



Alameda County - Oakland Community Action Partnership

Administering Board Teleconference

December 12, 2022 | 5:30 p.m. - 7:30 p.m.

COMMUNITY PARTICIPATION GUIDE

TO OBSERVE

To observe by Zoom video conference, click on the link provided on the agenda.

To observe by phone, dial + 1 669 900 9128 at noticed meeting time. When prompted, enter Webinar ID: 878 7842 4012

TO COMMENT

To comment by Zoom video conference: "Raise Your Hand" to request to speak when Public Comment is being taken on an eligible agenda item. When it is your turn to speak, accept the unmute prompt to make public comments.

To comment by phone: "Raise Your Hand" by dialing "*9" to request to speak when Public Comment is being taken on an eligible agenda item. When it is your turn to speak, you will be prompted to unmute yourself by dialing "*6".

Pursuant to California Government Code section 54953(e), AC-OCAP Board Members, as well as City staff, will participate via phone/video conference, and no physical teleconference locations are required.

Times are estimates and subject to change. Contact the Office of the City Clerk, prior to the meeting so we can make reasonable arrangements to ensure accessibility. Office of the City Clerk - Agenda Management Unit Phone: (510) 238-6406 Fax: (510) 238-6699 Recorded Agenda: (510) 238-2386 Telecommunications Relay Service: 711



Alameda County - Oakland Community Action Partnership

Administering Board Teleconference

December 12, 2022 | 5:30 p.m. - 7:30 p.m.

PANELIST PARTICIPATION GUIDE

VIDEO CONFERENCE

Join the teleconference as a Panelist by clicking on the link provided on your Zoom invite.

Sign on to webinar 10 minutes early to ensure your speakers and mic work. A technical roll call will be performed.

The Zoom link on the Agenda, Community Participation Guide and AC-OCAP website is for Attendees only.

Panelists must raise hand and be recognized by the Chair. Host will unmute Panelist to speak. If a Panelist muted their mic, they need to accept the unmute prompt before they are unmuted.

TELEPHONE

Join by telephone, dial +1 669 900 9128, enter Webinar ID: 878 7842 4012 when prompted.

You will enter the Teleconference as an Attendee. Expect to be on hold as staff completes technical roll call with the videoconferencing Panelists.

When the host permits you to speak, you will receive a notification. Follow the telephone prompt to unmute yourself. Dial *6 to toggle between mute/unmute. To raise your hand, dial *9.



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@oaklandca.gov

Vision Statement: To End Poverty Within the City of Oakland and Throughout Alameda County.

Core Values: Community-Driven | Equitable | Collaborative | Impactful | Results-Driven

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, December 12, 2022 5:30 p.m.

Zoom Link: <https://us06web.zoom.us/j/87878424012> Webinar ID: 878 7842 4012

Board Membership: Monique Rivera (Board Chair), Sandra Johnson (Vice Chair), Andrea Ford (Treasurer), Brigitte Cook (Secretary), Mitchell Margolis, David Walker, Samantha Columbus, Patricia Schader, John Michael Baratta, Andrew Falcon, Mayor Libby Schaaf (Lisa Ruhland), Councilmember Carroll Fife (Tonya Love), Councilmember Noel Gallo (Brittany Garza), Councilmember Treva Reid (Jocelyn Mapp), Supervisor Dave Brown (Sarah Oddie), and Supervisor Nate Miley (Angelica Gums)

Board Vacancies: Private Sector and Community Development Block Grant (CDBG) Oakland District 4

Staff: Dwight Williams, 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 November 14, 2022 Administering Board Minutes – Attachment C1
ACTION ITEM:
- D. 5:45 p.m. Approval of AC-OCAP Resolution 12-22 to Continue Teleconference Meetings – Attachment D
Board to approve Alameda County–Oakland Community Action Partnership (AC-OCAP) Resolution 12-22 electing to continue conducting meetings using teleconferencing in accordance with California government code section 54953(e), a provision of AB-361.
ACTION ITEM:

Pursuant to California Government Code section 54953(e), AC-OCAP Board Members, as well as City staff, will participate via phone/video conference, and no physical teleconference locations are required.

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- E. 5:50 p.m. Open Forum: (General Audience Comments)**
- F. 6:00 p.m. Presentation** – 2022 Oakland Vice Youth Poet Laureate Kaylan Black Performance – 2022 Oakland Vice Youth Poet Laureate Kaylan Black
Bio: <https://oaklandlibrary.org/oakland-youth-poet-laureate/meet-the-oypl-poets/>
- G. 6:30 p.m. Community Action Partnership (CAP) Updates**
- 1. Board Update**
- A.** Private Sector and CDBG Oakland District 4 Board Vacancies
- B.** Approval of CDBG Oakland District 5 Membership Application for CSBG, District 5, Monique Rivera – **Attachment G1B**
ACTION ITEM:
- C.** Alameda County Supervisor Dave Brown Representative Membership Resignation, Sarah Oddie – **Attachment G1C**
- D.** Schedule of 2023 Administering Board Meetings – **Attachment G1D**
- E.** AC-OCAP Board Officer Elections - January 2023 – **Attachment G1E**
- F.** Board Acknowledgements
- G.** National Community Action Partnership Management and Leadership Conference, February 8-10, 2023, New Orleans, LA – **Attachment G1G**
- 2. AC-OCAP Programming**
- A.** CSBG and Program Update - **Attachment G2A**
- 2022 Budget and Spendings through November 2022
 - 2023 - 2025 RFP Review and Funding Selections
 - 2023 Board Retreat (date/facilitator discussion)
 - 2024 - 2025 Community Action Partnership (CAP) Plan - Due June 30, 2023
- B.** Bank On Oakland (Boo 2.0) Program Update
- C.** 2022-2023 EITC Campaign
- 3. Public Comment: (Specific Agenda Item(s): Audience Comment Period)**
ACTION ITEM:
- H. 7:05 p.m. Future/Proposed Agenda Items (see chart below)**
January – Board Elections; In-meeting Training on SEI Form 700, Sunshine Ordinance
February – Presentation: The Totality of Human Services & Advocacy - Estelle Clemons, Interim Human Services Director
- I. 7:10 p.m. Attachments**
- C1** Draft November 14, 2022 Administering Board Meeting Minutes
- D** AC-OCAP Resolution 12-22
- G1B** AC-OCAP Membership Application for CSBG District 5
- G1C** AC-OCAP Membership Resignation
- G1D** Schedule of 2023 AC-OCAP Administering Board Meetings
- G1E** Board Officer Election Policies and Procedures

Pursuant to California Government Code section 54953(e), AC-OCAP Board Members, as well as City staff, will participate via phone/video conference, and no physical teleconference locations are required.

