



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 11, 2019 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, Samantha Columbus, Robert Cox, Angelica Gums, Teresa Jackson, Carolyn Mixon, Njeri McGee-Tyner, Lisa Ruhland and Deborah Taylor

Excused: Councilmember Lynette McElhaney (Brigitte Cook), Representative for Supervisor Wilma Chan

Vacancies: District 4, Alameda County

Staff: Estelle Clemons, Emily Derenthal, Dwight Williams, and Sandra Lange

Guests: Mona Barra-Gibson, Jessica Hubley (AnnieCannons, Inc.), Meryl Klein (CAO), Tricia Piper-Bennett (League of Women Voters), Patricia Sahann

A. Call to Order/Approval of Agenda

G. Green (Chair) called the meeting to order at 5:40 p.m.

Motion: To approve the meeting agenda M/S/Carried: T. Jackson/A. Ford/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 February 11, 2019 Administering Board Minutes (G. Green)

Motion: To approve the February 11, 2019 Administering Board Minutes. M/S/Carried: A. Gums/A. Ford/Motion carried.

D. Community Action Partnership Updates (E. Clemons)

1. Board Update

A. Vacancies – District #4 & Alameda County Representative for Wilma Chan & Oakland City Council Representative for Noel Gallo

Recruitment for Alameda County low-income community position and City of Oakland CDBG

District 4 low-income representatives are in progress. Supervisor Wilma Chan has a new staff member, Sarah Ting, who started in March. Sarah will be present at April board meeting. A letter was sent to Councilmember Noel Gallo last month requesting a new representative.

Action Item: E. Clemons will follow up on the status of Council District 5 appointment.

B. Board Retreat: TBD

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.

April 13 date will not work as only nine members from the board were available. Of those nine, two were only available part of the day. 2020-2021 CAP plan and data assessment will be occurring during this time. E. Clemons proposed that during one of the board meetings in May or June we could focus on priorities and information gathering. May and June will also not work for a retreat because CAP plan "Needs assessment" takes place and staff is at capacity. July would be a possible time for full day retreat. If Arnold Palmer is not available for retreat in July, we will need to get another facilitator. E. Clemons asked board members to send suggestions for potential facilitators. **Action Item:** E. Clemons will send out possible dates for July 2019 board retreat and check dates with facilitator.

C. Board Emergency Contact Form – **Attachment D1C**

Please complete the board contact form and give to S. Lange this evening. If there are no changes, fill out and indicate no changes.

D. Form 700 – Due April 1, 2019 – **Attachment D1D**

Form 700 is due by April 1, 2019. If not submitted by April 1, there is a \$10 per day fee up to a maximum of \$100. If you serve on multiple boards, only one form is needed. Original 700 form must be turned in. The City Clerk can assist if there are any questions.

Action Item: E. Clemons will send sample Form 700 to board members.

E. Board Roster – **Attachment D1E**

Board roster is in packet and was also sent via email. If any changes need to be made, contact Sandra Lange.

2. 2019 Programming

- AC-OCAP update

We are in the process of closing out our 2018 grantees. D. Williams is sending out reminders on our third-year grant agreements. Twelve contracts are complete and the last three are making progress. Board Member D. Taylor publicly made it aware that she is employed currently by St. Mary's Center and to disclose any potential conflict of interest.

- 2018 CSBG AC-OCAP's grantees Annual Report due March 8, 2019
2018 CSBG Annual Report was turned in on time.

- State Site Visit (City of Oakland): August 13-14, 2019 (Stephanie Upchurch)
State site visit will be from 8:30 to 5:00 p.m. on August 13-14, 2019. If board members would like to be part of the visit, let E. Clemons know. A new person will be doing the visit this year. The state plans to get as much information from us before the site visit, so programming can be the focus during the visit.

Action Item: Calendar and schedule for site visit will be in upcoming board packet.

- Community Survey – **Attachment D2**

Community Survey is attached. The survey will be taken to the Fatherhood Summit, Merritt College, Oakland, CA on Saturday, March 16, 2019.

- 2018 Outcome Chart (draft) – **Attachment D2a**

Outcome chart is attached which shows all data for grantees. All of our grantees are doing well. Staff is doing critical analysis going forward. Outcome chart will be different in the next cycle as reporting requirements have changed which will result in much more detailed

information in each category. For employment, there was only one outcome. With the new reporting, there will be four different indicators. Previously reporting showed if an individual was employed. New reporting questions will show if someone has been employed for over 90 days, if they are making below or above living wage and so on. On the last page of the draft outcome chart, detailed numbers show the community impact. CSBG investment was \$706,854 with a leveraging total of \$6,158,266. 170 individuals obtained employment, 20 received high school diploma. In addition, 268 received transitional housing/emergency shelter, as well as 205 obtained/maintained permanent housing; 3,776 individuals received legal assistance; 32,414 residents in Oakland were served and 31,177 surrounding Alameda County residents were served.

Action Item: Staff will send Outcome Chart electronically.

