



MINUTES



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

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

Vision Statement: To end poverty within the City of Oakland and throughout Alameda County

EXECUTIVE COMMITTEE MEETING (Standing)

Wednesday, January 4, 2017 @ 5:30 P.M.

150 Frank Ogawa Plaza, 4th Floor, Conference Room #1

Committee Members Present: Gladys Green (Chair), Monique Rivera (Vice Chair), Andrea Ford (Treasurer), Sandra Johnson-Simon (Secretary), Brittany Carter for Supervisor Wilma Chan, and Stanley Richardson

Excused: Brigitte Cook for Councilmember Lynette McElhaney

Staff Present: Estelle Clemons and Cecilia Garcia

1. Call to Order/Roll Call/Determination of Quorum

G. Green called the meeting to order at 5:35p.m. Roll call was called by staff member C. Garcia. A quorum was established.

2. Approval of December 7, 2016 Executive Committee Minutes

Motion: To approve the December 7, 2016 minutes. M/S/Carried: A. Ford/S. Johnson Simon/ Unanimous. Motion Carried.

3. AC-OCAP 2017 Budget

E. Clemons stated that the Finance Committee was to meet tonight, Wednesday, January 4, 2017 but the meeting was cancelled due to lack of quorum and the budget was not approved. She stated that the agencies that have been recommended for funding for the 2017-2019 RFP have been added to the budget and will be forwarded to the City Council for approval. She stated that each recommended grantee who requested \$50,000 was reduced to \$40,000. She stated that the State contract has been received early and staff has begun the process of gathering all the components to the contract.

4. AC-OCAP City/County Funding

E. Clemons stated that Council member Desley Brooks requested that Alameda County contributes their fair share to AC-OCAP. S. Bedford is working with Melanie Attendido on an email regarding Alameda County's ASK of \$50,000. E. Clemons will share that email with the board once it's complete.

5. CSD Site Visit Report

E. Clemons stated that our CSD field representative did not come to the site visit. There was a substitute, Lawrence Jackson who came in her place. There was a site visit to the Henry Robinson Center.

6. Internal Programming Discussion

E. Clemons went through the internal programming and stated that one of the City Council members doesn't see the need to fund the Thanksgiving Dinner and there may be other programs the funding can be allocated to. She stated that CSBG funds is not a funding program, it's more about helping the community. She stated that the State mandates this type of support to low-income communities. M. Rivera stated that she would like to have justification to bring before the City Council on why CAP should continue to fund the Thanksgiving program. E. Clemons suggested that other services can be offered at the Thanksgiving Dinner. M. Rivera expressed her concern on the impacts of filing status and tax credits that may not be available anymore due to the incoming presidential administration. There



MINUTES



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

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

Vision Statement: To end poverty within the City of Oakland and throughout Alameda County

EXECUTIVE COMMITTEE MEETING (Standing)

Wednesday, January 4, 2017 @ 5:30 P.M.

150 Frank Ogawa Plaza, 4th Floor, Conference Room #1

was a discussion on what services Eden I&R provides. There was also a discussion on the Summer Food Program and asking the FDA for funding, but E. Clemons stated that there is an issue with being reimbursed. E. Clemons stated she would like to have a discussion with the committee if they are interested in funding alternate programs.

Action: Obtain a list of expenditures from United way regarding EITC.

7. Extension of the 2016 Contract

E. Clemons stated that the 2016 contract extension is until May 31, 2017. She stated that the funds were used for brown bag distributions, community housing and Safe Passages food distribution.

8. 2016 Discretionary Contract

E. Clemons stated that the discretionary funds are being used to buy supplies for winter shelters. Items, such as sleeping bags, stock pots, and coffee makers have already been purchased for the South Hayward Parish and the Building Futures Shelter. Staff will be looking into purchasing shelter items for the Livermore shelter.

9. 2017 Board Retreat

E. Clemons stated that C. Garcia is looking into the pricing and availability of the recommendations from the board for locations where the retreat may be held. She also asked the committee if they have recommendations for a facilitator.

Action: look into OCCUR for a facilitator for the board retreat.

10. Pending Items – State/City CSBG Contracting Process Gantt Chart

- By-laws Review/Update
- Board Retreat Agenda
- Create a process for allocation of additional funding becomes available

E. Clemons stated she will ask the full AC-OCAP board at the Administering board meeting on Monday, January 9, 2017 who would like to volunteer to be on the by-laws review committee. S. Richardson stated he would like to be on the committee.

11. Agenda Attachments

2. December 7, 2016 Executive Committee Minutes
3. AC-OCAP 2017 Budget
5. CSD Site Visit Report
9. Board Retreat Locations and Draft Agenda

12. Future/Proposed Agenda Items

13. Announcements

14. Open Forum



MINUTES



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

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

Vision Statement: To end poverty within the City of Oakland and throughout Alameda County

EXECUTIVE COMMITTEE MEETING (Standing)

Wednesday, January 4, 2017 @ 5:30 P.M.

150 Frank Ogawa Plaza, 4th Floor, Conference Room #1

15. Adjournment (Action Item)

Motion: The meeting was adjourned at 6:49p.m. M/S/Carried: S. Johnson Simon/A. Ford/Unanimous.
Motion Carried.