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Oakland Thrives*	CDBG – Oakland Redistricting
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J. 7:15 p.m. Announcements

- United Seniors of Oakland and Alameda County
- Alameda County Social Services/All-In/Board of Supervisors
- City of Oakland
- Board Members/Others

K. 7:20 p.m. Open Forum: (General Audience Comment Period)

L. 7:30 p.m. Adjournment

Next Teleconference: January 09, 2023

ACTION ITEM:

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

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MINUTES



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

Administering Board Teleconference

Monday, November 14, 2022, 5:30 PM

Recording link: <https://oakland.granicus.com/player/clip/5203>

Board Members Present: Monique Rivera (Chair), Sandra Johnson (Vice-Chair), Andrea Ford (Treasurer), Brigitte Cook (Secretary), Mitchell Margolis, David Walker, Patricia Schader, John Michael Baratta, Andrew Falcon, Councilmember Carroll Fife (Tonya Love), Councilmember Treva Reid (Jocelyn Mapp), Supervisor Nate Miley (Angelica Gums)

Board Members Excused: Samantha Columbus, Mayor Libby Schaaf (Lisa Ruhland), Councilmember Noel Gallo (Brittany Garza), Supervisor Dave Brown (Sarah Oddie)

Board Vacancies: Community Development Block Grant (CDBG) District 4 and Private Sector

Staff: Estelle Clemons, Dwight Williams, Melissa Francisco, Jill Waggoner

Guests: Josh Aguirre, Sascha Rosemond, and 11 other (unnamed) attendees

A. Call to Order/Recite AC-OCAP Promise

Chair M. Rivera called the meeting to order at 5:37 p.m. The AC-OCAP Promise was recited by the Board and staff.

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

Roll call was performed by staff J. Waggoner. A quorum was established at 5:39 p.m..

MOTION: To approve the November 14, 2022 Administering Board Agenda

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

C. Approval of Draft October 10, 2022 Administering Board Minutes – Attachment C1

MOTION: To approve the Draft October 10, 2022 Administering Board Minutes

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

D. Approval of AC-OCAP Resolution 11-22 to Continue Teleconference Meetings – Attachment D1

Board to approve Alameda County-Oakland Community Action Partnership (AC-OCAP) Resolution 11-22 electing to continue conducting meetings using teleconferencing in accordance with California government code section 54953(e), a provision of AB-361.

MOTION: To approve AC-OCAP Resolution 11-22 to continue teleconference meetings

M/S/Carried: A. Gums / P. Schader / Motion Carried.

E. **Open Forum: (General Audience Comments)** – None.

F. **2023-2025 AC-OCAP Request for Partnership (RFP) Review and Fund Recommendations – Attachment F**

Conflict of Interest Statements from the Board were submitted prior to discussion and recommendations and reviewed by Staff. B. Cook and M. Margolis self-identified as having conflicts of interest.

1. Review

Board Members were provided with evaluation criteria and guidelines (**Attachment F: RFP Evaluation Criteria**), a list of previously funded programs (**Attachment F: Previously Funded Programs**), and a summary of proposals (**Attachment F: RFP List**).

The RFP review and recommendation process was discussed. The process, as outlined in the RFP Timeline begins with the RFP Advisory Panel assigning scores to all 27 completed proposals. Each proposal (16 job training and 11 housing/ 21 Oakland and 6 Alameda County) was reviewed and scored by 3-4 reviewers. The proposal scores ranged from 56.33 to 30.75 out of a maximum score of 60. After scoring, the proposals are moved on to the Program Planning Committee for review and to ensure services are provided throughout the highly impoverished areas of Alameda County and Oakland. The Program Planning Committee acknowledged the housing challenges people are currently experiencing in Oakland and Alameda County and felt compelled to be very intentional about the funding selections and to lean more into the crisis and be more helpful to the housing programs. The Program Planning Committee ranked the proposals and their funding recommendations were then presented to the Executive Committee for consideration. The Executive Committee's final RFP recommendations were given to the Administering Board to be voted on at the Administering Board meeting on November 14, 2022.

2. Fund Recommendations

Chair M. Rivera reported the final RFP recommendations to the Administering Board. A discussion ensued regarding how the final selections were made. M. Baratta, A. Gums and P. Schader provided their input.

3. Public Comment: (Specific Agenda Item(s): Audience Comment Period)

The following agencies had speakers: Josh Aguirre - Civicorps; Sascha Rosemond - Hack the Hood

Funding Votes:

MOTION: To accept the funding recommendation for **Operation Dignity**, for the 2023-2025 RFP Funding Cycle.

M/S/Carried: M. Baratta / D. Walker / Motion Carried. T. Love abstained.

MOTION: To accept the funding recommendation for **St. Mary's Center, Covenant House California, Lao Family Community Foundation, A Diamond in the Ruff, and Change to Come** for the 2023-2025 RFP Funding Cycle.

M/S/Carried: T. Love / S. Johnson / Motion Carried.

MOTION: To accept for the funding recommendation for **Hack the Hood, New Door Ventures, Urban University, Community Works West, Inc., and Lighthouse Community Public Schools** for the 2023-2025 RFP Funding Cycle.

