



Alameda County - Oakland Community Action Partnership

Administering Board Teleconference

December 14, 2020 | 5:30 PM - 7:30 PM

COMMUNITY PARTICIPATION GUIDE

TO OBSERVE

- To view the meeting by Zoom video conference, click on this link: <https://zoom.us/j/99536383830> at the noticed meeting time.
- To listen to the meeting by phone, dial +1 669 900 9128 at noticed meeting time.
- When prompted, enter Meeting/Webinar ID: 995 3638 3830
- Listening outside of California? Find a full list of Zoom dial-in numbers at: <https://zoom.us/zoomconference>

TO COMMENT

- To comment by Zoom video conference, you will be prompted to use the "Raise Your Hand" button to request to speak. When it is your turn to speak, you will be unmuted to make public comments.
<https://support.zoom.us/hc/en-us/articles/205566129-Raise-Hand-In-Webinar>
- To comment by phone, you will be prompted to "Raise Your Hand" by pressing "*9" to request to speak. When it is your turn to speak, you will be unmuted to make public comments.

ADDITIONAL INSTURCTIONS

- Instructions on how to join a meeting by video conference is available at: <https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting#>
- Instructions on how to join a meeting by phone is available at: <https://support.zoom.us/hc/en-us/articles/201362663-Joining-a-meeting-by- phone>



Alameda County - Oakland Community Action Partnership

Administering Board Teleconference

December 14, 2020 | 5:30 PM - 7:30 PM

BOARD MEMBER "PANELIST" PARTICIPATION GUIDE

RECOMMENDED METHOD

- Customize your profile with your City approved graphic.
- Join the teleconference as a Panelist by clicking on the Zoom invite link.
- Sign on to webinar 15 minutes early to ensure your speakers and mic work. A technical roll call will be performed.
- Do not share your link with other Panelists or members of the community.
- The Zoom link on the Agenda, Community Participation Guide and AC-OCAP website is for Attendees only.
- Panelists must raise hand and be recognized by the Chair. Staff will unmute Panelist to speak. If a Panelist muted their mic, they need to accept the unmute prompt before they are unmuted.

<https://support.zoom.us/hc/en-us/articles/205566129-Raising-your-hand-In-a-webinar>

ALTERNATIVE METHOD

- Join by telephone, dial +1 669 900 9128, enter **WEBINAR ID: 995 3638 3830** when prompted. You will enter the Teleconference as an Attendee. Expect to be on hold as the host completes technical roll call.
- To request to speak, "Raise Your Hand" by pressing "*9" and wait to be unmuted.

If you have any questions, please contact Melissa Francisco @ MFrancois@oaklandca.gov.



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 Teleconference

Monday, December 14, 2020 5:30 p.m.

Zoom Community Participation Link: <https://zoom.us/j/99536383830>

Board Membership: Gladys Green (Chair), Monique Rivera (Vice Chair), Andrea Ford (Treasurer), Sandra Johnson (Secretary), Councilmember Lynette McElhaney (Brigitte Cook), Supervisor Nate Miley (Angelica Gums), Supervisor Wilma Chan (Sarah Oddie), Councilmember Larry Reid (Robert Cox), Councilmember Noel Gallo, Mayor Libby Schaaf (Lisa Ruhland), Njeri Mc Gee-Tyner, Sean Callum, Samantha Columbus, David Walker, Mitchell Margolis, and Alicia Rossetti

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

AGENDA

- A. 5:30p.m. **Call to Order/ Recite AC-OCAP Promise**

- B. 5:35p.m. **Roll Call/Determination of Quorum/Approval of Agenda**
ACTION ITEM:

- C. 5:40 p.m. **Approval of Draft November 9, 2020 Administering Board Minutes – Attachment C1**
ACTION ITEM:

