



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

Visit us on the web at [AC-OCAP.com](https://www.ac-ocap.com) or contact us by email at AC-OCAP@oaklandca.gov

SPECIAL MEETING OF THE EXECUTIVE COMMITTEE

Wednesday, June 21, 2023, 5:30 PM

150 Frank H. Ogawa Plaza, 4th Floor

Community Zoom Link: <https://us06web.zoom.us/j/83231916672> Webinar ID: 832 3191 6672

Community members who would like to comment on board agenda items will need to do so in person.

Board Membership: Monique Rivera (Chair), Sandra Johnson (Vice-Chair), Andrea Ford (Treasurer), Brigitte Cook (Secretary), Councilmember Carroll Fife (Tonya Love), Supervisor Lena Tam

Staff: Dwight Williams and Lisa Diangson

AGENDA

1. Call to Order / Determination of Quorum / Approval of Agenda
ACTION ITEM:
2. Approval of the Draft November 9, 2022 Special Meeting of the Executive Committee Minutes – **Attachment 2**
ACTION ITEM:
3. Open Forum
4. Approval of Alameda County Supervisor Tam’s Appointment of Cesley Ford-Frost – **Attachment 4**
ACTION ITEM:
5. Approval of AC-OCAP Resolution 6-23 to Authorize New Signatory Authority – **Attachment 5**
ACTION ITEM:
6. 2023 AC-OCAP Travel
 - National Community Action Partnership (NCAP) Annual Convention, August 23-25, Atlanta, Georgia (A. Ford and A. Gums)
 - CalCAPA Annual Conference, November 6-9, San Francisco, California
7. 2023 AC-OCAP Board Retreat: **Saturday, October 14th 10a-2pm**
8. Future/Proposed Agenda Items
 - AC-OCAP Bylaws
 - AC-OCAP Scholarship Fund
 - Private Sector Selection Recommendations

Oakland City Council Mask Mandate: Everyone ages 6 and older inside City facilities must wear a mask.

The 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) 23803611 (VOICE) or (510) 238-6451 (TTY) to arrange for the following services: (1) Sign interpreters or Phonic Ear hearing devices for hearing impaired; (2) large print braille, or (3) cassette tape text for visually impaired. Please refrain from wearing scented products to this meeting.

9. Agenda Attachments
 - 2 – Draft November 9, 2022 Special Meeting of the Executive Committee Meeting Minutes
 - 4 – Alameda County Elected Official Representative Letter
 - 5 – AC-OCAP Resolution 6-23
10. Announcements
11. Adjournment
ACTION ITEM:

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MINUTES



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

SPECIAL MEETING OF THE EXECUTIVE COMMITTEE

Wednesday, November 9, 2022, 5:30 p.m.

Executive Committee Members Present: Monique Rivera (Chair), Sandra Johnson (Vice-Chair), Brigitte Cook (Secretary), Andrea Ford (Treasurer)

Committee Members Excused: Supervisor Dave Brown (S. Oddie), Councilmember Carroll Fife (T. Love)

Guests: M. Baratta, P. Schader

Staff: Dwight Williams, Melissa Francisco, Jill Waggoner

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

Committee Chair M. Rivera called the November 9, 2022, Special Meeting of the Executive Committee to order at 5:40 p.m.. Roll call was taken by staff J. Waggoner and Quorum was established at 5:42 p.m.

MOTION: To approve the November 9, 2022 Special Executive Committee Teleconference Agenda.

M/S/Carried: B. Cook / S. Johnson / Motion Carried.

2. Approval of Draft June 1, 2022 Executive Committee Meeting Minutes – Attachment 2A

MOTION: To approve the June 1, 2022 Special Executive Committee Meeting Minutes.

M/S/Carried: S. Johnson / B. Cook / Motion Carried. – Andrea Ford abstained.

3. Review of Draft October 26, 2022 Special Meeting of the Program Planning Committee Minutes – Attachment 2B

The draft minutes of the October 26, 2022 Program Planning Committee Special Meeting were reviewed.

