



# MINUTES



## 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

**Vision Statement:** To end poverty within the City of Oakland and throughout Alameda County

**Our Promise:** Community Action changes people’s lives, embodies the spirit of hope, improves communities, and makes Oakland and Alameda County a better place to live. We care about the entire community, and we are dedicated to helping people help themselves and each other.

### ADMINISTERING BOARD MEETING

Monday, April 8, 2019 5:30 p.m.-7:30 p.m.

City Hall - 1 Frank H. Ogawa Plaza, Hearing Room 3

**Board Members Present:** Monique Rivera (Vice Chair), Andrea Ford (Treasurer), Sandra Johnson (Secretary), Sean Callum, Samantha Columbus, Brigitte Cook, Robert Cox, Teresa Jackson, Carolyn Mixon, Njeri McGee-Tyner, Lisa Ruhland, Deborah Taylor and Sarah Ting

**Excused:** Gladys Green

**Absent:** Angelica Gums

**Vacancies:** Oakland District 4, Alameda County - Community

**Staff:** Estelle Clemons, Emily Derenthal, Dwight Williams, and Sandra Lange

**Guests:** Alameda County Supervisor Keith Carson, Stephanie Estrada, Casey Farmer (Alameda County 2020 Census), Shahidah Lacy (District 5)

#### A. Call to Order/Approval of Agenda

S. Johnson (Secretary) called the meeting to order at 5:38 p.m.

**Motion:** To approve the meeting agenda M/S/Carried: S. Callum/A. Ford//Motion Carried.

#### B. Roll Call/Determination of Quorum/Recite AC-OCAP Promise

Roll call was called by S. Lange. A quorum was established. The AC-OCAP promise was recited.

#### C. Approval of Draft March 11, 2019 Administering Board Minutes (S. Johnson)

**Motion:** To approve the March 11, 2019 Administering Board Minutes. M/S/Carried: A. Ford/  
B. Cook/Motion carried.

#### D. Presentation – 2020 Census (Casey Farmer)

Casey Farmer introduced herself as the Executive Director for Alameda County Complete Count Committee. The Census is important for two main reasons. The Census count appropriates billions in federal **funding** for programs which benefit the entire community. The Census count determines our federal **representation**. An undercount could cost California to lose a seat in congress. An undercount would have grave consequences for Alameda County. Federal, state, and local government programs that target disadvantaged neighborhoods or populations rely critically on census surveys to identify those in need and distribute funds accordingly. Casey explained that Alameda County receives about 60% of its revenue from Federal & State resources. California receives \$76 billion in federal funding, based upon the state’s population. For each person not counted, it equals to a loss of roughly \$1,958 funding per year. Casey explained that if Alameda

Meeting is held in a wheelchair accessible facility. Contact the Office of the City Clerk, 1 Frank H. Ogawa Plaza, Room 201 or call (510) 238-3611 (VOICE) or (510) 238-6451 (TTY) to arrange for the following services: Sign interpreters or Phonic Ear hearing devices for hearing impaired; 2) Large print Braille, or cassette tape text for visually impaired. Please refrain from wearing scented products to this meeting.

County undercounts by only 3%, we would lose \$1 billion over 10 years. Casey further explained and showed a listing of 413,000 “Hard-to-Count” residents. The 2020 Census will be radically different as 60% of the population will be asked to take the Census online or by phone. In addition, residents are worried as they are concerned about the proposed citizenship question. The Census questionnaire will only be available in 12 languages. There are 220 languages spoken throughout the state. Online there will be video guides and glossaries available in 59 languages. The timeline for 2020 Census is postcards will be sent out one week before Census begins. The Census will start on April 1, 2020. In May of 2020, Census works will start following up with households that have not responded to the census invitation. Casey emphasized that the Census questions may only be used to produce statistics. The answers will not be shared with immigration, law enforcement or determine eligibility for government benefits. Casey encouraged board members to share information with the community. Casey indicated that Census Solutions Workshops will be held quarterly and she can also provide Census content to distribute.

Supervisor Keith Carson arrived and praised Casey for her hard work in getting the Census structure put together. Supervisor Carson emphasized that although residence do not like having the Federal Government in their business, the Census is vitally important. In Alameda County alone, we receive \$680 million a year in funds. Some of the Federal programs that allocate funds to California using Census Data are child care, health center programs, section 8 projects, Head Start, WIC, Highways and Medicare Part B to name a few. Supervisor Carson encouraged board members to communicate to their community the need for Census workers in their neighborhoods. In addition, for low income individuals, a plan is in place to work with the Governor’s office to get a waiver so that low income workers do not lose their benefit while earning extra income as a Census worker. It is imperative that the Census count be as accurate as possible.

