



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, May 6, 2019 5:30 p.m.-7:30 p.m. **(Special Meeting)**

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, Brigitte Cook, Robert Cox, Angelica Gums, Teresa Jackson, Carolyn Mixon, Njeri McGee-Tyner and Sarah Ting

Excused: Samantha Columbus, Lisa Ruhland, Deborah Taylor

Vacancies: Oakland District 4, Alameda County - Community

Staff: Estelle Clemons, and Sandra Lange

Guests: Alice Park-Renzi (Alameda County CAO), Patricia Schades

A. Call to Order/Approval of Agenda

G. Green (Chair) called the meeting to order at 5:37 p.m.

Motion: To approve the meeting agenda M/S/Carried: M. Rivera/R. Cox/Motion Carried.

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

Roll call was called by E. Clemons. A quorum was established. The AC-OCAP promise was recited.

C. Approval of Draft April 8, 2019 Administering Board Minutes (G. Green)

Motion: To approve the April 8, 2019 Administering Board Minutes. M/S/Carried: S. Callum/T. Jackson/Motion carried.

D. Community Action Partnership Updates (E. Clemons)

1. Board Update

A. Vacancies – Oakland District 4, Alameda County – Community, & Representative for Noel Gallo Recruitment for Alameda County community position and City of Oakland CDBG District 4 low-income representatives are in progress. A letter was sent to Councilmember Noel Gallo requesting a new representative. Noel Gallo’s office will try to get a staff member to attend the board meetings until someone permanent is in place. E. Clemons asked board members to spread the word about the vacancies. The plan is to do another recruitment for Alameda County.

Action Item: E. Clemons will follow up on the status of Council District #5 appointment and do another Recruitment for Alameda County

B. Board Retreat – July 13, 2019: 9-3 p.m., Location TBD

The board retreat has been confirmed for July 13, 2019 from 9 to 3 p.m. Location is to be

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.

determined. We looked into the Waterfront Hotel at Jack London Square, but the rooms available would not accommodate our group. We are looking at the Green Lining Institute which is close to City Center. We will have the location solidified by next month. Arnold Perkins and Karen will visit our June board meeting to say hello.

Action Item: Board Retreat location to be decided.

C. Draft Board Committee List – **Attachment D1C**

Draft committee list is in the board packet. As part of AC-OCAP bylaws, every board member is required to sit on one of the committees. G. Green is in charge of the committees. The committees consist of the Executive, Program Planning and Advocacy Committees. If there is a vacancy on the board, it will be noted on the committee list. If a board member has a conflict of interest, then they will not stand on a certain committee. We have a board member that works for one of our grantees and therefore is not on the Program Planning committee. In the near future, we plan to start having our committee meetings. Executive committee meetings are held on the first Wednesday of the month. The Planning and Advocacy committee alternate meeting every other month on the second Wednesday. E. Clemons proposed having an Executive Committee meeting on June 26 in lieu of having to call a full board meeting. At that meeting, the Executive Committee will have authorization to approve the CAP plan before it is submitted.

Action Item: Executive Committee Meeting on June 26.

2. 2019 Programming

- AC-OCAP update

This is a very busy time for AC-OCAP. The CAP plan is due in June. Request for Proposal (RFP) will be released in Fall of 2019. In addition, we have four contracts open. We have our 2018 CSBG grant that closes at the end of May. We have a discretionary grant with Downtown Streets to provide services in Oakland. We have a Cal/EITC grant that ends June 30. We also have a discretionary grant for strategic planning and building agency capacity that will go through the end of 2019. With four grants in process, it is a lot of paper and projects that we are managing. 2018 grantees have all executed their contracts. The FESCO/La Familia issue with their merger has been finalized and all State documents related to the merger have been received.