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

MOTION: To accept the funding recommendation for **Alliance for Community Wellness** and **Fremont Family Resource Center** for the 2023-2025 RFP Funding Cycle.

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

MOTION: To accept the funding recommendation for **Rubicon Programs, Inc., Chabot Los Positas, and Love Never Fails** for the 2023-2025 RFP Funding Cycle.

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

G. Community Action Partnership (CAP) Updates

1. Board Update

A. Private Sector and CDBG Oakland District 4 Board Vacancies

B. Membership Term Expirations, [Applications](#) due December 05, 2022 – Attachment G1B

Chair M. Rivera reviewed the table of Board Membership Terms, displayed on-screen and noted the members whose terms are expiring. Chair M. Rivera has reapplied; Vice Chair S. Johnson is reapplying; the Mayoral office will have a candidate for the Board seat.

ACTION ITEM: Board Vice-Chair S. Johnson to request a re-appointment letter from United Seniors of Oakland and Alameda County President Nate Miley.

C. [Conflict of Interest Statements](#)

D. Board Acknowledgements

Chair M. Rivera thanked the members of the RFP Advisory Panel, the Program Planning Committee, and the Executive Committee and all who participated in the RFP review and recommendation process. D. Walker noted he is a full-time entrepreneur of the company he co-founded, Special Sauce, and also the Black Woman's App, a mindfulness app to help reduce stress. E. Clemons noted A. Ford has been appointed the Director of the Human Services Agency for Alameda County.

2. AC-OCAP Programming

A. CSBG/CARES and Program Update – Attachment G2A

D. Williams stated the CSBG CARES Close-out letter from the State of California-Health & Human Services Agency has been received, and \$1,893,460 has been spent for programming and \$40,370 for discretionary contract allocation.

B. 2022 Mid-Year Outcomes Report (Draft) – Attachment G2B

D. Williams noted the Mid-Year Outcomes Report indicates grantees are operating at a good pace despite COVID and other challenges. Chair M. Rivera urged Board Members to review the Mid-Year Outcomes as the report specifically shows the grantees' progress, measurable outcomes as well as the CSBG Investment amount and Leveraging Total.

C. 2022-2023 EITC Campaign

AC-OCAP staff is preparing for their EITC Campaign launch for the tax season. February 1st, 2023, they will open on-site at the Downtown Oakland Senior Center. The Bank on Oakland program participants are meeting regularly to establish the needs of both the local financial institution partners and the community-based organizations. This information will help guide the pilot programs planned to match banks with CBOs. One of the goals is to increase financial literacy and create a program where residents are incentivized to open bank accounts and keep them open and active for 12 months.

3. Mandatory Training – Attachment G3

Chair M. Rivera noted that the Training Tracking Sheet has been provided in the agenda packet. D. Williams stated that at January's Board meeting, the training for Form 700 and the Sunshine Ordinance will occur, so all attendees will be covered at the same time for the calendar year.

4. Conferences/Travel - Attachment G4

A. 2022 California Community Action Partnership Association (CalCAPA) Annual Conference, November 2-4, San Diego, CA – Report Out by S. Johnson

B. National Community Action Partnership (NCAP) Management and Leadership Training Conference, February 8-10, 2023, New Orleans, LA.

Chair M. Rivera urged Board members to consider attending the upcoming NCAP conference in early February for information-gathering and networking. Funds are available for this – please see attached Travel Request Form and email to AC-OCAP by Friday, December 16, 2022.

4. Public Comment: (Specific Agenda Item(s): Audience Comment Period) – None.

MOTION: To approve the Community Action Partner (CAP) Updates.

M/S/Carried: M. Baratta / A. Gums / Motion Carried.

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

December – Kaylan Black, 2022 Oakland Vice Youth Poet Laureate

I. Attachments

- C1 Draft October 10, 2022, Administering Board Meeting Minutes**
- D1 AC-OCAP Resolution 11-22**
- F RFP Evaluation Criteria, Previously Funded Programs, RFP List**
- G1B AC-OCAP Membership Terms**
- G2A CARES Closeout Notice**
- G2B 2022 Mid-Year Outcomes Report**
- G3 2022 Mandatory Training Tracking Sheet**

J. Announcements

- **United Seniors of Oakland and Alameda County** – No report.
- **Alameda County Social Services/All-In/Board of Supervisors**
A. Ford reported that the Alameda County Social Services VITA sites will be open February 8 through April 17, 2023, at four locations – North County, on San Pablo, San Lorenzo (Supervisor Brown’s location), Hayward and Enterprise office.
- **City of Oakland** – E. Clemons reported the Community Day of Thanks is Tuesday, November 22, 2022. A flyer was displayed; contact 510-986-2721 for more info.
District 7 - J. Mapp reported on the Community Thankful-Feast and Season of Action; subscribe to District 7’s Newsletter for more information.
- **Board Members/Others**
Vice-Chair S. Johnson reported that George Holland, the president of the NAACP Board (Oakland Branch), is going to be retiring, and a celebratory tribute will be held at Scott’s Restaurant (Jack London Square) Thursday, November 17th. Please contact S. Johnson for more information.
- D. Walker stated an interest in setting up an Advocacy Committee meeting, and asked that Committee members and other interested Board members contact him.
- E. Clemons noted she would like to present to the Board the totality of Human Services – how the Board can strengthen their advocacy and have the community’s voice and choices heard by all--at all levels of government. E. Clemons’ presentation is now scheduled for February 2023.

K. Open Forum: (General Audience Comment Period)

No comments.

L. Adjournment

Motion: To adjourn the November 14, 2022 AC-OCAP Administering Board Teleconference. M/S/Carried: S. Johnson / A. Ford / Motion Carried.

