



Alameda County - Oakland Community Action Partnership

Administering Board Teleconference

January 9, 2023 | 5:30 p.m. - 7:30 p.m.

COMMUNITY PARTICIPATION GUIDE

TO OBSERVE

To observe by Zoom video conference, click on the link provided on the agenda.

To observe by phone, dial + 1 669 900 9128 at noticed meeting time. When prompted, enter Webinar ID: 878 7842 4012

TO COMMENT

To comment by Zoom video conference: "Raise Your Hand" to request to speak when Public Comment is being taken on an eligible agenda item. When it is your turn to speak, accept the unmute prompt to make public comments.

To comment by phone: "Raise Your Hand" by dialing "*9" to request to speak when Public Comment is being taken on an eligible agenda item. When it is your turn to speak, you will be prompted to unmute yourself by dialing "*6".

Pursuant to California Government Code section 54953(e), AC-OCAP Board Members, as well as City staff, will participate via phone/video conference, and no physical teleconference locations are required.

Times are estimates and subject to change. Contact the Office of the City Clerk, prior to the meeting so we can make reasonable arrangements to ensure accessibility. Office of the City Clerk - Agenda Management Unit Phone: (510) 238-6406 Fax: (510) 238-6699 Recorded Agenda: (510) 238-2386 Telecommunications Relay Service: 711



Alameda County - Oakland Community Action Partnership

Administering Board Teleconference

January 9, 2023 | 5:30 p.m. - 7:30 p.m.

PANELIST PARTICIPATION GUIDE

VIDEO CONFERENCE

Join the teleconference as a Panelist by clicking on the link provided on your Zoom invite.

Sign on to webinar 10 minutes early to ensure your speakers and mic work. A technical roll call will be performed.

The Zoom link on the Agenda, Community Participation Guide and AC-OCAP website is for Attendees only.

Panelists must raise hand and be recognized by the Chair. Host will unmute Panelist to speak. If a Panelist muted their mic, they need to accept the unmute prompt before they are unmuted.

TELEPHONE

Join by telephone, dial +1 669 900 9128, enter Webinar ID: 878 7842 4012 when prompted.

You will enter the Teleconference as an Attendee. Expect to be on hold as staff completes technical roll call with the videoconferencing Panelists.

When the host permits you to speak, you will receive a notification. Follow the telephone prompt to unmute yourself. Dial *6 to toggle between mute/unmute. To raise your hand, dial *9.



**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@oaklandca.gov
Vision Statement: To End Poverty Within the City of Oakland and Throughout Alameda County.
Core Values: Community-Driven | Equitable | Collaborative | Impactful | Results-Driven

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 Teleconference

Monday, January 9, 2023, 5:30 PM

Zoom Link: <https://us06web.zoom.us/j/87878424012> Webinar ID: 878 7842 4012

Board Membership: Monique Rivera (Chair), Sandra Johnson (Vice-Chair), Andrea Ford (Treasurer), Brigitte Cook (Secretary), Mitchell Margolis, David Walker, Samantha Columbus, Patricia Schader, John-Michael Baratta, Andrew Falcon, Mayor-Elect Sheng Thao, Councilmember Carroll Fife (Tonya Love), Councilmember Noel Gallo (Brittany Garza), Councilmember Treva Reid (Jocelyn Mapp), Supervisor-Elect Lena Tam, Supervisor Nate Miley (Angelica Gums)

Board Vacancies: Community Development Block Grant (CDBG) District 4 and Private Sector

Staff: Dwight Williams and Anya Huang

AGENDA

- A. 5:30 p.m. Call to Order/Recite AC-OCAP Promise**

- B. 5:35 p.m. Roll Call/Determination of Quorum/Approval of Agenda**
ACTION ITEM:

- C. 5:40 p.m. Approval of Draft December 12, 2022, Administering Board Minutes – Attachment C1**
ACTION ITEM:

