

**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
First Floor – Conference Room B**

Zoom Conference Call <https://sdcounty-ca-gov.zoom.us/j/83304506584>

May 14, 2026 - 3:30 p.m. to 5:00 p.m.

<u>Members Present</u> Wilford Smith Jeannine Nash Samantha Jenkins Christi Knight Janelle Lopez	<u>Excused</u> Elana Levens-Craig Destiny Preston Greg McGuire	<u>Staff</u> Herminia Ramirez, Chief, DSCE Deo Akena, Manager, DSCE-CAP <u>County staff on Zoom</u> Jocelyn Salamat, AA II, DSCE-CAP
<u>Member of Public Present</u> Talia Gore-Prince	<u>Absent</u> Jorge Medina	

1. **Call to Order:** Meeting called to order by Jeannine Nash, at 3:38 pm.
2. **Roll Call:** 5 members were present; quorum was **Achieved**. (4 primaries & 1 alternate).
3. **Acceptance of Agenda:** Samantha motioned to accept Agenda; Christi seconded. All in favor, motion passed.
4. **Approval of Minutes:** Christi motioned to accept April 9, 2026, Minutes; Jeannine seconded. All in favor, motion passed.
5. **Public Comments:**
 - No public comments
6. **Information Item: Vacancy Report**
 - There are 8 primary vacancies:
 - Public Sector – Seat 1: D1 is interviewing candidates.
 - Private Sector – Seats 8, 14 and 15: Clerk has received applications for these seats. DSCE continues to follow-up with candidates.
 - Economically Disadvantaged Sector – Seat 12 (Central Region): Clerk has received an application for this seat. DSCE will be following up with the Regional Nominating Committee.
 - Economically Disadvantaged Sector – Seat 11 (North Coastal/Inland Region): Nomination memo is being routed to move alternate Seat 22 member to primary Seat 11.
 - Economically Disadvantaged Sector – Seat 7 (North Central Region): Clerk has received an application for this seat. DSCE will be following up with the candidate.
 - Economically Disadvantaged Sector – Seat 6 (East Region): Member resigned on 3/9/26. DSCE will start recruitment process.

- There are 8 alternate vacancies:
 - Private Sector – Seat 18
 - Private Sector – Seat 19
 - Private Sector – Seat 23
 - Private Sector – Seat 24
 - Private Sector – Seat 25
 - Economically Disadvantaged Sector – Seat 21 (Central Region)
 - Economically Disadvantaged Sector – Seat 17 (North Central Region)
 - Economically Disadvantaged Sector – Seat 20 (South Region)

7. Discussion Item: CAB Nominating Committee

- Janelle Lopez: Primary seat 10 Movement to Alternate Seat 20: paused until August 2026.
- Applicant Interviews and Recommendations: Samantha and Greg interviewed Brandon Duran on 5/7/26 via zoom. Samantha stated that Brandon has a lot of experience working with the low-income population and would be a great addition to CAB. Both Greg and Samantha recommend Brandon for private sector seat 14.

8. Action Item: CAB Vote on Seat Movement and Recommendations

- No action for Janelle's seat.
- Christi motioned to move Wilford Smith from alternate seat (16) to primary seat (6) for East region Economically Disadvantaged sector. Samantha seconded the motion. Wilford abstained. All others in favor, motion passed.
- Samantha motioned to vote Brandon Duran to private sector seat 14. Wilford seconded the motion. All in favor. Motion passed unanimously.

9. Discussion Item: CAB Officers and Provisions to Sign Minutes

- To vote for new CAB officers as required by the by-laws Chair, Vice-Chair and Secretary. Members recommended for the election to be held in November with the term starting in January or February of the following year.
- Wilford Smith was interested in being the chair. However, Wilford currently holds an alternate seat and will be voted once he is moved to a primary seat.
- To allow any primary seat holder to sign CAB meeting minutes in the absence of a secretary.

10. Action Item: CAB Officers

- Samantha motioned to reappoint Jeannine as the chair. Janelle seconded the motion. Jeannine abstained. All other members were in favor. Motion carried.
- Chisti motioned to appoint Samantha Jenkins as the vice-chair. Janelle seconded the motion. Samantha abstained. All other members were in favor. Motion carried.

11. Discussion Item: 2026 Community Needs Assessment (CNA) Survey Timeline

- Jocelyn presented status and updated timeline for the 2026 CNA survey.

12. Discussion Item: Mileage Reimbursement Update

- Hermi provided updates on mileage reimbursement. Board of supervisor policy A-74 allows for mileage reimbursement for board and commission members. The County team will continue to research and provide more updates at the June 11, 2026 CAB meeting.

13. Discussion Item: Community Action Month

- Board members recited the Community Action Promise and took a group picture with an “I love Community Action Partnership” flyer.

14. Director Updates: Deo Akena

- Deo provided updates; refer to the Director’s Update document. The County’s Single Audit Report for Fiscal Year 2024-2025 was recently posted by the County of San Diego, and there were no findings related to CSBG.

15. CAB Chair Update: Jeannine Nash

- No updates, besides encouraging members to continue using social media for CAB recruitment.

16. Adjournment - Next Meeting

- Christi made the motion to adjourn. Samantha seconded the motion. All in favor, motion carried. Meeting ended at 5:10 PM.
- The next regular meeting will be on Thursday, June 11, 2026 - In Person at Seville Plaza.