Next Teleconference: December 12, 2022

2022 California Community Action Partnership Association
Annual Conference (CALCAPA) Report

The CALCAPA conference took place November 1 - 4, 2022 in San Diego, California at the Westgate Hotel. The theme of the conference was The Horizon of Change. The focus was how can we continue evolving with access to education, opportunities for leaders and agency personnel. The Executive Director of CALCAPA is Mr. David Knight, and there are ten board members. There were about 150 people in attendance at the conference.

CALCAPA Empowers members through capacity building, representation and outreach. The organization was founded in 1976. Their mission is to advance their members ability to help economically disadvantage Californians achieve self sufficiency by generating quality training and technical assistance, developing and promoting transformative public policies and practices, and building awareness and partnerships for a more equitable economy.

The structure of the various conference sessions were:

1. Board of Directors & Governance
2. Executive Leadership & Operations
3. Program Leadership and Staff

The conference Kick off was a welcome by the Executive Director Mr. Knight and Mr. Jeremy Tobias, board president. Next was remarks by the their State Partners and then the Business Meeting. The roll of the community action agencies was called and a quorum was established. Jeff Garner gave the Treasurer's Report and indicated that the total assets are \$981,629.02. Also he gave a breakdown of the expenses. Then Board President Tobias gave his report, followed by the National Community Action Partnership reports by Ms. Steinberg and Ms. Mendez. Encouraged was for us to invite Young Professionals to join this new group which provides opportunities to network and connect virtually with community action people from across the country on a monthly basis.

CalCapa Legislative day will take place in April 2023 in Sacramento, California. The business meeting ended with announcing In 2023 CalCapa next conference will be in Northern California.

One workshop was entitled - Beyond Awareness - embracing cultural sensitivity to make a difference. We had a conversation - what we are passionate about regarding community action. Also we discussed diversity, equity and inclusion. There are five common biases. They are:

1. Diagnosis Bias - Labeling people, Ideas, or things on our initial perceived opinion. I
2. Pattern recognition bias- Sorting and or identifying information based on habit or prior experiences.
3. Confirmational behavior bias - paying attention to what conforms our beliefs, while disregarding facts that contradict our points of view, self fulfilling prophecy.
4. Automatic perception bias - reflexive reaction to a particular person, object or situation based

on unconscious associations and expectations

5. Anchoring bias - tendency to rely too heavily on one trait or piece of information when making decisions

Another Workshop - Board of Directors Recruitment - A Roundtable Presentation on tips to recruit Board Members. It must be a democratic selection. Your tools are your policies, bylaws, strategic plan and annual budget. The purpose of Board recruitment is to govern based on documents and key information in accordance with CAA bylaw. To focus on the strategic direction, mission and goals of the organization with a focus on maximum feasible participation. Fiduciary duties is the trust of members, To explore and expand the community resources, This is a Board building cycle:

1. Identify needs of the board
2. Cultivate potential board members
3. Recruit prospects
4. Orientate New board members
5. Engage all board members
6. Educate the board
7. Evaluate the board as a whole
8. Rotate board members
9. Celebrate recognize victories and progress, no matter how small

Another workshop was serving our communities through a trauma informed care model Community Action agencies Attempts to meet clients and customers where they are. Various forms trauma can be a cause or contributor to a persons journey to self sufficiency by understand the role that trauma plays for individuals families and communities. agency staff members are more prepared to communicate misunderstandings and increase the effectiveness of interventions. Agencies can be provided with data to design program that create an impact for members of the community experiencing traumas.

We can become a healing organization. There are numerous videos available that review the basics of trauma, its connection to health disparities and the key elements of trauma informed systems.

Federal Partners Remarks included:

Denise Harlow, who is the Chief Executive Officer for the National Community Action Partnership organization in Washington, D C. She thanked all in attendance for what we do for individuals and families. She knows we care about the entire community. We get to make a difference every day in the lives of others.

David Bradley, who is the Chief Executive Officer (CEO) for the National Community Action Foundation in Washington, D C. He has been the CEO for over 40 years. He gave us an Update. The mood in DC is dead. 2023 is going to be a fascinating but chaotic year. We are a country that has been held back by political situations. Head Start is in good shape. He ended by saying how are we going to rebuild the Democratic Party. Next Tuesday will be a tough day.

The conference closing session was a panel discussion on Homelessness with San Diego representatives. Funding is very critical for homelessness. How are we going to protect then. Perhaps funds can be moved from other categories to homelessness. What a surprise when November 3, 2022, Governor Gavin Newsom withheld \$1 billion in state homeless funding until local jurisdictions do better by all of them submitting their plans. The plans are to detail how officials will spend the money to reduce the number of people living on the streets and to increase permanent housing.

This concludes my report.

Sandra J Johnson

ALAMEDA COUNTY-OAKLAND COMMUNITY ACTION PARTNERSHIP (AC-OCAP)

RESOLUTION NO. 12-22

RESOLUTION RENEWING AND CONTINUING THE ALAMEDA COUNTY-OAKLAND COMMUNITY ACTION PARTNERSHIP'S DETERMINATION THAT CONDUCTING IN-PERSON MEETINGS OF THE ALAMEDA COUNTY-OAKLAND COMMUNITY ACTION PARTNERSHIP AND ITS COMMITTEES WOULD PRESENT IMMINENT RISKS TO ATTENDEES' HEALTH, AND ELECTING TO CONTINUE CONDUCTING MEETINGS USING TELECONFERENCING IN ACCORDANCE WITH CALIFORNIA GOVERNMENT CODE SECTION 54953(e), A PROVISION OF AB 361

WHEREAS, on March 4, 2020, Governor Gavin Newsom declared a state of emergency related to COVID-19, pursuant to Government Code Section 8625, and such declaration has not been lifted or rescinded. (See <https://www.gov.ca.gov/wp-content/uploads/2020/03/3.4.20-Coronavirus-SOE-Proclamation.pdf>); and

