



# 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 8, 2017 5:30pm-7:45pm  
City Hall - 1 Frank H. Ogawa Plaza, Hearing Room 3

**Board Members Present:** Gladys Green (Chair), Andrea Ford (Treasurer), Sandra Johnson-Simon (Secretary), Stanley Richardson, Lisa Ruhland, Max Chacana, Angelica Gums for Supervisor Nate Miley, Sean Callum, Janice Heredia, Phuong Hang Duong Thi, Brigitte Cook for Councilmember Lynette McElhaney, Brittaney Carter for Supervisor Wilma Chan, Hang Mosier and Sophia Lai

**Excused:** Monique Rivera (Vice Chair)

**Absent:** Nayaa Lacy, Clarissa Doutherd, and Theresa Anderson

**Staff:** Cecilia Garcia, Emily Derenthal, and Dwight Williams

**A. Call to Order/Approval of Agenda**

G. Green called the meeting to order at 5:41pm.

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

Roll call was called by staff C. Garcia. A quorum was established at 5:46. The AC-OCAP promise was recited.

**C. Approval of Draft April 10, 2017 Administering Board Minutes (M. Rivera)**

**Motion:** To approve the April 10, 2017 minutes. M/S/Carried: S. Johnson Simon/A. Ford/Motion Carried.

**D. Community Development Block Grant (CDBG) Presentation – Gregory Garrett**

G. Garrett stated that Congress has not published their recommendations for the Community Development Block Grant (CDBG), Housing Opportunities for People with Aids (HOPWA), Emergency Solutions Grant, and Home Partnership Investment Program (HPIP). These four programs are funded through the Community Planning Department Funds. He stated that they have not received notice from the Department of Housing and Urban Development (HUD) for the 2017-2018 grant. When HUD is late announcing funds, the City of Oakland usually submits a draft annual action plan stating what the recommendations are for the use of the funds. He stated that HUD released a notice requesting jurisdictions not to submit a draft plan this year until the final award has been made. The process has begun with the districts. District 1 and 2 have opted to try a new process which allows the community to have more input in voting for the priorities for their district. Districts 3-7 opted for the traditional process and have made their recommendations. He passed out a summary of the funding recommendations for district 1 & 2. He stated that there were \$5 million worth of ASK applications received. There is \$3.1 million to be distributed. He stated once HUD announces the award, they communicate the award information to the City departments that receive CDBG funds and ask for the report on what they plan to do with the funds. Since it is late this year, they will have 2-3 weeks to respond. The annual action plan is posted for public comment for 30 days. The City Council can’t begin the contract until they get that grant agreement. The fund will be retro as of July 1<sup>st</sup>. He stated that CDBG may be cut for

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2018, however, this is not realistic. The floor was open for questions.

**Action:** G. Garrett will send C. Garcia an updated chart of all the Districts recommendations.

**E. Community Action Partnership Update/Action Items (C. Garcia, E. Derenthal, and D. Williams)**

**1. 2017 Program Update**

• **2017 Grantee/Contract Update**

E. Derenthal stated that all of the grantee contracts have been routed and all but three have been finalized and being worked on.

• **Organizational Standards Report**

C. Garcia reminded the board that the Organizational Standards were met 100%. She also stated that there is a 2016 CSBG Organizational Standards Outcome Chart in the packet. There were 57 entities assessed. Of the fifty seven, thirty one met 100% of the State standards which is 54.4%. She stated E. Clemons will continue to provide an update on the organizational standards as they become available.

• **Draft Proposal of the Committee Structure**

C. Garcia stated that the draft 2017 CAP committees is in the packet. She stated that E. Clemons and G. Green have been in discussion on the consolidation per the motions of the Executive Committee meeting held on April 5, 2017 and included in the current Administering Board packet. She also stated that the excerpt from the by-laws regarding the committees is also in the packet. She asked the board to review the draft. There will be a discussion at the June 12<sup>th</sup> or July 10<sup>th</sup>, 2017 Administering Board meeting.

