



MINUTES



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 MEETING

Monday, March 12, 2018 5:30 p.m.-7:30 p.m.

City Hall - 1 Frank H. Ogawa Plaza, Hearing Room 3

Board Members Present: Gladys Green (Chair), Sandra Johnson (Secretary), Monique Rivera (Vice Chair), Sean Callum, Lisa Ruhland, Brigitte Cook for Councilmember Lynette McElhaney, Hang Mosier, Clarissa Doutherd, Brittaney Carter for Supervisor Wilma Chan, Phuong Hang Duong Thi, Janice Heredia, Angelica Gums for Supervisor Nate Miley and Sophia Lai.

Excused: Max Chacana, Andrea Ford

Staff: Estelle Clemons, Sytara Ellis, Emily Derenthal, and Dwight Williams

Guest: Meryl Klein-County of Alameda Administrator’s Office (CAO) and Shan Hirsch of Pennies For Peace.

- A. **Call to Order/Approval of Agenda**
Gladys Green called the meeting to order at 5:41 p.m.
- B. **Roll Call/Determination of Quorum/Recite AC-OCAP Promise**
Roll call was called by staff S. Ellis. A quorum was established. The AC-OCAP promise was recited.
- C. **Approval of Draft February 13, 2018 Administering Board Minutes (G. Green)**
Motion: To approve the February 13, 2018 minutes. M/S/Carried: M. Rivera/T. Jackson/Motion carried.
- D. **Community Action Partnership Update/Action Items (E. Clemons)**
 - 1. **Board Update**
 - A. **Vacancies** - E. Clemons spoke about the District #1 Board vacancy. E. Clemons stated that a vacancy letter was sent to Council member Dan Kalb and that a District #1 CDBG mailing list has been received from Greg Garrett. G. Green also gave a copy of the CDBG mailing list to S. Ellis. Because this vacancy occurred during a regular term, the position will remain opened until filled. E. Clemons encouraged board members to share the vacancy information with community members.
 - B. **Business Card** - S. Ellis stated that three board members (T. Jackson. S. Johnson, and L. Ruhland) requested business cards; and that the business cards should be received by 3/15/18.
 - C. **Form 700** – S. Ellis stated that six board members (S. Callum, B. Carter, M. Chacana, A. Ford, S. Johnson, S. Richardson, have submitted their Form 700. E. Clemons thanked board members who have already submitted their forms and encouraged other members to complete their Form

Meeting is held in a wheelchair accessible facility. Contact the Office of the City Clerk, 1 Frank H. Ogawa Plaza, Room 201 or call (510) 238-3611 (VOICE) or (510) 238-6451 (TTY) to arrange for the following services: Sign interpreters or Phonic Ear hearing devices for hearing impaired; 2) Large print Braille, or cassette tape text for visually impaired. Please refrain from wearing scented products to this meeting.

700 as soon as possible; so, they do not miss the April 1, 2018 deadline. She also asked them to let S. Ellis know if they submit their Form 700 directly to the City Clerk so she will have an accurate count of board members who are complying.

ACTION: Sytara will send out another reminder for board members to submit their Form 700 before the April 1st deadline. Board members should let Sytara know if they mail their Form 700 directly to the City Clerk.

2. 2017 2018 Program Update

A. 2017 Annual Outcome Chart and Fact Sheet

E. Clemons gave an overview of these documents (which were included in the AC-OCAP Board package). She encouraged members to read the case studies on the back of the Factsheet, which shows that Community Action Partnership is helping to change lives. The case studies also highlights how AC-OCAP services impact lives. E. Clemons compared 2016 to 2017 data, and said that in 2017, 1 in 4 children (28.7%) live in poverty in Oakland and 20% of Oakland residents (81,567) are living below the federal poverty level. Additionally, Oakland Fund For Children & Youth (OFCY) is holding a community listening session. Information will be sent to the board regarding this event. Also, Children Now just released a new score card about the children in Alameda County health disparities. E. Clemons also said this is the reason why she is looking to collaborate with Oakland Head Start (perhaps a pilot program around some innovative services with Head Start families who are also using CalWorks services.) In 2017 we served over 70,000 individuals. 1,900 people received legal assistance – down from the year before. 19,000 youths in the Summer Lunch Program were served. 20,000 free tax reparations. 619 Alameda County low-income families were housed. 128 Alameda County low-income residents received employment. \$23.5 Million in tax refunds came back into Alameda County's economy. Additionally, E. Clemons said the 2018 Grantee contracts are complete.

