



Alameda County - Oakland Community Action Partnership

Executive Committee Teleconference

October 7, 2020 | 5:30 PM - 7:00 PM

COMMUNITY PARTICIPATION GUIDE

TO OBSERVE

- To view the meeting by Zoom video conference, click on this link: <https://zoom.us/j/94038219111> 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/WebinarID: 940 3821 9111**
- 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>



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COMMITTEE 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: 940 3821 9111 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 @ MFranco@oaklandca.gov.



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

Visit us on the web at AC-OCAP.com or contact us by mail at AC-OCAP@oaklandnet.com

Vision Statement: To end poverty within the City of Oakland and throughout Alameda County

EXECUTIVE COMMITTEE TELECONFERENCE

Purpose: The Executive Committee may act for the Administering Board on matters which cannot await the next scheduled meeting of the Board, as determined by the Executive Committee, and notify the Board, at its next meeting, of that action.

Wednesday, October 7, 2020, 5:30 p.m.

Community Participation Link: <https://zoom.us/j/94038219111>

Committee Members: Gladys Green (Chair), Monique Rivera (Vice Chair), Andrea Ford (Treasurer), Sandra Johnson (Secretary), Councilmember Lynette McElhaney (Brigitte Cook), Supervisor Wilma Chan (Sarah Oddie)

Staff: Estelle Clemons and Melissa Francisco

AGENDA

1. **Call to Order/Roll Call/Determination of Quorum.**
2. **Approval of Draft December 4, 2019 Executive Committee Meeting Minutes - Attachment 2**
ACTION ITEM:
3. **CSBG 2020-2022 CARES Budget and Programming Discussion – Attachment 3**
4. **Alameda County Community Food Bank GOTV Partnership – Attachment 4**
5. **Strategic Planning Update – Attachment 5**
6. **2020 Travel**
2020 NCAF Annual Convention, Virtual – Pre-Election Session: October 29-30, 2020 | Post-Election Session: November 5-16, 2020 | General Session: November 18, 2020
7. **Agenda Attachments**
 - 2 Draft December 04, 2019 Executive Committee Meeting Minutes
 - 3 CSBG 2020-2022 CARES Budget
 - 4 GOVT Partnership Postcard and Poster
 - 5 Strategic Planning Draft One Sheet
8. **Future/Proposed Agenda Items**
 - AC-OCAP Bylaws
9. **Announcements**
10. **Open Forum**
11. **Adjournment**
ACTION ITEM:



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Visit us on the web at OaklandCap.org or contact us by mail at AC-OCAP@oaklandnet.com

Vision Statement: To end poverty within the City of Oakland and throughout Alameda County

EXECUTIVE COMMITTEE MEETING (STANDING)

Wednesday, December 4, 2019 @ 5:30 P.M.

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

Committee Members Present: Monique Rivera (Vice Chair), Andrea Ford (Treasurer), Sandra Johnson (Secretary), Sarah Ting for Supervisor Wilma Chan,

Excused: Gladys Green (Chair), Brigitte Cook for Councilmember Lynette McElhaney

Staff Present: Estelle Clemons and Melissa Francisco

Guests: Samantha Columbus

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

Monique Rivera (Vice Chair) called the meeting to order at 5:39 p.m.

Roll call was called by M. Rivera. A quorum was established.

2) Approval of Draft June 26, 2019 Executive Committee Meeting Minutes – Attachment 2

Motion: To approve the Draft June 26, 2019 Executive Committee Meeting Minutes.

M/S/Carried: A. Ford/S. Ting/Motion Carried with one abstention (S.Johnson).

Approval of Draft November 6, 2019 Executive Committee Meeting Minutes

Motion: To approve the Draft November 6, 2019 Executive Committee Meeting Minutes.

M/S/Carried: S.Ting/M. Rivera/Motion Carried with two abstentions (S.Johnson/A. Ford).

3) Draft 2020- AC-OCAP Budget and Program Year Discussion (E. Clemons) – Handout

E. Clemons explained the City Labor Union Contracts were only recently approved and therefore the 2020 AC-OCAP Budget was deferred until personnel costs were uploaded into the system. The Draft 2020 AC- OCAP Budget was given to the Committee (Handout) and E. Clemons detailed the breakdown of the administrative, program, operating, travel, and subcontracting costs.

The subcontracting costs are contingent upon City Council's approval of a resolution. Approval will take place at a yet to be scheduled Life Enrichment Committee (LEC) meeting.

Action: M. Francisco to send Outlook Calendar invite when LEC meeting date is published.

After approval, the thirteen recipients of funding for the 2020-2022 Request for Proposals (RFP) cycle will attend a mandatory Grantee Orientation Meeting. Board Members are encouraged to attend.

Action: M. Francisco to send Outlook Calendar invites when Orientation Meeting is schedule.

(Tentative Date: January 24, 2020).

Ford (Treasurer) affirmed satisfaction with the balanced Draft 2020 AC-OCAP Budget.

Motion: To approve the Draft 2020 AC-OCAP Budget for January 1, 2020 to December 31,2020.

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

4) Discussion of AC-OCAP Strategic Plan/Consultation (E. Clemons)

E. Clemons requested volunteers to review the Strategic Planning Consultant pool for feedback. M. Rivera and A.Ford volunteered to support Strategic Plan/Consultation review process. Feedback is due January 5, 2020.

