



MINUTES



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

Administering Board Teleconference

September 13, 2021, 5:30 p.m.

Granicus Recording Link: <https://oakland.granicus.com/player/clip/4427>

Board Members Present: Gladys Green (Chair), Monique Rivera (Vice Chair), Andrea Ford (Treasurer), Sandra Johnson (Secretary), Laura Guevara, Mitchell Margolis, David Walker, Samantha Columbus, Njeri McGee-Tyner, John Michael “Mike” Baratta, Mayor Libby Schaaf (Lisa Ruhland), Councilmember Carroll Fife (Tonya Love), and Sean Callum

Board Members Excused: Councilmember Noel Gallo, Councilmember Treva Reid (Rosa Velazquez), Councilmember Nate Miley (Angelica Gums), and Supervisor Wilma Chan (Sarah Oddie)

Staff: Estelle Clemons, Dwight Williams, Don Raulston, Vanessa Floyd-Rodriguez, and Melissa Francisco

Guests: Michael Munson, Gidalthi Gonzalez, James Lande, Rashida Washington, Tiana-Joy Smith, Denise De Rio, Alina Kwak, Laurie Flores, William “Bill” Bedrossian, Meemie Khine, Sarah Voit, Kathy Chao Rothberg, Diane Jesus, Mai Quach, and Kenya Paul

A. Call to Order/Recite AC-OCAP Promise

Board Chair G. Green called the September 13, 2021 Administering Board Teleconference to order at 5:34 p.m. The AC-OCAP Promise was recited.

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

Roll call was performed by staff M. Francisco. A quorum was established at 5:39 p.m.

MOTION: To approve the September 13, 2021 Administering Board Agenda.

M/S/Carried: L. Ruhland / S. Johnson / Motion Carried.

C. Approval of Draft July 12, 2021 Administering Board Minutes - Attachment C1

MOTION: To approve the Draft July 12, 2021 Administering Board Minutes

M/S/Carried: M. Rivera / A. Ford / Motion Carried.

C. Community Action Partnership (CAP) Updates (E. Clemons)

1. Board Updates

A. Community Development Block Grant (CDBG) Oakland District 4 Board Vacancy – Attachment D1A

CAP Staff have begun the process of notifying the council office of the Oakland District 4 vacancy. E. Clemons requested the Administering Board’s aid in recruiting for the vacancy.

B. District 5 Elected Official Appointee Designation Request – Attachment D1B

Emilia Ordaz-Salto is no longer the representative for District 5. Brittany Garza has been appointed as Councilmember Gallo's replacement representative.

C. 2021 Board Retreat – October 16, 2021, 10am-3pm

The virtual Board Retreat will be facilitated by Karen and Arnold Perkins. We are planning for Karen to provide drawings on the whiteboard screen to make the virtual event interactive.

D. Alameda County Board of Supervisors AC-OCAP Presentation – October 25, 2021

The presentation should occur every two years; nevertheless, CAP presented before the Board of Supervisors last year. More details will be forthcoming.

ACTION ITEM: Staff M. Francisco to email Alameda County Board of Supervisors meeting link.

E. Board Acknowledgements

Gladys Green, Board Chair, was acknowledged and congratulated for her many years of service, as well as receiving the highest 4th Degree Knights of Peter Claver Ladies of Grace distinction, the 2021 Cartagena Award, during the 1st Virtual Conclave.

2. AC-OCAP Programming

A. AC-OCAP Update – Attachment D2A

Department of Community Services and Development (CSD) Close-Out of the 2020 Contract

The CSD Audit Transmittal Report was shared on the teleconference screen and included in the agenda packet. The review revealed no findings requiring corrective action; hence, the audit is closed, certifying the completion Close of the 2020 Contract.

State Approval of 2022-2023 Community Action Plan (CAP)

The Community Needs Assessment and CAP Certificate was shared on the teleconference screen and included in the agenda packet.

2021 Community Services Block Grant (CSBG) and Coronavirus Aid, Relief, and Economic Security (CARES)

Budget Update

E. Clemons delivered a fiscal update with the AC-OCAP CSBG Budget for 2021 shared on the teleconference screen and included in the agenda packet. The reprogramming of funds typically occurs by year-end, however because the CSBG CARES funding was extended to May 31, 2022, there is additional time to plan. Last year, budget reallocation included providing grantees an extra \$3,000, which may occur again. There is \$40,000 to reprogram from SAVE Center for Community Change And Empowerment (SAVE) and Oakland Private Industry Council (PIC), which may go to the Earned Income Tax Credit (EITC) Program. So far, \$567,837 of CSBG CARES \$1,933,830 contract has been expended. CAP Program Analysts are actively monitoring expenditures, and most Grantees have met their mid-year spending targets of 40-50%. Staff D. Williams noted the 200% Federal Poverty Level eligibility under CSBG CARES will expire on September 30, 2021.

