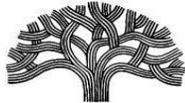




MINUTES



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

**Administering Board Teleconference**

Monday, March 08, 2021

Granicus Recording Link: [https://oakland.granicus.com/MediaPlayer.php?clip\\_id=4113](https://oakland.granicus.com/MediaPlayer.php?clip_id=4113)

**Board Members Present:** Gladys Green (Chair), Andrea Ford (Treasurer), Sandra Johnson (Secretary), Mitchell Margolis, Alicia Rossetti, Samantha Columbus, Njeri McGee-Tyner, John Michael Baratta, Mayor Libby Schaaf (Lisa Ruhland), Councilmember Carroll Fife (Tonya Love), Councilmember Noel Gallo (Emilia Ordaz-Salto), Councilmember Treva Reid (Rosa Velazquez), Supervisor Wilma Chan (Sarah Oddie), Supervisor Nate Miley (Angelica Gums), and Sean Callum

**Board Members Absent:** Monique Rivera and David Walker

**Staff:** Estelle Clemons, Dwight Williams, Don Raulston, Vanessa Floyd-Rodriguez, and Melissa Francisco

**Guests:** Stephanie Montgomery (City of Oakland, HSD), Michael Munson (City of Oakland, KTOP), and Rashida Washington (Alameda County Administrator’s Office)

**A. Call to Order/Recite AC-OCAP Promise**

S. Johnson called the March 08, 2021 Administering Board Teleconference to order at 5:35 p.m. The AC-OCAP Promise was recited.

**B. Roll Call/Determination of Quorum/Approval of Agenda**

Roll call was performed by M. Francisco. A quorum was established 5:40 p.m.

**MOTION:** To approve the March 08, 2021 Administering Board Agenda.

**M/S/Carried:** S. Oddie / L. Ruhland / Motion Carried Unanimously (G. Green and A. Gums not present).

**C. Approval of Draft February 08, 2021 Administering Board Minutes – Attachment C1**

**MOTION:** To approve the Draft February 08, 2021 Administering Board Minutes.

**M/S/Carried:** L. Ruhland / E. Ordaz-Salto / Motion Carried Unanimously (G. Green not present).

**D. Stephanie Montgomery, City of Oakland Human Services Department (HSD), Trauma Informed Systems Training 101**

Trauma Informed Systems Training 101 focused on how trauma and stress affects our bodies and minds, communities, organizations and systems. Collective Trauma was addressed within the context of the COVID-19 Pandemic. Throughout the training, S. Montgomery, members of the Board and staff shared their COVID-19 experiences and were given additional opportunities to participate beyond the board training. Board Members and staff were provided a shared vocabulary and awareness of what it means to be a trauma-informed team and how applying common practices can help heal our community.

**ACTION ITEM:** M. Francisco to provide Board Members the training slide presentation and event flyers by email.

**E. Open Forum – None.**

**F. Community Action Partnership (CAP) Updates (E. Clemons)**

**1. Board Update**

**A. Board Vacancies**

Oakland Community Development Block Grant (CDBG) District 1 remains vacant. There is a District 1 Applicant that is currently obtaining signatures to submit the required Petition.

**B. Oakland District 3 Appointee Designation Letter – Attachment F1B**

Councilmember Carroll Fife appointed Tonya Love to be the District 3 representative on the AC-OCAP Administering Board.

**C. 2020-2021 Statement of Economic Interests, Form 700, due April 1, 2021 – Attachment F1C**

Annual Statements are due by April 1, 2021. Please submit Form 700 to Oakland City Clerk by mail or file electronically by NetFile.

**D. 2021 Training/Travel**

**Mandatory Ethics Training** – Mandatory Ethics Training is required every two years. If members of the Board completed training in January 2020, they are not expected to undergo the 2021 training. For Board Members who missed the Mandatory Ethics Training

given in February 2021, please complete the training criteria by viewing the recorded training video:

[https://us02web.zoom.us/rec/share/yvRYkwamQNSIEfGUPAP1PV2py331g8KTKve85\\_QvyFIQe355TqWGYkkJT8fOVurC.bi3L151VELM9ljCi](https://us02web.zoom.us/rec/share/yvRYkwamQNSIEfGUPAP1PV2py331g8KTKve85_QvyFIQe355TqWGYkkJT8fOVurC.bi3L151VELM9ljCi)

**ACTION ITEM:** (A. Ford and A. Gums) must register for the Ethics Training or provide proof of Training by Friday, March 12, 2021.

