



# MINUTES



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

Visit us on the web at [OaklandCap.org](http://OaklandCap.org) or contact us by email at [AC-OCAP@oaklandnet.com](mailto:AC-OCAP@oaklandnet.com)

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

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## EXECUTIVE COMMITTEE MEETING (Standing)

Wednesday, March 8, 2017 @ 5:30 P.M.

150 Frank Ogawa Plaza, 4<sup>th</sup> Floor, Conference Room #1

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**Committee Members Present:** Gladys Green (Chair), Andrea Ford (Treasurer), Brigitte Cook for Councilmember Lynette McElhaney, Brittany Carter for Supervisor Wilma Chan, and Stanley Richardson

**Excused:** Monique Rivera (Vice Chair) and Sandra Johnson-Simon (Secretary)

**Staff Present:** Estelle Clemons and Cecilia Garcia

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

G. Green called the meeting to order at 6:32p.m. Roll call was called by staff member C. Garcia. A quorum was established.

### 2. Approval of January 4, 2017 Executive Committee Minutes

**Motion:** To approve the January 4, 2017 minutes. M/S/Carried: A. Ford/B. Carter/Unanimous. Motion Carried.

### 3. AC-OCAP City/County Funding Update

E. Clemons stated that Council member Desley Brooks requested that Alameda County contribute their fair share to AC-OCAP. E. Clemons is currently in contact with the County of Alameda Administrator Susan Muranishi and Melanie Attendido regarding the County's ASK of \$50,000. She stated that she also gave an update at the City Council meeting last night, March 7, 2017 and since ACAP previously received support from Alameda County, there is research on how much support was received. She will keep the board updated.

### 4. Internal Programming Discussion and Fund Process for Allocating Additional Funding

E. Clemons read the packet notes from the minutes of previous meetings which discussed the fund process allocation. There are different recollections. She stated that her understanding was to have a list of pending agencies who would receive funds if additional funding became available. A discussion ensued on the process and a list was created. 1) Grantees will get there max funding up to \$50,000; 2) If the additional funding becomes available during the months of November and December then the funding would go to the hunger program; and 3) Staff to go back to the City Council and add a contingency of funding in the resolution. E. Clemons will send this process to A. Ford for her review and comments. A discussion ensued on the RFP Panel review and how some reviewers seemed to score all their proposals the same and some reviewers stated that the program is good but not actually rating the proposal. S. Richardson stated that besides signing a conflict of interest, favoring certain organizations may play a role in their scoring.

**Action:** C. Garcia to pull the Administering Board minutes which discuss additional programming.

### 5. 2017 Board Retreat

E. Clemons stated that the board retreat is on Saturday, March 25, 2017 at 9am-2:30pm at the Unity Council located at 3301 E. 12<sup>th</sup> Street, 2<sup>nd</sup> Floor. She stated Arnold Perkins will be the facilitator and Karen Perkins will be the graphic designer. She stated from the last board retreat, board members were to meet with the elected officials they represent and have coffee with at least one board member. She



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went through the agenda for the day and stated that the CAP Plan is due June 30, 2017. She stated that there will be presentations from the Alameda County Public Health Agency and Urban Strategies. She also stated for the fishbowl, there may be participants from Civicorps, Alameda County Food Bank, St. Mary's, Headstart, Building Futures, and Sparkpoint. B. Cook stated that she will not be attending the board retreat but Councilmember McElhaney has it in her calendar.

### 6. By-laws Ad-Hoc Committee Review/Update

E. Clemons stated that the by-laws committee met on February 22, 2017. The committee reviewed the first few pages of the by-laws. She stated that the next meeting will be Thursday, March 23, 2017 at 5:30pm. She stated that the next phase is if there is no power shift in the by-laws then there is no need to go before the City Council for their approval. However, it will have to go to the City Attorney, Amber MacAulay for her review.

### 7. Pending Items – State/City CSBG Contracting Process Gantt Chart

E. Clemons spoke on Bank on Oakland and stated that the City of Oakland wants to cancel their contract with Chase Bank. B. Cook elaborated on the issue stating the City would like to go with a small banking institution.

### 8. Agenda Attachments

- 2. January 4, 2017 Executive Committee Minutes
- 4. Minutes Timeline of Allocation Process Discussion
- 5. DRAFT - AC-OCAP Board Retreat Agenda

### 9. Future/Proposed Agenda Items

### 10. Announcements

Councilmember McElhaney recommended that 50% of the cannabis taxes go to CAP (Poverty Programs), but this did not pass. The recommendation was to have 20% of the taxes on cannabis go to poverty programs and have AC-OCAP administer the funds.

### 11. Open Forum

### 12. Adjournment (Action Item)

**Motion:** The meeting was adjourned at 7:27p.m. M/S/Carried: S. Richardson/A. Ford/Unanimous.  
Motion Carried.