**E. Community Action Partnership Updates (E. Clemons)**

1. Board Update

A. Vacancies – Oakland District #4, Alameda County - Community & Oakland City Council Representative for Noel Gallo (District 5)

Recruitment for Alameda County community position and City of Oakland CDBG District 4 low-income representatives are in progress. Supervisor Wilma Chan has a new staff member, Sarah Ting, who started in March. A letter was sent to Councilmember Noel Gallo requesting a new representative. E. Clemons asked board members to spread the word about the vacancies.

**Action Item:** E. Clemons will follow up on the status of Councilmember Noel Gallo, District 5 appointment.

B. Board Retreat: July 13, 20 or 27, 2019

Arnold Perkins is not available on July 20th and E. Clemons is not available on July 27. A count of board members available for July 13 totaled 10. The board retreat will be on July 13. The May board meeting will be used to do activities needed before the CAP plan due date June 30, 2019. The May meeting will need to be moved to either May 6 or May 20 due to CalCAPA Legislative Conference taking place May 13-15, 2019. A quorum of 10 committed to have board meeting on May 6. May board meeting has been changed to May 6, 2019.

**Action Item:** E. Clemons will confirm July 13 with Arnold Perkins and a site will be researched.

2. 2019 Programming

- AC-OCAP update

E. Clemons stated importance of the 2020 Census. She requested that AC-OCAP board members stay engaged to ensure we get as accurate of a count as possible. E. Clemons sits

on the City's complete count committee. E. Clemons will keep AC-OCAP board members up to date on new developments. E. Clemons reminded the board that 700 Forms were due April 1. In addition, board contact sheets must be filled out even if there are no changes.

- 2020-2021 CAP Plan – Due June 30, 2019  
CAP plan 2020-2021 is a little smaller. However, the timeline is drastically different. D. Williams is currently working on the needs assessment. The community survey has been distributed. Board members should be receiving AC-OCAP Constant Contact outreach emails. 90 surveys were completed at Fatherhood Summit. In addition, First 5 Alameda County posted the survey and 90 surveys have been completed online, to date. AC-OCAP grantees have also been pushing the survey. We will be going to a Head Start event in May and plan to have the survey available. The data from the surveys will be formulated and presented at the June 10, 2019 public meeting. There will be no presentation at AC-OCAP May meeting. The May meeting will focus on a board mission, vision, focus areas and preliminary needs assessment data. Public meeting on June 10 is mandated. AC-OCAP is required to have needs assessment and CAP plan completed so people can respond on June 10.  
**Action Item:** A draft form of our full CAP Plan with needs assessment and data will be ready by the May 6, 2019 board meeting as it needs to be reviewed and approved by the AC-OCAP board. Executive Committee meeting will be scheduled for May.
- Public Hearing June 10, 2019  
The public hearing will take place at our board meeting. E. Derenthal will be doing an official public notice and AC-OCAP board members will also receive the save the date. M. Rivera suggested that board members show up early for meeting to get food before the meeting starts. The meeting tends to be longer than a normal board meeting.  
**Action Item:** E. Derenthal to post public notice of June 10, 2019 public hearing.
- 2020-2022 RFP, Fall 2019  
Request for Proposal (RFP) will be released in Fall of 2019. We need to have the board retreat prior to release. We are in a three-year funding cycle. We will discuss in May the RFP to include and review our focus areas. We will look at data from surveys to determine our focus areas.  
**Action Item:** Committee list will be in May board packet. Outcome chart will be in May board packet.
- Cal/EITC Update  
A lot of calls have been received at the EITC site. The site is turning into an information center. People are walking into the site to get information. We estimated to do about 100 tax returns, but the site did not open until March 5, 2019. As a result, we plan to do about 25 tax returns. Due to the new tax laws, numbers have been down across Alameda County.
- CSD State Site Visit (City of Oakland): August 13-14, 2019 (Stephanie Upchurch)  
There will be no board meeting in August. If board members are available, please come to meet and greet. Generally, the board chair/vice chair come in for breakfast on the first day of site visit. **Action Item:** E. Clemons will send email inviting board members to attend CSD monitoring visit.
- NCAF Conference Report Out (G. Green, T. Jackson)

G. Green and T. Jackson have requested that this be tabled for next month when Mrs. Green will be present.

**Action Item:** NCAF Conference Report Out will be presented at May board meeting.

### 3. Events

- **Fatherhood Summit:** March 16, 2019 - update  
Event was well attended. 90 surveys were completed at the event. Approximately 500-600 were in attendance. There were a lot of fathers with children. Plans for next year will include activities for children and possibly a photo booth for fathers to take pictures with their children. In addition, additional workshops should be added.

### 4. Travel

- **Board Travel Policy – Attachment E4**  
Board travel policy is attached for review. New board members are eligible to travel to conferences/events if they have attended at least three consecutive meetings.
- **CalCAPA Legislative Day:** Sacramento, CA May 13-15, 2019 – **Attachment E4A**  
If anyone would like to attend, we will need replies by this evening. E. Clemons, E. Derenthal and D. Williams will attend.
- **NCAP Conference Chicago, IL August 26-30, 2019 – Attachment E4B**  
G. Green and E. Clemons will attend along with one other board member. Travel request forms for NCAP must be received by Monday, April 15, 2019.

