



# **Alameda County - Oakland Community Action Partnership**

## **Administering Board Teleconference**

**February 14, 2022 | 5:30 PM - 7:30 PM**

# **COMMUNITY PARTICIPATION GUIDE**

## **TO OBSERVE**

To observe by Zoom video conference, click on the link provided on the agenda.

To observe by phone, dial+ 1 669 900 9128 at noticed meeting time. When prompted, enter WebinarID: 878 7842 4012

## **TO COMMENT**

To comment by Zoom video conference: "Raise Your Hand" to request to speak when Public Comment is being taken on an eligible agenda item. When it is your turn to speak, accept the unmute prompt to make public comments.

To comment by phone: "Raise Your Hand" by dialing "\*9" to request to speak when Public Comment is being taken on an eligible agenda item. When it is your turn to speak, you will be prompted to unmute yourself by dialing "\*6".

Pursuant to California Government Code section 54953(e), AC-OCAP Board Members, as well as City staff, will participate via phone/video conference, and no physical teleconference locations are required.

Times are estimates and subject to change. Contact the Office of the City Clerk, 5 days prior to the meeting so we can make reasonable arrangements to ensure accessibility. Office of the City Clerk - Agenda Management Unit Phone: (510) 238-6406 Fax: (510) 238-6699 Recorded Agenda: (510) 238-2386 Telecommunications Relay Service: 711



# Alameda County - Oakland Community Action Partnership

## Administering Board Teleconference

February 14, 2022 | 5:30 PM - 7:30 PM

## PANELIST PARTICIPATION GUIDE

### VIDEO CONFERENCE

Join the teleconference as a Panelist by clicking on the link provided on your Zoom invite.

Sign on to webinar 10 minutes early to ensure your speakers and mic work. A technical roll call will be performed.

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. Host will unmute Panelist to speak. If a Panelist muted their mic, they need to accept the unmute prompt before they are unmuted.

### TELEPHONE

Join by telephone, dial +1 669 900 9128, enter Webinar ID: 878 7842 4012 when prompted.

You will enter the Teleconference as an Attendee. Expect to be on hold as staff completes technical roll call with the videoconferencing Panelists.

When the host permits you to speak, you will receive a notification. Follow the telephone prompt to unmute yourself. Dial \*6 to toggle between mute/unmute. To raise your hand, dial \*9.



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

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

**Vision Statement:** To End Poverty Within the City of Oakland and Throughout Alameda County.

**Core Values:** Community-driven | Equitable | Collaborative | Impactful | Results-driven

**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, February 14, 2022 5:30 p.m.

Zoom Registration Link: [https://us06web.zoom.us/webinar/register/WN\\_UoF7Wio-RJeVMP6Vj2D\\_tw](https://us06web.zoom.us/webinar/register/WN_UoF7Wio-RJeVMP6Vj2D_tw)

Webinar ID: 878 7842 4012

**Board Membership:** Gladys Green (Board Chair), Monique Rivera (Vice Chair), Andrea Ford (Board Treasurer), Sandra Johnson (Secretary), Mitchell Margolis, David Walker, Samantha Columbus, Njeri McGee-Tyner, John Michael Baratta, Mayor Libby Schaaf (Lisa Ruhland), Councilmember Carroll Fife (Tonya Love), Councilmember Noel Gallo (B. Garza), Councilmember Treva Reid, Supervisor Dave Brown (Sarah Oddie), Supervisor Nate Miley (Angelica Gums) and Rotary Club of Oakland

**Board Vacancies:** Oakland CDBG Districts 1 and 4

**Staff:** Estelle Clemons, Dwight Williams, Jaynell Ellis, 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 January 10, 2022 Administering Board Minutes – Attachment C1**  
**ACTION ITEM:**
- D. 5:45 p.m. **Approval of AC-OCAP Resolution 2-22 to Continue Teleconference Meetings – Attachment D1**  
Board to approve Alameda County – Oakland Community Action Partnership (AC-OCAP) Resolution 2-22 electing to continue conducting meetings using teleconferencing in accordance with California government code section 54953(e), a provision of AB-361.  
**ACTION ITEM:**
- E. 5:50 p.m. **Open Forum: (General Audience Comments)**

