



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

Visit us on the web at [AC-OCAP.com](http://AC-OCAP.com) or contact us by email at [AC-OCAP@oaklandnet.com](mailto:AC-OCAP@oaklandnet.com)

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**JOINT PROGRAM PLANNING and ADVOCACY COMMITTEE MEETING {Standing}**

**Wednesday, October 16, 2024, 5:30 p.m.-7:30 p.m. at 150 Frank H. Ogawa Plaza, 4<sup>TH</sup> 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.

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Program Planning Committee: Angelica Gums (Chair), Councilmember Carroll Fife (Tonya Love), Councilmember Noel Gallo (Ana Tellez Witrago), 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 (Josephine Guzman)

Staff: Dwight Williams, Thea On, and Maria Huynh

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**AGENDA**

1. Call to Order to Determine Quorum of Joint Committee Meeting - ACTION ITEM
2. Approval of Agenda - ACTION ITEM
3. Approval of Minutes from Joint Committee Meeting on March 20, 2024 - ACTION ITEM
4. Public Comment: (Specific Agenda Item(s): Audience Comment Period)
5. Logistical & Budget Planning - DISCUSSION ITEM:
  - Board Retreat: Change to Working Session Meeting
6. Strategic Plan Update

7. Open Forum: (General Audience Comment Period)
8. Adjournment: Next in-person meeting will be on **November 20, 2024**



## MINUTES



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

#### Joint Program Planning and Advocacy Committee Meeting Wednesday, March 20, 2024, 5:30 PM

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**Committee Member Present:** Supervisor Nate Miley (Angelica Gums), Mayor Sheng Thao (Dr. Kimberly Mayfield), Councilmember Carroll Fife (Tonya Love), Councilmember Treva Reid (Latasha Perry), Patricia Schader, and William B. "Quantum" Norwood II.

**Committee Member Excused:** Councilmember Noel Gallo (Ana Tellez-Witrigo), and Diana Maravilla.

**Committee Member Absent:** David Walker, and LaWanda Smith

**Staff:** Dwight Williams, Thea On, Maria Huynh

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

Chair A. Gums performed Roll Call, and a quorum was established at 5:40p.m.

**MOTION:** To approve the March 20, 2024, Joint Committee Meeting Agenda.

**M/S/Carried:** Q. Norwood / K. Mayfield / Motion Carried.

#### 2. Approval of the Draft Minutes from the Alameda County-Oakland Community Action Partnership (AC-OCAP) Joint Program Planning and Advocacy Committee Meeting of January 21, 2024 - Attachment 2A

**MOTION:** To approve the February 21, 2024, minutes.

**M/S/Carried:** P. Schader / L. Perry / Motion Carried.

#### 3. Logistical & Budget Planning

- a. **Board Retreat** - A. Gums met with Darlene (Director of Race & Equity) to share a potential 90-minute training session on equity that could be included. Tentative dates in late May or June to ensure adequate time to plan properly. A. Gums discuss changing the venue from the Oakland Museum to the West Oakland Library due to budget constraints. Committee members discuss putting together a budget breakdown for costs like the location, food, facilitators, etc. to determine feasibility.
- b. **CAP 60<sup>th</sup> Anniversary Event** - Sponsoring a screening of the film "A Rising Tide" about homelessness, as recommended by Staff D. Williams. Looking into possible venues like the Oakland City Hall, Council Chambers and Californina Endowment. K. Mayfield recommends partnering with the screening to include a local black-owned business to support the community. Postponement of the originally discussed restaurant mixer event due to budget and other constraints.

**ACTION ITEM:** Research event space options like the West Oakland Library, East Oakland Senior Center, Oakland City Hall Chambers, and confirm availability and pricing. D. Williams to follow up on contacting City Hall staff member for reservation. A. Gums to reach out to potential retreat facilitators and secure 1-2 more bids. Send a strategic plan copy to all board members. Compile facilitator bid information once received and share with Committee Members for review. Staff T. On to research California Endowment as a potential free venue space for the retreat. K. Mayfield to research the Native American Health Center as a possible retreat venue.

#### 4. Strategic Updates:

Facilitators will help guide the board through reviewing and discussing the existing strategic plan during the upcoming retreat. This will help focus their work. The strategic plan contains multiple goals/focus areas that the board will need to prioritize for the coming year, as they likely won't have capacity to take on everything. K. Mayfield requested a copy of the strategic plan to share with the full board for review ahead of the retreat. Staff T. On will be emailing the 2020-2025 Strategic Plan report to the Committee members. During the retreat, the facilitator will help the board determine which strategic plan goals and objectives to focus on are most feasible and impactful for the coming period. Implementation and updates on progress toward the strategic plan will likely continue to be discussed at future board meetings.

5. **Open Forum: (General Audience Comment Period)** Community member Charles Turner, Coordinator for the Alameda County Workforce Development Board. Offered to contribute to the non-profit's training programs and potentially present at board meetings to share resources. Charles Turner mentioned upcoming outreach events on July 17th and 25th focused on housing solutions, mental health support, and jobs that the non-profit members could participate in or share information about with their clients. He seemed interested in exploring partnership and collaboration opportunities between the two boards to better serve the community.

#### 6. Dwight Williams' Endorsement Letter - DISCUSSION ITEM

D. Williams mentioned that D. Walker was taking the lead on drafting an endorsement letter in support of D. Williams transitioning to the permanent director position. The letter would formally endorse D. Williams' qualifications/track record as interim director to help support his candidacy for the permanent role. A. Gums asked D. Williams to provide an update on the status of the endorsement letter and job posting for the director's position, since that was previously discussed as something D. Walker was working on.

7. **Open Forum: (General Audience Comment Period)** Community member Eugina Crews commented that they had seen the film "Rising Tides" presented last year with a panel discussion. They suggested if the board decides to screen this film, someone should preview it first to set up meaningful discussion of the issues raised, perhaps with local elected officials or experts. Eugina Crews provided feedback to the board as they were considering sponsoring a screening of the same film for their 60th anniversary event. The speaker recommended facilitating conversation around the film to maximize its impact.

#### 8. ACTION ITEM: Adjournment

**MOTION:** To adjourn the meeting at 6:45pm

M/S/Carried: Q. Norwood / P. Schader / Motion Carried.

**The Next-In-Person Meeting: April 17, 2024**