- D. 5:45 p.m. Approval of AC-OCAP Resolution 1-23 to Continue Teleconference Meetings – Attachment D1**
 Board to approve Alameda County-Oakland Community Action Partnership (AC-OCAP) Resolution 1-23 electing to continue conducting meetings using teleconferencing in accordance with California government code section 54953(e), a provision of AB-361.
ACTION ITEM:

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E. 5:50 p.m. Open Forum: (General Audience Comments)

F. 6:00 p.m. Mandatory Board Member Training: Statements of Economic Interests (SEI) Form 700

G. 6:30 p.m. Community Action Partnership (CAP) Updates (Dwight Williams)

1. Public Comment: (Specific Agenda Item(s): Audience Comment Period)

2. Board Update

A. Private Sector and CDBG Oakland District 4 Board Vacancies

B. New Oakland Mayor/Alameda County Supervisor

C. 2022 Board Attendance Log – **Attachment G2C**

E. [2023 Board Member Emergency Contact](#)

F. Board Acknowledgements

G. [Save The Date: CalCAPA State Legislative & Advocacy Summit, April 17–18, 2023, Sacramento, CA](#)

3. AC-OCAP Board Officer Elections/Voting – Attachment G3

ACTION ITEM:

4. AC-OCAP Programming

A. AC-OCAP Update

B. Bank on Oakland (Boo 2.0) Program

C. 2023 EITC Program Launch -- EITC Awareness Day, January 27, 2023

ACTION ITEM:

H. 7:05 p.m. Future/Proposed Agenda Items (see chart below)

February – Human Services & Advocacy, Estelle Clemons

I. 7:10 p.m. Attachments

C1 Draft December 12, 2022 Administering Board Minutes

D1 AC-OCAP Resolution 1-23

G2C 2022 Board Attendance Log

G3 Board Officer Election Policies and Procedures

J. 7:15 p.m. Announcements

- United Seniors of Oakland and Alameda County
- Alameda County Social Services/ /Board of Supervisors
- City of Oakland
- Board Members/Others

K. 7:20 p.m. Open Forum: (General Audience Comment Period)

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L. 7:30 p.m. **Adjournment**

Next Teleconference: February 13, 2023

ACTION ITEM:

Future Agenda Items (* = Presented)

Health	Rise Up*
Bay Area Regional Healthy Inequalities Initiative (BARHII)	Housing
Trauma Informed Care* Trauma Informed Care II*	Alameda-County Housing Authority*
Alameda County Building Collaborative*	Tri-Valley Housing
Financial Empowerment	Community Housing – Path/Everyone Home*
Cal Reinvestment	East Bay Housing Organization*
Earned Income Tax Credit/United Way of Bay Area*	Spectrum – Low Income Home Energy Assistance*
SaverLife	Oakland Housing Authority*
Bank on Oakland (BOO) 2.0*	City of Oakland Housing Road Map*
Tri-Valley Anti-Poverty Collaborative (TVAPC)	Alameda County Housing & Community Development*
AssistHub*	Tenant Advocacy
Youth	Education
Los Padres Unidos*	Promise Neighborhoods – Cal State East Bay*
REACH Ashland/Cherryland Youth Center*	Head Start/Early Head Start
Oakland Fund Children Youth (OFCY)*	Employment
Oakland Youth Commission*	Alameda County Workforce Investment Board*
Economic Development	East Bay Sustainable Alliance
Oakland Metropolitan Chamber of Commerce*	Oakland Workforce Investment Board*
Alameda County Wealth Building Initiative*	Local Union
Public Safety	West Oakland Job Resource
Cease Fire/Street Outreach*	East Bay Works
Oakland Unite* Chief of Violence Prevention*	Employee Ownership – Project Equity
Social Justice	Infrastructure
Urban Habitat*	Federal RAISE Grant/ Reconnecting the Town Project
East Oakland Collective*	Board Development/Training
2022 Oakland Vice Youth Poet Laureate Kaylan Black*	SEI Form 700 Training
Ella Baker Center for Human Rights	Jim Masters CAP History* Structure of American Economy
Families	Food Security
Ashland Cherryland Healthy Community Collaborative	Safe Passages*
Fremont Family Resource Center	Alameda County Community Food Bank (ACCFB)*
Social Services TANF, GA*	Community Development
All-In Alameda County*	Community Development Block Grant (CDBG) *
Oakland Thrives*	CDBG – Oakland Redistricting

