



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, December 10, 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), Monique Rivera (Vice Chair), Andrea Ford (Treasurer), Sandra Johnson (Secretary), Sean Callum, Councilmember Lynette McElhaney (Brigitte Cook), Teresa Jackson, Lisa Ruhland, Carolyn Mixon, Deborah Taylor, Njeri McGee-Tyner and Robert Cox.

Excused: Supervisor Wilma Chan (Brittany Carter), Janice Heredia, Clarissa Doutherd, Samantha Columbus

Absent: Max Chacana, Supervisor Nate Miley (Angelica Gums)

Staff: Estelle Clemons, Emily Derenthal, Dwight Williams, Sandra Lange (Temp)

Guests: Tatyana Kalinga, Patricia Schroder, Meryl Klein, Maeve Elise Brown, Jessica Redditt, Jorge Garcia, Sharan Aminy.

A. Call to Order/Approval of Agenda

Gladys Green (Chair) called the meeting to order at 5:48 p.m.

Motion: To approve the agenda for December 10, 2018 Board Meeting. M/S/Carried: B. Cook/S. Johnson/Motion Carried

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

Roll call was called by staff E. Clemons. A quorum was established. The AC-OCAP promise was recited.

C. Approval of Draft October 8, 2018 Administering Board Minutes (G. Green)

Motion: To approve the October 8, 2018 Administering Board Minutes. M/S/Carried: S. Johnson/A. Ford/Motion carried.

D. Taylor questioned the report given by AnewAmerica that indicated they thought they would have to give back \$13,000. Deborah asked who made the determination that it could be used for business development and re-programmed. E. Clemons explained that in programming, it is one of the line items. The grantees are allowed to shift their program business development for small businesses instead of returning money back to us. They are permitted to reprogram it to go towards small businesses and pay for business licenses and things of that nature. That was the requests made by AnewAmerica Community Corporation. M. Rivera asked E. Clemons to explain how the Community Action Partnership can be changed from one category to another. E. Clemons explained that CSBG money is the most flexible funding. Our goal is to make sure the community is project impacted and services are provided. We allow reprogramming of CSBG funding, if it is an approved line item, we do not approve any new funding categories. They can shift monies within their budget to accommodate and expend the funds. The grantee would need to get approval before it is done. There is a budget modification form that gets submitted to us. Either Dwight or Emily will review and then submit to me for final approval. It is then put into the system and is in alignment with the new funding

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.

categories.

Ratify Actions and Draft Minutes of the November 7, 2018 Executive Committee Meeting

Motion: To ratify the actions and draft minutes of the November 7, 2018 Executive Committee Meeting.

M/S/Carried: M. Rivera/T. Jackson/Motion Carried

D. Community Action Partnership Update/Action Items (E. Clemons)

1. Board Update

A. District 6 Application (Samantha Columbus), Alameda County Social Services Agency Re-Appointment Letter (Andrea Ford)

- District #6 applicant Samantha Columbus's application was approved at the November 7, 2018 Executive Committee Meeting and was ratified tonight. The district 6 application is included in the board packets.
- Alameda County Social Services Agency reappointment letter for A. Ford was included in your board packet. A. Ford is being reappointed to the CAP board on behalf of the County.

B. 2019 Administering Board Meeting Schedule

2019 Board Meeting schedule is attached. E. Clemons suggested all Board Members put dates in their calendar and she would send an invite to add to their calendar. There will be no Board Meeting in August.

2. 2018 – 2019 Program Update

E. Clemons indicated that we are ramping down our 2018 CSBG funding. We are in our last month. An extension was submitted to the state to go into next year. E. Clemons explained that whenever we have salary savings, we try not to return funds. We asked for an extension to expend the funds. We are closing out all our grantees for the year. Dwight is processing the final request for funds. If there is additional funding, we have an agreement to fund brown bag distributions. This is our first wave of reallocating the funds quickly. We are currently funding Safe Passages. In years past we have helped about 12 schools through Safe Passages. In addition, we funded the Thanksgiving dinner in which G. Green was awarded an award for her years of service. We also have internal partnerships that we are also able to give additional funding to.

For 2018, we received the EITC grant. E. Clemons went to City Council 12/4/18 and the resolution to accept and distribute grant for \$176,000 was approved. We will have a site here at the plaza at our business assistance center, 270 Frank H. Ogawa Plaza, that will be doing free tax preparations for individuals making less than \$54,000. We are working with our training division to get City employees to donate three hours of their time to assist. A coordinator will be brought on to help facilitate this operation. We are the grantee for the monies and we also have relationship with Social Services Agency, San Antonio Community Development Corporation, Fremont Family Resource Center and Tri Valley One Stop. We are also looking to Head Start as well to do some targeted outreach through texting. Community Connect Labs is an organization with a program in which you can text in and opt out. We are looking to do opt in and using the databases of some of our programming partners to do direct EITC marketing. This is a model that United Way and 2-1-1 of California is supporting as well.

