

**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>

January 8, 2026 - 3:30 p.m. to 5:00 p.m.

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| <u>Members Present</u> Wilford Smith Samantha Jenkins Hillary Ward | <u>Excused</u> Maurice Borders Destiny Preston Elana Levens-Craig Greg McGuire Summer Elliott Janelle Lopez | <u>Staff</u> Herminia Ramirez, Chief, DSCE Deo Akena, Manager, DSCE-CAP Carmelo Mendoza, AA, DSCE- CAP |
| <u>Members on Zoom</u> None | <u>Absent</u> Jorge Medina Jeannine Nash | |

1. **Call to Order:** Meeting called to order by the secretary, Hillary Ward, at 3:43 pm.
2. **Roll Call:** 3 members were present; quorum was **NOT Achieved**. (2 primaries & 1 alternates).
3. **Acceptance of Agenda:** No quorum met; therefore, Agenda was not accepted
4. **Approval of Minutes:** No quorum met; therefore, Agenda was not accepted
5. **Public Comments:**
 - No public comments
6. **Information Item: Vacancy Report**
 - There are 7 primary vacancies:
 - Public Sector – Seat 1: The new supervisor is still in the process of getting acquainted with her responsibilities and with all advisory boards; when the appropriate time comes, CAP will work with the new supervisor to inform them about CAP, and the appointment process.
 - Public Sector – Seat 5: D5 has received applications for this seat.
 - Private Sector – Seat 8: Clerk has received applications for this seat.
 - Private Sector – Seat 14
 - Private Sector – Seat 15
 - Economically Disadvantaged Sector – Seat 12 (Central Region): There is ongoing recruitment for this seat.

- Economically Disadvantaged Sector – Seat 7 (North Central Region)
- There are 6 alternate vacancies:
 - Private Sector – Seat 18
 - Private Sector – Seat 23: Pending application from Serene Health IPA.
 - Private Sector – Seat 24
 - Private Sector – Seat 25
 - Economically Disadvantaged Sector – Seat 21 (Central Region)
 - Economically Disadvantaged Sector – Seat 17 (North Central Region)

7. Discussion Item: CAB Nominating Committee

- Tabled.

8. Action Item: CAB Nominating Committee

- Tabled.

9. Information Item: Board Ethics Training and Signed Conflict of Interest Certificate (Organization Standards 5.6)

10. Discussion Item: CAB Impact and Highlights Presentation

- Tabled. However, members opted to have the presentation emailed with February CAB packet

11. Director Updates: Deo Akena

- Updates were provided to members; refer to Director's Update document.

12. CAB Chair Update: Hillary Ward

- No updates.

13. Adjournment - Next Meeting

- Hillary Ward made the motion to adjourn. Wilford Smith seconded the motion. All in favor, motion carried. Meeting ended at 5:02 PM.
- The next regular meeting will be on Thursday February 12, 2026 - In Person at Seville Plaza.