Conflict-of-Interest (COI) Statements from the Executive Committee members were collected via online Google Forms prior to discussion and recommendations. B. Cook self-identified as having a conflict of interest with Building Opportunities for Self Sufficiency. S. Johnson gave a verbal confirmation of no conflict of interests, as she was unable to access the online COI statement.

4. 2023-2025 RFP Review & Recommendations

AC-OCAP Proposal Evaluation Criteria Guidelines - Attachment 3

Chair M. Rivera discussed the evaluation criteria/guidelines, reading the 7 questions to ask. The chart of agencies funded in the past (and currently) was displayed and noted; yellow highlighted programs are internally administered.

AC-OCAP Previously Funded Programs – Attachment 3A

RFP Review Discussion –

The RFP Recommendations presented by the Program Planning Committee were displayed, beginning with Alameda County's jobs-related programs. P. Schader explained reasons why applicants were selected for recommendation, with D. Williams and M. Baratta adding information. Rubicon Programs is a grantee who has performed as they had projected, with excellent outcomes. Rubicon receives funding through the Workforce Innovation and Opportunity Act. Chabot-Las Positas received seed funding for the current cycle, and they have performed well with no issues, in an area with higher poverty levels (Dublin). Love Never Fails was discussed and had been recommended for seed funding due to their underserved geographic area, its focus on families, youth, foster youth, and formerly trafficked individuals. Love Never Fails serves Dublin, Hayward and the unincorporated Tri-Valley area.

The discussion moved to Alameda County low-income housing. M. Baratta mentioned the good job Alliance for Community Wellness (FESCO) has done with temporary housing and wraparound services. Emergency services are available through this applicant. M. Baratta noted that Fremont Family Resource Center, previously and currently funded, has come through for the community and has helped many families to secure temporary shelter and wraparound services. Chair Rivera noted the huge pockets of poverty in the Fremont area, providing a substantial amount of services to a large number of people, particularly to the South Asian/Indian population in the Fremont area – including the surrounding area, not just the City of Fremont.

Oakland Job Training was discussed next. M. Baratta noted that Hack the Hood has proven to be effective in training and assisting youth and young adults in obtaining employment. New Door Ventures, a current grantee, serves previously incarcerated and youth among other populations, and is in good standing with no issues. Urban University has a smaller population served than some applicants' programs, but is impactful with its program participants and serves East, Central and West Oakland as well as Fruitvale/Sobrante/Eastmont and other areas. Urban University's funding will go to wages for reentry clients and program managers as well as staff training. Single mothers, non-violent ex-offenders, young adults and older adults participate in the program. Community Works West would be a new grantee if selected – provides employment for young adults and those who support families.

Lighthouse Community Public Schools provide student internships – funding would support the stipends and salaries for program management. Chair Rivera raised the question of the school's suitability as a grantee, if it is part of the Oakland Unified School District and not a non-profit agency.

ACTION ITEM: D. Williams to research Lighthouse Community Public Schools non-profit status and provide an update at the November 14, 2022 Administering Board Meeting.

The Committee moved on to Oakland Housing. Operation Dignity was discussed by D. Williams, who noted this program serves veterans. Operation Dignity is a current grantee in good standing. Besides providing housing, they also provide household items for the individuals through reimbursements. St. Mary's Center is the only applicant who serves only seniors. St. Mary's Center is in good standing and a current grantee who proposes to serve 375 seniors. Covenant House California serves unhoused, foster and/or previously incarcerated youth, and is currently funded and was previously funded. Chair Rivera noted that the applicant just had their Night Out, a fundraising event in which donors sleep outside like the program participants. The Lao Family Community Development, Inc. is currently providing job training and placement services, but they have changed their focus to housing for the 2023-2025 cycle. They have secured a former hotel on 880 for this purpose. A Diamond in the Ruff and Change to Come have been selected for recommendation for seed funding due to strong potential programs and the areas served.

