



Alameda County - Oakland Community Action Partnership

Administering Board Teleconference

September 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/93966136032> 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: 939 6613 6032
- 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

September 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: 939 6613 6032 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 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, September 14, 5:30 p.m.

Zoom Community Participation Link: <https://zoom.us/j/93966136032> **Webinar ID: 939 6613 6032**

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 Schaff (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. 5:30 p.m. Call to Order/ Recite AC-OCAP Promise**
- B. 5:35 p.m. Roll Call/Determination of Quorum/Approval of Agenda**
ACTION ITEM:
- C. 5:40 p.m. Approval of Draft July 13, 2020 Administering Board Minutes – Attachment C1**
ACTION ITEM:
- D. 5:45 p.m. Presentation: Resource Development Associates, Strategic Planning – Attachment D1**
- E. 6:15 p.m. Community Action Partnership Updates (E. Clemons)**
 - 1. Board Update**
 - A. Board Vacancies -- Oakland District 1, Alameda County Community, and Rep for Councilmember N. Gallo
 - B. 2020 Virtual Annual Convention August 24-28, 2020 (E. Clemons, N. McGee-Tyner, S. Oddie, A. Rossetti, D. Williams, V. Floyd-Rodriguez, and M. Francisco) Report Out
 - C. NCAF Annual Convention (Virtual): November 17-18, 2020 – **Attachment E1C**
 - D. Board Membership Terms and Election Process Procedures – **Attachment E1D**
 - 2. AC-OCAP Programming**
 - A. California Earned Income Tax Credit (Cal/EITC) Update
 - B. Census 2020 – October 31, 2020 Revised End Date
 - C. COVID-19 Update – **Attachment E2C**
 - D. 2020-2022 CSBG CARES – AC-OCAP Budget Discussion – **Attachment E2D**
 - E. Approval of AC-OCAP Local Plan for CARES Act CSBG Supplemental Funding – **Attachment E2E**
- ACTION ITEM:**
- F. 6:45 p.m. Future/Proposed Agenda Items (see chart below)**
Proposed: Mayor Schaff, Alameda County Board of Supervisors, Stephanie Montgomery (City of Oakland), Darlene Flynn (City of Oakland), Barbara Leslie (Chamber of Commerce)

G. 6:50 p.m.

Committee Report (s):

1. Executive Committee (July 27, 2020)
2. Strategic Planning Ad-hoc Committee (September 2, 2020)

H. 7:00 p.m.

Announcements

Oakland Rotary
 United Seniors of Oakland and Alameda County
 Alameda County/Social Services/All In
 City of Oakland
 Others

I. 7:15 p.m.

Attachments

- C1** Draft July 13, 2020 Administering Board Teleconference Minutes
- D1** Draft Strategic Plan Overview
- E1C** NCAF Annual Convention Board Member Virtual Travel Request Form
- E1D** Board Membership Terms and Election Process Procedures
- E2C** Alameda COVID-19 Updates and AC-OCAP Partner Survey Results
- E2D** 2020-2022 CSBG CARES – AC-OCAP Budget Proposal
- E2E** AC-OCAP Local Plan for CARES Act CSBG Supplemental Funding

J. 7:20 p.m.

Open Forum

K. 7:30 p.m.

Adjournment

Next Teleconference: Monday, October 12, 2020

ACTION ITEM:

FUTURE AGENDA ITEMS: (* = PRESENTED)

| 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 |
| City of Oakland, Chief of Violence Prevention* | East Bay Works* |
| 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 – RDA* |
| 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 * |
| Mayor’s Commission on Aging * | Census 2020 Complete Count* |



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

Administering Board Teleconference

Monday, July 13, 2020, 5:30 p.m.

https://oakland.granicus.com/MediaPlayer.php?clip_id=3719

Board Members Present: 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), Njeri Mc Gee- Tyner, Sean Callum, Samantha Columbus, Mitchell Margolis, and Alicia Rossetti

Board Members Excused: David Walker

Board Members Absent: Councilmember Noel Gallo, and Mayor Libby Schaaf (Lisa Ruhland)

Staff: Sara Bedford, Estelle Clemons, Dwight Williams, and Melissa Francisco

Guests: Michael Munson (City of Oakland, KTOP), Lauren Broder; Resources Development Associates (RDA), John Cervetto (RDA), Emma Schifsky (RDA), Alina Kwak (Fremont Family Resource Center), Gidalthi Gonzalez (Civicorps), Meryl Klein (Alameda County Administrators Office), Sylvia Soublet (Director of the Office of Public Affairs, Alameda Social Services), and Assata Olugbaba (Community Member).