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

Draft Administering Board Teleconference Minutes

Monday, December 12, 2022, 5:30 PM

[Granicus Recording Link](#)

Board Members Present: Monique Rivera (Chair), Sandra Johnson (Vice-Chair), Andrea Ford (Treasurer), Brigitte Cook (Secretary), Mitchell Margolis, David Walker, Samantha Columbus, Patricia Schader, John-Michael Baratta, Andrew Falcon, Mayor Libby Schaaf (Lisa Ruhland), Councilmember Carroll Fife (Tonya Love), Councilmember Noel Gallo (Brittany Garza), Councilmember Treva Reid (Jocelyn Mapp), Supervisor Dave Brown (Sarah Oddie), Supervisor Nate Miley (Angelica Gums)

Board Vacancies: Community Development Block Grant (CDBG) District 4 and Private Sector

Staff: Dwight Williams

Guests: Jill Waggoner and Anya Huang

A. Call to Order/Recite AC-OCAP Promise

Chair M. Rivera called the meeting to order at 5:37 p.m. The AC-OCAP Promise was recited.

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

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

MOTION: To approve the December 12, 2022, Administering Board Agenda, with the addition of 2 agenda items for G1, Board Updates, with attachments: S. Johnson Reappointment Letter and Board Contact List.

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

C. Approval of Draft November 14, 2022, Administering Board Minutes – Attachment C1

MOTION: To approve the Draft November 14, 2022, Administering Board Minutes

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

D. Approval of AC-OCAP Resolution 12-22 to Continue Teleconference Meetings – Attachment D1

MOTION: To approve AC-OCAP Resolution 12-22 to continue teleconference meetings.

M/S/Carried: T. Love / S. Oddie / Motion Carried.

E. Open Forum: (General Audience Comments) – None.

F. 2022 Oakland Vice Youth Poet Laureate Kaylan Black Performance

D. Williams welcomed 2022 Oakland Vice Youth Poet Laureate Kaylan Black. She read a selection of her poems, “My City,” “A History Class,” “Happy Birthday,” “Neverland,” “Good Enough,” “Untitled,” “#BlackLivesMatter,” “Because I’m a Black Sister,” “Little Black Boy,” “Change,” “This Country is a Joke,” and “Scars,” for the Board.

G. Community Action Partnership (CAP) Updates

1. Board Update

A. Private Sector and CDBG Oakland District 4 Board Vacancies

There are two administering board vacancies: Oakland District 4 and Private Sector. Chair M. Rivera discussed how to conduct

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outreach to fill those vacancies.

Item Added by Unanimous Approval:

Approval of Private Sector Re-Appointment of Sandra Johnson – Letter shared on teleconference screen Chair M. Rivera read aloud the reappointment letter from the United Seniors of Oakland and Alameda County (USOAC).

MOTION: To approve the reappoint of S. Johnson to represent USOAC on the AC-OCAP Board.

M/S/Carried: D. Walker / J. Mapp / Motion Carried.

Item Added by Unanimous Approval:

Attach Updated Board Roster to December Agenda Packet

B. Approval of CDBG Oakland District 5 Membership Application for CSBG, District 5, Monique Rivera – Attachment G1B

MOTION: To approve M. Rivera's membership to the Board.

M/S/Carried: P. Schrader / A. Ford / Motion Carried.

C. Alameda County Supervisor Dave Brown Representative Membership Resignation, Sarah Oddie – Attachment G1C

S. Oddie announced her resignation as Supervisor Brown's appointee to the AC-OCAP Board at the end of the Supervisor's term, effective January 3, 2023.

D. Schedule of 2023 Administering Board Meetings – Attachment G1C

Meetings at Oakland City Hall are suspended until further notice. AC-OCAP Board Members will continue to meet via phone/video conference.

