

**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>**

**June 12, 2025 - 3:30 p.m. to 5:00 p.m.**

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| <b><u>Members Present</u></b><br>Samantha Jenkins<br>Jeannine Nash<br>Wilford Smith<br>Hilary Ward<br>Greg McGuire<br>Carla Vanegas<br>Jorge Medina<br>Summer Elliott<br>Janelle Lopez | <b><u>Excused</u></b><br>Keith Esshaki<br><br><b><u>Absent</u></b><br>Lillia Smith<br>Lewis Bissant<br>Destiny Preston | <b><u>Staff</u></b><br>Herminia Ramirez, RCC, DSCE<br>Deo Akena, Manager, DSCE-CAP<br>Jocelyn Salamat, AA, DSCE-CAP<br>Amanda Bass-Garcia, AA, DSCE<br>Corinne Rodriguez, OA, DSCE- CAP<br><br><b><u>Guests</u></b> |
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1. **Call to Order:** Meeting called to order by Jeannine Nash at 3:35 pm.
2. **Roll Call:** 9 members were present; quorum was **Achieved**. 6 primaries, 3 alternates
3. **Acceptance of Agenda:** Samantha Jenkins motioned to accept agenda; Summer Elliott seconded. Motion passed.
4. **Approval of Minutes:** Hilary Ward motioned to accept the May 8, 2025, minutes; Summer Elliott seconded. Motion passed.
5. **Public Comments:**
  - No public comments
6. **Information Item: Vacancy Report**
  - Currently, there are 5 vacancies:
    - Public Sector – Seat 1 – Will remain vacant until a new County supervisor is elected in July 2025. CAP will work with the new supervisor to appoint a CAB member.
    - Public Sector – Seat 5 - Application has been received by the Clerk of the Board.
    - Private Sector – Seat 14
    - Economically Disadvantaged Sector – Seat 12 - Central Region - Board voted to appoint applicant Cesar Javier to Seat 12 during today's meeting.
    - Economically Disadvantaged Sector – Seat 7 – North Central Region
7. **Discussion Item: Debrief of CAB interviews**
  - Last month, Samantha Jenkins and Lewis Bissant conducted an interview with Cesar Javier, applicant for the Economically Disadvantaged Sector Seat 12, Central Region. Samantha reported that Mr. Javier is very enthusiastic, has a strong commitment to community and advancing equity

and representation, and recommended him as a candidate.

**8. Action Item: CAB Vote for Vacant Seat 12 Applicant**

- Samantha Jenkins motioned to appoint Cesar Javier as the representative for the Economically Disadvantaged Sector Seat 12, Central Region. Jorge Medina seconded. All board members present were in favor. Motion passed.

**9. Discussion Item: Mission Statement & Strategic Plan – Jocelyn Salamat**

- Jocelyn facilitated a discussion about the mission statement. Board members participated in drafting an updated mission statement:
  - CAP San Diego empowers individuals & households toward socioeconomic advancement and increased access to resources through strategic partnerships.
- Board members reviewed the CAP Strategic Plan, which has been updated in alignment with the Results Oriented Management and Accountability (ROMA) framework. Members made suggestions for edits, which will be processed and shared during the next CAB meeting.

**10. Action Item: Mission Statement & Strategic Plan**

- Jorge Medina motioned to accept the updated mission statement. Hilary Ward seconded. Motion passed.

**11. Discussion Item: CAB Questions for HHSA Deputy Chief Administrative Officer**

- Board members were informed that Kimberly Giardina, Deputy Chief Administrative Officer for the County Health and Human Services Agency will be joining next month's CAB meeting and were asked to submit questions via email by June 26<sup>th</sup>.

**12. Director's Update: Deo Akena**

- The CAP Director's Report was handed out and discussed during the CAB meeting.
- CSBG Funding for the third and fourth quarters was received on May 21st.
- Project MOST is ending 6/30/2025.
- The CAB website has been updated; members were asked to send in a professional photo via email by June 26<sup>th</sup>, to be added to the website.

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

- Reminder to please get your alternates in place.

**14. Adjournment - Next Meeting**

Hilary Ward made motion to adjourn. Samantha Jenkins seconded the motion. Motion carried. Meeting ended 5:00 PM.

The next regular meeting will be on Thursday July 10, 2025 - In Person at Seville Plaza.