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Recorded Agenda: (510) 238-2386 Telecommunications Relay Service: 711

F. 6:00 p.m. **Presentation: Spectrum Community Services**

G. 6:30 p.m. **Community Action Partnership (CAP) Updates (E. Clemons)**

**1. Board Update**

A. Board Acknowledgements

B. Community Development Block Grant (CDBG) Oakland District 1 and 4 Board Vacancies

C. Approval of Oakland District 1 (B. Cook) Application – **Attachment G1C**

**ACTION ITEM:**

D. Oakland District 7 Elected Official Appointee Request Letter – **Attachment G1D**

E. Rotary Club of Oakland Appointee Request Letter – **Attachment G1E**

**2. AC-OCAP Programming**

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

B. 2022 Earned Income Tax Credit (EITC) Campaign

**3. Conferences/Travel/Training:**

▪ 2022 National Community Action Partnership (NCAP) Management Leadership Training Conference, February 2 – 4, 2022 Report Out - (AC-OCAP Staff and S. Columbus)

▪ **2022 City of Oakland Public Ethics Training, complete by February 28, 2022**

▪ **NEW Sunshine Training – Open Meetings (On Demand)**

▪ Introductory Government Ethics Act Video

▪ Ethics Training for Board and Commission Members (On Demand)

▪ AC-OCAP Presentation: Alameda Board of Supervisors, Social Services Committee Meeting, February 28, 2022 at 1pm

▪ 2022 California Community Action Partnership Association (CalCAPA) Legislative Day(s), Sacramento, March 21-22, 2022

▪ **2021-2022 Statements of Economic Interests – Form 700**, Due: April 1<sup>st</sup> – **Attachment G3**

▪ 2022 NCAP Annual Convention, Marriott Marquis New York, NY, August 31 – September 2, 2022

**4. Public Comment:** (Specific Agenda Item(s): Audience Comment Period)

**ACTION ITEM:**

H. 7:05 p.m. **Future/Proposed Agenda Items** (see chart below)

East Oakland Collective

Cal Reinvestment

East Bay Sustainable Alliance

I. 7:10 p.m. **Attachments**

**C1** Draft January 10, 2022 Administering Board Minutes

**D1** AC-OCAP Resolution 2-22

**G1C** AC-OCAP Administering Board Membership Application

**G1D** Oakland District 7 Elected Official Appointee Request Letter

**G1E** Rotary Club of Oakland Appointee Request Letter

**G3** 2021-2022 Statement of Economic Interests - Form 700

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- J. 7:15 p.m. Announcements:**
- Rotary Club of Oakland
  - United Seniors of Oakland and Alameda County
  - Alameda County Social Services/All-In/Board of Supervisors
  - City of Oakland
  - Board Members/Others
- K. 7:25 p.m. Open Forum:** (General Audience Comment Period)
- L. 7:30 p.m. Adjournment**  
**Next Teleconference: March 14, 2022**  
**ACTION ITEM:**