A. Call to Order/Approval of Agenda

G. Green called the July 13, 2020 meeting to order at 5:37 p.m.

MOTION: To approve the July 13, 2020 meeting Agenda.

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

B. Roll Call/Determination of Quorum/Recite AC-OCAP Promise

Roll Call was performed at 5:39 p.m. by Staff M. Francisco. A quorum was established. The AC-OCAP Promise recited.

C. Approval of Draft June 08, 2020 Administering Board Minutes – Attachment C1

MOTION: To approve the Draft June 08, 2020 Administering Board Minutes.

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

D. Presentation – Strategic Planning Update – M. Rivera and Lauren Broder (RDA)

M. Rivera, Vice Chair and Strategic Planning Ad-hoc Committee Member reported on the progress being made during weekly Ad-hoc Committee meetings. M. Rivera discussed AC-OCAP goals according to the five focus areas which include: Entrepreneurship/Job Training & Employment, Low-Income Housing, Community Development, Civic Engagement & Advocacy, Capacity Building. L. Broder reported on the Build-out of the Logic Model, explaining Resources, Activities (the how?), Outputs (metrics), Outcomes (who's better off) and Goal in a new graphic shared with the Board. E. Clemons discussed next steps, including additional weekly meetings in the month of July for the Strategic Planning Ad-hoc Committee (M. Rivera, A. Ford, S. Ting and D. Walker). Thanks was given to board members S. Callum, A. Rossetti, G. Green who also participated in some of the strategic planning meetings. The Board is on recess for the month of August, upon returning the Strategic Planning Ad-hoc Committee will meet to synthesize information for the presentation that will be given at the September 14, 2020 AC-OCAP Administering Board Meeting.

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

1. Board Update

A. Board Vacancies -- Oakland District 1, Alameda County Community - Recruitment efforts continue for Oakland District 1 and Alameda County Community. The Board is encouraged to assist in filling vacancies.

B. District 5 Elected Official Appointee Designation Request - Attachment E1B

Councilmember Noel Gallo of District 5 was sent an Official Appointee Designation Request, as R. Velazquez is no longer his representative.

C. District 3 Elected Official Appointee Designation, Sarah Oddie – Attachment E1C

S. Ting is no longer representing Supervisor Wilma Chan on the AC-OCAP Board. The Board received Wilma Chan's letter designating, Sarah Oddie as her new representative.

MOTION: To accept Sarah Oddie, as Supervisor Wilma Chan's AC-OCAP Board Representative.

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

National Community Action Partnership (NCAP) Virtual Annual Convention, Seattle WA, August 26-28

A slide was shared on the Teleconference screen providing Board Members information regarding NCAP's Virtual Convention. The virtual convention will showcase NCAP's strengths, strategies, and achievements. The last day of the Convention, Friday August 28, will be a Live Stream of the Commitment March (March on Washington 50th Anniversary). Interested Board Members are to email staff M. Francisco by July 17, 2020.

2. 2020 Programming

A. Community Services Block Grant (CSBG) 2020 Amended Budget and Coronavirus Aid, Relief, and Economic Security (CARES) Funding – Attachment E2A

The AC-OCAP CSBG 2020 Amended Budget, 20F-3002 was included in the Agenda Packet and shared on the Teleconference screen. Due to Oakland Private Industry Council and Bay Area Legal declining partnership, AC-OCAP is able to reallocate funds to existing grantees. This savings allows 13 grantees an additional \$3,000, increasing their existing \$40,000 grant to \$43,000. The Amended Budget also includes a \$32,000 Discretionary Grant, which will be discussed in greater detail at the Executive Committee Meeting (Special) on July 27, 2020.

The CSD Program Advisory CARES CPA-C-20-03 was included in the Agenda Packet and shared on the Teleconference screen. The advisory defines areas of service, limitations on expenditures and provides the framework for service delivery plans as required under the CSBG CARES Contract.

B. AC-OCAP 2020-2022 Grantees Programs & Services – Attachment E2A

The AC-OCAP 2020-2022 Grantees Programs & Services two-pager was included in the Agenda Packet and shared on the Teleconference screen. E. Clemons encouraged Board Members to become familiar with AC-OCAP's 2020-2022 partners using the program descriptions and website links.

C. California Earned Income Tax Credit (Cal/EITC) Update – Tax Day July 15, 2020

EITC Tax Assistance site located at 270 Frank H. Ogawa Plaza in the Business Assistance Center will continue to provide no cost tax preparation assistance through July 31, 2020. The new Young Child Tax Credit (YCTC) provides qualifying families with a child under the age of 6 with up to a \$1,000. Qualifying families may receive a tax credit check up to \$6,000. Call the EITC hotline at 510-238-4911 to schedule a no cost **drop-off** appointment.

