



# Alameda County - Oakland Community Action Partnership

## SPECIAL MEETING of the Executive Committee

June 1, 2022 | 5:30 PM - 7:30 PM

## 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 WebinarID: 8847 9374 6601

### 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, 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



# Alameda County - Oakland Community Action Partnership

## SPECIAL MEETING of the Executive Committee

June 1, 2022 | 5:30 PM - 7:30 PM

## 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: 8747 9374 6601 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](http://AC-OCAP.com) or contact us by mail at [AC-OCAP@oaklandca.gov](mailto:AC-OCAP@oaklandca.gov)

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

## **SPECIAL MEETING OF THE EXECUTIVE COMMITTEE**

Purpose: The Executive Committee may act for the Administering Board on matters which cannot await the next scheduled meeting of the Board, as determined by the Executive Committee, and notify the Board, at its next meeting, of that action.

**Wednesday, June 1, 2022, 5:30 p.m.**

**ZOOM Community Participation Link: <https://us06web.zoom.us/j/84793746601> Webinar ID: 847 9374 6601**

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**Committee Members:** Monique Rivera (Chair), Sandra Johnson (Vice-Chair) Andrea Ford (Treasurer), Brigitte Cook (Secretary), Councilmember Carroll Fife (Tonya Love), and Supervisor Dave Brown (Sarah Oddie)

**Staff:** DesrayInn Cole and Melissa Francisco

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### AGENDA

1. **Call to Order/Recite AC-OCAP Promise**
2. **Roll Call/Determination of Quorum/Approval of Agenda**  
**ACTION ITEM:**
3. **Approval of Draft June 23, 2021 Executive Committee Meeting Minutes – Attachment 3**  
**ACTION ITEM:**
4. **Open Forum**
5. **Private Sector Selection Recommendation Discussion – Attachment 5**
6. **AC-OCAP Scholarship Fund Discussion**  
(Funds Available and Scholarship Process)  
**ACTION ITEM:**
7. **Agenda Attachments**
  - 3 Draft June 23, 2021 Executive Committee Meeting Minutes
  - 5 Private Sector Selection Process and Recommendations List
8. **Future/Proposed Agenda Items**
  - AC-OCAP Bylaws
9. **Announcements**
10. **Adjournment**  
**ACTION ITEM:**

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# MINUTES



## Alameda County – Oakland Community Action Partnership

Visit us on the web at [OaklandCap.org](http://OaklandCap.org) or contact us by mail at [AC-OCAP@oaklandnet.com](mailto:AC-OCAP@oaklandnet.com)

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

### SPECIAL MEETING OF THE EXECUTIVE COMMITTEE MEETING

Wednesday, June 23, 2021, 5:30pm

Granicus Recording Link: <https://oakland.granicus.com/player/clip/4310>

**Committee Members Present:** Gladys Green (Chair), Monique Rivera (Vice Chair), Sandra Johnson (Secretary), Andrea Ford (Treasurer), Councilmember Carroll Fife (Tonya Love), and Supervisor Wilma Chan (Sara Oddie)  
**Staff Present:** Estelle Clemons, Melissa Francisco and Jaskiret Rai (Mayor’s Office Intern)  
**Guest:** Mike Baratta (AC-OCAP Board Member)

**1) Call to Order/Roll Call/Determination of Quorum**

The Meeting began at 5:35 p.m.  
Roll call was recorded by staff M. Francisco.  
A quorum was established.

**2) Approval of Draft October 7, 2020 Executive Committee Meeting Minutes – Attachment 2**

**MOTION:** To approve the Draft October 7, 2020 Executive Committee Meeting Minutes.  
**M/S/Carried:** S. Johnson / A. Ford. Motion Carried.

**3) Approval of the 2022-2023 Community Action Plan – Attachment 3**

An updated version of Attachment 3, **2022-2023 Community Action Plan** was shared on the teleconference screen. Appendix B, which includes written comments received via email and comments made during the June 14, 2021 Public Hearing were discussed by E. Clemons. The Committee was informed of the revisions still required before the plan is submitted to the state on June 30, 2021.  
**ACTION ITEM:** The Final CAP Plan PowerPoint Presentation to be shared with the Board upon completion.  
**MOTION:** To approve the 2022-2023 Community Action Plan.  
**M/S/Carried:** M. Rivera / S. Johnson. Motion Carried.

**4) Schedule of Grantee Presentations to the AC-OCAP Board – Attachment 4**

Over the next few months, grantees will make presentations to the AC-OCAP Board. The following grantees are schedule for July: Chabot-Las Positas, Hack the Hood Inc, New Door Ventures, Operation Dignity, and Renaissance Entrepreneurship Center. Following the August Board recess, the Board will hear presentations from Downtown Streets Inc, Fremont Family Resource Center, Alliance for Community Wellness and Lao Family Community Development. Housing and Economic Rights Advocates, Civicorps, Eden I &R, Rubicon Programs Inc, and St. Mary’s Center will all present in October.  
**ACTION ITEM:** Before Grantee Presentations, staff will provide the 2020 Outcomes Chart for Board Members to review.

**5) Discussion and Planning for AC-OCAP Board Retreat – October (TBD)**

The City of Oakland intends to re-open work sites in August of 2021; however, no date has been set for the reinstatement of Board Meetings at City Hall. E. Clemons anticipates that by October, the AC-OCAP Retreat may be held in person rather than by Zoom Teleconference. A discussion was held about the safety of in-person events, as well as the importance of adhering to masking and social distancing standards.  
**ACTION ITEM:** The Board will be sent a Doodle poll to gather availability, dates to be consider are October 9, 16 and 23.

