

**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>

November 14, 2024 - 3:30 p.m. to 5:00 p.m.

<u>Members Present</u> Samantha Jenkins Lewis Biszant Hilary Ward Wilford Smith Jorge Medina Greg McGuire Destiny Preston	<u>Excused</u> Jeannine Nash Janelle Lopez Carla Vanegas Maurice Borders Summer Elliott Keith Esshaki	<u>Staff</u> 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 Carmelo Mendoza Dominguez -OEqC - CAP
	<u>Absent</u>	<u>Guests</u> Angelica Gonzalez – Home Start, Inc. Edna Waller – Home Start, Inc. Kim – Public

1. **Call to Order:** Meeting called to order by Hilary Ward at 3:38 pm.
2. **Roll Call:** 7 members were present; quorum was **Achieved**. 5 primaries, 2 alternate
3. **Acceptance of Agenda:** Samantha Jenkins motioned to accept agenda; Wilford Smith seconded. Motion passed.
4. **Approval of Minutes:** Lewis Biszant motioned to accept the October 10, 2024, minutes; Jorge Medina seconded. Motion passed.
5. **Public Comments:** No Public Comments
6. **Presentation: Angelica Gonzalez and Edna Waller – Home Start, Inc.**
 - Founded in 1972, its mission is to assure the safety and resiliency of children by strengthening families and their communities who have a low or very low income and reside in qualifying zip codes withing Central San Diego.
 - Currently employes five different programs: Communities in Action, Community Services for Families, Housing Program, First 5 First Steps, and Behavioral Health.
 - Communities in Action program provides tools and options for self-determination, financial independence, and healthy choices. Some of the services available are: referrals and connections to community resources, benefits application assistance, tax preparation assistance, financial literacy classes, and Cognitive Development classes.
 - Community Services for Families promotes child safety, well-being, and stable living environments for children. Providing connections for families to community resources.

- Housing Program provide safe and secure transitional and permanent supportive housing for single Transitional Age Youth, ages 18-24, pregnant/parenting and aging out of the foster care system
- First 5 First Steps connects parents to parents-to-be with a trained professional to support them through the joys and challenges of parenting. Services are provided from prenatal up to three years of child's age.
- Behavioral health provides individual and family therapy services to children under 18 years of age across San Diego County.

7. Ethics Training Reminder: Deanna Zotalis-Ferreira

- Requirement for new members to complete ethics training within six months and again every two years.
- Outstanding members reminded to please complete and return their certificates. Instructions and link to complete training will be sent again.

8. Information Item: Vacancy Report

- Private Sector – Seat 13, Jorge Medina. Nomination will be on Board of Supervisors Agenda on December 10, 2024.
- CAB panel interviewed two potential members:
 - Stefanie Becker – board agrees to hold her application for one year according to our ByLaws, as East Seats are filled currently.
 - Daniel Ceballos – applicant lives in North; seats are currently filled; recommendation to encourage applicant to apply for the Public District 5 - Primary Vacancy – Seat 5

9. Action Items: Vacancy Report

- Deanna Zotalis-Ferreira will contact Stefanie to communicate her that her application will be on hold for one year, or until East seat/s become vacant.
- Herminia Ramirez will contact Daniel to confirm his interest in Public District 5 – Primary Vacancy – seat 5.

10. Discussion Item: ByLaws Edits for Nominations/Voting Economically Disadvantaged – Herminia Ramirez

- Background shared with CAB that per 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.
- Proposal verbiage to update our ByLaws shared: “The selection of representatives directly to the community advisory board for any Economically Disadvantaged Sectors seat will be done by existing organizations that primarily serve low-income individuals.”
- Final draft will be shared with the board during our December 12th meeting, before submitting to the State.

11. Action Item: ByLaws Edits for Nominations/Voting Economically Disadvantaged

- Destiny Preston motioned to approve new language and process for the ByLaws; Jorge Medina seconded. Motion passed.

12. Discussion Item: Community Needs Assessment, CAP Programs, and Timeline– Jocelyn Salamat

- Survey has been extended to run through December 5th. Please continue to share the flyers out in the community, on social media, and other avenues.

- We have received 410 survey results thus far.
- In preparation for our December meeting, board members are asked to select one or two priority needs and to provide input and recommendations based on the current CAP programs.

13. Action Item: Community Needs Assessment Flyer Language Condensation

- Make the flyers reader friendly. Such as with bold font, focus QR code in center – Deanna Zotalis-Ferreira will send to CHET team to create a version where there is a third less text

14. Director's Update: Deo Akena

- 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.

15. Chair's Update: Provided by Jeannine Nash

- No chair update to report.

16. Adjournment - Next Meeting

Hilary Ward made motion to adjourn. Jorge Medina seconded the motion. Motion carried. Meeting ended at 5:11 pm. The next regular meeting will be on **Thursday, December 12, 2024 at 3:30-5:00pm**. Location: **In Person** at Seville Plaza and will include a voluntary potluck.