

MINUTES



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

Visit us on the web at AC-OCAP.com or contact us by email at AC-OCAP@oaklandnet.com

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

Our Promise: Community Action changes people's lives, embodies the spirit of hope, improves communities, and makes Oakland and Alameda County a better place to live. We care about the entire community, and we are dedicated to helping people help themselves and each other.

Administering Board Meeting

Monday, March 09, 2020 5:30 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), Njeri McGee-Tyner, Councilmember Lynette McElhane (Brigitte Cook), Councilmember Larry Reid (Robert Cox), Mayor Libby Schaaf (Lisa Ruhland), Supervisor Miley Nate Miley (Angelica Gums), Sean Callum, David Walker, Mitchell Margolis

Board Members Excused: Supervisor Wilma Chan (Sarah Ting), Samantha Columbus and Councilmember Noel Gallo (Rosa Velazquez)

Staff: Estelle Clemons, Dwight Williams and Melissa Francisco

Guests: Meryl Klein (County of Alameda Administrator's Office), Alicia Rossetti (Latino Task Force), Patricia Schrader (Community Member)

A. Call to Order/Approval of Agenda

G. Green called the March 09, 2020 meeting to order at 5:41 p.m.

MOTION: To approve the March 09, 2020 meeting Agenda.

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

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

Roll was called by Staff M. Francisco. A quorum was established at 5:45 p.m. The AC-OCAP Promise was recited.

C. Approval of Draft December 9, 2019 Administering Board Minutes (G. Green) – Attachment C

MOTION: To approve the Draft December 9, 2019 Administering Board Minutes.

M/S/Carried: M. Rivera/A. Ford/Motion Carried. Abstention from S. Callum.

D. Presentation – Guillermo Cespedes, Chief of Violence Prevention

The Board welcomed Guillermo Cespedes, Oakland's Violence Prevention Chief. Mr. Cespedes presented the demographics and geography of Oakland's crimes, the progress being made and the challenges ahead.

Mr. Cespedes outlined the hot spots across the map, revealing 52% of homicides and shootings occur in only 10 of the 35 police beats in Oakland. To date, the city has seen a 48.1% reduction in homicides. Mr. Cespedes discussed the many challenges ahead, and underscored the need for a more comprehensive and effective approach to supporting the families of homicide victims. This call to action, to support families of homicide victims, was acknowledged by the Board and will be sent to the Advocacy Committee Agenda.

E. Community Action Partnership (CAP) Updates (E. Clemons)

1. Board Update

A. Board Vacancies – Recruitment efforts continue for Oakland District 1, Oakland District 4 and Alameda County-Community. E. Clemons urged Board Members to reach out to their networks and email M. Francisco with all board membership recommendations. There are two potential candidates for Oakland District 4, with one application nearing completion.

B. CAP Reimbursement Form – Attachment E1B E. Clemons reminded community sector board members of childcare and transportation reimbursable expenditures. The CAP Reimbursement Form will continue to be provided in monthly Agenda Packets.

C. 2019- 2020 Statement of Economic Interests, Form 700 – Attachment E1C Form 700 is due April 1, 2020. A \$10 per day late fine may be assessed for each day a statement is late up to a maximum of \$100. Mailed and Electronic March Agenda Packets include Form 700 with Reference Pamphlet, which explains reporting requirements.

ACTION ITEM: M. Francisco to email Form 700 due date reminder.

D. Travel, Board Member Request Forms– Attachment E1D -

- California Community Action Partnership Association (CalCAPA) Legislative Day, Sacramento, May 14, 2020.
- National Community Action Partnership (NCAP), Annual Convention in Seattle, August 26 -28 (Pre-Convention Training: August 24 - 25). Information regarding the NCAP Convention will be forth coming.
- CalCAPA Training Conference in San Diego, November 2020. Exact travel dates to be announced.

E. Clemons encouraged new Board Members to participate in the upcoming travel opportunities, as it will expand their zeal for *why this work is so important*. Board Member Request Forms were provided in the March Agenda Packets. E. Clemons stressed the importance of adhering to due dates printed on the Forms to allow time to obtain travel authorizations and for adequate planning.

Webinars, online-based training is available through CalCAPA. After completing online training, Board Members are to notify M. Francisco, so training hours can be logged per State requirements.

ACTION ITEM: E. Clemons to email webinar links to Board Members.

E. Clemons announced the postponement of the March 2020 National Community Action Foundation (NCAF) Conference held in Washington D.C, due to an outbreak of coronavirus disease 2019 (COVID-19). The Conference will now follow the presidential election, commencing the week of November 15, 2020.

ACTION ITEM: M. Francisco to email due date reminders for NCAP and CalCAPA travel.

2. 2020 Programming (E. Clemons) A. AC-OCAP Update

A. 2020 Grantee City Council Report, March 24, 2020 - Attachment E2A

Board Members were provided with a draft of the AC-OCAP 2020-2022 CSBG Grantee Resolution Agenda Report. E. Clemons requested Board Member and Grantee attendance at the Life Enrichment Committee meeting on March 24, 2020.

ACTION ITEM: M. Francisco to email Outlook invites for the March 24, 2020 LEC Meeting.

B. California Earned Income Tax Credit/Youth Child Tax Credit (Cal/EITC/YCTC)

Due to illness the EITC Volunteer Income Tax Assistance (VITA) site has experienced many appointment cancellations. The VITA site is now providing drop-off services, where taxpayers drop-off their materials and later pick up their returns to be signed and filed. To increase filing activity, “Taxes and Doughnuts” promotional days will be scheduled.

C. Census 2020

E. Clemons discussed the new adverts for Census 2020, highlighting the effective culturally specific messaging.

D. Strategic Planning/Scope of Work – Attachment E2D

The Board, staff and audience engaged in a brainstorming activity led by E. Clemons, to identify AC-OCAP's Core Values. The results of the brainstorming activity are to be forwarded to RDA to assist in the development of AC-OCAP's Strategic Plan.

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

M/S/Carried: L. Ruhland/S. Callum/Carried.

F. Committee Report(s)

March 04, 2020 Executive Committee Meeting cancelled due to lack of quorum.

G. Future/Proposed Agenda Items (see below)

April - Mayor Libby Schaaf

Proposed: Stephanie Montgomery, Darlene Flynn – Part 2, Barbara Leslie (Chamber of Commerce)

H. Announcements

Oakland Rotary – No report.

United Seniors of Oakland and Alameda County – S. Johnson announced the USOAC 29th Annual Convention, Friday, May 29, 2020 9am – 3pm.

Alameda County/Social Services/All In Update – No report.

City of Oakland – L. Ruhland announced Saturday, April 18, 2020 is Oakland Earth Day 2020.

B. Cook announced Make Oakland Better – City Wide Clean-Up, on March 14, 2020 9am – 12pm.

Others – No report.

I. Attachments

C1 Draft February 10, 2020 Administering Board Member

D1 Guillermo Cespedes, Oakland Chief of Violence Prevention Profile

E1B CAP Reimbursement Form

E1C 2019-2020 Statement of Economic Interests, Form 700

E1D Board Member Travel Request Forms

E2A Grantees City Council Report, March 24, 2020

E2D Strategic Planning Scope of Work

J. Open Forum

D. Walker of Heart and Soul, Center of Light welcomes everyone to assemble and distribute Hygiene Kits, every 3rd Saturday, 9am - Noon.

K. Adjournment

Motion: To adjourn the March 09, 2020 Administering Board Meeting.

M/S/Carried: S. Johnson/N. McGee-Tyner/Carried. Meeting adjourned at 6:59 p.m.

Next Meeting: April 13, 2020.