- D. 5:45 p.m. **Open Forum**

- E. 5:50 p.m. **Pandemic Report: Alison DeJung, Eden I&R/2-1-1**

- F. 6:20 p.m. **Community Action Partnership Updates (E. Clemons)**
 - 1. **Board Update**
 - A. Board Vacancies -- Oakland District 1 and Alameda County Community Representative
 - B. District 5 Elected Official Appointee Designation Request – **Attachment F1B**
 - C. 2020 NCAF Annual Conference, Virtual, "2020 hindsight" Report Out

 - 2. **2021 Draft CSBG Budget – Attachment F21**
ACTION ITEM:

 - 3. **2020 Programming**
 - A. 2020-2021 EITC Update
 - B. 2020 CSBG/CARES Grantee and Program Update
 - C. AC-OCAP Strategic Plan Update – **Attachment F3C**

- G. 6:50 p.m. **AC-OCAP Board Officer Elections/Voting – Attachment G1**
ACTION ITEM:

- H. 7:15 p.m. **Future/Proposed Agenda Items (see chart below)**
 - January - Mayor Libby Schaaf, City of Oakland
 - February - Alameda County Board of Supervisors, CDBG CARES Update (Gregory Garrett), Trauma Informed Systems (Stephanie Montgomery), Equity Update (Darlene Flynn), Chamber of Commerce (Barbara Leslie)

- I. 7:20 p.m. **Committee Report(s)**
- J. 7:25p.m. **Announcements:**
 Oakland Rotary
 United Seniors of Oakland and Alameda County
 Alameda County Social Services/All In/Board of Supervisors City of Oakland
 Board Members/Others – **Attachment J1**

- K. 7:25 p.m. **Attachments**
- C1** Draft November 9, 2020 Administering Board Minutes
 - F1B** District 5 Elected Official Appointee Designation Request
 - F21** 2021 Draft CSBG Budget
 - F3C** AC-OCAP 2020-2025 Strategic Plan Report Draft
 - G1** Board Officer Election Policies and Procedures
 - J1** Financial Navigators Program Flyer

L. 7:30 p.m. **Open Forum**

M. 7:35 p.m. **Adjournment**
Next Teleconference: January 11, 2021
ACTION ITEM:

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)



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

Administering Board Teleconference

Monday, November 9, 2020

Granicus Link: https://oakland.granicus.com/MediaPlayer.php?clip_id=3895

Board Members Present: Gladys Green (Chair), Monique Rivera (Vice Chair), Andrea Ford (Treasurer), Sandra Johnson (Secretary), Mayor Libby Schaff (Lisa Ruhland), Supervisor Nate Miley (Angelica Gums), Supervisor Wilma Chan (Sarah Oddie), Councilmember Lynette McElhane (Brigitte Cook), Councilmember Larry Reid (Robert Cox), Njeri McGee-Tyner, Sean Callum, Samantha Columbus, David Walker, Mitchell Margolis, and Alicia Rossetti

Board Member Absent: Councilmember Noel Gallo

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

Guests: Lauren Broder (Resource Development Associates), Benjamin Mulholland (City of Oakland, KTOP), Alina Kwak (Fremont Family Resource Center Corporation)

A. Call to Order/Recite AC-OCAP Promise

G. Green called the November 9, 2020 Administering Board Teleconference to order at 5:34 p.m. The AC-OCAP Promise was recited.

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

Roll call was performed by staff M. Francisco. A quorum was established.

MOTION: To approve the November 9, 2020 Administering Board Agenda.

M/S/Carried: S. Johnson /N. McGee-Tyner. Motion Carried Unanimously.

C. Approval of Draft October 12, 2020 Administering Board Minutes – Attachment C1

MOTION: To approve the Draft October 12, 2020 Administering Board Minutes.

M/S/Carried: Rivera /A. Ford. Motion Carried Unanimously.

D. AC-OCAP 2020-2025 Strategic Plan: Lauren Broder, Resource Development Associates – Attachment D1

E. Clemons announced the completion of the One-Sheet and the need for final approval from the Administering Board. Lauren shared the One-Sheet on the Teleconference screen, noting the final edits and Community Action Partnership branding. Lauren then shared the full strategic plan on the Teleconference screen, that has yet to undergo graphic design.