- Cal/EITC update

A celebration for the five volunteers is being planned for May 22, 2019. 17 taxes were completed at the Business Center. We have a network model with San Antonio CDC, Las Positas Community College in Livermore, Fremont Family Resource Center and Alameda County Social Services Agency. We are finalizing numbers and will report back in June. The state and Franchise Tax Board are also asking for the numbers as this was an expansion grant to increase the number of volunteers and hours of availability. EITC coordinator Don Raulston is still on hand to work with our existing volunteers and those who are not able to complete their certification. The City Administrator allows City employees to have two hours a week to volunteer with EITC. We will continue to work with the volunteers to get them certified for next year. Our goal was to have virtual VITA intake sites, however the federal shutdown made it difficult to have sites. It should run much smoother next year as we now have the knowledge of starting up our site. We are considering working with the Library next year to possibly have a mobile site set up to assist the Library. The line at the library this year was very long on April 15. Next year we plan to work with Head Start to have someone available at each site, gather parent's data for the tax return and return with the completed tax form to Head Start site the next week.

Action Item: Final Cal/EITC numbers

- 2018 Year in review/Outcome Chart/Map/Fact Sheet – **Attachment D2**
The latest outcome chart is included in the board packet. All our 2018 outcomes are listed in the chart. E. Clemons went over the chart and explained how our funding works. In addition, she provided information to show that we can use grant money to pay for staff. Of the 1.3 million dollars, \$706,00 is invested into programs and services. Our community impact shows that 170 individuals obtained employment, 20 received high school diplomas, and 65 disconnected youth received services. In addition, 268 received transitional housing/emergency shelter, and 205 obtained/maintained permanent housing. 24,174 unduplicated information & referral calls answered. 3,776 received legal assistance. In Alameda County, 23,703 tax returns were filed. Of those tax returns, \$11.1 million captured through EITC and \$31.9 million total refunds captured. 33,506 Oakland residents were served and 31,192 Alameda County residents were served. Through 211 we have learned of a gap when it comes to shelters for single fathers. Transitional shelters have been important in getting individuals housed. FESCO has made a great impact on getting people housed. When LaFamilia took over, we wanted to make sure that housing stayed in place.
- Public Hearing June 10, 2019 – **Attachment D2a**
Public hearing will be on June 10, 2019 starting at 5:30 p.m.
- 2020-2022 RFP, Fall 2019 Draft Timeline – **Attachment D2b**
Request for Proposal (RFP) will be released in Fall of 2019. The RFP draft timeline is attached.
- CSD State Site Visit (City of Oakland): August 13-14, 2019 (Stephanie Upchurch)
There will be no board meeting in August. If board members are available on August 13 around 8 or 9 a.m., please come to meet and greet. Generally, the board chair/vice chair come in for breakfast on the first day of site visit.
Action Item: E. Clemons will send email inviting board members to attend CSD monitoring visit.
- NCAF Conference Report Out (G. Green, T. Jackson)
G. Green and T. Jackson presented a PowerPoint with highlights from the NCAF Conference. T. Jackson started the presentation with an overview on how each President addressed Poverty. David Bradley (NCAF, Co-Founder and CEO) stated “Our work, our mission, our goal is to always ensure that every member of Congress will have the opportunity to support Community Action.” Highlights from the conference were shown by T. Jackson. Day one started with How to Talk to Congress and Evidence-based Policy & Community Action. Key points in talking to Congress is that the mood in Washington DC is “different,” very partisan, and that there is fear of 2020. The President is pronounced in the discussion. Another key talking point is getting leaders to support the reauthorization of the CSBG and Weatherization funding. The goal is to have \$757 million allocated and that smaller agencies get more funding. T. Jackson went on to discuss the Randomized Controlled Trials. Day 2 of the conference had David Bradley’s “TED Talk:” Why I Do What I Do? and telling Congress the Community Action & CSBG Story. Day 3 had a representative from the Department of Energy, discussion on the State of Community Action, Poverty and the Press and Hill debrief and closing session. State of Community Action is to be very strategic in branding programs. In addition, encouraging partners to reach out to CAPLAW earlier in

order to deal with problems and challenges right away. Lastly, it is important to address the needs of boards with limited staff. Poverty and the Press key points were: Narratives aren't often challenged when there's nothing else presented. People need to share their own stories as it helps identify unreported problems such as daycare and the working poor. Investigative & Data driven reporting is important. In addition, showing success and not just the struggle. Journalism – use as a form of protest. The challenge area is a lack of resources in small towns and alienating neighbors in the community. The wrap up from the conference was: 200 co-sponsors of HB1695. \$50 million in opioid grant. (GOP support) Evidence –based policy – overcome phobia over accessing data. Community Action remaining primarily private based. Additional funding will help increase 2 gen/family service impact goal.