IRS Economic Impact Payments – Non-filers must register for their Economic Impact Payment by October 15, 2020. To register follow the IRS link: <https://www.irs.gov/coronavirus/non-filers-enter-payment-info-here>

D. Census 2020 – October 31, 2020 Revised End Date

AC-OCAP staff continues to encourage the community to "Get Out The Count!" For tools, resources and info on the Census visit this link: www.CensusCounts.org. The National Self-Response rate is at 62.2%, Alameda County's Self Response rate is at 69.4%. To view up-to-date response rates go to the 2020Census [interactive map](#).

E. COVID-19 Update

CSBG Funds from salary savings and grantee savings supported food distribution from the onset of the COVID-19 shelter-in-place. A slide presentation with photos and outcomes demonstrated how CSBG funds met the immediate needs of the community. First Slide: "Safe Passages – Food Distribution" (\$20,000 CSBG Funds): April and May outcomes supported by AC-OCAP, included 75 Food distribution events, plus home deliveries in Oakland and Hayward, 2,045 families served weekly, 4,165 bags distributed weekly, for a grand total of 78,089 tons of food distributed. Second Slide: "Head Start – Food

Distribution (\$39,000 CSBG Funds)": April outcomes supported by AC-OCAP, included two drive-thru distribution sites at senior centers, 450 Head Start families served weekly, for a grand total of 9,100 meals. E. Clemons noted a critical challenge facing Head Start families during COVID-19 is unemployment, with 53% experiencing job loss.

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

M/S/Carried: S. Callum/R. Cox. Motion Carried.

F. Future/Proposed Agenda Items (see chart below)

Proposed: Oakland Mayor Libby Schaaf, Alameda County Board of Supervisors, Stephanie Montgomery (City of Oakland, Human Services Department), Darlene Flynn (City of Oakland, Director of Race and Equity)– Part 2, Barbara Leslie (Chamber of Commerce).

Mayor Schaaf is unable to present as requested at the upcoming Administering Board Meeting. Future/Proposed presentations shall resume in the Fall, after the Strategic Plan is delivered to the Administering Board on September 14, 2020.

FUTURE AGENDA ITEMS: (* = PRESENTED)

| 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 |
| City of Oakland, Chief of Violence Prevention* | East Bay Works* |
| 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 – RDA* |
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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 * |
| Mayor’s Commission on Aging * | Census 2020 Complete Count* |

G. Committee Report(s)

Strategic Planning Ad-hoc Committee – (M. Rivera, A. Ford, S. Ting and D. Walker)

M. Rivera provided a Committee report during Item D: Presentation.

Executive Committee – Special CARES Funding Meeting – Monday, July 27, 2020 at 5:30pm

The objective of the Special Meeting is to discuss the CARES Tentative Plan. The Plan is due to the state by July 31, 2020.

H. Announcements

Oakland Rotary – S. Callum announced the Rotary Club’s new 2020-2021 President, Cestra “Ces” Butner.

United Seniors of Oakland and Alameda County – No report.

Alameda County Social Services/All IN – No report from Social Services.

S. Oddie announced ALL IN Steering Committee Meeting scheduled for Wednesday July 15, 2020 @ 1pm.

City of Oakland – B. Cook announced Councilmember Lynette McElhane’s Town Hall Meeting: July 20, 2020 @ 6 – 7:30pm.

Others – No report.

I. Attachments

- C1** Draft June 08, 2020 Administering Board Minutes
- E1B** District 5 Elected Official Appointee Designation Request
- E1C** District 3 Elected Official Appointee Designation Letter
- E2A** Draft 2020 CSBG Amended Budget & CARES Funding Proposed Services
- E2B** AC-OCAP 2020-2022 Grantees Program and Services

J. Open Forum

Community Member, Assata Olugbab, stated today’s meeting may not have followed public participation guidelines under the Brown Act. A. Olugbab also requested information on how the African American community is served by AC-OCAP’s programs.

E. Clemons addressed A. Olugbab concerns, stating metrics by race are made available to the public, however today’s meeting was only an update. A. Olugbab was invited to continue the conversation offline and was asked to join the AC-OCAP’s mailing list to receive pertinent CAP information. To subscribe to AC-OCAP’s mailing list, please email AC-OCAP@oaklandca.gov or leave a message with your Name, Email or physical address and callback number at (510) 238-2362.

ACTION ITEM: Staff to review public participation guidelines required by the Brown Act.

K. Adjournment

MOTION: To adjourn the July 13, 2020 AC-OCAP Administering Board Meeting.