M. Rivera shared her experience using the One-Sheet to explain to her colleagues at Kaiser, what community action is.

M. Rivera expressed her appreciation for the hard work that went into creating the AC-OCAP 2020-2025 Strategic Plan.

MOTION: To approve the AC-OCAP 2020-2025 Strategic Plan One-Sheet.

M/S/Carried: D. Walker /R. Cox. Motion Carried Unanimously.

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

1. Board Update

A. Board Vacancies – There are two administering board vacancies: Oakland CDBG District 1 and Alameda County Community Representative. E. Clemons' presentation to the Alameda County Board of Supervisors, Social Services Committee was received by Supervisor Nate Miley, who committed to assisting with Alameda County Board membership recruitment. The Board vacancies are listed on VolunteerMatch, with the link to AC-OCAP's recruitment announcement. Urban Habitat and Mandela Entrepreneurs have agreed to share membership opportunities with their networks. The recruitment announcement will also be featured in the City of Oakland Human Services Department Newsletter. E. Clemons asked Board and community members to help recruit candidates.

B. 2020 National Community Action Foundation (NCAF) Annual Conference, Virtual, "2020 hindsight" – Post-Election Session: November 5 & 16, 2020 | General Session: October 17-18, 2020 - Board Members and staff are registered for NCAF's Unlimited Package, which provides access to all three sessions of the virtual conference. If Board Members are unable to attend live sessions, please go to your Attendee Hub at any time and view your personalized agenda, join or replay any of your registered sessions and play back on-demand session recordings.

C. Board Officer Election (12-14-20) and Board Membership Terms - Attachment E1C - Board Membership Terms were shared on the Teleconference screen. District Elections resulted in the reelection for Councilmember N. Gallo of Oakland District 5, and new incumbents for Oakland District 3 and 7. B. Cook, representative for Councilmember L. McElhaney of Oakland District 3, was thanked for her dedication and service to the AC-OCAP Administering Board. The election for new Board Officers is scheduled for the December 14, 2020 AC-OCAP Administering Board Teleconference.
2020 Programming

2. 2020 Programming

A. Alameda County Board of Supervisors (BOS) Social Services Committee Presentation Update – E. Clemons' BOS Presentation on October 26, 2020 was received by Supervisor Nate Miley. Supervisor Miley pledged to advocate for the \$50,000 contribution for share of overhead costs associated with administering Community Services Block Grant (CSBG) funding in Alameda County. E. Clemons acknowledged A. Rossetti and N. McGee-Tyner for their attendance at the BOS Presentation, as board representation and support is very much appreciated. After the presentation, E. Clemons and staff M. Francisco followed-up with Erin Armstrong from Supervisor Miley's office to discuss (1) AC-OCAP's county "Ask" for \$50,000, (2) placed based facility for employment training in Ashland/Cherryland, and (3) Board Recruitment for Alameda County Representative. Human Service's Director Sara Bedford and E. Clemons plan to write a new "Ask Letter" on behalf of Ed Reiskin, the new City Administrator, appealing for a fair share contribution from the county. Updates will be forthcoming.

B. 2020-2021 Earned Income Tax Credit (EITC) Update – Due to the COVID-19 pandemic, many services requiring face-to-face contact are moving to the ground-floor. This shift in workspace has upended the EITC program located within The Oakland Business Assistance Center. Staff is diligently working to try to place the EITC program before the 2021 tax season begins. There may be space at one of the senior centers, perhaps at the downtown location. As announced previously, due to the state budget crisis second year state funding was discontinued for the Cal/EITC partnerships: East Bay Asian Local Development Corp (EBALDC), San Antonio CDC, Fremont Resource Center, and Chabot Las Positas. The AC-OCAP's EITC/Volunteer Income Tax Assistance (VITA) site will continue to offer free tax assistance services.

