



Alameda County - Oakland Community Action Partnership

Administering Board Teleconference

June 08, 2020 | 5:30 PM - 7:30 PM

COMMUNITY PARTICIPATION GUIDE

TO OBSERVE

- To view the meeting by Zoom video conference, click on this link: <https://zoom.us/j/91346912234> at the noticed meeting time.
- To listen to the meeting by phone, dial **+1 669 900 9128** at noticed meeting time.
- When prompted, enter **Meeting/Webinar ID: 913 4691 2234**
- Listening outside of California? Find a full list of Zoom dial-in numbers at: <https://zoom.us/zoomconference>

TO COMMENT

- To comment by Zoom video conference, you will be prompted to use the "Raise Your Hand" button to request to speak. When it is your turn to speak, you will be unmuted to make public comments. [https://support.zoom.us/hc/en-us/articles/205566129 - Raise-Hand-In-Webinar](https://support.zoom.us/hc/en-us/articles/205566129-Raise-Hand-In-Webinar)
- To comment by phone, you will be prompted to "Raise Your Hand" by pressing "***9**" to request to speak. When it is your turn to speak, you will be unmuted to make public comments.

ADDITIONAL INSTURCTIONS

- Instructions on how to join a meeting by video conference is available at: [https://support.zoom.us/hc/en-us/articles/201362193 - Joining-a-Meeting#](https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting#)
- Instructions on how to join a meeting by phone is available at: <https://support.zoom.us/hc/en-us/articles/201362663-Joining-a-meeting-by-phone>



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June 08, 2020 | 5:30 PM - 7:30 PM

BOARD MEMBER "PANELIST" PARTICIPATION GUIDE

RECOMMENDED METHOD

- Customize your profile with your City approved graphic.
- Join the teleconference as a Panelist by clicking on the Zoom invite link in your email.
- Sign on to webinar 15 minutes early to ensure your speakers and mic work. A technical roll call will be performed.
- Do not share your link with other Panelists or members of the community.
- 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. Staff will unmute Panelist to speak. If a Panelist muted their mic, they need to accept the unmute prompt before they are unmuted.

<https://support.zoom.us/hc/en-us/articles/205566129-Raising-your-hand-In-a-webinar>

ALTERNATIVE METHOD

- Join by telephone, dial **+1 669 900 9128**, enter WEBINAR ID: **913 4691 2234** when prompted. You will enter the Teleconference as an Attendee. Expect to be on hold as the host completes technical roll call.
- To request to speak, "**Raise Your Hand**" by pressing "***9**" and wait to be unmuted.

If you have questions, please contact Melissa Francisco at MFranco@oaklandca.gov.



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 Teleconference

Monday, June 08, 2020, 5:30 P.M.

Zoom Community Participation Link: <https://zoom.us/j/91346912234>

Board Membership: Gladys Green (Chair), Monique Rivera (Vice Chair), Andrea Ford (Treasurer), Sandra Johnson (Secretary), Njeri Mc Gee-Tyner, Councilmember Lynette McElhaney (Brigitte Cook), Supervisor Nate Miley (Angelica Gums), Supervisor Wilma Chan (Sarah Ting), Councilmember Larry Reid (Robert Cox), Councilmember Noel Gallo (Rosa Velazquez), Mayor Libby Schaaf (Lisa Ruhland), Sean Callum, Samantha Columbus, David Walker, Mitchell Margolis, and Alicia Rossetti

Staff: Estelle Clemons, Dwight Williams, and Melissa Francisco

AGENDA

- A. 5:30 p.m. Call to Order/Approval of Agenda
ACTION ITEM:
- B. 5:35 p.m. Roll Call/Determination of Quorum/Recite AC-OCAP Promise
- C. 5:40 p.m. Approval of Draft May 11, 2020 Administering Board Minutes – **Attachment C1**
ACTION ITEM
- D. 5:45 p.m. Presentation – Resources Development Associates (RDA), Strategic Planning Update
- E. 6:30 p.m. Community Action Partnership Updates (E. Clemons)
 - 1. Board Update
 - A. Board Vacancies -- Oakland District 1 and Alameda County Community
 - B. CAP Reimbursement Form - **Attachment E1B**
 - C. 2020 Travel
 - 2020 NCAP Annual Convention, Seattle – August 26-28, 2020
 - 2020 NCAF Annual Convention, Washington D.C – November 15-20
 - 2. 2020 Programming
 - A. CSBG 2020 and CARES Funding
 - B. AC-OCAP 2020 Grantee Update
 - C. California Earned Income Tax Credit (Cal/EITC) Update
- ACTION ITEM:**
- F. 7:00 p.m. Future/Proposed Agenda Items (see below)
 - Proposed: Mayor Libby Schaaf, Stephanie Montgomery, Darlene Flynn – Part 2, Barbara Leslie (Chamber of Commerce)
- G. 7:05 p.m. Committee Reports
 - Ad-Hoc Strategic Planning Committee