M/S/Carried: S. Johnson/A. Ford. Motion Carried. Meeting adjourned at 6:50 p.m.



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 by aligning AC-OCAP's funding with the Workforce Investment Opportunity Act (WIOA) demand-sector industry and entrepreneurial opportunities. |
| Low-Income Housing | <ul style="list-style-type: none"> End homelessness for BLIPOC families with children and seniors 50+. | <ul style="list-style-type: none"> Partner with organizations focused on increasing the number of un-housed families with children and seniors/elderly 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 residents of color with low-income to advocate for systems-change and harness political power. | <ul style="list-style-type: none"> Fund grassroots organizing groups/Community Based Organizations (CBOs) in marginalized/unincorporated communities and trusted community leaders, organizations, and leverage existing networks that teach basic civics, empowerment, and advocacy including voter registration. |
| Capacity Building | <ul style="list-style-type: none"> Raise awareness and transform AC-OCAP's community impact in communities of color into a MOVEMENT. | <ul style="list-style-type: none"> Leverage relationships to build an anti-poverty coalition and create a community campaign to end poverty now. |



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

**BOARD MEMBER
Virtual Travel Request Form**

Name: _____ Request Date: _____

| Conference | Preferred Email Address |
|--|-------------------------|
| 2020 NCAF - Virtual General Session November 17-18, 2020 | |
| Please submit by October 12, 2020 | |
| | |
| | |

Signature: _____
Board Member

Date: _____

Approved: _____
Board Chair

Date: _____

*******FOR STAFF USE ONLY*******

Date Received _____ Received By _____

ALAMEDA COUNTY-OAKLAND COMMUNITY ACTION PARTNERSHIP

Anti-Poverty Board Membership Terms

| Name/Term Start | Start Date | TERM END | Sector | Notification Status |
|--|------------|--|---|--|
| Open | 01/01/19 | 12/31/21 | Poor (North Oakland-District 1) | Special Vacancy - C. Mixon resigned 11/11/19 |
| Mitchell Margolis ('20) | 02/10/20 | 12/31/22 | Poor(Eastlake/SA/Chinatown-District 2) | S. Lai resigned 5/21/18 (Term start 2018) D. Taylor resigned 7/8/19 |
| David Walker ('20) | 01/13/20 | 12/31/22 | Poor (West Oakland-District 3) | T. Jackson resigned 12/10/19 |
| Alicia Rossetti ('20) | 5/11/20 | 12/31/21* | Poor (Central Oakland - District 4) | J. Butchart resigned 7/16/15 |
| Rivera, Monique Vice Chair (10) | 01/01/18 | 12/31/21 | Poor (Fruitvale/San Antonio-District 5) | Re-elected – 01/01/19 |
| Samantha Columbus ('18) | 01/01/19 | 12/31/21 | Poor (Central East Oakland-District 6) | Special Vacancy - P. Thi resigned 03/12/18 (Term start 2019) |
| Green, Gladys Chair ('94) | 01/01/19 | 12/31/21 | Poor (Elmhurst-District 7) | Re-elected 01/01/19 |
| Ruhland, Lisa ('15) | 01/01/19 | 12/31/21 Mayoral term ends 12/31/22 | Elected (Mayor Schaaf) | Appointed 02/24/15, Re-elected 1/1/19 |
| (Brigette Cook) McElhaney, Lynette ('13) | 01/01/17 | 01/01/21 (Council Term Ends 01/05/21) | Elected(Councilmember McElhaney) | Elected 01/01/17 |
| Noel Gallo (15) District 5, Councilmember | 01/01/17 | 01/01/21 (Council Term Ends 01/05/21) | Elected(Councilmember Gallo) | Appointed 3/18/15 – M. Chacana resigned 1/14/19, Velazquez resigned 06/08/20 |
| (Robert Cox '18), Reid, Larry | 01/01/17 | 01/01/21 (Council Term Ends 01/05/21) | Elected(Councilmember Reid) | Effective April 3, 2018, Venita will fil S. Richardson's term until 01/05/21 |
| (Sarah Oddie) Chan, Wilma (15) District 3, County Supervisor | 01/01/19 | 01/01/23 (Term Ends 01/01/23) | Elected | Appointed 09/23/14, Re-elected 1/1/19 Ting resigned 7/10/20, Oddie appointed 7/13 |
| (Angelica Gums) Miley, Nate (12), District 4, County Supervisor | 01/01/17 | 01/01/21 (Term Ends 01/01/21) | Elected | Appointed 12/20/11 |
| Njeri McGee-Tyner (18) | 01/01/19 | 12/31/21 | Poor (Central County 4) | Special Vacancy - H. Mosier resigned 06/08/18 (Term Start 2019) |
| Open | 01/01/19 | 12/31/21 | Poor (Central County- District 4) | Elected 01/01/16 (P. Forte's term expired 12/31/15) |
| Ford, Andrea Treasurer (05) | 01/01/19 | 12/31/21 | Private | Re-Appointed 1/01/19 |
| Johnson, Sandra Secretary (02) | 01/01/20 | 12/31/22 | Private (United Seniors) | Re-Appointed 12/12/16 and 12/9/19 |
| Callum, Sean (17) | 01/01/20 | 12/31/22 | Private (Oakland Rotary) | Appointed 12/12/16, Re-Appointed 12/9/19 |

