



Alameda County - Oakland Community Action Partnership (AC-OCAP)

Visit us on the web at AC-OCAP.com or contact us by email at AC-OCAP@oaklandnet.com

JOINT PROGRAM PLANNING and ADVOCACY COMMITTEE MEETING {SPECIAL MEETING}

Wednesday, June 26, 2024, 5:30 p.m.-7:30 p.m. at 150 Frank H. Ogawa Plaza, 4TH Floor Human Services Department, Conference Room 1

Community Zoom Link:

<https://us06web.zoom.us/j/83423717801?pwd=rUNvkC2cwtObrQiO8I92rasaljF1ov.1>

Meeting ID: **834 2371 7801**

Passcode: **572937**

Community members who would like to comment on committee agenda items are encouraged to do so in person.

Program Planning Committee: Angelica Gums (Chair), Councilmember Carroll Fife (Tonya Love), Councilmember Noel Gallo (Ana Tellez Witrigo), William B. "Quantum" Norwood II, and Diana Maravilla

Advocacy Committee: David Walker (Chair), Mayor Sheng Thao (Dr. Kimberly Mayfield), Patricia Schader, LaWanda Smith, and Councilmember Treva Reid (Latashia Perry)

Staff: Dwight Williams, Thea On, and Maria Huynh

AGENDA

1. Call to Order to Determine Quorum of Joint Committee Meeting - ACTION ITEM
2. Approval of Agenda - ACTION ITEM
3. Approval of Minutes (Summary) from Joint Committee Meeting on April 24, 2024 - ACTION ITEM
4. Logistical & Budget Planning for: - DISCUSSION ITEM:
 - Board Retreat
 - CAP 60th Anniversary
 - Parking changes
5. Change Committee Structure – Breaking up 2 committees to get more done

- Ad Hoc Committees

6. Administration for Children and Families Grant Consideration
7. Strategic Plan Update
8. Public Comment: (Specific Agenda Item(s): Audience Comment Period)
9. Open Forum: (General Audience Comment Period)
10. Adjournment - ACTION ITEM: The next in-person meeting will be on **July 17, 2024**



MINUTES

Alameda County-Oakland Community Action Partnership (AC-OCAP)



Joint Program Planning and Advocacy Committee Meeting Wednesday, May 15, 2024, 5:30 PM

Committee Member Present: Supervisor Nate Miley (Angelica Gums), Councilmember Council Member Treva Reid (Latasha Perry), Carroll Fife (Tonya Love), and Diana Maravilla

Committee Member Excused: Mayor Sheng Thao (Dr. Kimberly Mayfield)

Committee Member Absent: Councilmember Noel Gallo (Ana Tellez-Witrigo), David Walker, William B. "Quantum" Norwood II, Patricia Schader, and LaWanda Smith

Staff: Dwight Williams, Thea On, and Maria Huynh

Guest(s): Monique Rivera

1. Roll Call/Determination of Quorum/Approval of Agenda

Staff T. On performed Roll Call. No Quorum established.

2. Approval of the Draft Minutes from the Alameda County-Oakland Community Action Partnership (AC-OCAP) Joint Program Planning and Advocacy Committee Meeting of April 24, 2024

MOTION: None due to lack of Quorum

M/S/Carried: None due to lack of Quorum.

3. Summary: The Committee Members discussed their efforts to engage with local council members and staff, share contact information for elected officials, and prepare for community action events. Guest M. Rivera shared her experience with personal relationships and email addresses, while staff D. Williams emphasized the importance of following up and using the council's email address. The Committee Members also discussed their attempts to distribute contact information for local elected officials and their experiences with mass distribution, bounce back emails, and difficulty in finding the correct contact information for some officials. Additionally, they discussed various ideas for strategic planning and communication for a non-profit organization, including creating a one-page strategic plan and vision statement, and the importance of community action and social change. Finally, they discussed ways to help individuals experiencing poverty and homelessness in their community, including involving the board in the decision-making process and reorganizing contracting processes.

a. Board retreat: The Committee did not discuss specific information about a board retreat in the meeting. Most of the discussion focused on planning an upcoming 60th Anniversary Event, including logistics like speakers, a film screening, seating arrangements, volunteers, and finalizing the program details.

b. CAP 60th Anniversary: Guest M. Rivera mentioned commemorating CAP's 60th Anniversary when discussing the film screening. She discusses the three founding leaders of CAP in Oakland from the 1970s when it was first established. This event is focused on themes of poverty, homelessness, and CAP's role in addressing these issues over its history of 60 years. It would include welcoming remarks, introduction of dignitaries, and a proclamation reading. A brief history of CAP would be presented, followed by a 3–10-minute film screening. There will be a Q&A panel discussion on the intersection of poverty and homelessness

with local experts. The Committee discussed speakers, seating arrangements, volunteers, food/drinks, printed materials, and finalizing the program schedule.

c. Strategic Plan: Guest M. Rivera suggested including CAP's strategic plan as a possible handout material at the event, along with the vision/mission statement. She provided a one-page strategic plan document to A. Gums for consideration as a handout, which included the organization's mission and vision. A. Gums agreed this one-page strategic plan document would be suitable as a handout, along with another document on grantee outcomes.

Public Comment: None

Open Forum: (General Audience Comment Period): None

Adjournment: Chair A. Gums adjourned the Joint Planning and Advocacy Committee Meeting at 7:00pm.

MOTION: None due to lack of Quorum

M/S/Carried: None due to lack of Quorum.

The Next-In-Person Meeting: June 19, 2024 (Proposed for June 26th)