



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, September 14, 5:30 p.m.

Zoom Community Participation Link: <https://zoom.us/j/93966136032> **Webinar ID: 939 6613 6032**

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

Staff: Estelle Clemons, Dwight Williams, Vanessa Floyd-Rodriguez, and Melissa Francisco

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 July 13, 2020 Administering Board Minutes – Attachment C1**
ACTION ITEM:

- D. 5:45 p.m. **Presentation: Resource Development Associates, Strategic Planning – Attachment D1**

- E. 6:15 p.m. **Community Action Partnership Updates (E. Clemons)**
 - 1. **Board Update**
 - A. Board Vacancies -- Oakland District 1, Alameda County Community, and Rep for Councilmember N. Gallo
 - B. 2020 Virtual Annual Convention August 24-28, 2020 (E. Clemons, N. McGee-Tyner, S. Oddie, A. Rossetti, D. Williams, V. Floyd-Rodriguez, and M. Francisco) Report Out
 - C. NCAF Annual Convention (Virtual): November 17-18, 2020 – **Attachment E1C**
 - D. Board Membership Terms and Election Process Procedures – **Attachment E1D**
 - 2. **AC-OCAP Programming**
 - A. California Earned Income Tax Credit (Cal/EITC) Update
 - B. Census 2020 – October 31, 2020 Revised End Date
 - C. COVID-19 Update – **Attachment E2C**
 - D. 2020-2022 CSBG CARES – AC-OCAP Budget Discussion – **Attachment E2D**
 - E. Approval of AC-OCAP Local Plan for CARES Act CSBG Supplemental Funding – **Attachment E2E**

- F. 6:45 p.m. **Future/Proposed Agenda Items (see chart below)**
Proposed: Mayor Schaff, Alameda County Board of Supervisors, Stephanie Montgomery (City of Oakland), Darlene Flynn (City of Oakland), Barbara Leslie (Chamber of Commerce)

G. 6:50 p.m.

Committee Report (s):

1. Executive Committee (July 27, 2020)
2. Strategic Planning Ad-hoc Committee (September 2, 2020)

H. 7:00 p.m.

Announcements

Oakland Rotary
 United Seniors of Oakland and Alameda County
 Alameda County/Social Services/All In
 City of Oakland
 Others

I. 7:15 p.m.

Attachments

- C1 Draft July 13, 2020 Administering Board Teleconference Minutes
- D1 Draft Strategic Plan Overview
- E1C NCAF Annual Convention Board Member Virtual Travel Request Form
- E1D Board Membership Terms and Election Process Procedures
- E2C Alameda COVID-19 Updates and AC-OCAP Partner Survey Results
- E2D 2020-2022 CSBG CARES – AC-OCAP Budget Proposal
- E2E AC-OCAP Local Plan for CARES Act CSBG Supplemental Funding

J. 7:20 p.m.

Open Forum

K. 7:30 p.m.

Adjournment

Next Teleconference: Monday, October 12, 2020

ACTION ITEM:

FUTURE AGENDA ITEMS: (* = PRESENTED)

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
City of Oakland, Chief of Violence Prevention*	East Bay Works*
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 – RDA*
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 *	Census 2020 Complete Count*



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

Administering Board Teleconference

Monday, July 13, 2020, 5:30 p.m.

https://oakland.granicus.com/MediaPlayer.php?clip_id=3719

Board Members Present: Gladys Green (Chair), Monique Rivera (Vice Chair), Andrea Ford (Treasurer), Sandra Johnson (Secretary), Councilmember Lynette McElhaney (Brigitte Cook), Supervisor Nate Miley (Angelica Gums), Supervisor Wilma Chan (Sarah Oddie), Councilmember Larry Reid (Robert Cox), Njeri Mc Gee- Tyner, Sean Callum, Samantha Columbus, Mitchell Margolis, and Alicia Rossetti

Board Members Excused: David Walker

Board Members Absent: Councilmember Noel Gallo, and Mayor Libby Schaaf (Lisa Ruhland)

Staff: Sara Bedford, Estelle Clemons, Dwight Williams, and Melissa Francisco

Guests: Michael Munson (City of Oakland, KTOP), Lauren Broder; Resources Development Associates (RDA), John Cervetto (RDA), Emma Schifsky (RDA), Alina Kwak (Fremont Family Resource Center), Gidalthi Gonzalez (Civicorps), Meryl Klein (Alameda County Administrators Office), Sylvia Soublet (Director of the Office of Public Affairs, Alameda Social Services), and Assata Olugbaba (Community Member).

A. Call to Order/Approval of Agenda

G. Green called the July 13, 2020 meeting to order at 5:37 p.m.

MOTION: To approve the July 13, 2020 meeting Agenda.

M/S/Carried: S. Johnson/A. Ford. Motion Carried.