E. AC-OCAP Board Officer Elections - January 2023 – Attachment G1E

Elections must be agenzized and noticed in advance, according to the Board Officer Election Policies and Procedures. The election was agenzized and noticed in December and was scheduled for the January 2023 Administering Board Teleconference. Therefore, all nominations and votes cast at the December Teleconference are invalid.

F. Board Acknowledgements – None

G. National Community Action Partnership Management and Leadership Conference, February 8-10, 2023, New Orleans, LA – Attachment G1G

Board Member Travel Requests are due Friday, December 16, 2022, to CAP staff.

2. AC-OCAP Programming

A. CSBG and Program Update

2022 Budget and Spendings through November 2022 - D. Williams shared AC-OCAP's budget and the year-to-date expenditures on the teleconference screen. AC-OCAP has a budget of \$1.424 million. 53% has been spent on programs and grantees. Fiscal has provided AC-OCAP to expend the money until May 31, 2023. He noted that due to understaffing, more money can be spent on programs and grantees, but it will all be spent.

2023 – 2025 RFP Review and Funding Selections - D. Williams reported eleven (11) grantees have been selected from the City of Oakland. Six (6) for housing and five (5) for job training and employment. Five (5) grantees have been selected from Alameda County, excluding Oakland and Berkeley. Two grantees are in housing, three in job training and employment. Fifty percent (50%) of the 16 selected grantees are agencies focused on providing housing and wraparound supportive services since housing is considered to be one of the biggest challenges for residents at this time. Only five (5) housing grantees were selected during the last grant period in 2020. Of the 16 grantees selected for the 2023-2025 period, 6 are new to AC-OCAP funding. Three (3) of the new agencies were selected to receive \$25,000 seed funding for growth.

2023 Board Retreat (date/facilitator discussion) - D. Williams moved the 2023 Board Retreat to the Executive Committee Agenda.

2024 – 2025 Community Action Partnership (CAP) Plan – Due June 30, 2023- D. Williams announced 2024 – 2025 Community Action Plan is due in June 2023. Staff will be gathering the demographic data for the report soon.

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B. Bank on Oakland (Boo 2.0) Program Update

D. Williams announced CAP Staff in partnership with Housing and Economic Rights Advocates (HERA) has been meeting with community-based organizations (CBOs) to discuss their client banking needs and desires. A meeting will later be scheduled in the first quarter of 2023 with financial institutions to present specific focus group data, challenges, needs and expectations, as well as ways to introduce pilot projects between banks and CBOs, since financial institutions have expressed an interest in offering financial literacy trainings. T. Love noted Councilmember Fife has a bank research proposal that will be heard by the Finance Committee on December 13, 2022.

C. 2022-2023 Earned Income Tax Credit (EITC) Campaign

AC-OCAP staff is working to ensure the Volunteer Income Tax Assistance (VITA) site will open at the Downtown Oakland Senior Center on February 1, 2023. For the VITA program's launch, staff is recruiting and training volunteers, preparing documentation, gathering equipment, and developing new processes to prepare income taxes in person for the first time since 2019. The program will open at the Downtown Senior Center at 200 Grand Ave., Oakland, CA 94612.

3. Public Comment: (Specific Agenda Item(s): Audience Comment Period) – None.

MOTION: To approve the CAP Updates.

M/S/Carried: L. Ruhland / A. Gums / Motion Carried.

