

**COUNTY OF SAN DIEGO  
HEALTH AND HUMAN SERVICES AGENCY  
COMMUNITY ACTION BOARD (CAB)  
5560 Overland Avenue, Room 171  
San Diego, CA 92123  
CAB MEETING MINUTES: January 14, 2016**

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**CALL TO ORDER**

The call to order took place at 3:34 p.m.

**ROLL CALL**

- Present: Madeleine Baudoin, Monique Fernandez, Daphyne Watson, Gina Jackson, Nicole Murphy, Stefanie Benvenuto
- Excused Absences: Ana Briones-Espinoza, Ann Durham, Jeannine Nash
- Absent: Awichu Akwanya, Stephanie Stephens, Rebecca Huntsman
- Staff: Maggie Lujan, Juana Duenas, Maggie Fenn, Nancy D’Adamo

**ACCEPTANCE OF AGENDA**

All CAB members voted in favor of the acceptance of the January 14, 2016 Agenda.

**APPROVAL OF November 12<sup>th</sup>, 2015 MINUTES**

All CAB members voted in favor of the approval of the November 12, 2015 Minutes.

**VACANCY REPORT**

Maggie Lujan reported that Stefanie Benvenuto was officially approved by the BOS to serve as a member of the Private Sector. This leaves CAB with 3 Primary vacancies. Although Jeannine Nash did have someone send in an application to be considered for her alternate in South Region, the applicant’s residency is in East Region and therefore they cannot be considered at this time since there are no vacancies in that Region on the Board.

Madeleine Baudoin suggested that an e-mail be sent to CAB members indicating what specific neighborhoods have existing CAB vacancies. Maggie Lujan said CAB binders have the zip codes, but staff will e-mail it as well. She added a reminder that two of the North regions were collapsed into one when CAB re-structured.

**ACTION ITEM: Board Letter**

In FY 14-15, the CalWORKs Housing Support funding (received via Eligibility Operations) was used to augment a Family Self-Sufficiency contract in the Central region to implement a Rapid Re-housing program for homeless CalWORKs families. In July 2015, Eligibility Operations was awarded \$500,000 to continue the program in FY 15-16. In October 2015, an additional 500k was allocated to expand the program in San Diego for a total of 1 million in FY 15-16.

The Board Letter is asking for a procedural item- to increase contract funding from \$981,734 to \$1,419,067 for the contract term January 1, 2016 through December 31, 2016 and each of the remaining years of the contract to accommodate any future need, if appropriate. Today’s action item requests for CAB to recommend that the County Board of Supervisors allow the contract to be amended to accommodate this increase in funding and any subsequent increases.

Madeleine Baudoin asked about the total amount. Maggie Lujan replied that the contract includes CSBG funds for employment case management, emergency shelter, financial literacy and other services for low-income families. Public Health SNAP Ed funding is also included in the contract for nutrition education activities. So, while if approved the total contract amount will exceed \$1million, the contract will include various sources of revenue for different programs within the contract.

Daphyne Watson asked if it was only for Central Region. Maggie Lujan replied that in the first year, services were limited to families in Central Region, which has the largest concentration of homeless individuals and families in the region according to the Point in Time Count. However, in the second year of the program, referrals from other regions will be accepted into the program.

Nicole Murphy said that the City received funds from HUD, and is looking for answers to house veterans. Nicole questioned if the funds granted from CSBG would assist veterans. Maggie Lujan replied that eligibility for this program is limited to CalWORKs families due to funding restrictions.

Madeleine Baudoin asked about the success and continued improvement of the HSP program. Maggie Lujan replied that in the first calendar year, 139 families were served, and 78 were placed in permanent housing. Maggie Lujan shared that she recently participated in a phone call regarding California's use of CalWORKs funding for Rapid Rehousing with the National Alliance to End Homelessness.

**CAB members voted on the approval of the CalWORKs Housing Support Program Expansion Board Letter.**

All members voted in favor, with none opposed and no abstentions. Motion carried.

