



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, September 11, 2017 5:30pm-7:30pm

City Hall - 1 Frank H. Ogawa Plaza, Hearing Room 3

Board Members Present: Gladys Green (Chair), Monique Rivera (Vice Chair), Sandra Johnson-Simon (Secretary), Stanley Richardson, Lisa Ruhland, Max Chacana, Sean Callum, Phuong Hang Duong Thi, Brittaney Carter for Supervisor Wilma Chan, Andrea Ford, and Sophia Lai

Excused: Hang Mosier, Clarissa Doutherd, Angelica Gums for Supervisor Nate Miley, Brigitte Cook for Councilmember Lynette McElhaney

Absent: Nayaa Lacy, Theresa Anderson

Staff: Estelle Clemons, Sytara Ellis, Emily Derenthal, and Dwight Williams

Guest: Meryl Klein (CAO) and Judy Schwartz (City of Fremont)

- A. Call to Order/Approval of Agenda**
G. Green called the meeting to order at 5:35pm.

- B. Roll Call/Determination of Quorum/Recite AC-OCAP Promise**
Roll call was called by staff S. Ellis. A quorum was established at 5:37. The AC-OCAP promise was recited.

- C. Approval of Draft July 10, 2017 Administering Board Minutes (G. Green)**
Motion: To approve the July 10, 2017 minutes. M/S/Carried: M. Rivera/M. Chacana/Motion carried.

- D. Community Action Partnership Update/Action Items (E. Clemons)**
 - 1. 2017 Program Update**
 - **2017 Grantee/Contract Update**
E. Clemons stated that the 2017 Grantee Update Matrix is included in the Board packet. Since we got started late, we are now at the first year of a three-year cycle, some of the programs startup date (like the Unity Council) were unable to hire without an executed contract. We will start doing our site visits as listed on the 2017 Grantee Site Monitoring Visit Schedule that was included in your Board package; and will be sent electronically. The 2017 Mid-year Matrix will also be presented as part of the attachment to the City Council Report. If you are available to attend any of these meetings, please let us know so your name can be added to the list.

Rubicon Program Incorporated provides low-income Alameda County residents with educational services and workforce development. Rubicon’s office is in Richmond but their program is in Hayward. The site visits will consist of organizational health, fiscal health, organizational standards and a lot of monitoring. E. Clemons stated that the Programming Planning Meeting was cancelled due to staff changes and some Board members going to the National CAP Annual Conference in Philadelphia, PA.

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: 1) 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.

Anew America Community Corporation - This is one of the agencies that we have a concern about. We provide services to those who are at 100% of the Federal poverty level. However, some of our programs are having a hard time meeting this standard. Of the sixteen (16) enrolled in their entrepreneur program, only (3) three met the CSBG criteria and the others were above. This is a concern and will be further discussed at the Planning Committee meeting.

Family Emergency Shelter Coalition (FESCO) – when we got the minutes back, we realized that **La Familiar Counseling Services** is in conversation with FESCO. They are in discussion around being acquired. La Familiar had to take out a \$200,000 loan (this is why board minutes are so important) and they had to access a \$400,000 line of credit to cover payroll.

Satellite Affordable Housing Associates (SAHA) - This is a new program that we will be visiting. They provide permanent affordable housing with wraparound services to low-income and formerly homeless Oakland seniors age 55+.

St. Mary's – This is a reoccurring program that provides homeless seniors with shelter, social and emotional assistance, daily meals, assistance with permanent housing and emergency services. One of the things that will change is the reporting age guidelines. Whereas in years past, the reporting age for seniors has been 55 and up, we found out at the Annual CAP Conference in Philadelphia that the new reporting age is 65 years of age and up.

The Spanish Speaking Unity Council – This is one of our new grantee; who provide case management and financial coaching to Alameda county low-income residents. We will visit them to see their setup and assess how they are doing.

The Center For Media Change Inc. DBA Hack The Hood – Some of these programs are funded by other funding entities within the City, i.e., Oakland Unite or OFCY. We will check with other program analysts within the department to see if they have information on Hack the Hood's previous site visits.