H. Future/Proposed Agenda Items

January – Board Elections; In-meeting training on Statements of Economic Interests (SEI) Form 700

February – Presentation: The Totality of Human Services & Advocacy - Estelle Clemons

I. Attachments

C1 Draft November 14, 2022, Administering Board Meeting Minutes

D AC-OCAP Resolution 12-22

G1B AC-OCAP Membership Application for CSBG District 5

G1C AC-OCAP Membership Resignation

G1D Schedule of 2023 AC-OCAP Administering Board Meetings

G1E Board Officer Election Policies and Procedures

J. Announcements

- **City of Oakland - Mayor's Office** - L. Ruhland reported Oakland Police Department will host Toys for the Town on December 22, 2022. **District 7** – J. Mapp announced District 7 will have a food giveaway December 13, 2022, 9 AM to 12 PM at East Oakland Senior Center. **District 2** – T. Love reported AB 3121, the State of California's Department of Justice, Reparations Task Force, will host a conference December 14–15, 2022, from 9 AM to 4 PM in Oakland.
- **Board Members/Others** - B. Cook announced both Lend a Hand Foundation and My Baby Matters will have an event on December 17, 2022, respectively from noon to 2 PM and 11 AM to 4 PM.

K. Open Forum: (General Audience Comment Period) – None.

L. Adjournment

Motion: To Adjourn the December 12, 2022 AC-OCAP Administering Board Teleconference.

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

Next Teleconference: **January 09, 2023**

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**Alameda County-Oakland
Community Action Partnership
2022 ADMINISTERING BOARD ROSTER**

COMMUNITY SECTOR

City of Oakland/Alameda County

Brigitte Cook (District 1)

978 43rd St. Oakland, CA 94608
(510) 459-6181 (Cell)
BrigitteJCook@outlook.com

Mitchell Margolis (District 2)

1921 6th Ave. Oakland, CA 94606
(561) 809-5475 (Cell)
Mitchell.Margolis@rescue.org

David Walker (District 3)

2801 Summit St.
Oakland, CA 94609
(864) 431-4297 (Cell)
dWalke3@gmail.com

District 4 Vacancy

Monique Rivera (District 5)

(Chair)

3212 Bona St. Oakland CA 94601
(510) 332-8730 (Cell)
morivera05@yahoo.com

Samantha Columbus (District 6)

5914 Camden St., #1
Oakland, CA 94605
(925) 785-2329 (Cell)
samantha.columbus23@gmail.com

John “Mike” Baratta

(Alameda County)

17034 Harvard Ave.
Hayward, CA 94541
(510) 481-5767 (Home)
(510) 331-0803 (Cell)
Mike_Baratta@yahoo.com

Andrew Falcon

(Alameda County)

34495 Salinas Place
Fremont, CA 94555
(510) 766-5223 (Home/Cell)
andrewantoniofalcon08@gmail.com

ELECTED SECTOR

City of Oakland/Alameda County

Libby Schaaf

City of Oakland Mayor
1 Frank Ogawa Plaza
Alternate: Lisa Ruhland
3617 Wisconsin Street
Oakland, CA 94619
(510) 228-8228 (Cell)
lisaruhland@yahoo.com

Carroll Fife (District 3)

Councilmember
1 Frank Ogawa Plaza, 2nd Fl.
(510) 238-7003 (Work)
cfife@oaklandca.gov
Alternate: Tonya Love
(510) 238-7245 (Work)
TLove@oaklandca.gov

Noel Gallo (District 5)

Councilmember
1 Frank H. Ogawa Plaza, 2nd Fl.
NGallo@oaklandca.gov
(510) 238-7005 (Work)
Alternate: Brittany Garza
(510) 238-6126 (Work)
B.Garza@oaklandca.gov

Treva Reid (District 7)

Councilmember
1 Frank Ogawa Plaza, 2nd Fl.
(510) 238-7007 (Work)
treid@oaklandca.gov
Alternate: Jocelyn Mapp
(510) 238-3649 (Work)
JMapp@oaklandca.gov

Supervisor Dave Brown

County Supervisor, District 3
1221 Oak Street, #536
Oakland, CA 94612
(510) 272-6693 (Work)
Dave.Brown@acgov.org
Alternate: Sarah Oddie
(510) 272-6693 (Cell)
Sarah.Oddie@acgov.org

Supervisor Nate Miley

County Supervisor, District 4
1221 Oak Street, #536
Oakland, CA 94612
(510) 272-6694 (Work)
Nate.Miley@acgov.org
Alternate: Angelica Gums
2901 Madera Avenue
Oakland, CA 94619
(510) 326-0272 (Cell)
Angelica.gums@gmail.com

