



# MINUTES



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

### Administering Board Teleconference

January 10, 2022, 5:30 p.m.

Recording Link: <https://oakland.granicus.com/player/clip/4657>

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**Board Members Present:** Gladys Green, Monique Rivera (Vice Chair), Andrea Ford, and Sandra Johnson (Secretary), David Walker, Mitchell Margolis, Samantha Columbus, Njeri McGee-Tyner, John Michael “Mike” Baratta, Mayor Libby Schaaf (Lisa Ruhland), Councilmember Carroll Fife (Tonya Love), Councilmember Dave Brown (S. Oddie), Councilmember Nate Miley (Angelica Gums) and Sean Callum

**Board Members Excused:** Councilmember Noel Gallo (Brittany Garza) and Councilmember Treva Reid

**Board Vacancies:** CDBG Oakland District 1, and 4

**Staff:** Estelle Clemons, Dwight Williams, Don Raulston, Jaynell Ellis, and Melissa Francisco

**Guests:** Michael Munson, Rashida Washington, James Lande and Gidalthi Gonzalez

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### A. Call to Order/Recite AC-OCAP Promise

Board Vice-Chair M. Rivera called the January 10, 2022, Administering Board Teleconference to order at 5:39 p.m. The AC-OCAP Promise was recited.

### B. Roll Call/Determination of Quorum/Approval of Agenda

Roll call was performed by staff M. Francisco. A quorum was established at 6:38 p.m.

**MOTION:** To approve the January 10, 2022 Administering Board Agenda with the modification to hear Agenda Items G1C and G1D before all other items.

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

### C. Approval of Draft December 13, 2021, Administering Board Minutes – Attachment C1

**MOTION:** To approve the Draft December 13, 2021 Administering Board Minutes.

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

### D. Approval of AC-OCAP Resolution 1-22 to Continue Teleconference Meetings – Attachment D1

**MOTION:** To approve AC-OCAP Resolution 1-22 to continue teleconference meetings.

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

**E. Open Forum:** None.

### F. Safe Passages Presentation: Josefina Alvarado Mena, Chief Executive Officer; Alicia Perez, Chief Operating Officer

E. Clemons and the Board welcomed AC-OCAP Partners Josefina Alvarado Mena and Alicia Perez from Safe Passages. A PowerPoint presentation was displayed on the teleconference screen. Safe Passages' purpose to interrupt the cycle of poverty by engaging adolescents and families to establish and drive a continuum of services that promotes school success and community development was emphasized alongside the agency's vision. Safe Passages assists roughly 4,500 families from low-income neighborhoods throughout Alameda County. Social justice, community service, systems change, and

cultural competency are among the guiding values of Safe Passages. The Early Childhood Initiative, School-Link Services Initiative, and Economic Social Justice Initiative programs were reviewed. During the pandemic, \$20,000 in AC-OCAP funding was used to deploy 50 site-based personnel and over 200 community volunteers to deliver culturally relevant food and other basic needs to over 2,400 unduplicated families. Photographs of food distribution events and vaccination clinics were shared. J. Alvarado Mena and A. Perez conclude their presentation with a brief questions and answers session.

## **G. Community Action Partnership (CAP) Updates (E. Clemons)**

### **1. Board Updates**

#### **A. 2021 Board Attendance – Attachment G1A**

E. Clemons thanked members for their continuous quorum and timely RSVPs. E. Clemons asked members to review the Attendance sheet for accuracy and noted that out of the eleven Board Meetings, per the AC-OCAP bylaws, members are allowed to miss six, before removal from the board.

#### **B. Board Acknowledgements**

E. Clemons asked Board Members to share their recent awards and achievements, emphasizing the importance of recognizing and appreciating their successes.

#### **D. Community Development Block Grant (CDBG) Oakland District 1, 4, 6, 7 and Private Sector Board Vacancies**

To accommodate potential board members during the COVID-19 Pandemic, the membership application procedure was modified to allow for electronic (email) petition signatures. Brigitte Cook, who served on the Board as Councilmember Lynette McElhaney's representative, is gathering signatures for her petition to apply for the Oakland District 1 seat. The search for a new board member for Oakland District 4 continues.