B. Bank On Oakland (BOO) and Guaranteed Income Update

The BOO Matrix is complete, with several financial institutions and their products fully vetted. The number of banks that have signed on with BOO makes the program one of the largest in the nation. The Matrix and website will be showcased at a partner convening on October 7, 2021, from 10am to 12pm. The relaunch of BOO 2.0 aims to establish a sustainable program model that will enable funding opportunities.

ACTION ITEM: Staff M. Francisco to email calendar invite for October 7, 2021, BOO Partner Meeting.

E. Clemons serves as an advisor for Oakland Resilient Families (Guaranteed Income Program), which is supported by philanthropic donations and administered by a collaboration of local community-based groups including Oakland Thrives and CAP partner UpTogether (formerly FII - Family Independence Initiative). The initiative is intended to provide a guaranteed income of \$500 per month for at least 18 months to 600 Oakland households with low incomes and at least one child under the age of 18. The first 300 families from Districts 6 and 7 were chosen and are now receiving their Guaranteed Income payments. The next 300 families will be chosen from a pool of applications submitted by residents throughout the city. To receive updates on the Oakland Resilient Families initiative, sign-up here: <https://oaklandresilientfamilies.org/learn-more>

C. 2021-2022 Earned Income Tax Credit (EITC) Campaign, State Child Tax Credit (CTC) & Golden State Stimulus; and Federal Monthly CTC Expansion Launched July 15, 2021

Staff D. Raulston has resumed his role as VITA Coordinator, and preparations for the 2021-2022 EITC Campaign are underway. In late August, efforts to recruit City employee volunteers began. Board Members with extensive tax knowledge are invited to assist the EITC program, possibly in a Train-The-Trainer capacity. Significant adjustments to the Child Tax Credit include higher possible CTC amounts and the option to receive advanced CTC in monthly installments. These measures have reduced child poverty by half, however reaching eligible non-filers by the IRS deadline of October 15, 2021, is proving difficult. E. Clemons has answered numerous calls and emails regarding CTC advocacy and has subsequently organized a United Way Bay Area training session for partners planning to serve as CTC Navigators. AC-OCAP has registered for a unique web address offered by Code America that will be used to assist the community in claiming their CTC, stimulus payments, and any other corrections they are owed. More information to follow.

3. Conferences/Travel

National Community Action Partnership (NCAP) Annual Convention, Hybrid | Boston, MA | August 30 – September 3

-Report Out: S. Johnson (in-person attendee), Board Members, CAP Staff

AC-OCAP was represented in-person by Board Secretary S. Johnson at the NCAP Convention; her report will be provided to the Administering Board at the next teleconference on October 11, 2021. E. Clemons reported on her virtual attendance and recommended the book *The Sum of Us: What Racism Costs Everyone and How We Can Prosper Together*, by keynote speaker Heather McGhee. M. Baratta reported on his virtual participation, which consisted of sessions related to Families and Mental Health, such as *Building Resilient Communities Using Trauma Informed Approaches* and *Supporting Program-Wide Culture of Mental Health and Well-Being*.

National Community Action Foundation (NCAF) Conference, Virtual | October 25 and November 1, 8, 15 and 17, 2021

The NCAF conference dates have been rescheduled. Board members are encouraged to register for the virtual NCAF Conference.

ACTION ITEM: Board Members to email Staff M. Francisco by September 17, 2021, to register for the NCAF Conference.

MOTION: To accept E. Clemons Community Action Partnership Updates.

M/S/Carried: M. Rivera / A. Ford / Motion Carried.

E. AC-OCAP Grantee Presentations

Downtown Streets Incorporated | Tiana-Joy Smith, Project Manager

T. Smith displayed a PowerPoint Presentation on the teleconference screen. T. Smith began by introducing the Downtown Streets Team program, which provides unhoused and at-risk individuals with the opportunity to participate in community work experience projects in exchange for a minimal stipend. T. Smith then reviewed Pivots including the Case Manager role encompassing employment support, monthly success meetings instead of weekly and partnerships with community shelters to extend work experience to shelter guests. The Board was introduced to Denise De Rio, a Team Member, who shared her experience with homelessness and gaining the necessary assistance through Downtown Streets Inc. T. Smith concluded the presentation by inviting the audience to attend Downtown Streets monthly meetings, which are held on the last Tuesday of each month.

Fremont Family Resource Center | Alina Kwak, Deputy Administration and Laurie Flores, Homeless Services Manager

A PowerPoint Presentation was shared on the teleconference screen. L. Flores discussed the AC-OCAP supported projects, which include Fremont Winter Shelter, Islander Interim Housing, and Care Management & Transition into Housing or Low Barrier Housing Options. The 2020-2021 Program Outcomes and Covid-19 Impacts on Services were reviewed. A pre-recorded program participant testimonial from Jasmine, a direct cash assistance recipient who was able to stay afloat after losing her job. A. Kwak concluded the presentation with additional family success stories.

Covenant House of California | William "Bill" Bedrossian, Chief Executive Officer

On the teleconference screen, B. Bedrossian displayed a PowerPoint Presentation. B. Bedrossian emphasized agency highlights such as low COVID-19 rates, a new kitchen that has boosted food distribution, and the assurance that all sites/programs have remained operational during the pandemic. Executive transition and low youth immunization rates are among the agency's challenges. B. Bedrossian reviewed the impact of COVID-19 on youth employment and expansion plans. The presentation concluded with a youth testimonial from Anthoni.