**Future Agenda Items (\* = Presented)**

<b>Health</b>	Rise Up*
Bay Area Regional Healthy Inequalities Initiative (BARHII)	<b>Housing</b>
Trauma Informed Care*   Trauma Informed Care II*	Alameda-County Housing Authority*
Alameda County Building Collaborative*	Tri-Valley Housing
<b>Financial Empowerment</b>	Community Housing – Path/Everyone Home*
Cal Reinvestment	East Bay Housing Organization*
Earned Income Tax Credit/United Way of Bay Area*	Spectrum – Low Income Home Energy Assistance*
<a href="#">Black New Deal – CM Carroll Fife</a>	Oakland Housing Authority*
Bank On Oakland (BOO) 2.0*	City of Oakland Housing Road Map*
Tri-Valley Anti-Poverty Collaborative (TVAPC)	Alameda County Housing & Community Development*
<b>Youth</b>	<b>Education</b>
Los Padres Unidos*	Promise Neighborhoods – Cal State East Bay*
REACH Ashland/Cherryland Youth Center*	Head Start/Early Head Start
Oakland Fund Children Youth (OFCY)*	<b>Employment</b>
Oakland Youth Commission*	Alameda County Workforce Investment Board*
<b>Economic Development</b>	East Bay Sustainable Alliance
Oakland Metropolitan Chamber of Commerce*	Oakland Workforce Investment Board*
<b>Public Safety</b>	Local Union
Cease Fire/Street Outreach*	West Oakland Job Resource
Oakland Unite*   Chief of Violence Prevention*	East Bay Works*
<b>Social Justice</b>	<b>Infrastructure</b>
Urban Habitat*	Federal RAISE Grant/ Reconnecting the Town Project
East Oakland Collective*	<b>Board Development/Training</b>
Ella Baker Center for Human Rights	Jim Masters CAP History*  Structure of American Economy
<b>Families</b>	<b>Food Security</b>
Ashland Cherryland Healthy Community Collaborative	Safe Passages*
Fremont Family Resource Center	Alameda County Community Food Bank (ACCFB)*
Social Services TANF, GA*	<b>Community Development</b>
All-In Alameda County*	Community Development Block Grant (CDBG) *

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# MINUTES



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

### Administering Board Teleconference

January 10, 2022, 5:30 p.m.

Recording Link: <https://oakland.granicus.com/player/clip/4657>

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**Board Members Present:** Gladys Green, Monique Rivera (Vice Chair), Andrea Ford, and Sandra Johnson (Secretary), David Walker, Mitchell Margolis, Samantha Columbus, Njeri McGee-Tyner, John Michael “Mike” Baratta, Mayor Libby Schaaf (Lisa Ruhland), Councilmember Carroll Fife (Tonya Love), Councilmember Dave Brown (S. Oddie), Councilmember Nate Miley (Angelica Gums) and Sean Callum

**Board Members Excused:** Councilmember Noel Gallo (Brittany Garza) and Councilmember Treva Reid

**Board Vacancies:** CDBG Oakland District 1, and 4

**Staff:** Estelle Clemons, Dwight Williams, Don Raulston, Jaynell Ellis, and Melissa Francisco

**Guests:** Michael Munson, Rashida Washington, James Lande and Gidalthi Gonzalez

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

Board Vice-Chair M. Rivera called the January 10, 2022, Administering Board Teleconference to order at 5:39 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 at 6:38 p.m.

**MOTION:** To approve the January 10, 2022 Administering Board Agenda with the modification to hear Agenda Items G1C and G1D before all other items.

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

### C. Approval of Draft December 13, 2021, Administering Board Minutes – Attachment C1

**MOTION:** To approve the Draft December 13, 2021 Administering Board Minutes.

**M/S/Carried:** A. Ford / A. Gums. Motion Carried.

### D. Approval of AC-OCAP Resolution 1-22 to Continue Teleconference Meetings – Attachment D1

**MOTION:** To approve AC-OCAP Resolution 1-22 to continue teleconference meetings.

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

**E. Open Forum:** None.

### F. Safe Passages Presentation: Josefina Alvarado Mena, Chief Executive Officer; Alicia Perez, Chief Operating Officer

E. Clemons and the Board welcomed AC-OCAP Partners Josefina Alvarado Mena and Alicia Perez from Safe Passages. A PowerPoint presentation was displayed on the teleconference screen. Safe Passages' purpose to interrupt the cycle of poverty by engaging adolescents and families to establish and drive a continuum of services that promotes school success and community development was emphasized alongside the agency's vision. Safe Passages assists roughly 4,500 families from low-income neighborhoods throughout Alameda County. Social justice, community service, systems change, and

cultural competency are among the guiding values of Safe Passages. The Early Childhood Initiative, School-Link Services Initiative, and Economic Social Justice Initiative programs were reviewed. During the pandemic, \$20,000 in AC-OCAP funding was used to deploy 50 site-based personnel and over 200 community volunteers to deliver culturally relevant food and other basic needs to over 2,400 unduplicated families. Photographs of food distribution events and vaccination clinics were shared. J. Alvarado Mena and A. Perez conclude their presentation with a brief questions and answers session.