3. Events

- Cal/EITC – Kick-off February 21, 2019 - **Attachment D3**

E. Clemons thanked L. Ruhland for attending Cal/EITC event. The event was well attended with elected officials. On the City of Oakland website, there are pictures of event from last year and this year. AC-OCAP's Earned Income Tax Credit "EITC" site is open Tuesday and Wednesday from 9 a.m. to 4 p.m. by appointment.

- Fatherhood Summit: March 16, 2019 – **Attachment D3a**

Fatherhood Summit will take place at Merritt College on March 16 starting at 8 a.m. AC-OCAP has partnered with the Fatherhood Summit and plan to have a table at the event to distribute the Agency's Community Needs Survey. The community survey is done to see what individuals' top five priorities are. This helps garner community input for the RFP priorities. An estimated 1,000 men are anticipated at the event. If any board members would like to attend the event, let E. Clemons know.

4. Travel

- NCAF Conference: Washington D.C. March 19-22, 2019

G. Green and T. Jackson will be attending the National Community Action Foundation annual conference March 19-22, 2019 in Washington D.C.

- CalCAPA Legislative Day: Sacramento, CA May 13-15, 2019

Information will be in April board packet. This year CalCAPA will not have a conference, just the legislative event.

- NCAP Conference Chicago, IL August 26-30, 2019

G. Green and E. Clemons will attend along with one other board member.

Action Item: CalCAPA information will be in April board packet and NCAP

Conference information will be in May or June board packet. E. Clemons will check to see how many meetings new board members need to attend to be eligible to go to conferences.

Motion: To approve the Community Action Partnership Updates. M/S/Carried: S. Callum/A. Gums/Motion Carried.

- E. Presentation – AnnieCannons: Transforming survivors of human trafficking into software professionals. Presenter Jessica Hubley: Launching Independence – **Attachment E**
S. Callum introduced Jessica Hubley, CEO of AnnieCannons, Inc. Jessica explained how their program works to help human trafficking survivors. AnnieCannons leverages tech industry incomes

to fight human trafficking by (1) training survivors of human trafficking in tech and business skills ranging from personal finance and digital literacy to software testing to full-stack development, (2) empowering survivors by securing and managing tech industry freelance income streams for their benefit, and (3) building software products survivors ideate to fight human exploitation and gender-based violence. In order to be in the program, students must be safely housed, have food to eat and have health care set up. In order to meet these goals, AnnieCannons partners with global shelters to make sure that all the different pieces are in place. The program starts with data literacy and advances through HTML, CSS, and JavaScript as students demonstrate mastery. Later phases include full stack development, cyber security, visual design, and more. Next, it is product-driven. AnnieCannons believes in learning by doing. AnnieCannons empowers students to build software products that solve the problems they see in the world. Students must demonstrate verbal, written, and practical understanding of class skills to ensure they are absorbing material. To qualify to work in AnnieCannons agency, students must show both speed and mastery on a practical exam that mimics a real client project. Graduates choose their own path. AnnieCannons has designed a work environment tailored to their graduates and their families' needs, including on-site child care, counseling services, and opportunities for remote work. The median age for AnnieCannons students is 20 - 33. The demographics varies by each class. The top student is earning an annual salary as a 1099 contracted position of \$105,000.

F. Committee Reports

There were no committee reports.

G. Future/Proposed Agenda Items

Future:

- Casey Farmer for 2020 Census – April 8, 2019 board meeting

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)

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

Social Justice

- Ella Baker Center

Families

- Social Services Agency – TANF, GA*
- ALL-IN*

- Alameda County Hope Collaborative

- Rise up

Community Development

- CDBG *

* = Presented

- 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

Proposed:

- Cease Fire/Street Outreach
- Urban Habitat
- Oakland Community Organization (OCO)
- Housing Resource Center
- Alameda County Housing Community Development
- Mayor's Commission on Aging
- Oakland Unite
- West Oakland Job Resource Center
- East Oakland Collective
- Los Padres Unidos

H. Announcements

Oakland Rotary (S. Callum) – No Report.

United Seniors of Oakland and Alameda County (S. Johnson) - First annual crab feed fundraiser will be held on April 13 from 6-9 p.m. at Redeemer Lutheran Church in Oakland. The donation is \$50 per person.

Alameda County/Social Services/All In Update - Strategic Plan for All In Alameda County is in board packet.

City of Oakland Update - E. Clemons asked if anyone had received the City of Oakland's budget survey.

Other Organizations – No Report.

Action Item: E. Clemons will send results of budget survey.

I. Agenda Attachments

C1 Draft February 11, 2019 Administering Board Minutes

D1C Board Emergency Contact Form

D1D Form 700 – Due April 1, 2019

D1E Board Roster

D2 Community Survey

D2A Outcome Chart (draft)

D3 Cal/EITC – Kick-off February 21, 2019

D3A Fatherhood Summit: March 16, 2019

E AnnieCannons Launching Independence

H All In Alameda County Strategic Plan (2019-2020)

J. Open Forum – None

K. Adjournment

Motion: The meeting was adjourned at 7:05 p.m. M/S/Carried: S. Johnson/A. Gums/Motion Carried.