#### **E. Approval of Oakland District 6 (S. Columbus) and District 7 (G. Green) Applications – Attachment G1D**

**MOTION:** To approve Oakland District 6, S. Columbus; and Oakland District 7, G. Green Membership Applications.

**M/S/Carried:** M. Rivera/S. Johnson/ Motion Carried.

#### **C. Approval of Private Sector Board Reappointment (A. Ford) – Attachment G1E**

**MOTION:** To approve Private Sector Board Reappointment of A. Ford.

**M/S/Carried:** G. Green /S. Johnson/ Motion Carried.

### **2. 2022 Draft Community Services Block Grant (CSBG) Budget**

The 2022 CSBG Contract and Resolution was presented to and approved by the City Council on December 21, 2021. A finalized 2022 CSBG Budget will be provided to the Administering Board after the contract package is completed.

### **3. AC-OCAP Programming**

#### **A. AC-OCAP Update (2021, 2022 CSBG, 2020-2022 Coronavirus Aid, Relief, and Economic Security (CARES) Act)**

2022 is the third and final year of the three-year funding cycle for AC-OCAP Grantees, which began with the 2019 Request for Partnership (RFP). D. Williams, CAP Staff, is diligently working on completing the '22 CSBG grantee contracts. The '21 CSBG funds are being drawn down, as well as the CARES funding which must be expended by May 30, 2022. E. Clemons described the cash assistance provided to COVID-19-impacted families through CARES funds. The Administering Board will be informed on program outcomes mid-year.

#### **B. Bank On Oakland (BOO) and Guaranteed Income (GI) Update**

On January 13, 2022, the BOO Executive Committee will meet. The next steps for BOO include a marketing campaign, with a potential official April launch date, and a partner survey to gauge interest in providing financial education and empowerment courses. E. Clemons delivered her last monthly Guaranteed Income Update, in which she reported that the second wave of 300 families had been chosen and will get their first \$500 checks in February. Families will be eligible for GI benefits for a total of 18 months.

#### **C. 2022 Earned Income Tax Credit (EITC) Campaign**

Don Raulston, Volunteer Income Tax Assistance (VITA) Coordinator, has concluded his weekly training sessions with the sixteen City of Oakland Volunteers. The VITA program at the University of California, Berkeley, will provide eleven volunteer tax preparers. Drop-off services at the Downtown Oakland Senior Center, as well as remote tax preparation, will be offered beginning January 31, 2022. Call the EITC Hotline at 510-238-4911 to schedule a drop-off appointment. This year, a concerted effort will be made, in partnership with BOO, to encourage EITC tax clients to deposit a portion of their tax return

into a savings account. The board was notified of upcoming EITC activities, including the Alameda County EITC Coalition Meeting on January 26, 2022, at 10 a.m., and EITC Awareness Day on January 28, 2022.

#### **4. Conferences/Travel**

##### **2022 National Community Action Partnership (NCAP) Management Leadership Training Conference (MLTC), Virtual, February 2-4, 2022**

Board Members were encouraged to review the MLTC agenda (follow this link: [c7b7bd95-05b1-418f-b1f2-e9ab409ca020.pdf](https://www.ncap.org/sites/default/files/2022-01/c7b7bd95-05b1-418f-b1f2-e9ab409ca020.pdf)) and determine if they wish to attend.

**ACTION ITEM:** Board Members to email M. Francisco by January 20<sup>th</sup> if interested in attending MLTC.

##### **2022 City of Oakland Public Ethics Mandatory Training, complete by February 28, 2022**

The Public Ethics Commission has created a new Open Meetings training for board/commission members and City staff to provide an overview of state and local transparency laws pertaining to public meetings. Once the training is completed, a brief [post-test questionnaire](#) is required to obtain credit. Submit training certificate to M. Francisco.