• **By-laws Ad-Hoc Committee Update**

C. Garcia stated that she is under the impression and will confirm with E. Clemons that the by-laws will be discussed at the June 7, 2017 Executive Committee meeting. There will be no by-laws committee meeting before the Public Hearing on June 12, 2017.

• **County Funding/County Presentation**

This item was tabled.

• **Federal Funding Update**

E. Derenthal stated that there were no cuts to the CSBG funding for fiscal year 2017 and there is a slight increase to LIHEAP (weatherization).

**2. Board Retreat Report**

C. Garcia stated that the board retreat report is in the packet for the boards information.

**3. 2017 CalCAPA Annual Conference Update**

E. Derenthal thought it was a great conference. There were several informative sessions. One was the new format for the annual reports that have to be submitted to the state. C. Garcia attended three immigration workshops and some board workshops on organizational standards. G. Green stated she attended a few workshops and she will submit her report at the next board meeting.

**4. Events**

• **AC-OCAP Public Hearing – June 12, 2017**

E. Derenthal stated the AC-OCAP Public Hearing is on Monday, June 12, 2017 at Oakland's City Hall in Hearing Room 3. She stated that the current grantees have been invited and that it was also sent out through constant contact.

• **Hunger Free Summer Kick-Off – June 16, 2017, Lincoln Center, 261 11<sup>th</sup> St. Oakland**

C. Garcia stated that the kick-off is June 16, 2017 from 10am-12pm (tentative) at the Lincoln Center. She stated that she has ordered from the CAP budget, 1,000 folding Frisbees, 2,000 pencils, 1,000 jump ropes, and 10,000 wristbands for the kick-off event. She stated that C. Chase from the City's Summer Food Program is paying for water bottles, yard signs, and the printing costs for the postcards which are currently being worked on.

**Motion:** To accept the Community Action Partnership Update. M/S/Carried: A. Gums/L. Ruhland/ Unanimous. Motion Carried

**F. Committee Reports – (Verbal):**

There were no committee meetings in May.

**G. Future/Proposed Agenda Items**

**Future:**

**Health**

- 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 (Feb.)

**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

**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

\*= presented

Proposed: Proposition 47 – Probation (A. Ford)

Proposed: Child Care Proposal (C. Douthard) -4/10/17

- Urban Habitat
- Oakland Community Organization (OCO)
- Tri-Valley Anti-Poverty Collaborative

**H. Announcements**

- **Oakland Rotary** – Sean Callum  
> Kinderprep Children’s Fairyland Trip - May 19, 2017 – 9:15am-2:00pm at Oakland’s Children’s Fairyland – 699 Bellevue Avenue, Oakland
- **United Seniors of Oakland and Alameda County** – Sandra Johnson-Simon  
> United Seniors of Oakland and Alameda County’s Healthy Living Festival, Thursday, September 21, 2017 – 8am-2pm at the Oakland Zoo.
- **Alameda County/Social Services Update** – Andrea Ford/Brittaney Carter/Angelica Gums  
> Alameda County Supervisor Nate Miley’s Immigration Forum - 81st Street Library, 1021 81st Ave, Oakland, CA 94621 – 6pm-8pm.  
> Human Impact Budget Hearing, June 7, 2017 – 1pm at the Alameda County of Supervisor’s Chamber 1221 Oak St. Oakland.
- **City of Oakland Update**  
> Public Budget Forum with Councilmember Lynette McElhaney, Monday, May 22, 2017, 6:00pm - 8:00pm at the West Oakland Senior Center - 1724 Adeline Street, Oakland, CA 94607
- **Other Organizations**
- **Economic/Employment Interests**

**J. Agenda Attachments**

C. April 10, 2017 Administering Board Minutes

D. 2016 CSBG Organizational Standards Outcome Chart

D1. AC-OCAP Committees List, Motions for Consolidation, and Excerpt from By-laws

D2. AC-OCAP Board Retreat Report

Additional Attachments – None

**K. Open Forum**

**L. Adjournment**

**Motion:** The meeting was adjourned at 6:25p.m. M/S/Carried: S. Johnson Simon/M. Chacana/Unanimous.  
Motion Carried.