**CAP PROGRAM DIRECTOR'S REPORT – Maggie Lujan**

Program Updates

Peace Makers- a pilot program currently in Southeast and Mid-city, contracted thru Urban League with participation of members of the Compassion Project and CAST. The Team that responds reported 18 incidents, and 304 persons contacted through *Walk-n-Knock* (including 4 victims and 21 individuals with ties to gangs). They offer counseling, assistance with spiritual, legal, food, and advocacy needs. CAP coordinated an in-service training on HHS programs that can be of benefit to individuals served through Peace Makers, which was well received by attendees.

Project MOST- a pilot program that provides training and technical assistance to minority owned small businesses through a contract with RISE San Diego completed 5 of 13 trainings, covering topics such as business partnering, networking, marketing, and social media. Additional trainings will be offered through August 2016 – technical assistance to small businesses interested in working towards business goals will be offered starting in February 2016. So far, responses are overwhelmingly positive.

There are 14 newly graduated Resident Leadership Academy (RLA) facilitators that completed training last month. Leaders are very motivated to do community improvement and advocacy in their neighborhoods. Additional RLA Facilitator training will be offered in March 2016. CAP is working on recruiting organizations and/or individuals that work with low-income communities and refugees to complete the training.

Live Well San Diego Exchange- works with the National Conflict Resolution Center (NCRC) to deliver collaborative community training with the transitional populations. This past Fall, CAP offered trainings through NCRC

designed to strengthen and improve communication between residents and police officers as a pilot in Southeast. Lincoln High school served as a great Hub with four sessions taking place, two with parents and police, and two with students and police. A *Press Conference* video was shown to CAB members that highlighted the partnerships created between San Diego Unified School District, the San Diego Police Department, NCRC and the County of San Diego. CAP is currently working with NCRC on plans to expand the program to other parts of the county.

Refugee Arrivals- Maggie Fenn provided the monthly report. There will be a Refugee Forum on Tuesday, January 19th. U.S Representative Susan Davis will attend as will the California Refugee Programs Bureau.

Earned Income Tax Credit (EITC)- Juana Duenas mentioned National EITC Awareness Day will be January 29, 2016. The County of San Diego will have a press release to highlight the initiative that day. Postcards to support local outreach will also be available soon. CAP continues to co-lead the local EITC Coalition with United Way and the IRS. In May, CAP will recognize the volunteers that support the local EITC efforts by volunteering at free tax preparation sites.

Point in Time Count- January 29<sup>th</sup> is the Regional Point in Time Count on the homeless.

#### Financial Updates

The Community Service Block Grant (CSBG) was included in County Single Audit. The final report will be shared when it is available.

CAP will be applying for an Office of Traffic Safety grant for the Keep 'Em Safe program. Also, an RFP will be needed for that contract. CAP will let CAB know when that RFP is out.

#### **CAB CHAIR'S REPORT – Madeleine Baudoin**

No Chair's report.

#### **BOARD DISCUSSION**

Monique Fernandez requested presentations to CAB on the Peacemakers and Project Most pilots. Staff will work on coordinating those for future meetings. Daphyne Watson asked about expanding the Peacemakers program to North Inland. Maggie Lujan responded that there is an interest in that but it will depend on funding.

Madeleine Baudoin asked if CAB members could assist in any way in filling vacancies. Maggie Lujan replied that CAB member participation contributes to offering the voice of the community. In 2016, CAP will build upon the community needs assessment conducted in 2014 to help inform the development of new CAP programs and contracts in 2018. CAP will need the input of CAB and other stakeholders and customers on what these new programs and contracts will consist of.

Nicole Murphy said there is now a San Diego Workforce Partnership Board. They officially get inducted in February. Nick Macchione, HHS Director, will be on the board. Cord Bailey is leaving the Agency. Maggie Lujan said that means the CAB will lose an Alternate seat.

CAB members are to complete Ethics training online and E-mail the completion certificates to CAP, or the Clerk of the Board.

**ADJOURNMENT**

Madeleine Baudoin motioned to adjourn, Gina Jackson seconded. Meeting adjourned at 4:35

**MINUTES APPROVED BY:**

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Signature

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Date

**NEXT MEETING:** Feb 11<sup>th</sup>, 2016 at 3:30 p.m.