**Motion:** To approve the Community Action Partnership Updates. M/S/Carried: S. Johnson/L. Ruhland/Motion Carried.

**Action Item:** Next board meeting will be May 6, 2019

## F. Committee Reports

There were no committee reports.

## G. Future/Proposed Agenda Items

None

### Health

- Trauma Informed Care\*
- La Clinica de la Raza
- Alameda County Building Blocks Collaborative\*

### Financial Empowerment

- Alameda County AC CAN
- Cal Reinvestment
- Bank on Oakland
- Earned Income Tax Credit/UWBA\*

### Housing

- Tri-Valley Housing
- Community Housing – Path/Everyone Home\*
- East Bay Housing Organization (EBHO)\*
- Spectrum – LIHEAP/Weatherization\*
- Oakland Housing Authority\*
- Alameda County Housing Authority
- City of Oakland Housing Road Map\*

### Youth

- Oakland Fund Children Youth (OFCY)\*
- Oakland Youth Commission \*
- REACH Ashland/Cherryland Youth Center\*
- Early Care & Education Planning Council\*

### Public Safety

- Citywide Public Safety Plan\*
- Cease Fire/Street Outreach\*
- Oakland Unite\*
- Seven Step (Re-entry Population)

### Social Justice

- Ella Baker Center

### Families

- Social Services Agency – TANF, GA\*
- ALL-IN\*

- Alameda County Hope Collaborative
- Rise up

### Community Development

- CDBG \*

\* = Presented

### Education

- Promise Neighborhoods- Cal State East Bay \*
- Head Start/Early Head Start
- AC Child Care \*

### Employment

- Alameda County WIB\*
- East Bay Sustainable Alliance
- Oakland WIB\*
- Minimum Wage/Life Up Oakland/\$15 hr. (local union)

### Board Development

- Jim Masters – CAP History/ Board Training\*
- Jim Master – Structure of the American Economy
- Public Ethics Presentation\*

### Food Security

- Alameda County Community Food Bank \*

### Transportation

- Alameda County Transportation Commission

### Proposed:

- Cease Fire/Street Outreach
- Urban Habitat
- Oakland Community Organization (OCO)
- Housing Resource Center
- Alameda County Housing Community Development
- Mayor's Commission on Aging
- Oakland Unite
- West Oakland Job Resource Center
- East Oakland Collective
- Los Padres Unidos

## **H. Announcements**

**Oakland Rotary** (S. Callum) – S. Callum indicated that the Oakland Rotary is always looking for new members. Each Thursday they have lunch at the California ballroom. D. Taylor and E. Clemons have attended in the past. S. Callum will sponsor anyone interested in attending.

**United Seniors of Oakland and Alameda County** (S. Johnson) - No Report

**Alameda County/Social Services/All In Update** – B. Cook indicated that an event titled Women Breaking Barriers to Success will take place on April 25th at 777 B Street, Hayward, CA. M. Rivera will be one of the speakers at the event.

**City of Oakland Update** - E. Clemons encouraged Board Members to attend and participate in the Mayor's Office upcoming budget Town Hall meetings. This is the time to ask the City for additional resources to support anti-poverty work. Examples of areas where funds are needed is support for single dads. There are limited shelters to house these individuals. Hotel vouchers would be a start to this problem. B. Cook informed everyone that a first annual Safe Oakland Summit will take place on June 8th. The Summit is being organized by the Department of Violence Prevention. The Summit will mainly be a listening event with the new Chief of Violence Prevention. Topics to be discussed

are domestic violence, sexual violence and family support of homicide victims. The summit will take place at the Oakland Museum. L. Ruhland encouraged members to attend earth day events on Saturday, April 20th from 9 to noon at various locations in the City.

**Other Organizations** – M. Rivera – Kaiser has opened up its internship program. The intern will spend eight weeks at Kaiser learning new things relating to IT. This internship is open to both high school and college age. S. Callum also indicated that his company, First Republic Bank has internship programs as well.

**Action Item:** B. Cook will send information on Women Breaking Barriers to Success to E. Clemons to forward to AC-OCAP board members.

**I. Agenda Attachments**

**C1** Draft March 11, 2019 Administering Board Minutes

**D** 2020 Census

**E4** Board Travel Policy

**E4A** CalCAPA Conference Sacramento, CA May 13-15, 2019

**E4B** NCAP Conference Chicago, IL August 26-30, 2019

**J. Open Forum – None**

**K. Adjournment**

**Motion:** The meeting was adjourned at 7:20 p.m. M/S/Carried: T. Jackson/D. Taylor/Motion Carried.