C. 2020-2022 CSBG/CARES Grantee and Program Update – Staff is working with grantees to expend their 2020 funds by December 31, 2020. The 2021 allocation letter from the state was received, and E. Clemons is currently preparing the resolution to go before City Council. There CSBG CARES funds are valid through the end of May 2022. The CSBG CARES resources are to go directly to low-income program participants. This money may be used to pay rent, mortgages, car notes, and for wraparound services. After surveying grantees, it was found that some do not have the means to administer funds directly to clients. So, staff is looking into working with a provider to administer the funds. Using such a provider will offer many benefits, including obtaining specific data on client spending.

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

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

F. Future/Proposed Agenda Items

- January - Mayor Libby Schaaf, City of Oakland
- February - Alameda County Board of Supervisors, CDBG CARES Update (Gregory Garrett)

Trauma Informed Systems (Stephanie Montgomery), Equity Update (Darlene Flynn), Chamber of Commerce (Barbara Leslie) Alison DeJung of Eden I&R/2-1-1 will present referral project findings at the December 14, 2020 Administering Board Teleconference.

G. Committee Report(s) – None.

H. Announcements

Oakland Rotary – None.

United Seniors of Oakland and Alameda County – S. Johnson reported USOAC's Virtual 29th Annual Convention is planned for Friday, November 13, 2020 9am -3pm.

Alameda County/Social Services/All IN – None.

City of Oakland – E. Clemons encouraged Board Members to become involved in the **Reimagining Public Safety Taskforce**. The next Community Listening Session is scheduled for Tuesday, December 8, 2020 (6:00-7:30 pm) [Oakland Reimagining Public Safety Task Force Community Listening Session](#)

A flyer for **Oakland's 29th Annual Community Day of Thanks**, November 24, 2020 was shared on the Teleconference Screen.
Others – None.

I. Attachments

- C1** Draft October 12, 2020 Administering Board Teleconference Minutes
- D1** 2020-2025 Strategic Plan: One Sheet
- E1C** Board Membership Terms and Election Procedures

J. Open Forum – None.

K. Adjournment – Next Teleconference: December 14, 2020

MOTION: To adjourn the November 9, 2020 AC-OCAP Administering Board Teleconference at 6:51pm.

M/S/Carried: S. Johnson/S. Callum. Motion Carried Unanimously.

FUTURE AGENDA ITEMS:

HEALTH	HOUSING
Trauma Informed Care*	Tri-Valley Housing
La Clinica De La Raza	Community Housing – Path/Everyone Home
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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
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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 *
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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)

Subject: DISTRICT 5 ELECTED OFFICIAL APPOINTEE FOR THE AC-OCAP ADMINISTERING BOARD

FW: Sent on behalf of Estelle Clemons: District 5 Elected Official Appointee for the AC-OCAP Administering Board
AC-OCAP Board Fact Sheet.pdf

From: Francisco, Melissa

Sent: Wednesday, December 2, 2020 10:50 AM

To: 'Noel Gallo (NGallo@oaklandca.gov)' <NGallo@oaklandca.gov>

Cc: Ordaz-Salto, Emilia <EOrdaz-Salto@oaklandca.gov>; Clemons, Estelle <EClemons@oaklandca.gov>

Subject: Sent on behalf of Estelle Clemons: District 5 Elected Official Appointee for the AC-OCAP Administering Board



City of Oakland

LIONEL J. WILSON BUILDING ● 150 FRANK H. OGAWA PLAZA, SUITE 4340 ● OAKLAND, CA. 94612
Human Services Department
Alameda County – Oakland Community Action
Partnership

December 2, 2020

Dear Councilmember Noel Gallo,

Congratulations on your re-election!

Thank you for your continued support in helping the Alameda County – Oakland Community Action Partnership Agency fulfill its mission of *eliminating poverty and its effects in Oakland and throughout Alameda County*.