**Equity Summit, Virtual, April 19 – 21, 2021** - National Community Action Partnership (NCAP) is presenting an Equity Summit with the theme of “Centering in Truth, Activating Community Healing & Resiliency.” The roster of equity leaders include: Dr. Georges Benjamin, Dr. Gail Christopher, Mr. Gary Cunningham, Dr. Raquel Hatter, and Dr. Michael McAfee.

**NCAP Annual Convention, Boston, MA, August 30 – September 3, 2021** The NCAP Annual Convention is the largest gathering of regional, state, and local Community Action Agencies in the United States, drawing more than 1,500 attendees each year. Travel at this time is tentative since the Convention may become a virtual event, contingent upon the COVID-19 pandemic.

## 2. 2021 Programming

### A. AC-OCAP Update (CSBG 2020, 2021 and 2020-2022 CARES)

The CSBG Annual Report for 2020 was submitted to the Department of Community Services & Development. The 2020 CSBG funding for grantees will be wrapped up by the end of March. An additional \$3000 was allocated to the Grantees for 2020. Staff Program Analysts D. Williams and V. Floyd-Rodriguez are working diligently on grants for 2021 and the 2020-2022 CARES Grant.

### B. 2022-2023 Community Needs Assessment/Public Hearings, due June 30, 2021

The 2022-2023 Community Action Plan (CAP) is a two-year roadmap outlining how qualifying agencies of the Community Service Block Grant (CSBG) plan to deliver CSBG programs. The CAP recognizes and assesses poverty-related needs and resources in Alameda County by gathering data from a broadly circulated community survey. The community survey is currently being translated into Spanish and Mandarin and will be available in the next two weeks. The Public Hearings will take place via Zoom Teleconference on June 10, 2021, due to COVID-19.

### C. 2020 Organizational Standards

The 2020 Organizational Standards Assessment review was completed on February 04, 2021. AC-OCAP received a 98% Met Rate, with only Standard 5.5 Not Met. Standard 5.5 states, “The department’s tripartite board/advisory body meets in accordance with the frequency and quorum requirements and fills board vacancies as set out in its governing documents”. AC-OCAP submitter notes include, “AC-OCAP has two open Community Sector seats, Oakland District 1 and Alameda County. Please note, while there are vacancies on the Administering Board, meetings have quorum.” Since the Assessment review, AC-OCAP has filled the Alameda County vacancy and currently has an applicant for District 1.

### D. 2020-2021 Earned Income Tax Credit (EITC) Campaign

E. Clemons reviewed the [getyourrefund.org/oakland](https://getyourrefund.org/oakland) hub statistics: 52 clients, 9 E-Files, four Quality Reviews, five Tax Preps, 18 Intake, and 16 Non-Fileers. The EITC program has a partnership with University of Berkeley Volunteer Income Tax Assistant (VITA) students, who are preparing taxes on the [getyourrefund.org/oakland](https://getyourrefund.org/oakland) hub. Drop-off appointments on Wednesday and Thursday at the Downtown Oakland Senior Center can be scheduled by calling the EITC Hotline at (510) 238-4911.

E. Clemons discussed the new [Golden State Stimulus](#), which provides \$600 -\$1200 cash payments to qualifying EITC individuals and families, and the new expanded Child Tax Credit offered by the American Rescue Plan is expected to bring millions of children above the poverty line.

**MOTION:** To accept E. Clemons Community Action Partnership Updates.

**M/S/Carried:** S. Callum / R. Velazquez/ Motion Carried Unanimously.

### E. Future/Proposed Agenda Items

- April – Equity Update (Darlene Flynn)
- May – CAP Month and 50<sup>th</sup> Anniversary of AC-OCAP
- June – Public Hearings
- July – Board Retreat
- September - Chamber of Commerce (Barbara Leslie)

Future agenda items are tentative. Barbara Leslie was rescheduled from June to September, to allow for the CAP Public Hearings to be conducted before June 30, 2021.

