



MINUTES



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

Administering Board Teleconference

May 9, 2022, 5:30 p.m.

Recording Link: [AC-OCAP 5 9 22](#)

Board Members Present: Monique Rivera (Chair), Sandra Johnson (Vice-Chair), Andrea Ford (Treasurer), Brigitte Cook (Secretary), Mitchell Margolis, Samantha Columbus, John Michael Baratta, Councilmember Carroll Fife (Tonya Love), Councilmember Noel Gallo (Brittany Garza), Councilmember Treva Reid (Jocelyn Mapp), Councilmember Dave Brown (Sarah Oddie), and Councilmember Nate Miley (Angelica Gums)

Board Member Excused: Mayor Schaaf (Lisa Ruhland)

Board Member Absent: David Walker and Oakland Rotary

Board Vacancy: Community Development Block Grant (CDBG) Oakland District 4, 7, and Alameda County

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

Guests: Michael Munson, Emile Durette, Rashida Washington, and Patricia Schader

A. Call to Order/Recite AC-OCAP Promise

M. Rivera called the May 9, 2022, Administering Board Teleconference to order at 5:30 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 5:35 p.m.

MOTION: To approve the May 9, 2022 Administering Board Agenda

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

C. Approval of Draft April 11, 2022, Administering Board Minutes – Attachment C1

MOTION: To approve the Draft April 11, 2022 Administering Board Minutes.

M/S/Carried: A. Ford / B. Cook / Motion Carried.

D. Approval of AC-OCAP Resolution 5-22 to Continue Teleconference Meetings – Attachment D1

MOTION: To approve AC-OCAP Resolution 5-22 to continue teleconference meetings.

M/S/Carried: A. Ford / B. Cook / Motion Carried.

E. Open Forum: None.

F. Presentation: Emile Durette, Alameda County Wealth Building Initiative

Emile Durette, Management Analyst with the Alameda County Social Services Agency, was introduced by A. Ford and welcomed by the Board. A PowerPoint Presentation titled *Alameda County Community Wealth Building Initiative* was displayed on the teleconference screen. The presentation began with the findings of the 2021 Alameda County System Modeling/Racial Equity Report, which established institutional and structural racism as the cause of low-income communities of color disproportionately affected by homelessness, poverty, academic underachievement, incarceration, and poor health outcomes. The Wealth Building Initiative is Alameda County's response to the report's findings and is a new approach to

economic development that will assist families in acquiring skills, social networks, a home, savings, and ownership stake in a business, so that they can endure unforeseen economic stressors, send their children to college, and plan for the future. Partners of the Initiative and the Community Wealth Building Model were discussed in detail. Next steps are to secure a \$265,000 planning grant, followed by implementing a five-year plan with the resulting deliverables: 535 households obtaining affordable housing, 4,000 transitional employment slots, 400 new worker-owners, and 350 apprenticeship trainees. The presentation concluded with a question-and-answer session.

ACTION ITEM: Community Action Partnership (CAP) staff to share modified draft of Alameda County Wealth Building Initiative Presentation with Board Members.

G. CAP Updates (E. Clemons)

E. Clemons announced her appointment to Interim Director of the City of Oakland's Human Services Department. E. Clemons introduced Desraylenn Cole, Program Manager, who will assist with the transition.

1. Board Updates

A. AC-OCAP Chairperson – Monique Rivera to succeed to the Office of Chairperson

E. Clemons announced M. Rivera's succession to the Office of Chairperson, citing the following from the AC-OCAP Bylaws, "in the event the Office of Chairperson is vacated in mid-term, the Vice-Chairperson shall succeed to the Office of Chairperson" (AC-OCAP Bylaws, 2011).

B. Interim Vice-Chairperson Election – Attachment G1B

E. Clemons stated that proceeding with an election is at the discretion of the Chairperson, citing the following from AC-OCAP Bylaws, "unexpired terms of one year or less may be filled by appointment of the Board Chairperson" (AC-OCAP Bylaws, 2011). After a brief discussion among Board Members, it was determined that an election would not be held, and Chair M. Rivera appointed S. Johnson to Vice-Chairperson and B. Cook to Secretary.

