



# MINUTES



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

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

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

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## EXECUTIVE COMMITTEE MEETING (Standing)

Wednesday, June 6, 2018 @ 5:30 P.M.

150 Frank Ogawa Plaza, 4<sup>th</sup> Floor, Conference Room #1

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**Committee Members Present:** Monique Rivera (Vice Chair), Sandra Johnson (Secretary), Brittany Carter for Supervisor Wilma Chan and Andrea Ford (Treasurer)

**Excused:** Gladys Green (Chair) and Bridgette Cook for Councilmember Lynette McElhaney

**Staff Present:** Sytara Ellis

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### 1. Call to Order/Roll Call/Determination of Quorum

Sandra Johnson (Secretary) called the meeting to order at 5:30 p.m. Roll was called by staff member Sytara Ellis. A quorum was established at 5:38 p.m.

#### Approval of March 7, 2018 Executive Committee Meeting Minutes

**Motion:** To approve the March 7, 2018 minutes. M/S/Carried: B. Carter/A. Ford/Unanimous.  
Motion Carried.

### 2. 2017-2018 AC-OCAP Program Update

S. Ellis stated that this item will be addressed at the June 11, 2018 AC-OCAP Board Meeting.

**2018 CalCAPA Legislative Day** – S. Ellis said AC-OCAP Board Member S. Johnson and staff members E. Derenthal and D. Williams attended the 2018 CalCAPA Legislative Breakfast on May 15, 2018 at the Hyatt Regency in Sacramento, CA. Following the breakfast, the group made legislative office visits with Viviana Becerra (Legislative Director for Assembly Member Rob Bonta) and Eddie Franco (Assembly Fellow, Assembly Member Bill Quirk’s office) to share with them some of the great work that AC-OCAP is doing. Additionally, packets were left at the office of Senator Nancy Skinner and Assembly Member Tony Thurmond.

**AC-OCAP “Ask” Letter** -S. Ellis stated that the “Ask” letter was to be presented to Gladys Green (Board Chair) tonight for signature. Since Ms. Green is excused tonight, the letter will be given to her at the AC-OCAP June 11, 2018 Board Meeting.

**City Administrator Office Letter – Sabrina Landreth** – S. Ellis said that a copy of the City Administrator’s letter to Alameda County Administrator, Susan Muranishi was included in tonight’s Executive Committee packet for review.

**AC-OCAP Board of Supervisor’s meeting with Supervisors Wilma Chan & Nate Miley** - S. Ellis said a meeting will be set up with the Supervisors. AC-OCAP Board members will be kept abreast of the date and time; so hopefully some on them will be able to attend this meeting.

### 3. Board Recruitment

S. Ellis reported that there are three (3) Board vacancies (District 1, 2 & 6). Copies of the recruitment letter for District 1, 2 & 6 are included in tonight’s Executive packet; coupled with a copy of Sophia Lai’s (District 2) resignation letter and the Board Membership Term Roster.

### 4. Pending Items

**State/City CSBG Contracting Process Gantt Chart**



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### AC-OCAP By-Law Committee (Monique Rivera, Clarissa Doutherd, Angelica Gum, Gladys Green)

S. Ellis stated that although these items have been outstanding for a while, hopefully they will be addressed soon.

### 6. Agenda Attachments

2c AC-OCAP “Ask” Letter

2d City Administrator Office Letter – Sabrina Landreth

3 Board Recruitment Letters (District 1, 2 & 6)

3a District 2 Resignation Letter

3b Board Membership Term Roster

### 7. Future/Proposed Agenda Items None

### 8. Announcements - None

### 9. Open Forum - None

### 10. Adjournment (Action Item)

**Motion:** The meeting was adjourned at 5:42 p.m. M/S/Carried: S. Johnson/A. Ford/Unanimous.  
Motion Carried.