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

Roll Call was performed at 5:39 p.m. by Staff M. Francisco. A quorum was established. The AC-OCAP Promise recited.

C. Approval of Draft June 08, 2020 Administering Board Minutes – Attachment C1

MOTION: To approve the Draft June 08, 2020 Administering Board Minutes.

M/S/Carried: S. Columbus /A. Ford. Motion Carried.

D. Presentation – Strategic Planning Update – M. Rivera and Lauren Broder (RDA)

M. Rivera, Vice Chair and Strategic Planning Ad-hoc Committee Member reported on the progress being made during weekly Ad-hoc Committee meetings. M. Rivera discussed AC-OCAP goals according to the five focus areas which include: Entrepreneurship/Job Training & Employment, Low-Income Housing, Community Development, Civic Engagement & Advocacy, Capacity Building. L. Broder reported on the Build-out of the Logic Model, explaining Resources, Activities (the how?), Outputs (metrics), Outcomes (who's better off) and Goal in a new graphic shared with the Board. E. Clemons discussed next steps, including additional weekly meetings in the month of July for the Strategic Planning Ad-hoc Committee (M. Rivera, A. Ford, S. Ting and D. Walker). Thanks was given to board members S. Callum, A. Rossetti, G. Green who also participated in some of the strategic planning meetings. The Board is on recess for the month of August, upon returning the Strategic Planning Ad-hoc Committee will meet to synthesize information for the presentation that will be given at the September 14, 2020 AC-OCAP Administering Board Meeting.

E. Community Action Partnership (CAP) Updates (E. Clemons)

1. Board Update

A. Board Vacancies -- Oakland District 1, Alameda County Community - Recruitment efforts continue for Oakland District 1 and Alameda County Community. The Board is encouraged to assist in filling vacancies.

B. District 5 Elected Official Appointee Designation Request - Attachment E1B

Councilmember Noel Gallo of District 5 was sent an Official Appointee Designation Request, as R. Velazquez is no longer his representative.

C. District 3 Elected Official Appointee Designation, Sarah Oddie – Attachment E1C

S. Ting is no longer representing Supervisor Wilma Chan on the AC-OCAP Board. The Board received Wilma Chan's letter designating, Sarah Oddie as her new representative.

MOTION: To accept Sarah Oddie, as Supervisor Wilma Chan's AC-OCAP Board Representative.

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

National Community Action Partnership (NCAP) Virtual Annual Convention, Seattle WA, August 26-28

A slide was shared on the Teleconference screen providing Board Members information regarding NCAP's Virtual Convention. The virtual convention will showcase NCAP's strengths, strategies, and achievements. The last day of the Convention, Friday August 28, will be a Live Stream of the Commitment March (March on Washington 50th Anniversary). Interested Board Members are to email staff M. Francisco by July 17, 2020.

2. 2020 Programming

A. Community Services Block Grant (CSBG) 2020 Amended Budget and Coronavirus Aid, Relief, and Economic Security (CARES) Funding – Attachment E2A

The AC-OCAP CSBG 2020 Amended Budget, 20F-3002 was included in the Agenda Packet and shared on the Teleconference screen. Due to Oakland Private Industry Council and Bay Area Legal declining partnership, AC-OCAP is able to reallocate funds to existing grantees. This savings allows 13 grantees an additional \$3,000, increasing their existing \$40,000 grant to \$43,000. The Amended Budget also includes a \$32,000 Discretionary Grant, which will be discussed in greater detail at the Executive Committee Meeting (Special) on July 27, 2020.

The CSD Program Advisory CARES CPA-C-20-03 was included in the Agenda Packet and shared on the Teleconference screen. The advisory defines areas of service, limitations on expenditures and provides the framework for service delivery plans as required under the CSBG CARES Contract.

B. AC-OCAP 2020-2022 Grantees Programs & Services – Attachment E2A

The AC-OCAP 2020-2022 Grantees Programs & Services two-pager was included in the Agenda Packet and shared on the Teleconference screen. E. Clemons encouraged Board Members to become familiar with AC-OCAP's 2020-2022 partners using the program descriptions and website links.

C. California Earned Income Tax Credit (Cal/EITC) Update – Tax Day July 15, 2020

EITC Tax Assistance site located at 270 Frank H. Ogawa Plaza in the Business Assistance Center will continue to provide no cost tax preparation assistance through July 31, 2020. The new Young Child Tax Credit (YCTC) provides qualifying families with a child under the age of 6 with up to a \$1,000. Qualifying families may receive a tax credit check up to \$6,000. Call the EITC hotline at 510-238-4911 to schedule a no cost **drop-off** appointment.