Eighteen (18) Board Members serve a 3-year staggered term. Notification for the term end date shall occur 60 days prior. Board members are not appointed. Board Officers serve a 2-year term. Board Officer Elections are held bi-annually in December. 2018 Election : Gladys Green, **Chair**; Monique Rivera, **Vice Chair**; Sandra Johnson, **Secretary**; and Andrea Ford, **Treasurer**. Community Members are not appointed Federal Mandate (Public Law 105-285, Oct. 27, 1998 SEC. 676B) "1/3 of the members are (low-income) persons chosen in accordance with a democratic selection procedure, 1/3 are elected public officials, and 1/3 are other major groups". **2020 Membership Terms - Revised** 09/04/20



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



CITY OF OAKLAND
Department of Human Services
COMMUNITY ACTION PARTNERSHIP

BOARD OFFICER ELECTION POLICIES AND PROCEDURES

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.

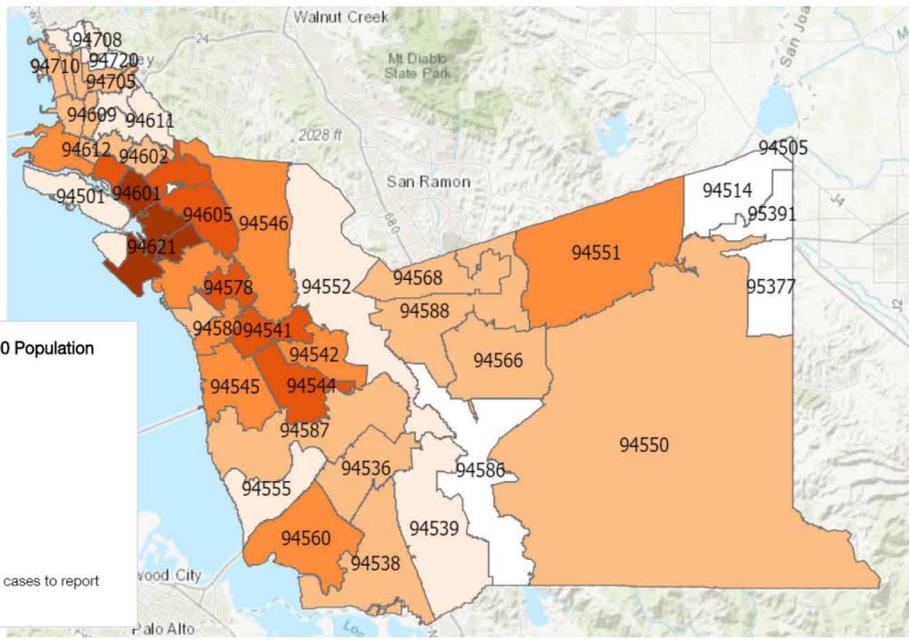
COVID-19 RESPONSE UPDATES



From Alameda County Health Care Services Agency

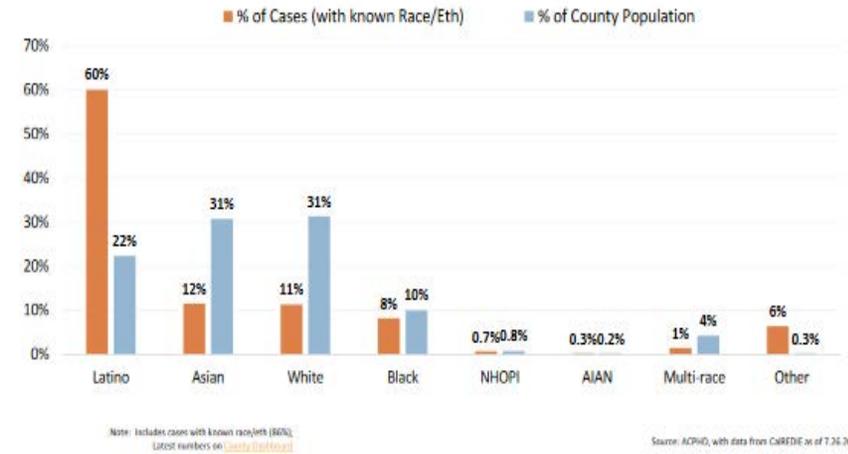
Inequities by Place in Alameda County

COVID-19 Case Rates (per 100,000 pop) by Zip Code in Alameda County



Racial Inequities in Alameda County

Share of COVID-19 Cases by Race/Ethnicity vs. Share of the County Population



COVID-19 Update & Actions to Support Equity in Alameda County | Racial Disparities Task Force