- H.** 7:10 p.m. Announcements
 Oakland Rotary
 United Seniors of Oakland and Alameda County
 Alameda County/Social Services/All In Update
 City of Oakland
 Others
- I.** 7:20 p.m. Attachments
 C1 Draft May 11, 2020 Administering Board Minutes
 E1B Cap Reimbursement Form
- J.** 7:25 p.m. Open Forum
- K.** 7:30 p.m. Adjournment
 Next Meeting: July 13, 2020
 ACTION ITEM:

FUTURE AGENDA ITEMS:

HEALTH	HOUSING
Trauma Informed Care*	Tri-Valley Housing
La Clinica De La Raza	Community Housing – Path/Everyone Home
Alameda County Building Blocks Collaborative*	East Bay Housing Organization *
FINANCIAL EMPOWERMENT	Spectrum – LIHEAP/Weatherization
Cal Reinvestment	Oakland Housing Authority *
Earned Income Tax Credit/UWBA*	Alameda-County Housing Authority *
YOUTH	City of Oakland Housing Road Map *
Oakland Fund Children Youth (OFCY) *	Alameda County Housing Community Development
Oakland Youth Commission *	Alameda Housing Resource Center
REACH Ashland/Cherryland Youth Center *	EDUCATION
Early Care & Education Planning Council *	Promise Neighborhoods – Cal State East Bay *
Head Start/Early Head Start	EMPLOYMENT
AC Child Care *	Alameda County WIB *
Los Padres Unidos *	East Bay Sustainable Alliance
PUBLIC SAFETY	Oakland WIB *
Citywide Public Safety Plan –	Minimum Wage/Life-Up Oakland/\$15 hr
Cease Fire/Street Outreach *	Local Union
Oakland Unite *	West Oakland Job Resource Center Ella Baker Center
Seven Step (Re-Entry Population) *	BOARD DEVELOPMENT
AnnieCannons Inc *	Jim Masters – CAP History/Board Training *
SOCIAL JUSTICE	Jim Masters – Structure of the American Economy
East Oakland Collective *	Public Ethics Presentation *
Oakland Community Organization (OCO)	Strategic Planning
Urban Habitat *	FOOD SECURITY
FAMILIES	Alameda County Community Food Bank *
Social Services – TANF, GA *	TRANSPORTATION
All-In *	Alameda County Transportation Commission
Alameda County Hope Collaborative	COMMUNITY DEVELOPMENT
Rise Up*	CDBG *
Mayor’s Commission on Aging *	

(* = PRESENTED)



MINUTES



Alameda County – Oakland Community Action Partnership

Administering Board Teleconference

Monday, May 11, 2020, 5:30 P.M.

Recording: http://oakland.granicus.com/MediaPlayer.php?publish_id=ab52d3d2-946f-11ea-a2af-0050569183fa

Board Members Present: Gladys Green (Chair), Monique Rivera (Vice Chair), Andrea Ford (Treasurer), Sandra Johnson (Secretary), Njeri Mc Gee-Tyner, Councilmember Lynette McElhaney (Brigitte Cook), Supervisor Nate Miley (Angelica Gums), Supervisor Wilma Chan (Sarah Ting), Councilmember Larry Reid (Robert Cox), Councilmember Noel Gallo (Rosa Velazquez), Mayor Libby Schaaf (Lisa Ruhland), Sean Callum, Samantha Columbus, and Mitchell Margolis

Board Members Absent: David Walker

Staff: Estelle Clemons, Dwight Williams, and Melissa Francisco

Guests: Sara Bedford (Human Services Department, Director), Michael Munson (K-Top), Lauren Broder (Resources Development Associates, RDA), John Cervetto (RDA), Emma Schifsky (RDA), Alicia Rossetti (Oakland District 4 Applicant), and Maeve Brown (Housing and Economic Rights Advocates, HERA)

A. Call to Order/Approval of Agenda

G. Green called the May 11, 2020 meeting to order at 5:33 p.m

MOTION: To approve the May 11, 2020 meeting Agenda.