PRIVATE SECTOR

Andrea Ford (Treasurer)

*Interim Agency Director Alameda
County Social Services*
24100 Amador St., Suite 630
Hayward, CA 94544
(510) 259-3838 (Work)
(510) 697-7410 (Cell)
aaford@acgov.org

Sandra Johnson (Secretary)

*United Seniors of Oakland &
Alameda*
892 Davis Street, #104
San Leandro, CA 94577
(510) 567-3527 (Home)
(510) 861-6513 (Cell)
sjej@aol.com

Private Sector Vacancy

There are eighteen (18) Board Seats – 10 members are needed for a quorum.

Staff: Dwight Williams, Acting Director; Anya Huang, Administrative Assistant

P: (510) 238-2362 | Email: AC-OCAP@oaklandca.gov | Website: AC-OCAP.com

ALAMEDA COUNTY-OAKLAND COMMUNITY ACTION PARTNERSHIP (AC-OCAP)

RESOLUTION NO. 1-23

RESOLUTION RENEWING AND CONTINUING THE ALAMEDA COUNTY-OAKLAND COMMUNITY ACTION PARTNERSHIP'S DETERMINATION THAT CONDUCTING IN-PERSON MEETINGS OF THE ALAMEDA COUNTY-OAKLAND COMMUNITY ACTION PARTNERSHIP AND ITS COMMITTEES WOULD PRESENT IMMINENT RISKS TO ATTENDEES' HEALTH, AND ELECTING TO CONTINUE CONDUCTING MEETINGS USING TELECONFERENCING IN ACCORDANCE WITH CALIFORNIA GOVERNMENT CODE SECTION 54953(e), A PROVISION OF AB 361

WHEREAS, on March 4, 2020, Governor Gavin Newsom declared a state of emergency related to COVID-19, pursuant to Government Code Section 8625, and such declaration has not been lifted or rescinded. (See <https://www.gov.ca.gov/wp-content/uploads/2020/03/3.4.20-Coronavirus-SOE-Proclamation.pdf>); and

WHEREAS, on June 17, 2022 Gavin Newsom issued Executive Order N-11-22 reaffirming that a State of Emergency exists in California as a result of COVID-19. (See <https://www.gov.ca.gov/wp-content/uploads/2022/06/6.17.22-COVID-EO-Rollback-signed.pdf>); and

WHEREAS, on March 9, 2020, the City Administrator in their capacity as the Director of the Emergency Operations Center (EOC), issued a proclamation of local emergency due to the spread of COVID-19 in Oakland, and on March 12, 2020, the City Council passed Resolution No. 88075 C.M.S. ratifying the proclamation of local emergency pursuant to Oakland Municipal Code (O.M.C.) section 8.50.050(C); and

WHEREAS, City Council Resolution No. 88075 remains in full force and effect to date; and

WHEREAS, the Centers for Disease Control (CDC) continues to recommend physical distancing of at least six (6) feet whenever possible, avoiding crowds and poorly ventilated spaces, particularly for people who are not fully vaccinated or who are at higher risk of getting very sick from COVID-19. (See <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>); and

WHEREAS, the CDC recommends that families with children under 5 and unvaccinated household members continue to take steps to prevent COVID-19 infection including distancing. (See <https://www.cdc.gov/coronavirus/2019-ncov/groups/families-covid-19.html>); and

WHEREAS, the CDC continues to caution that older adults remain more likely to get very sick from COVID-19. (See <https://www.cdc.gov/aging/covid19/covid19-older-adults.html>); and

WHEREAS, the CDC, the California Department of Public Health, and the Alameda County Public Health Department all recommend that people experiencing COVID-19 symptoms or who have tested positive for COVID-19 stay home. (See <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html>); and

WHEREAS, the CDC still finds that COVID-19 vaccines are highly effective at preventing severe illness, hospitalizations and death and continues to recommend that all eligible persons get vaccinated for COVID-19 and stay up to date on their COVID-19 vaccines. (See <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>); and