Action: M. Francisco to email documents for review to M. Rivera and A. Ford

5) Board Recruitment Update (E. Clemons) – Attachment 5

- Board Recruitment is ongoing for District 1, District 2, District 4, and Alameda County Community District 3 (T. Jackson) will be vacant effective December 10, 2019. Preparation of mailers with AC- OCAP Board applications are underway, mailers to be sent to “Current Residents” in districts with open seats.
- The Board Membership Terms are up to date; yellow highlighted areas reflect current vacancies.
- Board Term Letters for S. Johnson, S. Callum and R. Velazquez were reviewed.
- Resignation Letters from C. Mixon and T. Jackson were reviewed.

All in attendance expressed their gratitude for S. Johnson (Secretary), the “other hand of CAP” for her timely diligence in reviewing meeting minutes. S. Columbus was commended for providing social media assistance. The Committee also wishes to relay appreciation to S. Callum for continuing to serve on the Board.

6) Pending Items

AC-OCAP Bylaws - Committee to discuss at next Executive Committee Meeting.

7) Agenda Attachments

- 2 Draft June 26, 2019 Executive Committee Meeting Minutes and Draft November 6, 2019 Executive Committee Meeting Minutes
- 5 Private Sector Membership Terms, Board Term Letters, Board Resignations Letters

8) Future/Proposed Agenda Items

AC-OCAP Bylaws

9) Announcements

None.

10) Open Forum

No comments.

11) Adjournment

Motion: To adjourn the meeting at 6:45 p.m.

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

Next Executive Committee Meeting: **January 08, 2020**

2020 – 2022 CSBG CARES – AC-OCAP



TOTAL ALLOCATION			\$ 1, 893,460
Proposed Budget/Spending Plan			
Admin	Personnel	Program Analyst III (40% = \$80,000 AC Contribution)	\$200,000
	Admin Exp.	40% AC = \$12,000	\$30,000
Program	Sub-contractors	AC (6 Grantees x \$90,000)	\$540,000
		Oakland (8 Grantees x \$90,000)	\$720,000
COVID Related Needs	Food Security		\$403,460
	PPE		
	Keep Oakland and Alameda County Housed (FII, All In, BACS, Catholic Charities, RFP (Ashland, Tri Valley, Tri Cities, Hayward, Oakland)		



ENDING HUNGER IS ON THE BALLOT



ALAMEDA COUNTY
COMMUNITY
FOOD BANK



終止饑餓始於投票

安排你的投票計劃在 accfb.org/vote

- ✓ 所需的資料確保你的投票被計算在內
- ✓ 可參與的機會



MAKE YOUR ELECTION PLAN at accfb.org/vote

- ✓ Information you need to make sure your vote counts
- ✓ Opportunities to get involved

ACABAR CON EL HAMBRE ESTÁ EN LA BOLETA DE VOTACIÓN

Haga su plan estas elecciones en accfb.org/vote

- ✓ Información para estar seguro de que su voto cuenta
- ✓ Oportunidades para involucrarse

Food is a human right.
We cannot end hunger without you.



Engage with Community at accfb.org/vote

食物是基本人權
沒有你，我們無法終止饑餓。

通過 accfb.org/vote 與我們的社區互動

LA ALIMENTACIÓN ES UN DERECHO HUMANO

No podemos acabar con el hambre sin ti.
Involucra a la comunidad en estas elecciones
en accfb.org/vote

Attachment 4

A Black woman with long braids, wearing a maroon shirt, is holding a large white sign with both hands. The sign has the text "WE WILL NOT BE SILENCED" in bold, black, sans-serif capital letters. The background is a blurred outdoor setting with a red building.

**WE WILL
NOT BE
SILENCED**

**Vote by
November
3rd**

[ACCFB.org/VOTE](https://accfb.org/vote)

Attachment 4



**ALAMEDA COUNTY
COMMUNITY
FOOD BANK**





AC-OCAP 2020-2025 Strategic Plan Overview One Sheet Text

*The text in below table will be designed in a standalone one-sheet to provide a high-level overview to the strategic plan.

AC-OCAP Focus Area	Goal for the focus area	Strategies/ How will the goal be achieved?
Entrepreneurship / Job Training & Employment Placement	<ul style="list-style-type: none"> Increase workforce development opportunities for Black, Latinx, Indigenous, people of color (BLIPOC) low-income residents that lead to employment or entrepreneurship. 	<ul style="list-style-type: none"> Improve the employment continuum, including entrepreneurial opportunities, and align AC-OCAP's funding with the Workforce Investment Opportunity Act (WIOA) demand-sector industry.
Low-Income Housing	<ul style="list-style-type: none"> End homelessness for: 1) BLIPOC families with children; and 2) seniors 55+. 	<ul style="list-style-type: none"> Partner with organizations focused on increasing the number of un-housed families with children and/or seniors who obtain housing.
Community Development	<ul style="list-style-type: none"> Increase access to resources and information, and empower BLIPOC residents with low-income to build assets and wealth. 	<ul style="list-style-type: none"> Host community fairs and use collaborations to offer skill training and other resources. Increase access to the Earned Income Tax Credit, banking, financial coaching, credit repair, debt reduction, and home ownership.
Civic Engagement & Advocacy	<ul style="list-style-type: none"> Empower BLIPOC residents with low-income to advocate for systems-change and harness political power. 	<ul style="list-style-type: none"> Leverage existing networks and fund grassroots trusted community leaders, organizing groups, and Community Based Organizations (CBOs) that empower and advocate for communities of color (e.g., voter registration, citizenship).
Capacity Building	<ul style="list-style-type: none"> Raise awareness and transform AC-OCAP's community impact in into a MOVEMENT. #ACEndPovertyNow 	<ul style="list-style-type: none"> Leverage relationships to build an anti-poverty coalition and create a community campaign to end poverty now.