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

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

Roll Call was performed by Staff M. Francisco. A quorum was established.

The AC-OCAP Promise was recited.

C. Approval of Draft March 09, 2020 Administering Board Minutes – Attachment C1

MOTION: To approve the Draft March 09, 2020 Administering Board Minutes.

M/S/Carried: M. Rivera/S. Callum/Motion Carried.

D. Presentation – Strategic Planning Update - (Lauren Broder, RDA)

The Board welcomed the RDA Team: Lauren Broder, John Cervetto and Emma Schifsky. A PowerPoint presentation was provided during the update. L. Broder began with an explanation of the Project Goal; to develop a strategic plan that provides a clear roadmap to address poverty and inequity in Alameda County. L. Broder then gave an overview of the Project Process, which encompasses the development of Core Values, a SWOT Analysis, the Logic Model and Strategic Plan. Next steps were reviewed, and the Board heard from Ad Hoc Strategic Planning Committee Members M. Rivera, and S. Ting. The presentation concluded with a questions and answers session.

E. Community Action Partnership Updates (E. Clemons)

1. Board Update

A. Board Vacancies -- Oakland District 1, Oakland District 4, and Alameda County – Board Membership Application, Oakland District 4 – **Attachment E1A**

E. Clemons drew attention to Attachment E1A, Board Membership Application for Oakland

District 4. Alicia Rossetti, applicant, was called upon to address the Board. A. Rossetti affirmed her commitment to the community and spoke of her desire to gain membership on the AC-OCAP Board. All addresses on the applicant's petition were verified by Staff.

MOTION: To accept Alicia Rossetti's membership application for Oakland District 4.

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

Recruitment efforts continue for Oakland District 1 and Alameda County-Community vacancies.

B. Community Action Partnership (CAP) Reimbursement Form - Attachment E1B

E. Clemons reminded community Board Members of CAP reimbursable expenses. Please submit your Reimbursement Forms with receipts for childcare, transportation and other costs that support attendance at AC-OCAP Board Meetings and other events.

C. Travel – 2020 Annual NCAP Convention in Seattle, August 26-28

Request Form Due: June 01, 2020 – Attachment E1C

E. Clemons discussed the ongoing COVID-19 situation with respects to upcoming conferences and air travel. To date, the Annual Convention in Seattle continues to accept registrants. Staff is monitoring the National Community Action Partnership (NCAP) website and will report postponement or cancellation to the Board. Please submit Travel Request Forms by June 01, 2020.

ACTION: M. Francisco to email Travel Request Form reminder to Board Members.

E. Economic Interest Statements, Form 700 – Due June 1, 2020

<https://www.oaklandca.gov/services/file-a-statement-of-economic-interest-form-700>

The Board was given notice to submit Form 700 by the extension due date of June 1, 2020. E. Clemons asked for questions concerning Form 700 to be directed to the office of the City Clerk.

ACTION: M. Francisco to email Form 700 reminder to Board Members.

2. 2020 Programming/COVID-19 Update

A. AC-OCAP 2019 Close Out and 2020 Grantee Update

As of May 31, 2020, the extension of the 2019 CSBG grant is coming to an end. The salary savings due to vacant staff positions was reallocated to support food collaboration with partners. Safe Passages and Head Start were the recipients of the closeout funds to support COVID -19 food security response efforts. Typically, Head Start's meal program only covers the cost of feeding children, with the 2019 CSBG closeout funds the program was able to offer family members meals as well.

Contract execution for the \$30,000 Discretionary Grant for Strategic Planning is near completion. 2020 grant allocation total is \$1.4 million, this includes a \$32,000 discretionary grant.

B. California Earned Income Tax Credit (Cal/EITC) Update

The EITC program is currently on hold due to COVID-19. Limited remote assistance continues to be provided to the community by EITC Coordinator, Don Raulston and through CalEITC grant partners. The city's EITC tax assistance site will resume with appointment-only services,

opening date yet to be determined.