**6) 2021 Travel**

**2021 NCAP National Community Action Partnership Annual Conference**, Hybrid, August 30 – September 3, 2021

S. Johnson, S. Oddie, A. Rossetti, and M. Baratta are approved NCAP Conference attendees. M. Baratta was approved to attend the conference virtually at first, however his request to attend in-person at his own expense was granted.

**2021 NCAF National Community Action Foundation Conference**, Virtual, September 27-28 and October 4-5, 2021

Committee Members are encouraged to save the date for the NCAF Conference.

**ACTION ITEM:** A Board Member Training Request Form for both the NCAP and NCAF virtual events will be included in the July Administering Board Agenda Packet.

**7) Agenda Attachments**

- 2 Draft December 04, 2019 Executive Committee Meeting Minutes
- 3 2020-2022 CSBG CARES Budget
- 4 Grantee Presentation Schedule

**8) Future/Proposed Agenda Items**

**AC-OCAP Bylaws**

The AC-OCAP Bylaws were most recently updated in 2011. E. Clemons proposed that the task of updating the bylaws be delegated to the members of the Ad-hoc Strategic Planning Committee. E. Clemons also mentioned the departure of the city attorney, which may impede the updating of the bylaws.

**9) Announcements**

Jaskiret “Jas” Rai was introduced to the AC-OCAP Executive Committee by E. Clemons. Jas is a summer intern with the Mayor’s Office who will assist AC-OCAP’s discretionary grant work, in collaboration with Head Start, to triage 30 unhoused families.

**10) Open Forum**

None.

**11) Adjournment**

**MOTION:** To adjourn the Meeting at 6:03 pm.

**M/S/Carried:** S. Oddie / A. Ford. Motion Carried.



## **AC-OCAP Private Sector Board Process**

- Notify the board member 90 days prior to term expiration  
Have a discussion at the Executive Committee regarding the Private Sector Recommendations. In some cases, the board members will continue with the same Private Sector Agency. If this is the case, prepare letter to send to the director of the agency. See sample letter. If a motion occurs at the executive committee meeting, the motion would have to be ratified at the full Administering Board meeting.

OR

- If the Executive Committee decides to have representation from another agency, send letters to all the agencies on the Administrative Board Private Sector Recommendations list. Make sure list is current with the contact and address information. Once letters are received from any interested agencies, a discussion should be held at the Executive Committee meeting and if a motion occurs it would be ratified at the full Administering Board meeting.

If the board wishes to have other agency representation, any letters of interest received will be discussed, contacted, and interviewed. (see AC-OCAP Private Sector Board Selection Criteria and AC-OCAP By-laws – Article IV, Administering Board Membership).



# ALAMEDA COUNTY - OAKLAND COMMUNITY ACTION PARTNERSHIP

## Administrative Board Private Sector Recommendations

<b>Organizations</b>	<b>Address</b>	<b>Contact</b>	<b>Action</b>
<b>Oakland Chamber of Commerce</b>	475 14th St. Oakland, CA 94612	Barbara Leslie 510-874-4800 bleslie@oaklandchamber.com	
<b>Oakland Housing Authority</b>	935 Union St. Oakland, CA 94607	Patricia Wells 510-874-1515 pwells@oaklha.org	
<b>Oakland Head Start</b>	HSD 150 FHOP, 5th Floor Oakland, CA 94612	Diveena Cooppan Head Start Manager 510-238-3165 dcooppan@oaklandca.gov	
<b>Oakland Workforce Investment Board</b>	250 FHOP, Suite 3315 Oakland, CA 94612	510-238-6635 owdb@oaklandca.gov	
<b>East Bay Housing Organization</b>	538 9th Street, Suite 200, Oakland, CA 94607	Gloria Bruce Executive Director 510-663-3830 ext. 322 gloria@ebho.org	
<b>Oakland African American Chamber of Commerce</b>	449 15th Street Suite 410 Oakland, CA 94612	Cathy D. Adams President & CEO 510-268-1600	
<b>Oakland Latino Chamber of Commerce</b>	1840 Embarcadero, Suite 101 Oakland, CA 94606	Felix Galaviz Chief Executive Officer 510-536-4477	
<b>Oakland Chinatown Chamber of Commerce</b>	388 9th Street, Suite 258 Oakland, CA 94607	Jennie Chen Executive Director 510-893-8979	
<b>East Oakland Youth Development Center</b>	8200 International Blvd Oakland, CA 94621	Selena Wilson Chief Executive Director 510-569-8088	

<b>Youth Uprising</b>	8711 MacArthur Blvd. Oakland, CA 94605	Y'Anad Burrell Chief Executive Officer 510-777-9909	
<b>Eastside Arts Alliance</b>	2277 International Blvd Oakland, CA 94606	510.533.6629 eastsideculturalcenter@gmail.com	
<b>Youth Together</b>	1714 Franklin St. Suite 100-153 Oakland, CA 94612	Tony Douangviseth Executive Director 510.645.9209 tdouangviseth@youthtogether.net	
<b>Eastbay Asian Youth Center</b>	2025 East 12th Oakland, CA 94606	David Kakishiba Executive Director 510-533-1092 junji@ebayc.org	