



## 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@oaklandca.gov](mailto: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.

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### Administering Board Teleconference

Monday, January 10, 2022 5:30 p.m.

Zoom Registration Link: [https://us06web.zoom.us/webinar/register/WN\\_UoF7Wio-RJeVMP6Vj2D\\_tw](https://us06web.zoom.us/webinar/register/WN_UoF7Wio-RJeVMP6Vj2D_tw)

Webinar ID: 878 7842 4012

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**Board Membership:** Monique Rivera (Vice Chair), Sandra Johnson (Secretary), Mitchell Margolis, David Walker, Njeri McGee-Tyner, John Michael Baratta, Mayor Libby Schaaf (Lisa Ruhland), Councilmember Carroll Fife (Tonya Love), Councilmember Noel Gallo (B. Garza), Councilmember Treva Reid (Rosa Velazquez), Supervisor Dave Brown (Sarah Oddie), Supervisor Nate Miley (Angelica Gums), and Sean Callum

**Board Vacancies:** Oakland CDBG Districts 1, 4, 6, 7 and Private Sector

**Staff:** Estelle Clemons, Dwight Williams, Don Raulston, Jaynell Ellis, and Melissa Francisco

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## 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 13, 2021 Administering Board Minutes – Attachment C1**  
**ACTION ITEM:**
- D. 5:45 p.m. **Approval of AC-OCAP Resolution 1-22 to Continue Teleconference Meetings – Attachment D1**  
Board to approve Alameda County – Oakland Community Action Partnership (AC-OCAP) Resolution 1-22 electing to continue conducting meetings using teleconferencing in accordance with California government code section 54953(e), a provision of AB-361.  
**ACTION ITEM:**
- E. 5:50 p.m. **Open Forum: (General Audience Comments)**
- F. 6:00 p.m. **Presentation: Safe Passages**

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, 5 days 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

- G. 6:30 p.m. Community Action Partnership (CAP) Updates (E. Clemons)**
- 1. Board Update**
    - A.** 2021 Board Attendance – **Attachment G1A**
    - B.** Board Acknowledgements
    - C.** [Community Development Block Grant \(CDBG\) Oakland District 1, 4, 6, and 7 Board Vacancies](#)
    - D.** Approval of Oakland District 6 (S. Columbus) and District 7 (G. Green) Applications – **Attachment G1D**

**ACTION ITEM:**

    - E.** Approval of Private Sector Board Reappointment (A. Ford) – **Attachment G1E**

**ACTION ITEM:**
  - 2. 2022 CSBG Budget**
  - 3. AC-OCAP Programming**
    - A.** AC-OCAP Update (2021 CSBG, 2020-2022 CARES)
    - B.** Bank On Oakland and Guaranteed Income Update
    - C.** 2022 Earned Income Tax Credit (EITC) Campaign
      - Alameda County EITC Coalition Meeting, January 20, 2022 at 1pm
      - EITC Awareness Day January 28, 2022
  - 4. Conferences/Travel/Training:**
    - 2022 [National Community Action Partnership \(NCAP\) Management Leadership Training Conference](#), Virtual, February 2 – 4, 2022
    - **2022 City of Oakland Public Ethics Training, complete by February 28, 2022**
      - NEW [Sunshine Training – Open Meetings \(On Demand\)](#)
      - [Introductory Government Ethics Act Video](#)
      - [Ethics Training for Board and Commission Members \(On Demand\)](#)
    - 2022 California Community Action Partnership Association (CalCAPA) Legislative Day(s), Sacramento, March 21-22, 2022
    - 2022 NCAP Annual Convention, Marriott Marquis New York, NY, August 31 – September 2, 2022
  - 5. Public Comment:** (Specific Agenda Item(s): Audience Comment Period)
- ACTION ITEM:**
- H. 7:05 p.m. Future/Proposed Agenda Items** (see chart below)  
Spectrum Community Services – Low Income Home Energy Assistance Program  
Cal Reinvestment  
East Bay Sustainable Alliance  
East Oakland Collective
- I. 7:10 p.m. Attachments**
- C1** Draft December 13, 2021 Administering Board Minutes
  - D1** AC-OCAP Resolution 1-22
  - G1A** 2021 AC-OCAP Administering Board Attendance
  - G1D** AC-OCAP Administering Board Membership Applications
  - G1E** Alameda County Social Services Agency Board Reappointment Letter