## **G. Community Action Partnership (CAP) Updates (E. Clemons)**

### **1. Board Updates**

#### **A. 2021 Board Attendance – Attachment G1A**

E. Clemons thanked members for their continuous quorum and timely RSVPs. E. Clemons asked members to review the Attendance sheet for accuracy and noted that out of the eleven Board Meetings, per the AC-OCAP bylaws, members are allowed to miss six, before removal from the board.

#### **B. Board Acknowledgements**

E. Clemons asked Board Members to share their recent awards and achievements, emphasizing the importance of recognizing and appreciating their successes.

#### **D. Community Development Block Grant (CDBG) Oakland District 1, 4, 6, 7 and Private Sector Board Vacancies**

To accommodate potential board members during the COVID-19 Pandemic, the membership application procedure was modified to allow for electronic (email) petition signatures. Brigitte Cook, who served on the Board as Councilmember Lynette McElhaney's representative, is gathering signatures for her petition to apply for the Oakland District 1 seat. The search for a new board member for Oakland District 4 continues.

#### **E. Approval of Oakland District 6 (S. Columbus) and District 7 (G. Green) Applications – Attachment G1D**

**MOTION:** To approve Oakland District 6, S. Columbus; and Oakland District 7, G. Green Membership Applications.

**M/S/Carried:** M. Rivera/S. Johnson/ Motion Carried.

#### **C. Approval of Private Sector Board Reappointment (A. Ford) – Attachment G1E**

**MOTION:** To approve Private Sector Board Reappointment of A. Ford.

**M/S/Carried:** G. Green /S. Johnson/ Motion Carried.

### **2. 2022 Draft Community Services Block Grant (CSBG) Budget**

The 2022 CSBG Contract and Resolution was presented to and approved by the City Council on December 21, 2021. A finalized 2022 CSBG Budget will be provided to the Administering Board after the contract package is completed.

### **3. AC-OCAP Programming**

#### **A. AC-OCAP Update (2021, 2022 CSBG, 2020-2022 Coronavirus Aid, Relief, and Economic Security (CARES) Act)**

2022 is the third and final year of the three-year funding cycle for AC-OCAP Grantees, which began with the 2019 Request for Partnership (RFP). D. Williams, CAP Staff, is diligently working on completing the '22 CSBG grantee contracts. The '21 CSBG funds are being drawn down, as well as the CARES funding which must be expended by May 30, 2022. E. Clemons described the cash assistance provided to COVID-19-impacted families through CARES funds. The Administering Board will be informed on program outcomes mid-year.

#### **B. Bank On Oakland (BOO) and Guaranteed Income (GI) Update**

On January 13, 2022, the BOO Executive Committee will meet. The next steps for BOO include a marketing campaign, with a potential official April launch date, and a partner survey to gauge interest in providing financial education and empowerment courses. E. Clemons delivered her last monthly Guaranteed Income Update, in which she reported that the second wave of 300 families had been chosen and will get their first \$500 checks in February. Families will be eligible for GI benefits for a total of 18 months.

#### **C. 2022 Earned Income Tax Credit (EITC) Campaign**

Don Raulston, Volunteer Income Tax Assistance (VITA) Coordinator, has concluded his weekly training sessions with the sixteen City of Oakland Volunteers. The VITA program at the University of California, Berkeley, will provide eleven volunteer tax preparers. Drop-off services at the Downtown Oakland Senior Center, as well as remote tax preparation, will be offered beginning January 31, 2022. Call the EITC Hotline at 510-238-4911 to schedule a drop-off appointment. This year, a concerted effort will be made, in partnership with BOO, to encourage EITC tax clients to deposit a portion of their tax return

into a savings account. The board was notified of upcoming EITC activities, including the Alameda County EITC Coalition Meeting on January 26, 2022, at 10 a.m., and EITC Awareness Day on January 28, 2022.