Per federal Community Services Block Grant (CSBG) regulations and AC-OCAP's Administering Board Bylaws, "The Councilmember may be represented by a designated representative of their individual choice" during his or her term.

Please confirm your selection of a new representative to serve on your behalf to the Community Action Partnership Administering Board **before January 11, 2021**. The Board meets the second Monday of every month in City Hall, 1 Frank H. Ogawa Plaza, in Hearing Room 3 at 5:30pm (currently via a Zoom Webinar due to COVID-19).

If you should have any questions or require additional information, please feel free to contact me at 510-238-3597. I look forward to hearing from you.

Sincerely,

Estelle Clemons

Estelle Clemons
AC-OCAP Director

Attachment: AC-OCAP Board Fact Sheet

	Alameda County All In - New War on Poverty ; Tri Valley; Fatherhood	78363	54911-Services Contracts	10,000		
	AC OCAP Programming	78363	51911-MISC OCAP PROGRAMS; 53314 Adver	57,660		Advertising, Promotion Added, Tshirts
				-		
	Discretionary Grant (\$32,000)					must have own project # (Annie)
	TOTAL Internal					
20.6	Sub-total - Subcontractors			715,910	614,965	
20.7	Other Costs/(Dept.OH costs) 12.93%	78362	58521 - DEPT. OVERHEAD	15,509	18,557	7.45% DOH (Annie Updated)
	Subtotal Program Costs			1,143,479	1,113,725	
	Total CSBG Funds			1,396,158	1,396,158	Plus \$32,000 Discretionary (2020)
	Unallocated Funding (Deficit)			0	(0)	2021 use GPS or Discretionary
	* Furlough Savings					

Note: Administrative Cost must be below 12% of total budget

2021 AC-OCAP Operating Budget	2019	
2020-2022 CSBG CARES	176,000	
City CSO GPF Contribution	98,980	
City ISF GPF Contribution	25,455	
City I GPF Contribution	6,372	
Oakland Promise Brilliant Baby	1,500,000	
Eden I and R General Fund	100,000	
Walk to End Poverty (Donations)	35,699	
CHD Mayor's Hunger Program - 78111	100,000	
Summer Lunch	379,620	
CENTRAL LEGAL CONTRACT	150,000	
Total	2,422,126	
2021 CSBG - Federal Grant	1,354,323	
2021 AC-OCAP Total Operating Budget	3,776,449	

Total Administrative Budget
 12% of CAP Administrative Budget
 Allowable Administrative Costs 542,916 12.00%

CSD contract 20F-3002

12/7/2020 13:40

DRAFT



2020 - 2025 STRATEGIC PLAN

Alameda County - Oakland
Community Action Partnership





ACKNOWLEDGMENTS

The Alameda County – Oakland Community Action Partnership would like to thank:

The Community Economic Opportunity (C.E.O.) Network of grantees for sharing their experiences and providing feedback to inform our planning effort;

Alameda County anti-poverty thought partners for providing valuable insight;

Staff for their contributions, guidance and support; and

The AC-OCAP Administering Board and Strategic Planning Ad-Hoc Committee for countless hours of thoughtful dialogue, editing, and decision-making.

This plan was developed with support from Resource Development Associates (RDA) under contract with the Alameda County – Oakland Community Action Partnership.

ABOUT US



The Alameda County - Oakland Community Action Partnership (AC-OCAP) is a public city agency federally funded through the Community Services Block Grant (CSBG). AC-OCAP is committed to creating community-based programs and pathways that lead to social and economic empowerment and prosperity, with the aim of ending poverty within Oakland and throughout Alameda County (excluding the City of Berkeley). Rooted in assessing and analyzing the needs of the community, and using a trauma-informed approach, the AC-OCAP strategic plan centers around funding local community level services that align with the agency's priority focus areas. These focus areas are all aimed at eradicating poverty through an equity lens to address the needs of Black, Latinx, Indigenous, People of Color (BLIPOC) residents.



