

CAP Community Action Board

Democratic Selection Process: Economically Disadvantaged Sector



LIVE WELL
SAN DIEGO

Purpose

- To ensure that CAP's Community Action Board (CAB) is truly representative of the needs and perspectives of economically disadvantaged individuals and families in the communities it serves.
- The process assures a CAB member selection process that is FAIR, TRANSPARENT, and INCLUSIVE.

Applicant Eligibility Criteria

- ✓ **Representative of Low-Income**
- ✓ **Community Residency**
- ✓ **Commitment to Mission**
- ✓ **Diverse Representation**

Democratic Selection Process

The Regional Nominating Committee shall:

- assess applicants' qualifications, experience, and commitment to the community.
- host democratic selection, select a date and time, select an accessible venue, and explain the selection process (via ballot paper voting, voice voting, and/or electronic voting)
- shall inform CAB of the selected candidate for appointment

Appointment

- CAB shall affirm the recommended candidate and forward to the County Board of Supervisors for acceptance.
- The new member will be seated at the next regular CAB meeting following the Board of Supervisors' confirmation of the appointee.

*If the selection is denied, attempts shall be made to notify candidates of their right to appeal. For more information, please refer to the CAB By-laws.



Step 1: Apply

Scan the QR code. Click on "Welcome to the San Diego County Boards and Commissions Portal!" and begin typing "Community Action Partnership Administering Board" and click to select. Click on "Apply for Membership" and complete the fields.



at least 2 months

Step 2: Connect

Regional Nominating Committee shall contact qualified applicants to arrange for a meeting to facilitate democratic selection.

Selected candidate shall be affirmed by the Community Action Board at the next meeting.



at least 2 months

Step 3: Appointment

CAP shall docket affirmed candidate for official appointment by the County Board of Supervisors (BOS) during a scheduled meeting.

BOS shall officially appoint during a scheduled meeting, and issue a welcome package.



Step 4: Collaborate

CAP shall send a welcome email with the CAB Orientation Packet.

The new member will be seated at the next regular CAB meeting.

CAB members and CAP team shall collaborate to help low-income families achieve self-sufficiency and thrive!