The Oakland Proposal table was displayed. Chair Rivera asked about the seed funding, whether that would be adequate to run the applicants' programs. D. Williams clarified that there has been no contact with the applicants, so it is not known. A. Ford responded, when queried by Chair Rivera, that in her role as Treasurer, she finds the funding amounts noted on the table acceptable, in the way it is presented. Chair Rivera checked with the other Executive Committee members., B. Cook and S. Johnson, on their assent, which was agreed to. S. Johnson noted appreciation to the Program Planning Committee for considering the agencies for seeding, to give them a chance to grow and develop, helping community members along the way. Chair Rivera quizzed D. Williams on the AC-OCAP small staff's ability to administer all the

programs – including the seeded ones – is it worth it to provide funding? D. Williams responded that it is definitely worth it to help one help one. The program gets support and funding, and the community benefits. The more helped, the better. A few grants more do not impact the staff greatly.

The Alameda County Proposal table was shown on screen. Chair M. Rivera pointed out Love Never Fails had a low rating, and asked how the other Committee members felt about it. A. Ford stated she felt positive about the program, which is also funded by Alameda County. Love Never Fails has a technology training program leading to job placement and funds a bed-night rate for unhoused youth.

Chair M. Rivera asked the Committee if they wanted to make a motion regarding recommendations for selections.

MOTION: To accept, for Alameda County, the Program Planning Committee's recommendations as is.

M/S/Carried: A. Ford / B. Cook / Motion Carried.

MOTION: To accept, for Oakland, the Program Planning Committee's recommendations as is (Lighthouse Community Public School pending ACTION ITEM).

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

5. Open Forum – None.

6. Future/Proposed Agenda Items

7. Attachments –

Draft June 1, 2022 Executive Committee Meeting Minutes

Draft October 26, 2022 Special Meeting of the Program Planning Committee Minutes

Proposal Evaluation Criteria / Guidelines

Previous CSBG Grant Funding

2022 Mid-Year Report

Advisory Panel Proposal Scores

- All Proposal Rankings

- Alameda County Job Training & Housing Proposals

- Oakland Job Training & Housing Proposals

8. The quorum was lost at 6:40 p.m., and the meeting was adjourned.



B O A R D O F S U P E R V I S O R S

LENA TAM
Supervisor, Third District

May 2, 2023

Dwight Williams
Interim AC-OCAP Director
150 Frank H. Ogawa Plaza, Ste 4340,
Oakland, CA 94612

Dear Mr. Williams:

I am appointing Ms. Cesley Frost as my representative for the Alameda County-Oakland Community Action Partnership (AC-OCAP). She will attend her first meeting next Monday, May 8th, at 5:30 PM.

Sincerely,

Lena Tam
Alameda County Supervisor | Third District

**ALAMEDA COUNTY-OAKLAND
COMMUNITY ACTION PARTNERSHIP (AC-OCAP)
RESOLUTION NO. 06-23**

WHEREAS, the ALAMEDA COUNTY-OAKLAND COMMUNITY ACTION PARTNERSHIP is determined to authorize signing authority to the City of Oakland Human Services Department (HSD) Interim Director.

RESOLVED, ALAMEDA COUNTY-OAKLAND COMMUNITY ACTION PARTNERSHIP hereby authorizes and approves Interim HSD Director Donald Scott Means to make, execute, endorse and deliver in the name of and on behalf of the ALAMEDA COUNTY-OAKLAND COMMUNITY ACTION PARTNERSHIP, but shall not be limited to, all written instruments, agreements, documents, transfers, assignments, contracts, obligations, certificates and other instruments of whatever nature entered by the ALAMEDA COUNTY-OAKLAND COMMUNITY ACTION PARTNERSHIP.

Name of Authorized Representative: **Donald Scott Means**

Title: **Interim HSD Director**

Email: SMeans@oaklandca.gov