Alliance for Community Wellness, Sara Voit, Housing Programs Director

S. Voit shared a PowerPoint Presentation on the teleconference screen. The shelter and transitional program at Banyan House is the only shelter in Mid Alameda County that serves single fathers with children as well as couples with children. S. Voit reviewed services offered and Alliance for Community Wellness's response to the pandemic which included increased shelter staffing, mental health counseling offered via telephone, and pop-up testing and vaccination clinics. 2020-2021 Impact-At-A-Glance included 238 individuals of 69 households were served, and there were no returns to homelessness. The presentation concluded with a program participant success story.

Lao Family Community Development (LFCD), Meemee Khine, Program Manager

A PowerPoint Presentation on the teleconference screen. M. Khine reviewed LFCD's vision, mission, budget, and history from its founding in 1980. LFCD annually affects the lives of over 32,000 adolescents, adults, and families in Alameda, Contra Costa, and Sacramento Counties. COVID-19's impact on program services was discussed, as well as program outcomes. The

presentation concluded with comments from LFCD's CEO Kathy Chao Rothberg and LFCD's impact, which included and program participant testimony from Kenya Paul and images of one of their graduating cohorts.

The Presenters were thanked for their reports to the AC-OCAP Administering Board. The final Grantee Presentations to the Board will take place at the next Teleconference on October 11, 2021.

F. Future/Proposed Agenda Items (See Chart Below)

October - Grantee Presentations: (Housing and Economic Rights Advocates (HERA), Civicorps, Eden I & R, Rubicon Programs Inc, and St. Mary's Center)

November - Barbara Leslie (Oakland Chamber of Commerce)

G. Attachments

- C1** Draft July 12, 2021 Administering Board Minutes
- D1A** CDBG 4 Community Representative Request
- D1B** District 5 Elected Official Appointee Designation Request
- D2A** 2021 AC-OCAP Fiscal Report

H. Announcements

Oakland Rotary – No report.

United Seniors of Oakland and Alameda County (USOAC) – (S. Johnson) announced the 18th Annual Healthy Living Festival scheduled for Thursday, September 30th 9 a.m. – 1:00 p.m. Registration is required for the drive-through event.

Alameda County Social Services/All IN/ Board of Supervisors (BOS)–ALL IN's – No report.

City of Oakland – Oakland District 7 Community Clean-Up, Saturday, September 18th, 9:00 a.m. – 11:30 a.m.

Board Members/Others – No report.

ACTION ITEM: USOAC and District 7 Flyers to be distributed to Board Members by email.

I. Open Forum: None.

J. Adjournment – Next Teleconference: **October 11, 2021**

MOTION: To adjourn the September 13, 2021, AC-OCAP Administering Board Teleconference at 7:43 p.m.

M/S/Carried: S. Johnson / A. Ford / Motion Carried.

Future Agenda Items

(* = Presented)

Health	Housing
Trauma Informed Care Trauma Informed Care II*	Alameda-County Housing Authority*
La Clinica De La Raza	Tri-Valley Housing
Alameda County Building Collaborative*	Community Housing – Path Everyone Home
Financial Empowerment	Housing
Cal Reinvestment	East Bay Housing Organization*
Earned Income Tax Credit/UWBA*	Spectrum – LIHEAP/Weatherization
	Oakland Housing Authority*
Youth	City of Oakland Housing Road Map*
Los Padres Unidos*	Alameda County Housing Community Dev.*
Oakland Fund Children Youth (OFCY)*	Alameda Housing Resource Center
Oakland Youth Commission*	Education
REACH Ashland/Cherryland Youth Center*	Promise Neighborhoods – Cal State East Bay*
Early Care & Education Planning Council*	Employment
Head Start/Early Head Start	Alameda County WIB*
AC Child Care*	East Bay Sustainable Alliance
Public Safety	Oakland WIB*
AnnieCannons Inc.*	Minimum Wage/Life-Up Oakland/\$15 hour
Citywide Public Safety Plan	Local Union
Cease Fire/Street Outreach*	W. Oakland Job Resource /Ella Baker Center
Oakland Unite*	East Bay Works*
City of Oakland, Chief of Violence Prevention*	Board Development
Seven Step (Re-Entry Population) *	Jim Masters – CAP History/Board Training*
Social Justice	Jim Masters – Structure of the American Economy
Urban Habitat*	Public Ethics Presentation*
East Oakland Collective*	Strategic Planning – RDA*
Oakland Community Organization (OCO)	Food Security
Families	Alameda County Community Food Bank*
Mayor’s Commission on Aging*	Transportation
Social Services – TANF, GA*	Alameda County Transportation Commission
All-In*	Community Development
Alameda County Hope Collaborative	CDBG/CARES*
BARHII/Rise Up*	Census 2020 Complete Count*