



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, March 7, 2018 @ 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, Brittaney Carter for Supervisor Wilma Chan and Stanley Richardson

Excused: Sandra Johnson (Secretary), Bridgette Cook for Councilmember Lynette McElhaney

Staff Present: Estelle Clemons and Sytara Ellis

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

Gladys Green (Chair) called the meeting to order at 5:41 p.m. Roll was called by staff member Sytara Ellis. A quorum was established.

Approval of February 7, 2018 Executive Committee Meeting Minutes

Motion: To approve the February 7, 2018 minutes. M/S/Carried: A. Ford/M. Rivera/
Unanimous. Motion Carried.

2. 2017-2018 AC-OCAP Program Update

E. Clemons gave an overview of the 2017 Annual Outcome Chart and the 2017 Fact Sheet. She stated that there was a drop in the number of people that were served in 2016 and 2017. This decline was due to less people using the services. E. Clemons also talked about the homelessness issue and the Coordinated Entry System; which Lara Tannenbaum (Acting Manager, Community Housing Services) will elaborate more on during her March 12, 2018 presentation at the AC-OCAP Board Meeting. E. Clemons also stated that the Fact Sheet that E. Derenthal created is a beneficial tool that committee members can use when talking about the AC-OCAP program and services.

3. (AC-OCAP) Alameda County Update.

E. Clemons read a draft “Ask” letter that will be presented to the Alameda County Board of Supervisors-Social Services Committee. Afterwards she asked for comments. Several members shared suggestions regarding the wording of the letter. E. Clemons stated that the letter was only a draft. She asked M. Rivera and A. Ford to work on the letter; and E. Clemons asked M. Rivera, A. Ford and S. Johnson to review the letter prior to the March 12th AC-OCAP Board Meeting. E. Clemons stated that since Supervisor Wilma Chan is the President of the Alameda County Board of Supervisors, a meeting should be set-up with her, the AC-OCAP Board Chair and Vice-Chair; at which time the “Ask” letter will be presented.

ACTION: M. Rivera and A. Ford will review the ask letter before the March 12th AC-OCAP Board Meeting. M. Rivera, Andrea Ford and Sandra Johnson will review the “Ask” letter.

ACTION: B. Carter will coordinate a meeting with Supervisor Wilma Chan. She will also notify Supervisor Nate Miley of the meeting.

ACTION: S. Ellis will send out an Outlook invite to Board members to inform them of the meeting.

4. Board Recruitment - District #1

District #1 Recruitment Letter - E. Clemons stated that the Recruitment Letter for District 1 will be mailed out this week. Ms. Green said she has a list of potential District #1 candidates from a



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, March 7, 2018 @ 5:30 P.M.

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

recent CDBG meeting.

Board Membership Term Roster - E. Clemons explained the Maddy Act (CA Code Section 54972. On or before December 31 of each year, each legislative body shall prepare an appointment list of all regular and ongoing boards, commissions, and committees which are appointed by the legislative body of the local agency. This list shall be known as the Local Appointments List. The list shall contain the following information: A list of all appointive terms which will expire during the next calendar year, with the name of the incumbent appointee, the date of appointment, the date the term expires, and the necessary qualifications for the position.)

(b) A list of all boards, commissions, and committees whose members serve at the pleasure of the legislative body, and the necessary qualifications for each position. She also stated that some of the board member terms are not correct. A meeting has been set up with Yvonna Cazares (of the Mayor’s Office) for Friday, March 16th to discuss AC-OCAP vacancies, Boards and Commission terms.

5. Pending Items

State/City CSBG Contracting Process Gantt Chart

AC-OCAP By-Law Committee

E. Clemons stated that AC-OCAP By-Law Committee is a work in progress.

6. Agenda Attachments

- 1. February 7, 2018 Executive Committee Minutes
- 2A. 2017 Annual Outcome Chart
- 2B. 2017 Fact Sheet
- 3A. Alameda County Board “Ask” Letter
- 4A. District #1 Recruitment Letter
- 4B. Board Membership Term Roster

7. Future/Proposed Agenda Items

S. Johnson stated that committee meetings should be cancelled if there is no action item(s).

ACTION: This item will be placed on the April 4, 2018 agenda.

8. Announcements

9. Open Forum

10. Adjournment (Action Item)

Motion: The meeting was adjourned at 6:10 p.m. M/S/Carried: S. Johnson/A. Ford/Unanimous. Motion Carried.



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, March 7, 2018 @ 5:30 P.M.

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

ACTION ITEMS:

1. Recruitment Letter – District #1
2. 2017 Outcome Chart to be included in the next Bd. pkg.
3. Board members are asked to attend the City Council meeting and well to speak to their City representatives about AC-OCAP request from Alameda County
4. AC-OCAP Board “Ask” Letter will be included in the March 2018 Bd. pkg.