<https://covid-19.acgov.org/covid19-assets/docs/response/update-actions-to-support-equity-2020.07.30.pdf>

COVID-19 IMPACT

CSBG CLIENTS
DIRECTLY IMPACTED
BY COVID-19

67%



HEALTH

100%



FINANCIAL

GREATEST NEEDS

87% HOUSING

(RENT/MORTGAGE ASSISTANCE)

87% TECHNOLOGY

(COMPUTER, WI-FI, TRAINING)

67% EMPLOYMENT

(LOST JOB/REDUCED HOURS)



Relief - Recovery - and to help Re-build

Relief - emergency response and support for families and communities.

Recovery - provide a bridge over troubled waters.

Re-build - stabilize our families and communities.

AC-OCAP Partner Survey Results:

<https://www.surveymonkey.com/stories/SM-ZTTVLJ8Y/>

CITY OF OAKLAND HEAD START

FAMILY NEEDS SURVEY

In mid-March at the beginning of the Bay Area's Shelter-In-Place order, Head Start Staff conducted a Family Needs Survey. 422 Head Start families responded to the survey.

DATA ANALYSIS CONCLUSION: While COVID-19 creates serious health concerns for some families, *most* families have been impacted by the pandemic in other aspects of their lives, predominantly through food access, unemployment, and housing. These challenges have always been present for many Head Start families and were exacerbated by the recent closures and economic fallout.

COVID-19 IMPACT

HEAD START FAMILY NEEDS | SURVEY RESULTS

53%



UNEMPLOYED



20% HOUSING INSECURE

40 FAMILIES HOMELESS

52 FAMILIES AT RISK OF LOSING HOUSING

FAMILIES IN NEED OF RENT & UTILITY ASSISTANCE

MARCH 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) | | |

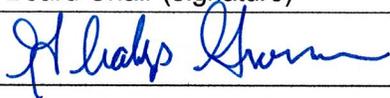
Local Plan for CARES Act CSBG Supplemental Funding

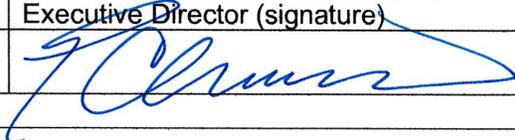
COVER PAGE AND CERTIFICATION

| | |
|--------------------------|--|
| Agency Name: | City of Oakland, Human Services Department |
| Primary Agency Contact | Estelle Clemons |
| Title | CAP Director |
| Phone | 510-238-3597 |
| Email | EClemons@oaklandnet.com |
| Secondary Agency Contact | Dwight Williams |
| Title | Program Analyst I |
| Phone | 510-238-6131 |
| Email | DWilliams5@oaklandnet.com |

Certification of CARES Local Plan

The undersigned hereby certifies that the local plan information submitted for CARES Act CSBG Supplemental Funding has been authorized by the governing body of this organization. By signing below, your agency certifies that it will continue to comply with all State and Federal Assurances and any other laws, rules, and/or statutes in the performance of the activities funded through this grant, as indicated in your agency's Community Services Block Grant (CSBG) 2020-2021 Community Action Plan (CAP). Additionally, by signing below, your agency certifies that it will provide applicable services and programs to individuals impacted by COVID-19 in your community, ensure CARES expenditure and outcome reporting are tracked separately, and ensure unduplicated counts are obtained.

| Board Chair (printed name) | Board Chair (signature) | Date |
|----------------------------|--|---------|
| Gladys Green |  | 8-13-20 |

| Executive Director (printed name) | Executive Director (signature) | Date |
|-----------------------------------|--|---------|
| Estelle Clemons |  | 8-13-20 |

| Plan Submitted By (printed name) | Date |
|----------------------------------|---------|
| Estelle Clemons | 8-13-20 |

Board Approved Plan On: N/A

If plan was not approved by the governing board prior to submission, please indicate when the plan will be presented to the board*: September 14, 2020

*Agencies will need to resubmit certification to CSD after obtaining board approval

CSD Use Only

| Date Local Plan Received | Date Local Plan Approved | Accepted By |
|--------------------------|--------------------------|-------------|
| | | |

Local Plan for CARES Act CSBG Supplemental Funding

Each agency shall participate in the development and submission of a CARES Act CSBG Supplemental Funding Local Plan. The CARES Act CSBG Supplemental Funding Local Plan template is due to CSD no later than July 31, 2020. Please email your local plan to the CSBGDiv@csd.ca.gov inbox.