WHEREAS, vaccinated persons may still get COVID-19 and can spread the virus to others. (See <https://www.cdc.gov/coronavirus/2019-ncov/vaccines/effectiveness/why-measure-effectiveness/breakthrough-cases.html>); and

WHEREAS, anyone infected with COVID-19 can spread the virus, even if they do not have symptoms. (See <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/how-covid-spreads.html>); and

WHEREAS, the City's public-meeting facilities are indoor facilities not designed to ensure circulation of fresh/outdoor air, particularly during periods of cold and/or rainy weather, and were not designed to ensure that attendees can remain six (6) feet apart; and

WHEREAS, holding in-person meetings would encourage community members to come to City facilities to participate in local government, and some of them would be at high risk of getting very sick from COVID-19 and/or may live with someone who is at high risk; and

WHEREAS, in-person meetings would tempt community members who are experiencing COVID-19 symptoms to leave their homes in order to come to City facilities and participate in local government; and

WHEREAS, attendees would use ride-share services and/or public transit to travel to in-person meetings, thereby putting them in close and prolonged contact with additional people outside of their households; and

WHEREAS, on December 12, 2022, the ALAMEDA COUNTY-OAKLAND COMMUNITY ACTION PARTNERSHIP adopted Resolution No. 11-22 determining that conducting in-person meetings would present imminent risks to attendees' health, and electing to conduct meetings using teleconferencing in accordance with California Government Code section 54953(e), a provision of AB 361; and

WHEREAS, by making these findings that conducting in-person meetings would present imminent risks to attendees' health, and by making an election to conduct meetings via teleconference, the ALAMEDA COUNTY-OAKLAND COMMUNITY ACTION PARTNERSHIP may elect to continue to meet via teleconference by adopting subsequent resolutions, at least every 30 days, as part of a broader ALAMEDA COUNTY-OAKLAND

COMMUNITY ACTION PARTNERSHIP agenda, and need not do so on a single-subject agenda; now therefore be it:

RESOLVED: that the ALAMEDA COUNTY-OAKLAND COMMUNITY ACTION PARTNERSHIP finds and determines that the foregoing recitals are true and correct and hereby adopts and incorporates them into this Resolution; and be it

FURTHER RESOLVED: that, based on these determinations and consistent with federal, state and local health guidance, the ALAMEDA COUNTY-OAKLAND COMMUNITY ACTION PARTNERSHIP renews its determination that conducting in-person meetings would pose imminent risks to the health of attendees; and be it

FURTHER RESOLVED: that the ALAMEDA COUNTY-OAKLAND COMMUNITY ACTION PARTNERSHIP firmly believes that the community's health and safety and the community's right to participate in local government, are both critically important, and the ALAMEDA COUNTY-OAKLAND COMMUNITY ACTION PARTNERSHIP is committed to balancing the two by continuing to use teleconferencing to conduct public meetings, in accordance with California Government Code section 54953(e), a provision of AB 361; and be it

FURTHER RESOLVED: that the ALAMEDA COUNTY-OAKLAND COMMUNITY ACTION PARTNERSHIP will renew these (or similar) findings at least every thirty (30) days in accordance with California Government Code section 54953(e) until the state of emergency related to COVID-19 has been lifted, or the ALAMEDA COUNTY-OAKLAND COMMUNITY ACTION PARTNERSHIP finds that in-person meetings no longer pose imminent risks to the health of attendees, whichever is occurs first.

