



## MINUTES



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

#### Joint Program Planning and Advocacy Committee Meeting Wednesday, April 24, 2024, 5:30 PM

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**Committee Member Present:** Supervisor Nate Miley (Angelica Gums), David Walker, Councilmember Council Member Treva Reid (Latasha Perry) and, Diana Maravilla

**Committee Member Excused:** Carroll Fife (Tonya Love), Patricia Schader, Mayor Sheng Thao (Dr. Kimberly Mayfield) and.

**Committee Member Absent:** Councilmember Noel Gallo (Ana Tellez-Witrago), William B. "Quantum" Norwood II, and LaWanda Smith

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

Guest(s): Monique Rivera, Ivet Avila Gonzalez, and Ansar El Muhammad

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

Staff T. On performed Roll Call, NO Quorum, established at 5:35p.m.

#### 2. Approval of the Draft Minutes from the Alameda County-Oakland Community Action Partnership (AC-OCAP) Joint Program Planning and Advocacy Committee Meeting of March 20, 2024 - Attachment 2A

**MOTION:** None due to lack of Quorum

**M/S/Carried:** None due to lack of Quorum.

3. **Summary:** The Committee discussed various community events, including selecting a venue, date, and food vendors, as well as inviting dignitaries and creating marketing materials. The Committee also discussed ways to address poverty and homelessness in Alameda County including setting ground rules for Q&A sessions, providing support services, and engaging in community empowerment. Guest M. Rivera emphasized the importance of having a clear goal and timeline, while Chair A. Gums stressed the need for effective communication and delegation of tasks. Chair D. Walker highlighted the importance of creating an excellent customer service experience.

**a. Board retreat:** The California Endowment location was proposed as a potential no-cost option due to the organization being a Community Action Partnership partner. Its accessibility and parking availability were noted. However, the committee did not come to a final decision on the location during this meeting. They debated whether the selection process should be more structured with a formal vote or allow more flexibility for staff to plan details. Further discussion on locations was planned to continue narrowing down retreat details before making a final selection. Accessibility, cost, and parking availability seemed to be factors under consideration.

**b. CAP 60<sup>th</sup> Anniversary:** Guest M. Rivera outlined plans to invite local dignitaries to the event through a draft invitation letter and list she was compiling. Event logistics like the location, food/drink plans, decorations, and marketing materials were discussed. The event is planned to take place at Oakland City Hall. Ideas were proposed for photo opportunities, fundraising through QR codes, and a post-film Q&A

session focused on topics like homelessness. Tasks like creating promotional flyers, posters, coordinating volunteers, and delegating responsibilities with deadlines were discussed to help plan and promote the anniversary celebration. The goal was to make the event an engaging experience for guests while also using it as an opportunity to showcase CAP's work over the past 60 years and potentially raise funds.

**c. Strategic Plan:** The Committee planned to revisit the strategic plan at their upcoming board retreat in order to choose 1-2 priority focus areas to double down on and start seeing results over the next period of time. No other details about specific strategic plan goals or priorities were discussed during this meeting.

**d. Public Comment:** Guest Ivet Avila Gonzalez expressed interest in becoming more involved with the program directly, but noted the website links were currently inactive. She asked who to follow up with. She described her situation as a single mother living in East Oakland, making just over the low-income threshold but still struggling financially. She asked what services may be available for those not fully low-income but still struggling, like herself, who could become homeless within a few months. Committee members responded that their program focuses on grants for services like housing and job training, but connected agencies may offer additional assistance based on individual needs and qualifications. The attendee offered to volunteer her time and represent the voices of those in similar situations to help guide the organization's work.

**Adjournment:** Chair A. Gums adjourned the Joint Planning and Advocacy Committee Meeting at 7:16pm.

**MOTION:** None due to lack of Quorum

M/S/Carried: None due to lack of Quorum.

**The Next-In-Person Meeting: May 15, 2024**