C. CDBG Oakland District 4, 7, and Alameda County Board Vacancies – Attachment G1C

Njeri McGee-Tyner, Alameda County community representative resigned on April 15, 2022. Request letters for Oakland District 7 and Alameda County Community Representative were sent to their respective elected officials and included in the Agenda Packet. Guest Patricia Schader, known to staff and the Board, expressed interest in serving on the AC-OCAP as a representative of CDBG Oakland District 7.

D. Private Sector Selection Process and Recommendations – Attachment G1D

The bylaws require a new private sector selection to be made since Oakland Rotary did not respond to communications requesting a new representative. E. Clemons requested Agenda Item G1D be moved to the Executive Committee Agenda.

ACTION ITEM: Private Sector Selection Process and Recommendations moved to the Executive Committee Agenda.

E. Board Acknowledgments – AC-OCAP Scholarship Fund Discussion

E. Clemons discussed a proposal to establish a scholarship fund in Mrs. Gladys Green's honor, which would be administered by Oakland Promise. E. Clemons requested Agenda Item G1E be moved to the Executive Committee Agenda.

ACTION ITEM: AC-OCAP Scholarship Fund Discussion moved to the Executive Committee Agenda.

2. AC-OCAP Programming

A. Community Service Block Grant (CSBG)/Community Aid, Relief, and Economic Security (CARES) and Program Update

More Head Start families in need of housing and food assistance have received up to \$500 in gift cards, provided by 2021 CSBG funds. CARES funds continue to assist families directly and/or indirectly impacted by COVID-19. Staff J. Ellis reported that just \$100,000 of the \$1.8 million CARES funding remains to be distributed through UpTogether (previously Financial Independence Initiative (FII)). CARES funding is set to expire on May 31st, however AC-OCAP is in the process of securing an extension through August 31st. E. Clemons reported on the salary savings resulting from not hiring a planner, and the

Board will need to consider how to leverage and allocate the savings to other programs at a later date.

B. 2022 Earned Income Tax Credit (EITC) Outcomes

EITC Outcomes will be shared at the next AC-OCAP Administering Board Teleconference.

C. California Department of Community Services & Development (CSD) Monitoring Site Visit (City of Oakland): Thursday, May 19, 2022

As E. Clemons transitions into her new role, Staff D. Williams is the point person for the monitoring visit. The visit will include an examination of expenditure and programmatic transactions, as well as client questions from AC-OCAP grantee's Civicorps and St. Mary's Center.

D. 2023-2025 Request for Partnership (RFP) Process and Timeline – Attachment G2D

Cindy King, Health & Human Services Program Planner, will oversee the RFP work moving forward. E. Clemons requested that the RFP timeline be reviewed by Board Members.

E. Update on HR 5129 – CSBG Modernization Act of 2021 (CSBG has not been reauthorized since 1998)

On Friday, May 13, 2022 at 9:00 a.m. Eastern Standard Time, the U.S. House of Representatives will vote on the CSBG Modernization Act (HR 5129). The bill reauthorizes the CSBG Act for 10 years, adopts 200% of poverty as the income eligibility level for CSBG, establishes a federally administered Community Action Innovations Program, and strengthens tripartite boards through specified operations, duties and required expertise.

ACTION ITEM: CAP Staff to share NCAP email regarding CSBG Modernization Act.

3. Mandatory Training

A. City of Oakland Sunshine and Public Ethics Training Update – Attachment G3

A tracking sheet was displayed on the teleconference screen, indicating the Board Members that have not completed the training. E. Clemons stated that Board Members who do not complete mandatory training by June 13, 2022 will be compelled to attend a Special Meeting to satisfy the training requirement.

City of Oakland Sunshine Training:

[NEW Training – Sunshine Open Meetings \(On Demand\)](#)

ACTION ITEM: The following Board Members are to complete Sunshine Training by June 13th – A. Ford, L. Ruhland, M. Rivera, A. Gums, D. Walker, M. Margolis, and M. Baratta.

Public Ethics Training:

[Introductory Government Ethics Act Video](#)

[Ethics Training for Board and Commission Members \(On Demand\)](#)

ACTION ITEM: The following Board Members are to complete Public Ethics Training for 2022 by June 13th – L. Ruhland and M. Rivera.

4. Events

A. Community Action Month – May 2022

For Community Action Month, AC-OCAP sponsored the May 4th Older Americans Month socially distanced virtual watch party presented by the Mayor's Commission on Aging and Adult Services.

