Jorge Medina seconded the motion. Motion carried. Meeting ended at 5:39 pm. The next regular meeting will be on **Thursday, November 14, 2024 at 3:30-5:00pm**. Location: **In Person** at Seville Plaza.