Below are helpful resources:

- [Local Plan Data](#)
- [Needs Assessment Data](#)
- [Employment Development Department Unemployment Insurance Information by County](#)

LOCAL PLAN

The following section is intended to assist your agency in identifying potential emerging needs due to COVID-19 and outlines some of the potential impact areas to your local community. The impact areas described may not apply to all communities; data is likely not readily available for all impact areas. Check the box that best represents your community. **If needed, use the "other" selection to provide any further explanation as it relates to the impact category described.**

Health impacts:

- Individuals over 65, especially those with underlying health conditions, have been shown to be at particular risk for severe health implications from COVID-19. Those in congregate settings (e.g. nursing homes) are a particular concern in this community.

This applies to this community

This does NOT apply to this community

Other – Please describe:

- Community health resources will be stretched thin as resources devoted to those sick with COVID-19 will limit resources available to others. Limited Intensive Care and other hospital services in this community would mean others NOT directly affected by COVID might lack access to care.

This applies to this community

This does NOT apply to this community

Other – Please describe:

Local Plan for CARES Act CSBG Supplemental Funding

- Behavioral health resources will need to be available in new and increased ways to deal with the many different stressors/traumas caused by the pandemic, especially its impact over an extended time period. Issues such as domestic violence, elder abuse, child abuse, drug abuse, suicide and other indicators of behavioral health issues are a particular concern in this community.

This applies to this community

This does NOT apply to this community

Other – Please describe:

The long-term effects on behavioral health for Alameda County residents within low-income communities will need to be monitored throughout the agency's CARES response and programming. Currently, these services are being provided by our

- Nutrition for school-aged children previously accessing free/reduced breakfast, lunch, and snacks is impacted as many are now removed from that food source due to school closures.

This applies to this community

This does NOT apply to this community

Other – Please describe:

Employment impacts:

- Employment impacts of the pandemic have been immediate and profound. Anecdotal information as well as early data about unemployment claims from March and April confirm a significant emerging need in the area of employment.¹ Local indicators show that national patterns of unemployment are being seen in this community.

This applies to this community

This does NOT apply to this community

Other – Please describe:

The unemployment rate in the Alameda County (Oakland-Hayward-Berkeley MD) was 13.4 percent in June 2020.

¹ <https://www.brookings.edu/blog/the-avenue/2020/05/13/what-weekly-unemployment-claims-reveal-about-the-local-impacts-of-the-covid-19-recession/>

Local Plan for CARES Act CSBG Supplemental Funding

- Individuals in the health care field are at high-risk of exposure to COVID-19 and are under tremendous stress due to additional work hours and challenging work conditions. In particular many of those workers with close, frequent contact with vulnerable individuals are lower-wage individuals.²

This applies to this community

This does NOT apply to this community

Other – Please describe:

In Alameda County, a number of low-wage earners work in the In Home Health Support Services (IHSS), where caregivers are working directly in the homes of clients that are high risk.

- Individuals in the educational field are working remotely due to school shutdowns. Lower-wage workers in these fields are more vulnerable to layoffs and/or may lack the technology resources in their home to work remotely.³

This applies to this community

This does NOT apply to this community

Other – Please describe:

Although this is not an immediate issue, the long term impact of low-wage workers in the educational field, given the start of the new school year and the end of the extended unemployment insurance is yet to be seen.

² https://www.cdc.gov/mmwr/volumes/69/wr/mm6915e6.htm?s_cid=mm6915e6_x

³ <https://www.npr.org/2020/04/11/830856140/teaching-without-schools-grief-then-a-free-for-all>

Local Plan for CARES Act CSBG Supplemental Funding

- Individuals in many sectors of the economy – but particularly the service sector, the retail sectors, and others most affected by quarantine policies – are currently experiencing sudden and unexpected unemployment. Some are unaware of resources available to them and their families as they are experiencing unemployment for the first time.⁴

This applies to this community

This does NOT apply to this community

Other – Please describe:

Educational impacts:

- Closings of public schools in the Community Assessment area are having an immediate impact on children's education. Children with less access to resources (broadband internet, computers/tablets, technology expertise, language barriers, etc.) are most at-risk for suffering learning loss during a potentially protracted period of school closure.