WHEREAS, on June 17, 2022 Gavin Newsom issued Executive Order N-11-22 reaffirming that a State of Emergency exists in California as a result of COVID-19. (See <https://www.gov.ca.gov/wp-content/uploads/2022/06/6.17.22-COVID-EO-Rollback-signed.pdf>); and

WHEREAS, on March 9, 2020, the City Administrator in their capacity as the Director of the Emergency Operations Center (EOC), issued a proclamation of local emergency due to the spread of COVID-19 in Oakland, and on March 12, 2020, the City Council passed Resolution No. 88075 C.M.S. ratifying the proclamation of local emergency pursuant to Oakland Municipal Code (O.M.C.) section 8.50.050(C); and

WHEREAS, City Council Resolution No. 88075 remains in full force and effect to date; and

WHEREAS, the Centers for Disease Control (CDC) continues to recommend physical distancing of at least six (6) feet whenever possible, avoiding crowds and poorly ventilated spaces, particularly for people who are not fully vaccinated or who are at higher risk of getting very sick from COVID-19. (See <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>); and

WHEREAS, the CDC recommends that families with children under 5 and unvaccinated household members continue to take steps to prevent COVID-19 infection including distancing. (See <https://www.cdc.gov/coronavirus/2019-ncov/groups/families-covid-19.html>); and

WHEREAS, the CDC continues to caution that older adults remain more likely to get very sick from COVID-19. (See <https://www.cdc.gov/aging/covid19/covid19-older-adults.html>); and

WHEREAS, the CDC, the California Department of Public Health, and the Alameda County Public Health Department all recommend that people experiencing COVID-19 symptoms or who have tested positive for COVID-19 stay home. (See <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html>); and

WHEREAS, the CDC still finds that COVID-19 vaccines are highly effective at preventing severe illness, hospitalizations and death and continues to recommend that all eligible persons get vaccinated for COVID-19 and stay up to date on their COVID-19 vaccines. (See <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>); and

WHEREAS, vaccinated persons may still get COVID-19 and can spread the virus to others. (See <https://www.cdc.gov/coronavirus/2019-ncov/vaccines/effectiveness/why-measure-effectiveness/breakthrough-cases.html>); and

WHEREAS, anyone infected with COVID-19 can spread the virus, even if they do not have symptoms. (See <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/how-covid-spreads.html>); and

WHEREAS, the City's public-meeting facilities are indoor facilities not designed to ensure circulation of fresh/outdoor air, particularly during periods of cold and/or rainy weather, and were not designed to ensure that attendees can remain six (6) feet apart; and

WHEREAS, holding in-person meetings would encourage community members to come to City facilities to participate in local government, and some of them would be at high risk of getting very sick from COVID-19 and/or may live with someone who is at high risk; and

WHEREAS, in-person meetings would tempt community members who are experiencing COVID-19 symptoms to leave their homes in order to come to City facilities and participate in local government; and

WHEREAS, attendees would use ride-share services and/or public transit to travel to in-person meetings, thereby putting them in close and prolonged contact with additional people outside of their households; and

WHEREAS, on 11/14/2022, the ALAMEDA COUNTY-OAKLAND COMMUNITY ACTION PARTNERSHIP adopted Resolution No. 11-22 determining that conducting in-person meetings would present imminent risks to attendees' health, and electing to conduct meetings using teleconferencing in accordance with California Government Code section 54953(e), a provision of AB 361; and

WHEREAS, by making these findings that conducting in-person meetings would present imminent risks to attendees' health, and by making an election to conduct meetings via teleconference, the ALAMEDA COUNTY-OAKLAND COMMUNITY ACTION PARTNERSHIP may elect to continue to meet via teleconference by adopting subsequent resolutions, at least every 30 days, as part of a broader ALAMEDA COUNTY-OAKLAND

COMMUNITY ACTION PARTNERSHIP agenda, and need not do so on a single-subject agenda; now therefore be it:

RESOLVED: that the ALAMEDA COUNTY-OAKLAND COMMUNITY ACTION PARTNERSHIP finds and determines that the foregoing recitals are true and correct and hereby adopts and incorporates them into this Resolution; and be it

FURTHER RESOLVED: that, based on these determinations and consistent with federal, state and local health guidance, the ALAMEDA COUNTY-OAKLAND COMMUNITY ACTION PARTNERSHIP renews its determination that conducting in-person meetings would pose imminent risks to the health of attendees; and be it

FURTHER RESOLVED: that the ALAMEDA COUNTY-OAKLAND COMMUNITY ACTION PARTNERSHIP firmly believes that the community's health and safety and the community's right to participate in local government, are both critically important, and the ALAMEDA COUNTY-OAKLAND COMMUNITY ACTION PARTNERSHIP is committed to balancing the two by continuing to use teleconferencing to conduct public meetings, in accordance with California Government Code section 54953(e), a provision of AB 361; and be it

FURTHER RESOLVED: that the ALAMEDA COUNTY-OAKLAND COMMUNITY ACTION PARTNERSHIP will renew these (or similar) findings at least every thirty (30) days in accordance with California Government Code section 54953(e) until the state of emergency related to COVID-19 has been lifted, or the ALAMEDA COUNTY-OAKLAND COMMUNITY ACTION PARTNERSHIP finds that in-person meetings no longer pose imminent risks to the health of attendees, whichever is occurs first.



APPLICATION FOR ADMINISTERING BOARD MEMBERSHIP Oakland Low-Income Community

Applicant Name: Monique Rivera
 Address: 3212 Bona St City: Oakland State: CA Zip: 94601
 Home Phone: 510-332-8730 Cell Phone: 510-332-8730 Email: MoRivera05@yahoo.com

GEOGRAPHIC AREA TO BE SERVED: Identify the Oakland CDBG low-income geographic area you would represent. (Please Check One)

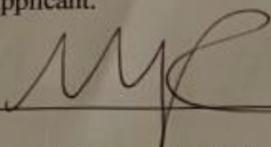
DISTRICT 1 _____ DISTRICT 4 _____ DISTRICT 7 _____
 DISTRICT 2 _____ DISTRICT 5 X _____
 DISTRICT 3 _____ DISTRICT 6 _____

Provide a brief explanation of your interest in serving on the AC-OCAP Administering Board:

AC-OCAP mission & vision to end poverty is very significant and achievable with the dedication and commitment this board has to it. I firmly believe with the experience and broad reach we can influence the entire community to act on ending poverty.