THE COMMUNITY ACTION PARTNERSHIP

Since 1971, AC-OCAP as a public agency has been a part of the broad national Community Action Partnership (CAP) network of nearly 1,000 agencies that are embedded throughout communities all across the United States. This network was created by President Lyndon B. Johnson as part of the 1964 national War on Poverty. As the issue of social and economic inequities continues to impact our low-income communities and families, the National Community Action Partnership (NCAP) network association has adopted the following three overarching goals: 1) Individuals and families with low-incomes are stable and achieve economic security; 2) Communities where people with low-income live are healthy and offered economic opportunity; and 3) People with low-income are engaged and active in building opportunities in communities. These goals and the network Theory of Change were considered throughout the AC-OCAP strategic planning process. Additionally, the agency is guided by sixteen national organizational standards that are broken into five categories to guide maximum feasibility and organizational vision and direction. These standards include commitments to guide consumer input and involvement, community engagement, community assessment, organizational leadership, and board governance.



The national Community Action Partnership's adopted promise is to change people's lives, embody the spirit of hope, improve communities, and make America a better place to live. The Community Action Partnership cares about the entire community and is dedicated to helping people help themselves and each other.



OUR CURRENT STRATEGIC RESPONSE

GUIDED BY CORE VALUES

placeholder for values infographic

The AC-OCAP Administering Board, comprised of local community members, elected officials, and community partners, identified the following five core values as a declaration to intentionally guide how the agency moves forward in implementing its strategic plan.



OUR MISSION

To end poverty within the City of Oakland and throughout Alameda County.

OUR VISION

To improve our community by creating pathways that lead to economic empowerment and prosperity.

OUR PURPOSE

The Community Action Partnership has the responsibility to plan, develop, and execute efforts to alleviate poverty and work toward systemic change to enhance the opportunities for families of low-income throughout Alameda County to achieve self-sufficiency. Self-sufficiency is defined by AC-OCAP as having the means and opportunity to meet a range of individual needs.

ROOTED IN COMMUNITY

AC-OCAP is results-oriented and conducts a comprehensive community needs assessment every two years to keep its community profile current and identify areas of need.

According to AC-OCAP's 2019 Community Needs Assessment, the leading areas of concern for Alameda County residents are affordable housing (69%), education (39%) and homelessness (31%). According to the 2013-2017 American Community Survey (ACS), it is estimated that 11.3% (181,194) of Alameda County residents live below the federal poverty level. It is worth noting that while Alameda County is one of the most diverse counties in the nation, African Americans account for only 11.1% of the County's population, but 22.4% live in poverty and make up 49% of Alameda County's homeless population.

Alameda County children are also overrepresented among those living in poverty, with nearly one in every eight of the County's 340,749 children under 18 years of age living in poverty according to 2013-2017 ACS survey. In particular, Latinx children make up almost half (46.7%) of the children living below the poverty level. The 2017 survey also reports the significant growth in the number of Transition Age Youth experiencing homelessness, increasing 122% from 414 in 2015 to 919 in 2017. Older generations also experience poverty in Alameda County, with 9.4% (19,201) of seniors 65 years and older living below the poverty line, 39.8% of which are of Asian descent.

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for infographic
element*



AC-OCAP utilizes the following community indicators of poverty when establishing and tracking the progress of their goals: income, unemployment, education, childcare, health coverage, food security, affordable housing, homelessness, and public safety.

During the creation of the 2020-2025 strategic plan goals, AC-OCAP utilized the Results Oriented Management and Accountability (ROMA) Cycle and Logic Model for Planning framework. The framework ensures that each goal is SMART (specific, measurable, achievable, relevant to the mission and vision, and time-oriented), and sustainable by aligning them with targeted activities, inputs, outcomes and indicators, informed by the community needs assessment. The ROMA Cycle begins with Assessment, where community needs, resources, and agency data are assessed. Then the cycle moves to Planning, using the agency mission statement and assessment data to identify results and strategies. Following is Implementation where services and strategies produce results, and Achievement of Results occurs when progress is observed and reported out. The last element of the cycle is Evaluation, in which data is analyzed and compared with benchmarks. This final element feeds back into the Assessment stage and the cycle repeats to foster continuous improvement in achieving equitable results, improving management, and increasing accountability.