CivicCorp - This program provides low-income Oakland youth (ages 18-26) with paid job training and employment placement, high school diploma, internship and wraparound services.

Downtown Streets – This program provides unhoused low-income Alameda residents with job training and volunteer work experience. Case management and other supportive services are available. The stipend that they give is a great advantage for the un-housed.

Roots Community Health – Low-income Oakland and Alameda County residents can receive workforce opportunities through this program. (This program is also funded by Oakland Unite).

The Youth Employment Partnership – Twenty-four Oakland youth participated in a weekly Saturday Oakland Firefighter Academy and received a paid summer internship. We will monitor their services. Note: If a Board member can't do monitoring during the weekday, there will also be a Saturday, September 29th monitoring date.

Southern Alameda County Committee for Raza Mental Health (La Familia) – This program provides disconnected low-income students (ages 16-26) with a program to help them complete their GED, gain credits toward a certificate through Career Technical Education, and participate in a paid internship. They are looking to partner with FESCO.

AC-OCAP and United Way of the Bay Area Alameda County EITC Coalition - An update was given by E. Derenthal. She reported that Alameda County had 32 sites, Oakland had 19 sites. They filed over 10,000 tax returns with over \$2.8 million in savings and a total refund of \$10.8 Million for Alameda County. For Oakland, there was a \$4.4 million in EITC refunds and \$12.6 total refunds. Total refund for Oakland and Alameda County was \$23.48 Million. E. Derenthal further stated that this number will go up once the final figures are received from AARP. E. Clemons said an of our EITC sites was performed and the finding was, we have too many sites and should be more strategic where we open sites.

AC-OCAP & OFCY – Oakland Fund For Children and Youth Summer Lunch - E. Clemons reported that this program served 19,000 Oakland youth this summer. We had a hunger free summer program where over 250 kids participated at the Lincoln Center. Although marketing was down this year, we hope to partner with other entities next year. Additional information will be shared at the next Board meeting. AC-OCAP and Department of Human Services Community Housing Services Annual Thanksgiving Dinner will be held at the Oakland Marriott on November 21st. Additional information will be sent to the Board in case you would like to volunteer.

Bay Area Legal Aid - Funding has been cut. As of September 30, 2017, the Individual (IDA) program will be eliminated. Bay Area Legal aid assist clients with free civil legal assistance and evictions.

Housing & Economic Rights Advocates – This agency provides low-income residents with legal services i.e., eviction credit and debt problems. As of June 30, 2017, they have provided (5 Oakland and 4 Alameda County) low-income residents with assistance regarding debt collection issues.

Eden I&R -Administers our 2-1-1 program. Coupled with this, 43,286 health, housing, and human services referrals were provided in Oakland and Alameda County (excluding Berkeley). To date they handled 10,381 unduplicated calls, 4,616 were calls from Oakland and 5,765 calls were other Alameda County cities.

CSBG Investment – Nine hundred forty (940) Oakland residents have been served; 659 Alameda County residents were served; 10,381 unduplicated information & referral calls answered; 20,562 tax refunds captured. Community Impact: 32 obtained employment, 13 received a high school diploma, 124 received transitional housing/emergency shelter, 92 obtained/maintained permanent housing, and 1,183 received legal assistance.

- **County CAO Funding/County Presentation – October/November**

E. Clemons introduced Meryl Klein who is the Administrative Analyst for the County of Alameda Administrator’s Office. M. Klein stated that the County Analysts is looking at potential funding and how to collaborate with Oakland. E. Clemons stated that Sara Bedford wants a Board letter drafted as a follow-up to the original request. The Secretary will send a copy of the letter to the Alameda County Administrator and Supervisors Wilma Chan and Nate Miley, in support of the request that was made at the beginning of 2017.

Action: G. Green (Board Chair) and Sandra Johnson Simon (Board Secretary) is working on a letter and hopefully it will be presented to the Board next month.

- **Board Updates (Letters, Bylaws, Terms)**

E. Clemons stated due to the unavailability of Board members, the by-law review has not been completed. She will address this issue at the completion of the site visits. She will send out a draft for comments to the committee members. The Board will review the comments at a later date.