### F. Committee Report(s) /Announcements

**Committee (s)** – None.

**Oakland Rotary** – None.

**United Seniors of Oakland and Alameda County (USOAC)** (S. Johnson) reminded the board of USOAC’s Friday “Mini” Retreats and announced September 30 as the date for the Healthy Living Festival.

**Alameda County/Social Services/All IN/ Board of Supervisors (BOS)** (E. Clemons) announced a BOS special meeting on March 9, 2021 at 10 am.

**City of Oakland** – (T. Love) announced COVID-19 vaccinations at True Vine Ministries on March 27<sup>th</sup> and 28<sup>th</sup> and the March 13, 2021 Budget Webinar by Councilmember Carroll Fife.

(R. Velazquez) – announced the District 7 Community Clean-Up on March 13, 2021.

**Board Members/Others** – (A. Rossetti) announced the Alameda County Assessor’s Office Homeowners Expo, April 28, 2021. For more information follow link <https://www.acassessor.org/events/>

**ACTION ITEM:** Staff M. Francisco to email shared flyers and BOS meeting link to the Administering Board.

**G. Open Forum:** To request AC-OCAP Updates, Teleconference Notices, Agenda Packets and News please contact [AC-OCAP@oaklandca.gov](mailto:AC-OCAP@oaklandca.gov).

**H. Attachments**

- C1** Draft February 08, 2021 Administering Board Minutes
- F1B** Oakland District 3 Appointee Designation Letter
- F1F** 2020-2021 Statement of Economic Interests 700 Form

**I. Adjournment – Next Teleconference: April 12, 2021**

**MOTION:** To adjourn the March 08, 2021 AC-OCAP Administering Board Teleconference at 7:09 p.m.

**M/S/Carried:** N. McGee-Tyner/ A. Rossetti / Motion Carried Unanimously.

**FUTURE AGENDA ITEMS:**

HEALTH	HOUSING
Trauma Informed Care*	Tri-Valley Housing
La Clinica De La Raza	Community Housing – Path/Everyone Home
Alameda County Building Blocks Collaborative*	East Bay Housing Organization *
FINANCIAL EMPOWERMENT	Spectrum – LIHEAP/Weatherization
Cal Reinvestment	Oakland Housing Authority *
Earned Income Tax Credit/UWBA*	Alameda-County Housing Authority *
YOUTH	City of Oakland Housing Road Map *
Oakland Fund Children Youth (OFCY) *	Alameda County Housing Community Development
Oakland Youth Commission *	Alameda Housing Resource Center
REACH Ashland/Cherryland Youth Center *	EDUCATION
Early Care & Education Planning Council *	Promise Neighborhoods – Cal State East Bay *
Head Start/Early Head Start	EMPLOYMENT
AC Child Care *	Alameda County WIB *
Los Padres Unidos *	East Bay Sustainable Alliance
PUBLIC SAFETY	Oakland WIB *
Citywide Public Safety Plan –	Minimum Wage/Life-Up Oakland/\$15 hr
Cease Fire/Street Outreach *	Local Union
Oakland Unite *	West Oakland Job Resource Center Ella Baker Center
Seven Step (Re-Entry Population) *	BOARD DEVELOPMENT
AnnieCannons Inc *	Jim Masters – CAP History/Board Training *
SOCIAL JUSTICE	Jim Masters – Structure of the American Economy
East Oakland Collective *	Public Ethics Presentation *
Oakland Community Organization (OCO)	Strategic Planning
Urban Habitat *	FOOD SECURITY
FAMILIES	Alameda County Community Food Bank *
Social Services – TANF, GA *	TRANSPORTATION
All-In *	Alameda County Transportation Commission
Alameda County Hope Collaborative	COMMUNITY DEVELOPMENT
Rise Up*	CDBG*/CARES Act
Mayor’s Commission on Aging *	Census 2020 Complete Count*

(\* = PRESENTED)