ACTION: Information concerning the OFCY listening session will be sent to Board members.

B. 2018 Programming

EITC (Earned Income Tax Credit)

E. Clemons spoke about this program and the criteria for receiving free tax preparation. This service is provided to families and individual who earn less than \$54,000 per year. There are over 200 locations throughout the Bay Area and over 200 volunteers. An intake center will be opened at the Oakland Business Assistance Center – 270 Frank HO Plaza, Oakland, CA 94612 starting Tuesday, March 27, 2018. E. Clemons said there is a poverty map that shows the location sites where services can be received. E. Clemons distributed EITC informational cards in English, Spanish and Mandarin.

ACTION: A map of all EITC sites will be distributed at the April AC-OCAP Board Meeting.

Winter Shelters

E. Clemons said although there are over 110 beds, 25 senior beds in the winter shelter program throughout Alameda County, additional services are needed.

C. Conferences

NCAF Conference – E. Clemons stated that she and G. Green will attend the 2018 NCAF Conference (3/19-3/24) in Washington, DC. Both she and Ms. Green stated that they contacted the office of Congresswoman Barbara Lee's and Senator Kamala Harris to set up a meeting.

NCAAP Conference – E. Clemons stated that the 2018 conference will be held August 28-31 in Denver, CO. She encouraged board members who have not attended a conference to

attend.

Cal CAPA – E. Clemons stated this is another opportunity for board members to attend a conference. The 2018 conference will be held November 13-16 in Sonoma, CA. G. Green stated that attending the conferences afford board members the opportunity to learn more

about the community action agencies. Ms. Green also said she is willing to forgo going to a conference so that a board member (who has not attended a conference) could attend.

3. **AC-OCAP Alameda County Presentation**

A presentation will be given to the Alameda County Board of Supervisors – Social Services Committee on March 26, 2018 at 12:30 p.m. to 2:00 p.m. Board members will receive a copy of the presentation prior to the meeting. B. Carter will coordinate a meeting with Supervisor Wilma Chan and AC-OCAP Board members before the March 26th presentation. B. Carter will also send Supervisor Nate Miley a notification of this meeting. M. Rivera and S. Johnson will review and revise the “Ask” letter. A motion was made to accept the “Ask” letter. M/S/Carried. B. Carter/T. Jackson/Unanimous. Motion Carried.

ACTION: M. Rivera and S. Johnson will review the “Ask” letter before the Alameda County Board of Supervisors – Social Services Committee meeting on March 26th meeting.

ACTION: B. Carter will coordinate a meeting with Supervisor Wilma Chan. She will also advise Supervisor Nate Miley of the meeting.

ACTION: S. Ellis will send out an Outlook invite to Board members regarding the meeting.

E. **Oakland Homeless Presentation** – Lara Tannenbaum, Human Services Department

Lara gave an update on the homelessness in Alameda County and showed a PowerPoint presentation on “Ending The Crisis of Street Homelessness in Oakland.”

Some points of discussion were:

- Who is homeless in Oakland
- Short Term Strategies
- Health & Safety – Services in Place
- Encampment Management Team
- Community Cabins
- Community Cabins Impact
- Medium Term Strategies
- Existing Strategies (The Henry Cabins)
- Long Term Strategies
- Permanent Housing
- Coordinated Entry in Housing
- Oakland Coordinated Entry

Following the presentation, there was an open discussion regarding the homeless plight in Oakland. Board members asked numerous questions, voiced their frustrations and unanimously agreed that more supportive services should be available for the homeless. Ms. Tannerbaum answered numerous questions and shared her frustrations with the homeless plight. She stated that money is a key factor, coupled with supportive staffing, to ending homelessness.

ACTION: Sytara will send a copy of Lara Tannenbaum’s presentation to Board members.

F. **Committee Reports**

Executive Committee (G. Green) – G. Green shared highlights of the March 7th Executive Committee Meeting. She spoke about the District 1 vacancy and said she has a list of potential candidate from a recent CDBG meeting.

Program Planning Committee – Lisa Ruhland shared highlights of the March 7th Program Planning Committee Meeting. One issue that the Committee would like to tackle is hosting a 2018 forum around homelessness and possibly partnering with other organizations. This discussion will be continued at the next Program Planning Committee Meeting.