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for infographic
element*



THE NEXT FIVE YEARS

During the strategic planning process, AC-OCAP modified its focus areas to narrow in and create impactful and results-driven goals that aligned with the agency's community-driven approach. For each goal, the related strategies and outcomes have been summarized below.

FOCUS AREA ONE

ENTREPRENEURSHIP, JOB TRAINING, & EMPLOYMENT PLACEMENT



The Entrepreneurship/Job Training & Employment Placement focus area aims to help people with low-income and the hard to serve population build skills that lead to employment.

OUR GOAL

Increase workforce development opportunities for Black, Latinx, Indigenous, People Of Color (BLIPOC) residents with low-income that lead to employment or entrepreneurship.

HOW WE'LL GET THERE

AC-OCAP plans to achieve this goal by improving the employment continuum to encompass low skilled workers and by aligning its funding with the Workforce Investment Opportunity Act (WIOA) to support demand-sector training and entrepreneurial opportunities.

HOW WE'LL HELP PEOPLE AND CHANGE LIVES

The creation of an employment continuum and entrepreneurial opportunities that allows Alameda County's low-income residents to earn a livable wage.

FOCUS AREA TWO

LOW-INCOME HOUSING



The **Low-Income Housing focus area strives to increase opportunities that help people with low-income access safe temporary shelter and/or stable affordable housing /homeownership.**

OUR GOAL

End homelessness for BLIPOC families with children; and seniors 55 years and up.

HOW WE'LL GET THERE

This goal will be achieved by partnering with and funding organizations focused on increasing the number of un-housed families with children and/or seniors who obtain housing.

HOW WE'LL HELP PEOPLE AND CHANGE LIVES

Homeless BLIPOC families with children and seniors 55 years and up will have stable and secure housing (shelter, transitional, permanent).

FOCUS AREA THREE

COMMUNITY DEVELOPMENT



The **Community Development focus area aims to increase access, opportunities, and resources for Alameda County and Oakland’s low-income community.**

OUR GOAL

Increase access to resources and information, and empower BLI-POC residents with low-income to build assets and wealth.

HOW WE’LL GET THERE

This goal will be achieved through hosting community fairs and using collaborations to offer skill training and other resources; and increasing food security and access to the Earned Income Tax Credit (EITC), banking services, financial coaching, credit repair, debt reduction and home ownership.

HOW WE’LL HELP PEOPLE AND CHANGE LIVES

Increased net-wealth and security within low-income BLIPOC communities that is supported by economic development.

FOCUS AREA FOUR

CIVIC ENGAGEMENT & ADVOCACY



The **Civic Engagement and Advocacy focus area aims to increase public awareness, expand partnerships, and empower low-income communities to take action.**

OUR GOAL

Empower BLIPOC residents with low-income to advocate for systems-change and harness political power.

HOW WE'LL GET THERE

Leverage existing networks and fund grassroots trusted community leaders and Community Based Organizations (CBOs) that empower and advocate for communities of color (e.g., voter registration, citizenship).

HOW WE'LL HELP PEOPLE AND CHANGE LIVES

BLIPOC residents will be empowered, access to resources will be increased, and local determination and self-actualization will be realized.

FOCUS AREA FIVE

CAPACITY BUILDING



The **Capacity Building** focus area is aimed at expanding the agency's capacity in order to address and eradicate poverty throughout Oakland and Alameda County.

OUR GOAL

Raise awareness and transform AC-OCAP's community impact into a MOVEMENT. #EndPovertyNowAC

HOW WE'LL GET THERE

Leverage relationships to build an anti-poverty coalition and create a community campaign to end poverty now.