This applies to this community

This does NOT apply to this community

Other – Please describe:

⁴ <https://www.pewresearch.org/fact-tank/2020/03/27/young-workers-likely-to-be-hard-hit-as-covid-19-strikes-a-blow-to-restaurants-and-other-service-sector-jobs/>

Local Plan for CARES Act CSBG Supplemental Funding

- Caregivers of school-age children must secure day care arrangements for their children or sacrifice employment to care for their children. These same caregivers are also expected to be primary teachers for their children during the period of the closure. Parents with limited resources face numerous challenges as a result of this situation and educational outcomes for their children will be affected.⁵

This applies to this community

This does NOT apply to this community

Other – Please describe:

Impacts on human services:

- Services to vulnerable populations are being curtailed or drastically changed. Some service providers are not operating, leaving gaps in services to the community. Other service providers have had to alter their service provision in significant ways, leaving some family needs unmet. Finally, for those service providers continuing to operate, the changed circumstances have required significant, immediate adaptations that will require additional resources to support over a longer period of time:

This applies to this community

This does NOT apply to this community

Other – Please describe:

⁵ <https://www.washingtonpost.com/education/2020/04/17/why-covid-19-will-explode-existing-academic-achievement-gaps/>

Local Plan for CARES Act CSBG Supplemental Funding

Community resource impacts:

- The impacts of COVID-19 on community resources are numerous and include a reduction in the availability of resources (access to group activities, commercial services), a scarcity of some resources (health care, food and emergency supplies) and/or needs for resources that have not previously been required in this community in any significant capacity.

This applies to this community

This does NOT apply to this community

Other – Please describe:

Per Alameda County Community Food Bank and Feed America, Alameda County's food insecurity rate as of July 2020 was 15.9%

- The broad impacts of COVID-19 on this community have created an even more urgent need for coordination and collaboration of resources among the public sector, the public health sector, first responders, educators, the business community, the faith community and many others. Our agency plays an important role convening organizations, people, and resources to support families.

This applies to this community

This does NOT apply to this community

Other – Please describe:

Local Plan for CARES Act CSBG Supplemental Funding

Anticipated short- and long-term impacts

The needs above are already established through initial data and anecdotal reports from customers, staff, board members, and community stakeholders. Based on these already-observed events, it is likely that there will be short-term (1-3 months) and long-term (greater than 3 months) impacts that require immediate planning. **If needed, use the “other” selection to provide any further explanation as it relates to the impact category described.** A partial, but not complete, list of the anticipated impacts includes:

- *Prolonged service disruptions:* The disruptions in service delivery to customers are expected to continue for a substantial time. This is likely to lead to ancillary challenges for customers that may become long-term issues. For example, learning loss⁶ and domestic violence/child abuse⁷ have become larger problems due to service disruptions.

This applies to this community

This does NOT apply to this community

Other – Please describe:

- *Exacerbated housing issues:* Due to the immediate economic impact of the COVID-19 pandemic, renters face one or more months where they may lack the funds to pay rent; homeowners with a mortgage may miss mortgage payments.

This applies to this community

This does NOT apply to this community

Other – Please describe:

⁶ <https://www.washingtonpost.com/education/2020/04/17/why-covid-19-will-explode-existing-academic-achievement-gaps/>

⁷ <https://www.samhsa.gov/sites/default/files/social-distancing-domestic-violence.pdf>

Local Plan for CARES Act CSBG Supplemental Funding

- *Prolonged employment issues:* Sudden layoffs and other employment disruptions are being addressed by emergency response measures; however, it is anticipated that long-term recovery efforts will be required to help customers reconnect to the workforce, particularly those for whom employment assistance has not previously been required.⁸

This applies to this community

This does NOT apply to this community

Other – Please describe:

- *Prolonged agency capacity issues:* Policies limiting in-person staff/customer interactions may be in place for an extended period of time and agencies will need to maintain remote work and remote customer-interaction infrastructure to be responsive to these needs in a more sustainable capacity.

This applies to this community

This does NOT apply to this community

Other – Please describe:

- *Prolonged community resource/coordination issues:* The short-term community coordination needs cited in this assessment are presumed to continue into the long-term. Current conditions may persist for an extended period; recovery efforts will require coordination; ongoing community preparedness to guard against a future outbreak will also require ongoing convening and new community readiness strategies based on what is shown to be effective during the current crisis.⁹

This applies to this community

This does NOT apply to this community

Other – Please describe:

⁸ <https://www.brookings.edu/research/how-covid-19-will-change-the-nations-long-term-economic-trends-brookings-metro/>

⁹ <https://centerforcommunityinvestment.org/blog/reimagining-strategy-context-covid-19-crisis-triage-tool>