G. **Future/Proposed Agenda Items**

Future:

- All IN
- Proposition 47 – Probation (A. Ford)
- Oakland Community Organization (OCO)
- Tri-Valley Anti-Poverty Collaborative
- Urban Habitat
- Mayor’s Commission on Aging
- Trauma Informed Care

Health

- La Clinica de la Raza
- Alameda County Building Blocks Collaborative*

Financial Empowerment

- Alameda County AC CAN
- Cal Reinvestment
- Bank on Oakland
- Earned Income Tax Credit/UWBA*

Youth

- Oakland Fund Children Youth (OFCY)*
- Oakland Youth Commission *
- REACH Ashland/Cherryland Youth Center*
- Early Care & Education Planning Council*

Public Safety

- Citywide Public Safety Plan*
- Cease Fire/Street Outreach*
- Oakland Unite*
- Seven Step (Re-entry Population)

Social Justice

- Ella Baker Center

Families

- Social Services Agency – TANF, GA*
- ALL-IN*
- Alameda County Hope Collaborative
- Rise up

Community Development

- CDBG *

Housing

- Tri-Valley Housing
- Community Housing – Path/Everyone Home*
- East Bay Housing Organization (EBHO)*
- Spectrum – LIHEAP/Weatherization*
- Oakland Housing Authority*
- Alameda County Housing Authority
- City of Oakland Housing Road Map*

Education

- Promise Neighborhoods- Cal State East Bay *
- Head Start/Early Head Start

Employment

- Alameda County WIB*
- East Bay Sustainable Alliance
- Oakland WIB*
- Minimum Wage/Life Up Oakland/\$15 hr. (local union)

Board Development

- Jim Masters – CAP History/ Board Training*
- Jim Master – Structure of the American Economy
- Public Ethics Presentation*

Food Security

- Alameda County Community Food Bank *

Transportation

- Alameda County Transportation Commission

* = Presented

Proposed: Proposition 47 – Probation (A. Ford)

Proposed: Child Care Proposal (C. Doutherd) -4/10/17

- Urban Habitat
- Oakland Community Organization (OCO)
- Tri-Valley Anti-Poverty Collaborative

H. Announcements

- **Oakland Rotary** – S. Callum is the Chair of the Home Building Committee. The committee’s focus has shifted to homelessness and finding ways to allocate their funds.
- **United Seniors** – S. Johnson reported that the United Seniors will celebrate their 27th Annual Convention on May 25, 2018 at St. Columba Church, 6401 San Pablo Ave. Oakland, CA. Registration starts at 9:00 a.m. followed by the services at 10:00 a.m. S. Johnson reported that there will be an NAACP Fundraiser at Scotts Restaurant, Jack London Square on April 19, 2018 @ 6:00 p.m. – 10:00 p.m. The cost is \$85.00 and the attire is semi-formal.
- **Alameda County/Social Services/All In Update** – B. Carter said there will be a food distribution in the San Antonio area (Garfield Elementary School) on April 17th @ 8:15 a.m.
- **City of Oakland Update** – No Report

- Other Organizations –
 - C. Doutherd announced a kickoff at the San Leandro Boys & Girls Club 401 Marina Boulevard, Leandro Blvd., San Leandro, CA on March 24th to discuss a childcare initiative which will increase slots and wages for workers.
 - C. Doutherd announced a “March For Our Lives Rally” March 24th @ 1:00 p.m. in San Francisco. This event will commence at San Francisco’s Civic Plaza where students, activists, elected officials and community members will unite as part of “March For Our Lives” events taking place across the country.

I. Agenda Attachments

- February 13, 2018 Administering Board Minutes
- D 1C. 700 Form
- D 2A. 2017 Annual Outcome Chart and Fact Sheet

J. Open Forum

B. Cook shared information about an upcoming advocacy meeting regarding affordable housing. B. Cook stated that the Board should start advocating for affordable housing.

H. Mosier asked if standing meetings can be conferenced? E. Clemons stated that it is not recommended because the Committee meetings are public meetings. The remote location would have to be noticed and open to the public.

Duong Thi Phoung Hang (District 6) stated that effective March 12, 2018, she is resigning as a member of the AC-OCAP Board. She and her husband are moving to Sacramento so they can be close to their family.
ACTION: Duong Thi Phoung Hang resignation letter was given to S. Ellis.

K. Adjournment

Motion: The meeting was adjourned at 7:25 p.m. M/S/Carried: S. Johnson/L. Ruhland/ Unanimous.
Motion Carried.