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- J. 7:15 p.m. Announcements:**
- Oakland Rotary
  - United Seniors of Oakland and Alameda County
  - Alameda County Social Services/All-In/Board of Supervisors
  - City of Oakland
  - Board Members/Others

**K. 7:25 p.m. Open Forum:** (General Audience Comment Period)

**L. 7:30 p.m. Adjournment**  
**Next Teleconference: February 14, 2022**  
**ACTION ITEM:**

**Future Agenda Items (\* = Presented)**

<b>Health</b>	Rise Up*
Bay Area Regional Healthy Inequalities Initiative (BARHII)	<b>Housing</b>
Trauma Informed Care*   Trauma Informed Care II*	Alameda-County Housing Authority*
Alameda County Building Collaborative*	Tri-Valley Housing
<b>Financial Empowerment</b>	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*
<a href="#">Black New Deal – CM Carroll Fife</a>	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*
<b>Youth</b>	<b>Education</b>
Los Padres Unidos*	Promise Neighborhoods – Cal State East Bay*
REACH Ashland/Cherryland Youth Center*	Head Start/Early Head Start
Oakland Fund Children Youth (OFCY)*	<b>Employment</b>
Oakland Youth Commission*	Alameda County Workforce Investment Board*
<b>Economic Development</b>	East Bay Sustainable Alliance
Oakland Metropolitan Chamber of Commerce*	Oakland Workforce Investment Board*
<b>Public Safety</b>	Local Union
Cease Fire/Street Outreach*	West Oakland Job Resource
Oakland Unite*   Chief of Violence Prevention*	East Bay Works*
<b>Social Justice</b>	<b>Infrastructure</b>
Urban Habitat*	Federal RAISE Grant/ Reconnecting the Town Project
East Oakland Collective*	<b>Board Development/Training</b>
Ella Baker Center for Human Rights	Jim Masters CAP History*  Structure of American Economy
<b>Families</b>	<b>Food Security</b>
Ashland Cherryland Healthy Community Collaborative	Safe Passages
Fremont Family Resource Center	Alameda County Community Food Bank (ACCFB)*
Social Services TANF, GA*	<b>Community Development</b>
All-In Alameda County*	Community Development Block Grant (CDBG) *

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# MINUTES



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

### Administering Board Teleconference

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

Granicus Recording Link: <https://oakland.granicus.com/player/clip/4620>

**Board Members Present:** Andrea Ford (Treasurer), David Walker, Mitchell Margolis, Samantha Columbus, Njeri McGee-Tyner, John Michael “Mike” Baratta, Mayor Libby Schaaf (Lisa Ruhland), Councilmember Carroll Fife (Tonya Love), Councilmember Noel Gallo (Brittany Garza), Councilmember Treva Reid (Rosa Velazquez), Councilmember Nate Miley (Angelica Gums) and Sean Callum

**Board Members Excused:** Gladys Green (Chair), Monique Rivera (Vice Chair), and Sandra Johnson (Secretary)

**Board Members Absent:** Supervisor Wilma Chan (Sarah Oddie)

**Board Vacancies:** CDBG Oakland District 1 and 4

**Staff:** Estelle Clemons, Dwight Williams, Don Raulston, Jaynell Ellis, and Melissa Francisco

**Guests:** Michael Munson, Rashida Washington and Gidalthi Gonzalez

### A. Call to Order/Recite AC-OCAP Promise

Board Treasurer A. Ford called the December 13, 2021, Administering Board Teleconference to order at 5:35 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 5:48 p.m.

