

**COUNTY OF SAN DIEGO
HEALTH AND HUMAN SERVICES AGENCY
COMMUNITY ACTION BOARD (CAB)**

MEETING NOTICE: [WebEx](#) ONLY

Call-In Number: 1 (470) 238-5742 US Toll Free

Meeting Number/Access Code: 133 074 6551

Meeting Password: 04 08 2021

MEETING MINUTES

April 8, 2021 – 3:30 p.m. to 5:00 p.m.

Members Present

Nicole Roesler

Aimee Cox

Cassandra Schaeg

Conner Vaughns

Maggie Ta

Juana Duenas

Keith Esshaki

Munqith Alhajjaj

Choose an item.

Choose an item.

Choose an item.

Choose an item.

Choose an item.

Choose an item.

Choose an item.

Excused

Jeannine Nash

Gina Jackson

Connie Cepeda

Parina Parikh

Choose an item.

Staff

Maggie Fenn, Program Manager,
CAP

Michael Wang, Admin Secretary,
SSS

Terri Foster, Admin Analyst, CAP
Abdi Abdillahi, Program Manager,
RES

Nazira Adieva, Admin Analyst, CAP
Liki Porotesano, Admin Analyst,
CAP

Absent

Erik Bruvold

Choose an item.

Choose an item.

Guests

Brittney Ochira – NCRC Staff

Steve Dinkin – NCRC Staff

April Abarrondo – Community
Member

1. **Call to Order:** Meeting called to order by Nicole Roesler at 3:37 PM
2. **Roll Call:** 7 members were present; quorum was Achieved
3. **Acceptance of Agenda:** Nicole Roesler made a motion to accept Agenda, Aimee Cox seconded the motion, motion carried.
4. **Approval of Minutes:** Juana Duenas made a motion to approve the Thursday, March 11, 2021 Minutes, Nicole Roesler seconded the motion, motion carried.
5. **Public Comments:** No Public Comments
6. **Information Item: Vacancy Report**
Currently, there are 3 primary vacancies.
 - Public Sector – Seat 1
 - Public Sector – Seat 3
 - Economically Disadvantaged Sector – Seat 6

7. Discussion Item: CAB Nominating Committee / Ad Hoc Committee

Nicole Roesler discussed the vacant position Vice Chair position and temporarily appointed Juana Duenas to the position, vacating the Secretary position. Aimee Cox noted that she would volunteer for the Secretary position, actions will be taken at the May 13, 2021 meeting.

8. Action Item: CAB Nominating Committee / Ad Hoc Committee

No action item taken at this meeting.

9. Presentation Item: 2022-2023 Community Action Plan and Needs Assessment Report

Presentation of the 2022-2023 Community Action Plan (Plan) and Needs Assessments Report provided by Maggie Fenn. The Plan will be posted on the CAP San Diego website and available to the public for review, the required comment period will occur a minimum of fifteen days prior to the Public Hearing on May 13, 2021.

10. Action Item: 2022-2023 Community Action Plan and Needs Assessment Report

Aimee Cox motioned to accept the Community Action Plan and Needs Assessment Report, Juana Duenas seconded the motion, motion carried.

11. Presentation Item: National Conflict Resolution Center, Steve Dinkin and Brittney Ochira

Presentation of the National Conflict Resolution Center's (NCRC) CAP funded programs – Alternate Dispute Resolution Services, the Live Well Exchange, and the Work Readiness Exchange was provided by NCRC President Steve Dinkin and NCRC Senior Project Manager Brittney Ochira,

12. Director's Update: Provided by Maggie Fenn

PROGRAM UPDATES

- Contracted providers continue to administer **COVID-19 response services** through the CSBG CARES Act, in February and March 2021:
 - **Project MOST** administered by RISE San Diego provided **9.5 hours** of technical assistance to small, minority owned non-profits that have been impacted by the pandemic; including one small non-profit in City Heights that is focused on building a network of services and collaboration ideas to better serve for unsheltered individuals.
 - National Conflict Resolution Center (NCRC) through the Live Well Exchange Program, offered **4** trainings to a total of **148** participants. Topics covered included COVID-related conflict at the El Cajon Collaborative, job seeking during the pandemic to the City of San Diego Work Readiness and Internship Program, and 2 with a focus on racial equity and the challenges of the online/virtual environment to case managers at Alliance for Regional Solutions.
- **Project MOST** administered by RISE San Diego provided **47.5 hours of** strategic and business plan development implementation technical assistance.
 - The learning lab contracting capacity building program component **Ready, Set, Go!** began on February 24, 2021 with an orientation session that included an overview of government contracting, strategic preparation, strategic thinking vs strategy, and organizational development. The learning labs will meet via Zoom every other Wednesday evening and the

last Saturday of each month through June. Participants will also have the opportunity for one-on-one coaching sessions via Zoom.

- The 2020 tax filing season kicked off on February 12, 2021. The **EITC Coordination** provider Dreams for Change (DfC) reported that many of the VITA sites are not operating at full capacity or not opening at all due to continued COVID related hurdles. Despite the many challenges, including a significant decrease in volunteers, DfC reported a total of **1767 tax preparations** were completed across all Coalition sites in February, serving **954** unduplicated individuals.
- The **Resident Leadership Academy (RLA) Coordination** program administered by Community Health Improvement Partners (CHIP) began the RLA Facilitator training on March 18th, the training is being offered virtually via Google Classroom. CHIP worked for the past several months with CalState TEACH to convert the course from an in-person to and online curriculum.
- Home Start, the **Communities in Action (CinA)** provider in the Central Region shared a success story about a client who was struggling to find employment after being incarcerated for many years. After a job offer as a shipyard welder, he was extremely upset that he could not afford the required steel-toed boots. He contacted the case manager and together they were able to get him the boots he needed to begin his new job. During a recent check-in call with his case manager, he emotionally stated that he will never forget what CinA has done for him.
- The National Conflict Resolution Center (NCRC) administers various programs, all of which continue to be very active with trainings and community sessions:
 - The **Live Well Exchange** program engaged a total of **143** participants in February through trainings and restorative circles. Trainings were provided to staff at Children's Legal Services, Concerned Seniors Making a Difference, and the Jewish Collaborative of San Diego. A community training was also completed on the topic of "Meeting Along the Political Spectrum". Two community circles were held – one as part of the A Path Forward initiative, called "From Contempt to Collaboration," and the other "The Power and Peril of Loving Your Enemies

FISCAL UPDATES

- The monitoring visit with CAP's state agency, the Department of Community Services and Development, has been postponed to late July/early August 2021.

13. Chair's Update: No Chair's Update

Adjournment - Next Meeting

Nicole Roesler made a motion to adjourn. Juana Duenas seconded the motion. Motion carried. Meeting ended at 5:02 PM. The next regular meeting will be on Thursday, May 13, 2021 at 3:30 PM. Location: Webex.