- **Federal/State Update (Funding/Organizational Standards)**

E. Clemons affirmed that the Organizational Standards were approved. AC-OCAP was invited to present at the State CSD hearing. However, due to unforeseen factors and availability this did not take place. An Alameda County-Oakland CAP Factsheet 2016 (which shows the impact of CAP) was distributed. This document, along with other talking points, will be placed in individual binders for Board members to use when they are sharing information about AC-OCAP and its impact on the community.

- **Annual Report to Council, October 24, 2017 – 4:00 p.m. LEC**

E. Clemons stated that she plans to give the CAP Annual Report at the October 24th Life Enrichment Committee (LEC) meeting. However, the report would have to be ready by September 11th. Therefore, the report will now be given at the November 14, 2017 LEC Committee meeting.

- **Bank On Oakland**

E. Clemons stated that we may need to place this on hold until she talks with Sara Bedford to see which direction she would like to take regarding this issue. We propose to still share our banking matrix with 2-1-1.

- **EITC**

E. Clemons stated numbers were previously given.

- **2017 NCAP Annual Conference Report – August 29 – September 1, 2017 Philadelphia, PA (Attending – Gladys Green, Sandra Johnson-Simon, Estelle Clemons)**

S. Johnson-Simon (Secretary) gave a verbal and written report – submitted into the record - from the Community

Action Partnership's 2017 Annual Convention in Philadelphia, PA. She stated that the theme was "Community Action: Transforming Communities." John A. Powell, Professor of Law, African American, and Ethnic Studies at the University of California in Berkeley, CA was the keynote speaker at the opening session. David Bradley, CEO of the National Community Action Foundation, provided a legislative update; where he addressed concerns about the proposed federal budget and other advocacy-related issue. Some of the workshops that she attended were:

1. Why Leadership Development
2. What is Leadership
3. Boards Behaving Beautifully
4. Community Action Agencies And Their Role in Homelessness

E. Clemons stated it was a very large conference with over 1200 attendees. She is going to advocate for the Convention to be held in the Bay Area; since the keynote speakers are often from the Bay Area. She also stated that CSBG funds are being cut and shared the new employment requirements and talked about the living wage. E. Clemons strongly encouraged Board members to at some point and time attend an annual conference.

G. Green (Board Chair) stated that there were numerous committee meetings to attend. She passed the agenda around for the Board members to see the workshops that were offered at the Conference. She will have copies made for distribution. There were so many committee meetings where there was standing room only, affirmed G. Green.

2. Grantee Site Visits – September/October

E. Clemons stated that the grantee site visits will began September 18th through October 6th.

3. FY16 City Audit E. Clemons stated that a partial audit report was included in the package. There is a website where the full audit report can be viewed. She stated there were no findings for CSBG.

Motion: To accept the FY16 City Audit for CSP and HSD. M/S/Carried: M. Rivers/A.Ford/Unanimous. Motion Carried

4. Events

E. Clemons stated that the Annual Thanksgiving Dinner will be held November 21, 2017 at the Oakland Marriott. She stated as the date gets closer, staff will send out an email for volunteers.

Motion: To accept the Community Action Partnership Update. M/S/Carried: S. Richardson/S. Callum/Unanimous. Motion Carried

E. Presentation: Judy Swartz, Fremont Family Resource Center

Judy Schwartz, an Administrator of the Fremont Family Resource Center provided an overview of the issues and services in South County. From March 2011 to 2017, rents for one-bedroom units increased by 79% and two bedroom units increased by 64%. While the United States Census Bureau considers households that pay over 30% of their monthly income to rent as cost burdened, over the period from 2011 to 2015 Fremont renters paid an average 42% of their income for housing costs. Many of the families we serve are paying a much higher% of their income to housing costs. The City has also experienced a decline in the number of Section 8 vouchers accepted by landlord's form 1,363 in 2012 to 1,134 in 2015. This has impacted more than 229 of the lowest income residents. Landlords either evicted Section 8 holders because they could make more profit on the open market or refused to take the vouchers.