Board Attendance 2022												
MEETING DATES												
MEMBERS	Board	Board		Board	Board	Board	Board	Board	Board	Board	Board	Total
	1/10	2/14		4/11	5/9	6/13	7/11	9/12	10/10	11/14	12/12	10
A. Falcon									P	P	P	0
A. Ford	P	P		E	P	P	P	P	P	P	P	1
B. Cook				P	P	E	P	P	P	P	P	1
Brown (S. Oddie)	P	P		P	P	P	E	P	P	E	P	2
D. Walker	P	P		P	A	P	P	P	P	P	P	1
District 4 (Vacancy)												
Fife (T. Love)	P	P		P	P	P	E	P	P	P	P	1
G. Green / P. Schader	P	P						P	P	P	P	0
N. Gallo (Garza)	E	P		P	P	P	P	P	P	E	P	2
J. Mapp	E	E		P	P	P	P	P	P	P	P	2
M. Baratta	P	P		P	P	A	E	P	P	P	P	2
M. Margolis	E	P		P	P	E	P	P	P	P	P	2
M. Rivera	P	P		P	P	P	E	P	P	P	P	1
Miley (A. Gums)	P	P		P	P	A	P	E	P	P	P	2
N. McGee-Tyner	P	P		P								
S. Callum	P											
S. Columbus	P	P		P	P	E	P	P	P	E	P	2
S. Johnson	P	P		P	P	P	P	P	P	P	P	0
Schaaf (L. Ruhland)	P	P		P	E	P	P	P	P	E	P	2
<p>"The following conditions will govern grounds for the termination of membership on the Administering Board. The Administering Board member accumulates three consecutive unexcused absences from regular meetings, or accumulates six absences from such regular meetings in any six-month period." (Excerpt from Bylaws 10-11-11)</p>												



CITY OF OAKLAND
Department of Human Services
COMMUNITY ACTION PARTNERSHIP

BOARD OFFICER ELECTION POLICIES AND PROCEDURES

POLICY

The officers of the Community Action Partnership Administering board shall be Chair, Vice chair, Secretary and Treasurer. All officers must be members of and elected by the Board. Officers shall serve two-year terms, or until she or he resigns or becomes disqualified, or until a successor shall be named. The election of officers will be held every other year with those elected assuming office commencing January.

PROCEDURES

1. Per Article V of the bylaws, "election of each officer shall be at the regular monthly meeting of the Administering Board in December, bi-ennially" and must be agendized and noticed in advance.
2. At the noticed meeting, establish that a quorum is present. A quorum for CAP is the *majority* of the eighteen (18) member board or ten (10) members.
3. Reiterate Board bylaw that stipulates "No Proxy voting": Refer to Section VII.D.5 of the Bylaws that state that "proxy voting by any Administering Board Member shall be prohibited at meetings of the Administering Board and its Committees." For clarity's sake, proxy is defined as "the authority or written authorization to act for another."
4. Nominations can be made from the floor or via the nomination form.
5. Accept nominations for each Office: Chairperson, Vice Chairperson, Secretary and Treasurer. After each nomination, announce that the nomination for that office is "closed".
6. Either announce or write the nominees' names on the board. Here is an example:

For Chairperson: Donna Jones
Michael Williams
Freda Fisher



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BOARD OFFICER ELECTION POLICIES AND PROCEDURES

7. Each candidate is allowed no more than 2 minutes to present their reason for seeking office.
8. A ballot for each office is distributed and then each Board member is asked to write in the name of the candidate of their choice and return the folded ballot to persons in charge of counting. Ballots are signed by board member. Ballots are not distributed until the slate of officers is established.
9. Tallying of votes should be done by staff and at least one board member who are not running for office. When the ballots have been counted, they are given to the presiding officer who announces the results. The results must be read in their entirety. For example, Donna Jones has been elected as the new chairperson by receiving a total of 10 votes.
10. This procedure is repeated until all officers have been elected. In the event of a tie, ballots are re-distributed and the vote is taken again.
11. In the case where a candidate is running unopposed, only a single vote is needed to elect them. This can be handled with a verbal motion to "elect Donna Jones by acclamation" **This motion must be seconded.**
12. A motion should be rendered that the ballots be kept for 30 days and then destroyed.
13. Return control of the meeting to the current Chairperson. The newly elected officers will assume their role at the next regularly scheduled meeting in January. At that time, the "Acting" chairperson will officially relinquish the gavel to the newly elected chairperson.