- NEW Training – Open Meetings (On Demand)

Board Members L. Ruhland, M. Rivera, and S. Columbus are required to complete Mandatory Ethics Training for 2022, see course list below:

- Introductory Government Ethics Act Video
- Ethics Training for Board and Commission Members (On Demand)

**ACTION ITEM:** Board Members to complete Mandatory Ethics Training by February 28<sup>th</sup>.

##### **2022 California Community Action Partnership Association (CalCAPA) Legislative Day(s), Sacramento, March 21-22, 2022**

E. Clemons requested that Board Members mark their calendars for the upcoming Legislative Days. This activity is currently planned as an in-person event. More information will be provided when it becomes available.

##### **2022 NCAP Annual Convention, Marriott Marquis New York, NY, August 31 – September 2, 2022**

E. Clemons asked Board Members to save the date for the NCAP Annual Convention.

#### **5. Public Comment: (Specific Agenda Item(s): Audience Comment Period) – None.**

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

**M/S/Carried:** A. Ford / T. Love / Motion Carried.

#### **H. Future/Proposed Agenda Items (See Chart Below)**

Spectrum Community Services – Low Income Home Energy Assistance Program  
Cal Reinvestment  
East Bay Sustainable Alliance  
East Oakland Collective

#### **I. Attachments**

**C1** Draft December 13, 2021 Administering Board (Special Meeting) Minutes  
**D1** AC-OCAP Resolution 1-22  
**G1A** 2021 AC-OCAP Administering Board Attendance  
**G1D** AC-OCAP Administering Board Membership Applications  
**G1E** Alameda County Social Services Agency Board Reappointment Letter

#### **J. Announcements**

**Oakland Rotary** – None.

**United Seniors of Oakland and Alameda County (USOAC)** – None.

**Alameda County Social Services/All IN/ Board of Supervisors (BOS)** – None.

**City of Oakland** – None.

**Board Members/Others** – None.

**K. Open Forum:** None.

**L. Adjournment – Next Teleconference: February 14, 2022**

**MOTION:** To adjourn the January 10, 2022 AC-OCAP Administering Board Teleconference at 7:07 p.m.

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

**Future Agenda Items(\*= Presented)**

<b>Health</b>	Rise Up*
Bay Area Regional Healthy Inequalities Initiative (BARHII)	<b>Housing</b>
Trauma Informed Care*   Trauma Informed Care II*	Alameda-County Housing Authority*
Alameda County Building Collaborative*	Tri-Valley Housing
<b>Financial Empowerment</b>	Community Housing – Path/Everyone Home*
Cal Reinvestment	East Bay Housing Organization*
Earned Income Tax Credit/United Way of Bay Area*	Spectrum – Low Income Home Energy Assistance*
<a href="#">Black New Deal – CM Carroll Fife</a>	Oakland Housing Authority*
Bank On Oakland (BOO) 2.0*	City of Oakland Housing Road Map*
Tri-Valley Anti-Poverty Collaborative (TVAPC)	Alameda County Housing & Community Development*
<b>Youth</b>	<b>Education</b>
Los Padres Unidos*	Promise Neighborhoods – Cal State East Bay*
REACH Ashland/Cherryland Youth Center*	Head Start/Early Head Start
Oakland Fund Children Youth (OFCY)*	<b>Employment</b>
Oakland Youth Commission*	Alameda County Workforce Investment Board*
<b>Economic Development</b>	East Bay Sustainable Alliance
Oakland Metropolitan Chamber of Commerce*	Oakland Workforce Investment Board*
<b>Public Safety</b>	Local Union
Cease Fire/Street Outreach*	West Oakland Job Resource
Oakland Unite*   Chief of Violence Prevention*	East Bay Works*
<b>Social Justice</b>	<b>Infrastructure</b>
Urban Habitat*	Federal RAISE Grant/ Reconnecting the Town Project
East Oakland Collective*	<b>Board Development/Training</b>
Ella Baker Center for Human Rights	Jim Masters CAP History*  Structure of American Economy
<b>Families</b>	<b>Food Security</b>
Ashland Cherryland Healthy Community Collaborative	Safe Passages*
Fremont Family Resource Center	Alameda County Community Food Bank (ACCFB)*
Social Services TANF, GA*	<b>Community Development</b>
All-In Alameda County*	Community Development Block Grant (CDBG) *