I certify that I have read the AC-OCAP Administering Board Membership guidelines and I certify that I am willing and able to adhere to the requirements specified therein by AC-OCAP and with the applicable federal and state regulations.

Signature of Applicant:

Name:  Date: Oct 25 - 2022

Please submit the completed application and original signed petition to:

Alameda County – Oakland Community Action Partnership (AC-OCAP) • ATTN: Board Recruitment
 150 Frank H Ogawa Plaza, 4th Floor, Ste. 4340 • Oakland, CA 94612 • (510) 238-2362 •
 Fax (510) 238-2367 • E-mail: AC-OCAP@oaklandca.gov

Oakland Low-Income Community Representation Petition

I, the undersigned, do hereby state that I am a resident of the City of Oakland and that my present place of residence is truly stated opposite my signature, and that I do hereby sign this Petition, as set forth below, to enable the contents of this Petition and Application be submitted to the Alameda County - Oakland Community Action Partnership Administering Board for membership consideration.

Signature (required): <u><i>MR</i></u>	Date: <u>10/29/20</u> Oakland CDBG District: <u>5</u>
Printed name: <u>Rivera</u>	Address: <u>3212 Bona St</u> Zip Code <u>94601</u>

PETITION TO ELECT AN OAKLAND LOW-INCOME COMMUNITY REPRESENTATIVE TO THE AC-OCAP ADMINISTERING BOARD FOR A THREE-YEAR TERM

	Print Full Name <small>**must be 18 or older**</small>	Signature <small>**Required**</small>	Complete Address <small>**must live within CDBG district**</small>	District Resident Y/N	Date
1	Nafanua Pele	<i>Nafanua Pele</i>	3212 Bona St	Y	10/20
2	Bernard Jackson	<i>Bernard Jackson</i>	3254 Bona St	Y	10/25
3	Karen L Jackson	<i>Karen L Jackson</i>	3254 Bona St	Y	10/30
4	Joan Schwartz	<i>Joan Schwartz</i>	3314 Bona St	Y	10/30
5	Paul Porter	<i>Paul Porter</i>	3255 Bona St	Y	10/30
6	Marina Parker	<i>Marina Parker</i>	3296 Bona St	Y	10-30
7	^{Lerma} Onaida Martinez	<i>Onaida Martinez</i>	3155 Coolidge Ave	Y	10/30
8	Jorge Lerma	<i>Jorge Lerma</i>	3155 Coolidge	Y	11/30
9	Lycia Bransla	<i>Lycia Bransla</i>	3215 Bona St	Y	11/1
10	Sandra S. Morris	<i>Sandra S. Morris</i>	3230 Bona Street	Y	11/2

Sarah Oddie

1940 Franciscan Way, Apt. 316, Alameda, CA 94501
510.703.6276 | sarah.oddie@gmail.com

November 17, 2022

Hon. Keith Carson
Board President
Alameda County Board of Supervisors
1221 Oak Street, Suite 536
Oakland, CA 94612

Dear President Carson,

I am writing to submit my resignation as Supervisor Dave Brown's Appointee on the Alameda County – Oakland Community Action Partnership (AC-OCAP) Board of Directors effective January 3, 2023, at the end of Supervisor Brown's term.

It has been a pleasure serving on the AC-OCAP Board. If I can be of any assistance during the transition, please do not hesitate to contact me at 510-703-6276 or sarah.oddie@gmail.com.

Sincerely,

Sarah Oddie

Cc: Estelle Clemons, Interim HSD Director, City of Oakland
Melissa Francisco, Acting Assistant to Interim HSD Director, City of Oakland
Melissa Ann Male, Communications Manager, Office of Alameda County Supervisor
Keith Carson – District 5
Dave Brown, Supervisor, Alameda County Supervisorial District 3
Vanessa Cedeño, Chief of Staff, Office of Alameda County Supervisor Dave Brown



COMMUNITY ACTION PARTNERSHIP



Alameda County - Oakland Administering Board 2023 Meeting Schedule

Month	Date	Location
January	Monday, January 09	Oakland City Hall Hearing Room 3
February	Monday, February 13	Oakland City Hall Hearing Room 3
March	Monday, March 13	Oakland City Hall Hearing Room 3
April	Monday, April 10	Oakland City Hall Hearing Room 3
May	Monday, May 08	Oakland City Hall Hearing Room 3
June	Monday, June 12	Oakland City Hall Hearing Room 3
July	Monday, July 10	Oakland City Hall Hearing Room 3
August Recess - No Meeting		
September	Monday, September 11	Oakland City Hall Hearing Room 3
October	Monday, October 09	Oakland City Hall Hearing Room 3
November	Monday, November 13	Oakland City Hall Hearing Room 3
December	Monday, December 11	Oakland City Hall Hearing Room 3

All meetings begin at 5:30 p.m.
(Schedule changes will be communicated as needed.)

Meetings at Oakland City Hall are suspended until further notice.

Pursuant to California Government Code section 54953(e), AC-OCAP Board Members, as well as City staff, will participate via phone/video conference, and no physical teleconference locations are required.



CITY OF OAKLAND
Department of Human Services
COMMUNITY ACTION PARTNERSHIP

BOARD OFFICER ELECTION POLICIES AND PROCEDURES

POLICY

The officers of the Community Action Partnership Administering board shall be Chair, Vice chair, Secretary and Treasurer. All officers must be members of and elected by the Board. Officers shall serve two-year terms, or until she or he resigns or becomes disqualified, or until a successor shall be named. The election of officers will be held every other year with those elected assuming office commencing January.