B. 2022 National Community Action Partnership (NCAP) Annual Convention, August 31 – September 2, Marriott Marquis New York, NY – Attachment G4B

Board Member Travel Request Forms were included in the Agenda Packet and are due June 13, 2022.

C. 2022 California Community Action Partnership Association (CalCAPA) Annual Conference, November 2-4,

San Diego, CA

Board Members were encouraged to save the date for the CalCAPA Annual Conference.

5. Public Comment: (Specific Agenda Item(s): Audience Comment Period) – Guest Patricia Schrader

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

M/S/Carried: S. Johnson / J. Mapp / Motion Carried.

H. Future/Proposed Agenda Items (See Chart)

M. Rivera proposed adding redistricting to future agenda items. Tenant advocacy was offered as a future agenda item by M. Baratta and S. Oddie.

June – Rhonda Boykin, Alameda County Workforce Development Board

July – Melanie Moore and Aly Bonde, Oakland Thrives

I. Attachments

C1 Draft April 11, 2022 Administering Board Minutes

D1 AC-OCAP Resolution 5-22

G1B CAP Election Policy and Procedures

G1C CDBG District 7 and Alameda County Community Representative Request Letters

G1D CAP Private Sector Process and Recommendation List

G2D RFP Timeline

G3A City of Oakland Sunshine and Public Ethics Training Instructions

G4A Board Member Travel Request Form

J. Announcements.

United Seniors of Oakland and Alameda County (USOAC) – S. Johnson announced the United Seniors of Oakland & Alameda County 31st Annual Convention & 14th Annual Walkable Neighborhood Celebration scheduled for Friday, July 29, 2022.

Alameda County Social Services/All IN/ Board of Supervisors (BOS) – A. Ford announced the renaming ceremony of the Eden Self-Sufficiency Center to the Gail Steele Multi-Service Center. This tribute honors the life and legacy of former Alameda County Supervisor Gale Steele, who served District 2 for 18 years.

City of Oakland T. Love discussed the City of Oakland's [allowable rent increase for covered rent-controlled units, which will be 6.7% beginning July 1, 2022](#). A request for support was made for the ordinance to modify the CPI Rent Adjustment, which will be considered by City Council on [May 31, 2022](#).

Board Members/Others – None.

ACTION ITEM: CAP staff to share announcement flyers with Board Members.

K. Open Forum: None.

L. Adjournment

MOTION: To adjourn the May 9, 2022 AC-OCAP Administering Board Teleconference at 7:11 p.m.

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

Next Teleconference: **June 13, 2022**

Future Agenda Items(*= Presented)

Health	Rise Up*
Bay Area Regional Healthy Inequalities Initiative (BARHII)	Housing
Trauma Informed Care* Trauma Informed Care II*	Alameda-County Housing Authority*
Alameda County Building Collaborative*	Tri-Valley Housing
Financial Empowerment	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*
SaverLife	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*
AssistHub*	Tenant Advocacy
Youth	Education
Los Padres Unidos*	Promise Neighborhoods – Cal State East Bay*
REACH Ashland/Cherryland Youth Center*	Head Start/Early Head Start
Oakland Fund Children Youth (OFCY)*	Employment
Oakland Youth Commission*	Alameda County Workforce Investment Board*
Economic Development	East Bay Sustainable Alliance
Oakland Metropolitan Chamber of Commerce*	Oakland Workforce Investment Board*
Alameda County Wealth Building Initiative*	Local Union
Public Safety	West Oakland Job Resource
Cease Fire/Street Outreach*	East Bay Works
Oakland Unite* Chief of Violence Prevention*	Employee Ownership – Project Equity
Social Justice	Infrastructure
Urban Habitat*	Federal RAISE Grant/ Reconnecting the Town Project
East Oakland Collective*	Board Development/Training
Ella Baker Center for Human Rights	Jim Masters CAP History* Structure of American Economy
Families	Food Security
Ashland Cherryland Healthy Community Collaborative	Safe Passages*
Fremont Family Resource Center	Alameda County Community Food Bank (ACCFB)*
Social Services TANF, GA*	Community Development
All-In Alameda County*	Community Development Block Grant (CDBG) *
Oakland Thrives	CDBG – Oakland Redistricting