IRS Economic Impact Payments – Non-filers must register for their Economic Impact Payment by October 15, 2020. To register follow the IRS link: <https://www.irs.gov/coronavirus/non-filers-enter-payment-info-here>

D. Census 2020 – October 31, 2020 Revised End Date

AC-OCAP staff continues to encourage the community to "Get Out The Count!" For tools, resources and info on the Census visit this link: www.CensusCounts.org. The National Self-Response rate is at 62.2%, Alameda County's Self Response rate is at 69.4%. To view up-to-date response rates go to the 2020Census [interactive map](#).

E. COVID-19 Update

CSBG Funds from salary savings and grantee savings supported food distribution from the onset of the COVID-19 shelter-in-place. A slide presentation with photos and outcomes demonstrated how CSBG funds met the immediate needs of the community. First Slide: "Safe Passages – Food Distribution" (\$20,000 CSBG Funds): April and May outcomes supported by AC-OCAP, included 75 Food distribution events, plus home deliveries in Oakland and Hayward, 2,045 families served weekly, 4,165 bags distributed weekly, for a grand total of 78,089 tons of food distributed. Second Slide: "Head Start – Food

Distribution (\$39,000 CSBG Funds)": April outcomes supported by AC-OCAP, included two drive-thru distribution sites at senior centers, 450 Head Start families served weekly, for a grand total of 9,100 meals. E. Clemons noted a critical challenge facing Head Start families during COVID-19 is unemployment, with 53% experiencing job loss.

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

M/S/Carried: S. Callum/R. Cox. Motion Carried.

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

Proposed: Oakland Mayor Libby Schaaf, Alameda County Board of Supervisors, Stephanie Montgomery (City of Oakland, Human Services Department), Darlene Flynn (City of Oakland, Director of Race and Equity)– Part 2, Barbara Leslie (Chamber of Commerce).

Mayor Schaaf is unable to present as requested at the upcoming Administering Board Meeting. Future/Proposed presentations shall resume in the Fall, after the Strategic Plan is delivered to the Administering Board on September 14, 2020.

FUTURE AGENDA ITEMS: (* = PRESENTED)

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
City of Oakland, Chief of Violence Prevention*	East Bay Works*
Seven Step (Re-Entry Population) *	BOARD DEVELOPMENT
AnnieCannons Inc *	Jim Masters – CAP History/Board Training *
SOCIAL JUSTICE	Jim Masters – Structure of the American Economy
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Alameda County Hope Collaborative	COMMUNITY DEVELOPMENT
Rise Up*	CDBG *
Mayor’s Commission on Aging *	Census 2020 Complete Count*

G. Committee Report(s)

Strategic Planning Ad-hoc Committee – (M. Rivera, A. Ford, S. Ting and D. Walker)

M. Rivera provided a Committee report during Item D: Presentation.

Executive Committee – Special CARES Funding Meeting – Monday, July 27, 2020 at 5:30pm

The objective of the Special Meeting is to discuss the CARES Tentative Plan. The Plan is due to the state by July 31, 2020.

H. Announcements

Oakland Rotary – S. Callum announced the Rotary Club’s new 2020-2021 President, Cestra “Ces” Butner.

United Seniors of Oakland and Alameda County – No report.

Alameda County Social Services/All IN – No report from Social Services.

S. Oddie announced ALL IN Steering Committee Meeting scheduled for Wednesday July 15, 2020 @ 1pm.

City of Oakland – B. Cook announced Councilmember Lynette McElhane’s Town Hall Meeting: July 20, 2020 @ 6 – 7:30pm.

Others – No report.

I. Attachments

- C1** Draft June 08, 2020 Administering Board Minutes
- E1B** District 5 Elected Official Appointee Designation Request
- E1C** District 3 Elected Official Appointee Designation Letter
- E2A** Draft 2020 CSBG Amended Budget & CARES Funding Proposed Services
- E2B** AC-OCAP 2020-2022 Grantees Program and Services

J. Open Forum

Community Member, Assata Olugbab, stated today’s meeting may not have followed public participation guidelines under the Brown Act. A. Olugbab also requested information on how the African American community is served by AC-OCAP’s programs.

E. Clemons addressed A. Olugbab concerns, stating metrics by race are made available to the public, however today’s meeting was only an update. A. Olugbab was invited to continue the conversation offline and was asked to join the AC-OCAP’s mailing list to receive pertinent CAP information. To subscribe to AC-OCAP’s mailing list, please email AC-OCAP@oaklandca.gov or leave a message with your Name, Email or physical address and callback number at (510) 238-2362.

ACTION ITEM: Staff to review public participation guidelines required by the Brown Act.

K. Adjournment

MOTION: To adjourn the July 13, 2020 AC-OCAP Administering Board Meeting.

M/S/Carried: S. Johnson/A. Ford. Motion Carried. Meeting adjourned at 6:50 p.m.