We have our 2019 CSBG State contract. It will go to City Council 12/11/18. M. Rivera informed everyone that they can go online and put their notes supporting the motion. M. Rivera will follow up with an email to L. Reid requesting the agenda item be moved up. B. Cook will send the link to everyone tonight so they can go online to show support.

For 2019, we are entering the third year of a three-year RFP funding cycle. We have done all site visits as well as desk audits. We will be releasing the 2019 RFP sometime after August.

2019 will be very busy as we have our CAP plan due. The plan is due June 30, 2019 which encompasses a two-year plan. We will also have a board retreat on a Saturday sometime in March. We will survey the board to get a date that works for everyone. We will be doing a community survey to get a top 10 priority that people are interested in. We will use this survey as a benchmark to make sure our focus areas are still in alignment with the community needs. We will use the data to make informed decisions that feeds into our RFP process. CBDG just released their RFP and Oakland Unite is about to release their RFP. OFCY also released their RFP. Board Members can be reviewers for the RFP. E. Clemons encouraged board members to take part in this process. S. Callum asked about the survey process. E. Clemons indicated that in years past AC-OCAP had an event called Walk to End Poverty. We conducted a lot of surveys at the event. We also use Constant Contact in which we have a database of about 800. We also plan to hire a consultant to help do our community needs assessment. The plan is to have two community meetings. D. Taylor asked how much the grant was for 2019. E. Clemons indicated the CSBG grant was for \$1,353,000, which is an increase of \$1,000. E. Clemons introduced the District Director for Barbara Lee's office, Tatyana Kalinga. Tatyana encouraged the board to reach out to her going forward.

3. Education and Training

1. CalCAPA Conference – November 13-16, 2018, Sonoma, CA.

E. Clemons indicated that herself, Dwight, Emily and board member S. Callum were fortunate to attend the CalCAPA Conference in Sonoma. S. Callum indicated that it was a worthwhile experience and would encourage board members to attend in the future. He learned a lot and had the opportunity to see what is happening throughout the state. In addition, he learned the difference between public CAP boards and private CAP boards. He was also able to attend meetings to see how CSBG works and how to create a dynamic board. E. Clemons indicated that the Directors had a meeting about CSBG. There is a new reporting requirement that is coming out soon. In addition, the Directors spoke about the legislative platform going forward. Our association needs to be more involved at the state level legislatively. Our federal legislation indicates that we can serve people living at 125% of the poverty level. The state legalization caps us at 100% for high cost areas. Most programs go up to 200%. In this area, individual's income has risen, but the cost of living is expensive. D. Williams enjoyed hearing about the programming done by the US Census. E. Clemons indicated that she sits on the 2020 Census Committee for the City of Oakland. The census will be moving to an online process instead of paper. The process will create a barrier, but the committee is working on the issue. The citizenship question is still on the census, but does not ask if you are legal or not.

S. Bedford mentioned that the homeless count is coming up. The count is done every two years. Sara encouraged people to volunteer to go out in teams.

Motion: To accept the 2018-2019 program updates. M/S/Carried: S. Callum/L. Ruhland/Motion Carried

E. Presentation from AC-OCAP Grantees (Eden I&R, Bay Legal, HERA)

HERA

Maeve Elise Brown is the Executive Director and a founder of Housing and Economic Rights Advocates (HERA.) She manages operations, supervises staff and participates in the organization's substantive work. Maeve explained that HERA is a nonprofit law office. They provide free legal service to both low and moderate income residents across the state. They promote affordable and fair credit access, asset building and preservation. They fight abusive mortgage servicing, problems with homeowner associations, foreclosure, escrow and other homeowner problems. They fight predatory lending of all kinds. They fight discrimination in financial services and consumer transactions. They provide financial counseling to individuals and community education workshops. They train service providers and other

professionals. They translate our clients' experiences and needs into policy work. They collaborate with many different partners across the state and country. They create positive solutions for vulnerable residents. HERA does a lot of community workshops. They rely on collaboration with other entities to have these workshops. We would love to be invited to speak at someone's church or at an outreach program. A few of the trends that Maeve indicated are that the homeless population is getting older. HERA is seeing student loan debt increasing. Student loan debt is not dischargeable in bankruptcy except on a very rare occasion. The day to day work with people one at a time is very important. Letting them know that they have some rights and options. Debt collectors are still going after people in debt for debt that has legally expired. HERA helps individuals in situations like this. Oakland and Hayward is where they serve the most people. HERA has partnered with Downtown Streets in Hayward. They have done workshops on student loan debt, building credit, and debt collection. HERA relies on partnerships to get to people who need us. In Oakland, they go to senior centers, local shelters and they get a lot of referrals from affordable housing developers.