C. COVID – 19 Community Service Block Grant (CSBG) Funds

The Coronavirus Aid, Relief, and Economic Security Act (CARES) 2020, appropriates \$1.8 billion in additional funds to the CSBG program. The CARES Act authorizes the revision of the income limit for eligibility to 200 percent of the federal poverty level for CSBG services provided during calendar years 2020 and 2021. AC-OCAP is awaiting dispersal of supplemental funds and additional guidance from the state. E. Clemons revealed plans for a budget to be introduced to the Board, with a request for responses on how funds will be allocated. More information will be forthcoming.

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

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

F. Future/Proposed Agenda Items (see chart below)

Proposed: Mayor Libby Schaaf, Stephanie Montgomery, Darlene Flynn – Part 2, Barbara Leslie (Chamber of Commerce)

Mayor Libby Schaaf was scheduled to present at the April 2020 AC-OCAP Administrative Board Meeting, however due to the Shelter-in-Place order the meeting was cancelled. When AC-OCAP reconvenes at City Hall, the Mayor will again be asked to present.

G. Announcements

Oakland Rotary – no report from S. Callum.

United Seniors of Oakland and Alameda County (USOAC) – S. Johnson announced USOAC's 25th Annual Convention is rescheduled for November 13, 2020. Additional information forthcoming.

Alameda County Social Services/All IN Update – A. Ford announced applications are still being accepted for All A's programs and Alameda County Social Services is open for limited emergency services.

S. Ting announced the first meeting of the COVID-19 Racial Disparities Task Force, scheduled for 6pm, Thursday, May 14, 2020. All IN Steering Committee meets virtually Wednesday May 20, 2020 1-2:30pm.

City of Oakland - B. Cook announced The Oakland Cares Program, that allows seniors and homebound residents during the pandemic to order groceries for delivery from Buddies Meats & Groceries.

Once a week groceries and/or household supplies offered by World Vision are also available for pick-up at two local churches. For those interested in services or donating please contact B. Cook.

S. Bedford discussed the Great Plates Delivered program and directed those interested to the city's website: <https://www.oaklandca.gov/resources/great-plates-delivered-city-of-oakland>.

Others – A. Gums’ announced the Virtual “Peoples Pitch Event” May 14, 2020 at 6:30pm.

H. Attachments

- C1** Draft March 09, 2020 Administering Board Minutes
- E1A** Board Membership Application, Oakland District 4
- E1B** Cap Reimbursement Form
- E1C** 2020 Annual NCAP Convention, Board Member Request Form

I. Open Forum

S. Callum gave an overview of the current economic situation. The discussion included the \$2 Trillion economic stimulus, unemployment, the CARES Act, Paycheck Protection Program for small businesses, mortgage payment deferments, foreclosure moratoriums and more.

J. Adjournment

MOTION: To adjourn the May 11, 2020 AC-OCAP Administering Board Meeting.

M/S/Carried: S. Callum/A. Ford. Motion Carried. Meeting adjourned at 6:49pm.

Next Meeting: June 08, 2020

FUTURE AGENDA ITEMS:

HEALTH	HOUSING
Trauma Informed Care*	Tri-Valley Housing
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Los Padres Unidos *	East Bay Sustainable Alliance
PUBLIC SAFETY	Oakland WIB *
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Cease Fire/Street Outreach *	Local Union
Oakland Unite *	West Oakland Job Resource Center Ella Baker Center
Seven Step (Re-Entry Population) *	BOARD DEVELOPMENT
AnnieCannons Inc *	Jim Masters – CAP History/Board Training *
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Mayor’s Commission on Aging *	

(* = PRESENTED)

DRAFT



**City of Oakland
Human Services Department
Alameda County – Oakland Community Action Partnership**

150 Frank H. Ogawa Plaza, Suite 4340, Oakland, CA 94612 Phone: (510) 238-2362

Reimbursement Request
Please print

Date: _____

NAME: _____ Phone Number: _____

ADDRESS: _____ City/Zip Code: _____

I attended the following:

- () AC-OCAP Committee Meeting
- () AC-OCAP Administering Board Meeting
- () Other Explain: _____

On the following date _____

Address of meeting or training _____

Amount Requested: \$ _____

Agenda Attached Yes

Expenses

Mileage: _____ per mile x _____ miles = _____

Parking: \$ _____ (Attach Receipt)

Public Transportation (Receipt Needed for the following) : Bus \$ _____ Bart \$ _____

UBER \$ _____ Lyft \$ _____ Taxi \$ _____

Board member Signature

AC-OCAP Manager