3. Events

- Head Start: May 8, 2019 (10-2 p.m.)– Day @ Children's Fairyland
E. Derenthal and D. Williams plan to attend the event. We are doing our community needs assessment with Head Start families at Children's Fairyland. Community surveys will be distributed at the event.

4. Travel

- CalCAPA Legislative Day: Sacramento, CA May 13-15, 2019
E. Clemons, D. Williams and E. Derenthal will attend.
- NCAP Conference Chicago, IL August 26-30, 2019
If anyone would like to attend, we will need replies by May 17.
Action Item: S. Lange will send electronic reminder to board members to fill out travel request form if interested.

Motion: To approve the Community Action Partnership Report and Updates. M/S/Carried: T. Jackson/C. Mixon/Motion Carried.

E. Board Mission, Vision and Focus Areas/2020-2021 CAP Needs Assessment/Work Session – **Attachment E**

E. Clemons went over the 2020-2023 draft AC-OCAP agency overview. For the categories funding, entrepreneurship was added to job training and employment placing. This will support employment-focused programs and services that provide entrepreneurship/job training and employment placement opportunities. Low-Income Housing and Community Development (Internal) are in two different sections; before it was just called Housing & Community Development. E. Clemons stated that we will be discussing more about the strategic focus areas at the AC-OCAP board retreat. This is the first round at revising the focus areas to be more structured and meet the federal requirements. E. Clemons projected AC-OCAP's vision statement, mission statement, purpose and self-sufficiency definition. A copy of the AC-OCAP community survey was included in the PowerPoint. 181 individuals participated in the survey with an average household of 1.6. 41% of respondents had an annual household income below \$60,000. 24% had incomes under \$40,000. 15% had incomes under \$20,000. 82% identified themselves as an ethnicity other than white. 13% identified as Hispanic or Latino. The largest single racial group was the 44% of individuals who identified as Black. In both 2019 and 2016 surveys, affordable housing was the top concern and was considered inadequately by the community.

Motion: To accept the Board Mission, Vision and Focus Areas/2020-2023 CAP Needs Assessment/Work Session report to include edit of sub-category for housing, just like employment category. M/S/Carried: M. Rivera/T. Jackson/Motion Carried

F. Committee Reports
There were no committee reports.

G. Future/Proposed Agenda Items
Public Hearing

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)

Social Justice

- Ella Baker Center

Families

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

- Alameda County Hope Collaborative
- Rise up

Community Development

- CDBG *

* = Presented

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

- 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) - No Report

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

City of Oakland Update (B. Cook) - The Safe Oakland Summit will take place on June 8 at Oakland Marriott, City Center. It is a community led, community focused forum on how to keep our communities safe as we establish the City of Oakland's first Department of Violence Prevention. The goals of the Safe Oakland Summit are to demonstrate that Oakland can truly become the safest city in California to raise a poor child; connect those most impacted by violence to one another and inspire activism around the DVP's stated goal of an 80% reduction in community violence within three years and; to introduce the Department of Violence Prevention to the public and collect information and feedback that informs the work of the DVP Chief and leads to tangible recommendations for the City of Oakland to act upon. We believe that the solutions rest with the people.

Other Organizations – No Report

I. Agenda Attachments

C1 Draft April 8, 2019 Administering Board Minutes

D1C Board Committee List

D2 2018 Year in review/Outcome Chart/Map/Fact Sheet

D2a Public Hearing Notice

D2b 2020-2022 RFP, Fall 2019 Draft Timeline

E Board Mission, Vision and Focus Areas/2020-2021 CAP Needs Assessment/Work Session

J. Open Forum – Alice Park-Renzi introduced herself. She works with the Alameda County Administrator's Office. Alice will be taking Meryl Klein's place at AC-OCAP meetings.

K. Adjournment

Motion: The meeting was adjourned at 7:34 p.m. M/S/Carried: T. Jackson/A. Ford/Motion Carried.