In many situations, Section 8 vouchers holders had to relocated out of the City and County. Tri-City Volunteers, the largest food bank distribution center in the area, indicates that they are currently serving more working families and individuals (many have more than one job), they are seeing multiple families living together in a home or apartment, they are serving older adults on limited fixed incomes, and many of their clients do not have cooking facilities because they are living in a motels or cars. Food Bank participants are up 17% and 6,000 client's families receive food twice a month; which equates to 12,000 individuals obtaining assistance. She stated that the federal government through HUD requires a biennial Point-In Time Count of the local population experiencing homelessness. This years recently released Homeless Point in Time Count Data shows that the City of Fremont, with 282 persons, has the 4th highest unsheltered homeless population, predominantly single persons, of all Alameda County cities. The total

unsheltered number for the Tri-Cities is 350.

She also stated that in a series of focused conversations held as part of the All In Alameda County Initiative launched by Supervisor Wilma Chan, Tri-City residents indicated that in addition to affordable housing and healthy food, they need more low cost child care options, affordable and accessible mental health services including psychiatry, and very importantly, job training for adults and youth which will allow them to earn a livable wage so they can sustain their households. Residents living in poverty frequently are individuals who have lower education levels; who have turned to reliance on public benefits to survive; have language barriers; and are under-employed. Compounding these challenges is the rising cost of living and the changes in the types of positions available to those with lower skill levels. Industries which are built on part-time and just in time workforces, often without benefits or health coverage, impose risks on these workers and their families, making homelessness only a medical crises or car repair away. Southern Alameda County has very limited affordable short term or part time training programs that lead to living wage careers.

Other parts of Alameda County enjoy multiple employment/training CBOs that offer certificate programs that are in high demand by employers. There is a big need in our area for programs like these. These programs must be integrated with robust wrap-around family support, including care management, counseling, legal services, assistance accessing public benefits, and educational support. Coupled with this, families also need short term financial support for food, housing and transportation during the training period. More public funds are needed to pay for training programs for this target population, with low educational attainment, little experience, or limited language skills. Another serious and difficult problem and barrier that families accessing public assistance (CalWORKs) face is the “Cliff Effect “, which is the situation when individuals on aid increase their income, they lose the work supports like child care and transportation subsidies that have enabled them to get by. The amount of the raise does not begin to cover this loss. Advocacy is needed to change the rules so that the work supports subsidies decline in direct proportion to the increase in income. At the Fremont Family Resource Center, they work every day to help families stretch dwindling resources. Their VITA program, one of the largest in the county, served over 2500 households this year returning \$ 4.2 million dollars in total tax returns into people’s pockets. Through their Spark Point Fremont program, they encourage families to save, and we work with them to budget effectively and to improve and repair their credit. We know that the Self Sufficiency Standard is a more realistic standard than the Federal poverty guideline of what it takes to be able to pay one’s bills in the county, and county wide 29% of families fall below this standard. The floor was open for discussion and questions.

F. Committee Reports

No Committee Reports

G. Future/Proposed Agenda Items

Future:

- All IN
- Proposition 47 – Probation (A. Ford)
- Oakland Community Organization (OCO)
- Tri-Valley Anti-Poverty Collaborative
- Whole Person Care Act (Nancy Halloran – HCSA @acgov.org)

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)*

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 *

- 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 *

- 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. Doutherd) -4/10/17

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

Announcements

- **Saturday, September 16, 2017** – Creek to Bay Day - Lisa Ruhland
- **Saturday, September 21, 2017** – Community forum w/ focus on childcare providers – San Leandro City Hall – 4:30 pm – 6:30 pm

I. Agenda Attachments

- C. July 10, 2017 Administering Board Minutes
- D1. 2017 Program Update
- D2. Grantee Site Visits – September/October
- D3. FY16 City Audit

J. Open Forum

- L. Ruhland requested an update on the purchasing of a second building for the homeless.
- M. Rivera stated that she will participate (and invited other Board members to join her) in providing services at the following agencies: Alameda County Food Bank, St. Vincent DePaul and St. Mary’s.

K. Adjournment

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