PROCEDURES

1. Per Article V of the bylaws, "election of each officer shall be at the regular monthly meeting of the Administering Board in December, bi-ennially" and must be agendized and noticed in advance.
2. At the noticed meeting, establish that a quorum is present. A quorum for CAP is the *majority* of the eighteen (18) member board or ten (10) members.
3. Reiterate Board bylaw that stipulates "No Proxy voting": Refer to Section VII.D.5 of the Bylaws that state that "proxy voting by any Administering Board Member shall be prohibited at meetings of the Administering Board and its Committees." For clarity's sake, proxy is defined as "the authority or written authorization to act for another."
4. Nominations can be made from the floor or via the nomination form.
5. Accept nominations for each Office: Chairperson, Vice Chairperson, Secretary and Treasurer. After each nomination, announce that the nomination for that office is "closed".
6. Either announce or write the nominees' names on the board. Here is an example:

For Chairperson: Donna Jones
Michael Williams
Freda Fisher



CITY OF OAKLAND
Department of Human Services
COMMUNITY ACTION PARTNERSHIP

BOARD OFFICER ELECTION POLICIES AND PROCEDURES

7. Each candidate is allowed no more than 2 minutes to present their reason for seeking office.
8. A ballot for each office is distributed and then each Board member is asked to write in the name of the candidate of their choice and return the folded ballot to persons in charge of counting. Ballots are signed by board member. Ballots are not distributed until the slate of officers is established.
9. Tallying of votes should be done by staff and at least one board member who are not running for office. When the ballots have been counted, they are given to the presiding officer who announces the results. The results must be read in their entirety. For example, Donna Jones has been elected as the new chairperson by receiving a total of 10 votes.
10. This procedure is repeated until all officers have been elected. In the event of a tie, ballots are re-distributed and the vote is taken again.
11. In the case where a candidate is running unopposed, only a single vote is needed to elect them. This can be handled with a verbal motion to "elect Donna Jones by acclamation" **This motion must be seconded.**
12. A motion should be rendered that the ballots be kept for 30 days and then destroyed.
13. Return control of the meeting to the current Chairperson. The newly elected officers will assume their role at the next regularly scheduled meeting in January. At that time, the "Acting" chairperson will officially relinquish the gavel to the newly elected chairperson.



Alameda County – Oakland Community Action Partnership AC-OCAP

BOARD MEMBER Travel Request Form

Name: _____ Request Date: _____

(Please note: All Board travel requests require Board Chair approval.)

Travel Date(s)	Conference/Meeting/Location	Preferred Travel Times (Indicate Day or Evening)
	2022 National Community Action Partnership (NCAP) Management and Leadership Conference New Orleans, LA	
	February 8 - February 10 Please Submit by Friday, December 16, 2022	

Signature: _____
Board Member

Date: _____

Approved: _____
Board Chair

Date: _____

*****FOR STAFF USE ONLY*****	
Date Received _____	Received By _____

- **Alameda County Entrepreneurship /Job Training & Employment Placement**

Rubicon Programs, Inc.

Applicant received an average score of 50.33 from the Advisory Panel. The agency requested \$50,000 with a leverage match of \$632,660 from WIOA. Agency will serve 25 low-income families with children, adults, seniors, foster youth and/or young adults who are unemployed, unhoused, previously incarcerated, disabled, refugees, asylees and/or veterans (with overall projected program outcomes of 77 of 85 gaining employment). The agency is a current grantee in good standing, funded since 2017. Funding request is for the Workforce Development Navigator's salary and travel expenses. Agency has multiple service sites: Ashland, Castro Valley, Cherryland, Hayward (Eden Area), ABODE, Alameda County Library, San Leandro, San Lorenzo, and Hayward Adult School. Rubicon Programs, Inc. is recommended for renewed funding at \$50,000.

Chabot-Las Positas Community College District, dba Tri-Valley Pathways to Employment

Applicant received an average score of 46.00 from the Advisory Panel. The agency requested \$49,970 with a leveraged match of \$1,036,890. Agency will serve 22 low-income families with children, adults, and/or young adults who are unemployed, unhoused, previously incarcerated, disabled, refugees, asylees and/or veterans (with projected outcomes of 22 of 22 gaining employment). Funding request is to cover subcontract for stress counseling, staffing and other direct costs. The Tri-Valley area is an under-resourced area with a high percentage of individuals living below the federal poverty level. Agency has service sites in Dublin, Pleasanton, Sunol, Livermore and the unincorporated Tri-Valley area. Chabot-Las Positas is recommended for renewed funding at \$49,970.

Love Never Fails, dba IT Biz Entrepreneurial Program

Applicant received an average score of 30.75 from the Advisory Panel. The agency requested \$49,594 with a leveraged match of \$1,060,492. Agency will serve 50 clients (with projected outcomes of 35 of 35 gaining employment) - families with children, adults, and/or youth who are unemployed, unhoused, foster youth, previously incarcerated, disabled, and/or veterans. The agency would be a new grantee. Funding request is for transportation and internet connectivity costs for youth, and for staff salaries. Love Never Fails is recommended for seed funding at \$25,000 due to their underserved geographic service area (Dublin, Hayward, unincorporated Tri-Valley area).

- **Alameda County Low-Income Housing**

Alliance for Community Wellness/FESCO/La Familia Counseling Service

Applicant received an average score of 56.33 from the Advisory Panel. The agency requested \$50,000 with a leveraged match of \$978,809. Agency will provide safe temporary housing and wraparound services for 40 unhoused households (140 family members). Agency is a recipient of funding since 2012. (La Familia & FESCO merged in 2018). Funding requests are for Program Supervisor salaries. Alliance for Community Wellness is recommended for renewed \$50,000 funding.