Eden I&R, Inc.

Sharon Aminy is the Program Manager at 2-1-1. 2-1-1 is run by Eden I&R, Inc. whose mission is linking people and resources. Sharon showed a PowerPoint that showcased what they do. 2-1-1 is a 24 hour/7 day a week phone support and resource line. It was started in response to a community need for a service that would assist people in obtaining information about, as well as gaining access to, community resources. They provide easy access to housing information, and critical health and human service. Sharon indicated that they have found that on a given day there are about 5,600 homeless people in Alameda County with only about 1,700 beds available. 41% of the calls that they receive are from Oakland. The most basic needs that people need are housing/shelter. African Americans are the largest group of callers. Sharon communicated that she has never seen the need so high for seniors. She is seeing people in their 90's being released from hospitals without a place to sleep. Sharon went on to say that they are taking over flow calls from Butte County residents. They work closely with other 2-1-1 agencies. Sharon wanted to share their achievements in 2018. They have assisted people living with disabilities, seniors and others with information on transportation services in Alameda County. Sharon is grateful to the City of Oakland for their continued support. E. Clemons mentioned that 2.1.1 serves as an information and referral for our EITC campaign as well. If anyone needs to know where a site is in their neighborhood, they should call 2-1-1.

Bay Area Legal Aid

Jessica Redditt is the Managing Attorney for Alameda County. Bay Area Legal Aid (BALA) has six offices in California. They provide low-income clients with free civil legal assistance, including legal advice and counsel, effective referrals, and legal representation. BALA is the largest civil legal aid provider serving the seven Bay Area counties. The funding that they receive provides critical support for a safety network. In the past year, they have served 84 Alameda County victims of domestic violence and sexual assault. 1,265 clients overall were served in Alameda County. In Oakland, they have served 74 victims of domestic violence. They are finding that elderly clients are in crisis as well as homeless and non-speaking English individuals. They partner with a Peer to Peer network that targets to eliminate homelessness and helping people who are getting evicted. People can walk into any of these peer to peer offices and get referred to the appropriate place. HERA is also part of this Peer to Peer network. BALA works very closely with Alameda County Juvenile Justice Center. BALA works with the Justice Center to help those very, very vulnerable youth who have most likely been exploited or abused. Some have been in the foster care system and are not getting the support and benefits that they are entitled to.

E. Clemons explained how these three entities became our internal partners. She explained that they were seeing grantees being funded over and over again because they created a value for not just the entity that we are funding but also for our other grantees as well. We saw that our low income population always needed access to legal services. It was a board decision to make legal services an internal

programming and offer it to all our grantees that compete. The internal partners do outreach which in turn bridges the network of our CAP.

F. Committee Reports

Executive Committee (G. Green)

M. Rivera mentioned that G. Green wanted to remind everyone that we use Robert’s Rules of Order in our meeting and we do all our questions through the chair, Mrs. Green. M. Rivera also mentioned that at our March retreat a lot of questions asked tonight will be thoroughly discussed at the retreat. At the Administering Board Meeting in October, it was discussed that we would not do a November Administering Board Meeting as Veteran’s Day fell on November 12 and the CalCAPA Conference took place November 13-16.

G. Future/Proposed Agenda Items

Future:

- Presenting Budget
- EITC

Health

- Trauma Informed Care*
- 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
- AC Child Care *

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

- H. Announcements**
Oakland Rotary – No Report
United Seniors of Oakland and Alameda County – No report.
Alameda County/Social Services/All In Update – No report.
City of Oakland Update – No Report
Other Organizations – L. Ruhland spoke about the Khadafy Washington Foundation for Non-Violence. In 2000, Marilyn Washington Harris lost her only son, who was a victim of a gun violence. Khadafy was killed in early August on the campus of the West Oakland high school he had just graduated from. For Marilyn, Khadafy’s death marked the end of one life and the beginning of another. In the years since, she established this foundation in his name. She has become a loving mother to a generation of Oakland families who have lost a loved one to the city’s violence. On the afternoon of December 19, the foundation will be having their 3rd annual “My Baby Matters Too” party. At the party, toys and coats will be distributed to approximately 75 children who have had their father, mother, or other close relative killed in an Oakland homicide. L. Ruhland handed out a flyer with information on donating to the party.
- I. Agenda Attachments**
C1 Draft October 8, 2018 Administering Board Minutes
C2 Draft November 7, 2018 Executive Committee Meeting Minutes
D1A District 6 Application (Samantha Columbus), Alameda County Social Services Agency Re-Appointment Letter (Andrea Ford)
D1B 2019 Administering Board Meeting Schedule
- J. Open Forum – None**
- K. Adjournment**
Motion: The meeting was adjourned at 7:18 p.m. M/S/Carried: T. Johnson/A. Ford/Motion Carried