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

**M/S/Carried:** A. Gums / D. Walker / Motion Carried.

### C. Approval of Draft November 8, 2021, Administering Board Minutes – Attachment C1

**MOTION:** To approve Draft November 8, 2021, Administering Board Minutes with corrections to resolution number.

**M/S/Carried:** D. Walker / S. Columbus. Motion Carried.

### D. Approval of AC-OCAP Resolution 3-2021 to Continue Teleconference Meetings – Attachment D1

**MOTION:** To approve AC-OCAP Resolution 3-2021 to continue teleconference meetings.

**M/S/Carried:** D. Walker / R. Velazquez / Motion Carried.

**E. Open Forum:** None.

### F. Presentation: Estelle Clemons, Bank On Oakland (BOO) Update

On the teleconference screen, a PowerPoint Presentation was shared. E. Clemons gave a brief overview of Bank On Oakland, which joined the Bank On Movement in 2009. Accounts and data were shared for the years 2009 to 2012, resulting in the opening of 18,661 accounts and 514 financial education workshop participants. E. Clemons discussed BOO 2.0's 1) changing value proposition, with the major shift being from financial education to empowerment; 2) reviving and reconvening the Executive Committee Financial Institutions, and Community Based Organization Partners; 3) revamping the [BOO Website \(2021 Matrix, Bank Locator, Frequently Asked Questions\)](#), and 4) the 2021 Soft Launch are all recent BOO 2.0

activities. The [October 7, 2021 Virtual Partner Convening](#) gathered input on the ground perspective and resident needs, established connections with the community, City of Oakland Departments, Financial Institutions, and explored opportunities for integrating City of Oakland BOO and other Financial Empowerment Initiatives. E. Clemons wrapped up her presentation to the AC-OCAP Board by laying out the Next Steps, which include Eden I&R Training, the BOO Survey, 2022 meetings, an advertising campaign, and the April 2022 (tentative) Official Launch with a Mayor Press Event.



(Above) **BOO Website Quick Response (QR) Code**

## **G. Community Action Partnership (CAP) Updates (E. Clemons)**

The Board welcomed CAP's new Program Analyst, Jaynell Ellis.

### **1. Board Updates**

#### **A. Community Development Block Grant (CDBG) Oakland District 1 and 4 Board Vacancies**

Brigitte Cook, who served as Councilmember Lynette McElhaney's representative on the Board, intends to apply for the Oakland District 1 vacancy. Board Recruitment for Oakland District 4 continues.

#### **B. Board Membership Applications Due – December 31, 2021 (S. Columbus and G. Green)**

The application and membership terms are included in the Agenda Packet (Attachment G1B). Members representing CDBG Oakland District 6 (S. Columbus) and 7 (G. Green) have terms that expire December 31, 2021 and must reapply. Board Members M. Margolis and D. Walker will have completed their Special Vacancy terms on December 31st and will begin new membership terms on January 1, 2022.

**ACTION ITEM:** Board Members S. Columbus and G. Green to submit membership applications by December 31, 2021.

#### **C. 2022 Board Meeting Schedule**

E. Clemons reviewed the 2022 Board Meeting Schedule (Attachment G1C), noting that all meetings in 2022 will be held on the second Monday of the month.

#### **D. Board Acknowledgements**

E. Clemons asked Board Members to submit Board Acknowledgements for the January Administering Board Meeting to highlight the exceptional work they are performing in the community.

### **2. 2022 Community Services Block Grant (CSBG)**

#### **A. City Council 2022 CSBG Contract and Resolution Scheduled for December 21, 2021**

California Department of Community Services and Development allocated \$1,391,569 for the 2022 Program Year, which is approximately \$4,000 less than the 2021 allocation; nevertheless, initial allocations are typically increased. The City Council will hear the Draft AC-OCAP 2022 CSBG State Contract Resolution Agenda Report, which is contained in the Agenda Packet (Attachment G2A), on December 21st.

**ACTION ITEM:** CAP Staff to email amended copy of AC-OCAP 2022 CSBG State Contract Resolution when it becomes available.