Fremont Family Resource Center Corporation

Applicant received an average score of 48.00 from the Advisory Panel. The agency requested \$50,000 with a leveraged match of \$639,348. Agency will provide 60 unhoused individuals with safe temporary shelter and wraparound services. The agency was previously funded in 2011-2014 and

is currently funded. Funding request is for Case Manager salaries. Fremont Family Resource Center is recommended for renewed funding at \$50,000.

- **Oakland Entrepreneurship /Job Training & Employment Placement**

New Door Ventures

Applicant received an average score of 55.67 from the Advisory Panel. The agency requested \$50,000 with a leverage match of \$1,540,000. Agency will serve 25 youth and young adults, including foster youth, previously incarcerated, disabled, disconnected, substance misuse, diagnosed disabilities, and low income (with projected outcomes of 20 of 25 gaining employment). Funding request is for four salaried positions as Youth Development Specialists. Prior to group discussion, T. Jackson recused herself as the agency is partnered with her employer, University of California/UCSF Trauma Center. Agency service sites are throughout Oakland, in Downtown, East, West and Chinatown. New Door Ventures is recommended for renewed funding at \$50,000.

Hack the Hood

Applicant received an average score of 55.75 from the Advisory Panel. The agency requested \$40,000 with a leveraged match of \$1,400,550. Agency will provide 30 youth and young adults from across Oakland with technical career pathways (with projected outcomes of 5 of 30 gaining employment). Funding request is for staffing, student internship stipend, and a student meal program. Agency service sites located at Jack London Square and West Oakland. Hack the Hood is recommended for renewed funding at \$40,000.

Urban University

Applicant received an average score of 51.25 from the Advisory Panel. The agency requested \$50,000 with a leveraged match of \$20,000. Agency will prepare 6 unhoused single mothers, non-violent ex-offenders, young adults transitioning from the foster care system, adults age 18-64 with self-sufficiency skills and help them gain employment (with projected outcomes of 4 of 6 gaining employment). Agency has not received funding in the past. Funding request is for trainee position wages for reentry clients, staff training, and wages for program managers. Agency service site locations are in East, Central and West Oakland as well as Fruitvale/Sobrante/Eastmont and others. Urban University is recommended for \$50,000 funding.

Community Works

Applicant received an average score of 51.00 from the Advisory Panel. The agency requested \$50,000 with a leveraged match of \$166,000. Agency will prepare 20 unemployed young adults and older adults (including unhoused and previously incarcerated) and provide them with employment skills (with projected outcomes of 20 of 20 gaining employment). The agency has not received funding in the past. Funding request is for staff salaries, program materials, facility rental, equipment purchases, and indirect costs. Community Works is recommended for \$50,000 funding.

Lighthouse Community Public Schools

Applicant received an average score of 39.67 from the Advisory Panel. The agency requested \$50,000 with a leveraged match of \$117,400. Agency will prepare 20 unemployed youth that are underserved, under-resourced, and possibly unhoused, help them acquire their high school diploma, provide them with employment skills and internships (with projected outcomes of 20 of 20 gaining internships/employment). The agency has not received funding previously. Funding requests are for

student stipends, salaries for Program Coordinator and Case Manager. Agency service sites are two locations in East Oakland. Lighthouse Community Public Schools is recommended for \$50,000 funding.

- **Oakland Low-Income Housing**

Operation Dignity

Applicant received an average score of 55.75 from the Advisory Panel. The agency requested \$50,000 with a leveraged match of \$85,000. The agency will provide safe temporary shelter for 54 unhoused and/or disabled veterans age 25 or older. Agency received funding in 2020-2022. Funding request is for Case Manager salaries, program materials/supplies, and housing support. Agency service site is Downtown Oakland. Operation Dignity is recommended for renewed funding at \$50,000.

St. Mary's Center

Applicant received an average score of 54.50 from the Advisory Panel. The agency requested \$50,000 with a leveraged match of \$728,745. Agency will serve 375 unhoused adults/seniors age 55+ (with projected outcomes of 50 of 100 obtaining safe shelter). Agency was been previously funded 2008 – 2011 and 2015 – 2022. Funding request is for salaries for two case managers and one housing supervisor, program materials and supplies. Agency service sites include Downtown Oakland and West Oakland. St. Mary's Center is recommended for renewed funding at \$50,000.

Covenant House California

Applicant received an average score of 53.33 from the Advisory Panel. The agency requested \$50,000 with a leveraged match of \$1,595,044. Agency will provide safe temporary shelter for 150 unhoused young adults aged 18-24. The agency received funding in 2010-2016 and 2020-22. Funding request is for Resident Advisor salaries. Covenant House California is recommended for renewed funding at \$50,000.

Lao Family Community Development, Inc.

Applicant received an average score of 52.75 from the Advisory Panel. The agency requested \$50,000 with a leveraged match of \$35,570,099. Agency will serve 39 unhoused adults and seniors that are unemployed and/or previously incarcerated. The agency has received funding previously for job training (2020-2022) but not for housing. Funding requests are for recruiting and hiring of a Housing Coordinator. Agency service sites include: Fruitvale/San Antonio and West Oakland. Lao Family Community Development Inc. is recommended for renewed funding at \$50,000.

A Diamond in the Ruff, Inc.

Applicant received an average score of 48.33 from the Advisory Panel. The agency requested \$50,000 with a leveraged match of \$76,351. Agency will serve 7 unemployed, unhoused previously incarcerated women and/or individuals recovering from substance abuse. The agency has not received funding previously. Funding requests are for staff salaries, rent, utilities, and contracted services. Agency serves all of Oakland. A Diamond in the Ruff Inc. is recommended for \$25,000 seed funding.

Change to Come

Applicant received an average score of 46.50 from the Advisory Panel. The agency requested \$46,045 with a leveraged match of \$321,000. Agency will serve 24 unemployed, unhoused, previously incarcerated adults and/or families with children. Agency serves all of Oakland. The agency has not received funding previously. Funding requests are for staff salaries, stipends, rent, and utility costs. Change to Come is recommended for \$25,000 seed funding.