HOW WE'LL HELP PEOPLE AND CHANGE LIVES

Disenfranchised, marginalized, low-income communities of color in Alameda County are engaged and mobilized, and working in collaboration with AC-OCAP to end poverty.



CITY OF OAKLAND
Department of Human Services
COMMUNITY ACTION PARTNERSHIP

BOARD OFFICER ELECTION POLICIES AND PROCEDURES

POLICY

The officers of the Community Action Partnership Administering board shall be Chair, Vice chair, Secretary and Treasurer. All officers must be members of and elected by the Board. Officers shall serve two-year terms, or until she or he resigns or becomes disqualified, or until a successor shall be named. The election of officers will be held every other year with those elected assuming office commencing January.

PROCEDURES

1. Per Article V of the bylaws, "election of each officer shall be at the regular monthly meeting of the Administering Board in December, bi-ennially" and must be agendized and noticed in advance.
2. At the noticed meeting, establish that a quorum is present. A quorum for CAP is the *majority* of the eighteen (18) member board or ten (10) members.
3. Reiterate Board bylaw that stipulates "No Proxy voting": Refer to Section VII.D.5 of the Bylaws that state that "proxy voting by any Administering Board Member shall be prohibited at meetings of the Administering Board and its Committees." For clarity's sake, proxy is defined as "the authority or written authorization to act for another."
4. Nominations can be made from the floor or via the nomination form.
5. Accept nominations for each Office: Chairperson, Vice Chairperson, Secretary and Treasurer. After each nomination, announce that the nomination for that office is "closed".
6. Either announce or write the nominees' names on the board. Here is an example:

For Chairperson: Donna Jones
Michael Williams
Freda Fisher



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7. Each candidate is allowed no more than 2 minutes to present their reason for seeking office.
8. A ballot for each office is distributed and then each Board member is asked to write in the name of the candidate of their choice and return the folded ballot to persons in charge of counting. Ballots are signed by board member. Ballots are not distributed until the slate of officers is established.
9. Tallying of votes should be done by staff and at least one board member who are not running for office. When the ballots have been counted, they are given to the presiding officer who announces the results. The results must be read in their entirety. For example, Donna Jones has been elected as the new chairperson by receiving a total of 10 votes.
10. This procedure is repeated until all officers have been elected. In the event of a tie, ballots are re-distributed and the vote is taken again.
11. In the case where a candidate is running unopposed, only a single vote is needed to elect them. This can be handled with a verbal motion to "elect Donna Jones by acclimation" **This motion must be seconded.**
12. A motion should be rendered that the ballots be kept for 30 days and then destroyed.
13. Return control of the meeting to the current Chairperson. The newly elected officers will assume their role at the next regularly scheduled meeting in January. At that time, the "Acting" chairperson will officially relinquish the gavel to the newly elected chairperson.



Do you need help managing your money or accessing public programs because of COVID-19?

The City of Fremont, in partnership with the International Rescue Committee in Oakland, is providing phone-based Financial Navigation services at no cost to all **Alameda County residents** through a new **Financial Navigator Program**.

Financial Navigators are now available to help you manage financial issues, identify immediate action steps, and make referrals to other programs and services.

Sign Up for the FREE Financial Navigator Program

- 1** Visit <https://finnav.org/alameda> or call the Fremont Family Resource Center 510.574.2000
- 2** Register for a call by providing your name, zip code, language preference, phone number and/or email address.
- 3** A Financial Navigator will call you within 48 hours to begin your free session. A session lasts approximately 30 minutes.

What Happens During Your Free Session?

A Financial Navigator will ask you a series of questions about your concerns. Some examples of financial topics could include:

- Prioritizing payments for expenses, like housing, food, and insurance.
- Maximizing income through accessing emergency cash assistance, emergency loans, unemployment or short-term disability.
- Managing debt and guiding negotiations with creditor.
- Avoiding predatory scams.

Together you will prioritize concerns, expenses, and identify next steps.

Please note – Financial Navigators do not provide financial assistance like cash or loans.