#### **B. 2022 Draft CSBG Budget**

On the teleconference screen, the draft budget for fiscal year 2022 (Attachment G2B) was displayed; E. Clemons noted that the draft is a placeholder; a revised document will be prepared in January. E. Clemons reviewed the \$1,391,569 budget, emphasizing administrative and program expenditures as well as areas where reprogramming may be possible due to cost savings as a result of the COVID-19 Pandemic.

### **3. AC-OCAP Programming**

#### **A. AC-OCAP Update (2021 CSBG, 2020-2022 CARES, 2022 CSBG)**

E. Clemons described the tragic experience of a St. Vincent de Paul Head Start family who were recent victims of gun violence and are struggling to secure transitional housing. This family is among the eighteen identified as homeless through Head Start services and will receive CSBG funds, thereby addressing AC-OCAP Strategic focus of reducing homelessness



among families with children.

#### **B. 2021-2022 Earned Income Tax Credit (EITC) Campaign – EITC Awareness Day – January 28, 2022**

Don Raulston, Volunteer Income Tax Assistance (VITA) Coordinator, is providing weekly training workshops to sixteen City of Oakland Volunteers to ensure IRS certification by mid-January 2022. The University of California Berkeley VITA program will provide fourteen volunteer tax preparers for the 2022 tax season. The Downtown Oakland Senior Center, located at 200 Grand Avenue will function as the EITC tax site once again. AARP will provide services at the tax site two days a week, while the City of Oakland will provide drop-off services three days a week. Call the EITC Hotline at 510-238-4911 for further information.

#### **4. Conferences/Travel**

##### **National Community Action Foundation (NCAF) Conference, Virtual | November 1, 8, 15 and 17, 2021 – Report Out**

E. Clemons acknowledged the difficulties of attending virtual conferences when work demands exist. The conference sessions were recorded and are accessible for viewing when time permits.

##### **2022 National Community Action Partnership (NCAP) Management Leadership Training Conference (MLTC), Virtual, February 2-4, 2022**

E. Clemons encouraged Board Members to save the date for the upcoming MLTC Conference. More information will be shared when it becomes available.

#### **5. Public Comment: (Specific Agenda Item(s): Audience Comment Period) – None.**

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

**M/S/Carried:** S. Callum / D. Walker / Motion Carried.

#### **H. Future/Proposed Agenda Items (See Chart Below)**

**January –** (Oakland Rising Action); Spectrum Community Services

#### **I. Attachments**

**C1** Draft November 08, 2021, Administering Board (Special Meeting) Minutes

**D1** AC-OCAP Resolution 3-2021

**G1B** AC-OCAP Board Membership Terms and Application

**G1C** 2022 AC-OCAP Administering Board Meeting Schedule

**G2A** 2022 CSBG State Contract and City of Oakland Resolution

**G2B** 2022 Draft CSBG Budget

#### **J. Announcements**

**Oakland Rotary –** (S. Callum) Civic Thursday Speaker - Oakland Mayor Libby Schaaf - *The State of Our City*, January 6, 2022 at 12:30.

**United Seniors of Oakland and Alameda County (USOAC) –** None.

**Alameda County Social Services/All IN/ Board of Supervisors (BOS) –** (A. Gums) Community Engagement Meeting on AB 1185/Sheriff Oversight - District 3 & 4, December 15th at 6pm, [Webinar Registration](#)

**City of Oakland –** (T. Love) Oakland District 3: Town Nights, December 17th from 6pm-10pm

(R. Velazquez) Oakland District 7: Town Hall on the MACRO Program, December 16th at 6pm, [Webinar Registration](#)

Holiday Food Drive, December 17th 11a-1pm at East Oakland Senior Center

**Board Members/Others –** None.

**K. Open Forum:** None.

#### **L. Adjournment – Next Teleconference: **January 10, 2022****

**MOTION:** To adjourn the December 13, 2021, AC-OCAP Administering Board Teleconference at 6:53 p.m.

**M/S/Carried:** D. Walker / T. Love / 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	East Bay Housing Organization*
Cal Reinvestment	Spectrum – LIHEAP/Weatherization
Earned Income Tax Credit/UWBA*	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*

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