#### **4. Conferences/Travel**

##### **2022 National Community Action Partnership (NCAP) Management Leadership Training Conference (MLTC), Virtual, February 2-4, 2022**

Board Members were encouraged to review the MLTC agenda (follow this link: [c7b7bd95-05b1-418f-b1f2-e9ab409ca020.pdf](https://www.ncap.org/files/c7b7bd95-05b1-418f-b1f2-e9ab409ca020.pdf)) and determine if they wish to attend.

**ACTION ITEM:** Board Members to email M. Francisco by January 20<sup>th</sup> if interested in attending MLTC.

##### **2022 City of Oakland Public Ethics Mandatory Training, complete by February 28, 2022**

The Public Ethics Commission has created a new Open Meetings training for board/commission members and City staff to provide an overview of state and local transparency laws pertaining to public meetings. Once the training is completed, a brief [post-test questionnaire](#) is required to obtain credit. Submit training certificate to M. Francisco.

- **NEW Training – Open Meetings (On Demand)**

Board Members L. Ruhland, M. Rivera, and S. Columbus are required to complete Mandatory Ethics Training for 2022, see course list below:

- **Introductory Government Ethics Act Video**
- **Ethics Training for Board and Commission Members (On Demand)**

**ACTION ITEM:** Board Members to complete Mandatory Ethics Training by February 28<sup>th</sup>.

##### **2022 California Community Action Partnership Association (CalCAPA) Legislative Day(s), Sacramento, March 21-22, 2022**

E. Clemons requested that Board Members mark their calendars for the upcoming Legislative Days. This activity is currently planned as an in-person event. More information will be provided when it becomes available.

##### **2022 NCAP Annual Convention, Marriott Marquis New York, NY, August 31 – September 2, 2022**

E. Clemons asked Board Members to save the date for the NCAP Annual Convention.

#### **5. Public Comment: (Specific Agenda Item(s): Audience Comment Period) – None.**

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

**M/S/Carried:** A. Ford / T. Love / Motion Carried.

#### **H. Future/Proposed Agenda Items (See Chart Below)**

Spectrum Community Services – Low Income Home Energy Assistance Program  
Cal Reinvestment  
East Bay Sustainable Alliance  
East Oakland Collective

#### **I. Attachments**

- C1** Draft December 13, 2021 Administering Board (Special Meeting) Minutes
- D1** AC-OCAP Resolution 1-22
- G1A** 2021 AC-OCAP Administering Board Attendance
- G1D** AC-OCAP Administering Board Membership Applications
- G1E** Alameda County Social Services Agency Board Reappointment Letter

#### **J. Announcements**

**Oakland Rotary** – None.

**United Seniors of Oakland and Alameda County (USOAC)** – None.

**Alameda County Social Services/All IN/ Board of Supervisors (BOS)** – None.

**City of Oakland** – None.

**Board Members/Others** – None.

**K. Open Forum:** None.

**L. Adjournment – Next Teleconference: February 14, 2022**

**MOTION:** To adjourn the January 10, 2022 AC-OCAP Administering Board Teleconference at 7:07 p.m.

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

**Future Agenda Items(\*= Presented)**

<b>Health</b>	Rise Up*
Bay Area Regional Healthy Inequalities Initiative (BARHII)	<b>Housing</b>
Trauma Informed Care*   Trauma Informed Care II*	Alameda-County Housing Authority*
Alameda County Building Collaborative*	Tri-Valley Housing
<b>Financial Empowerment</b>	Community Housing – Path/Everyone Home*
Cal Reinvestment	East Bay Housing Organization*
Earned Income Tax Credit/United Way of Bay Area*	Spectrum – Low Income Home Energy Assistance*
<a href="#">Black New Deal – CM Carroll Fife</a>	Oakland Housing Authority*
Bank On Oakland (BOO) 2.0*	City of Oakland Housing Road Map*
Tri-Valley Anti-Poverty Collaborative (TVAPC)	Alameda County Housing & Community Development*
<b>Youth</b>	<b>Education</b>
Los Padres Unidos*	Promise Neighborhoods – Cal State East Bay*
REACH Ashland/Cherryland Youth Center*	Head Start/Early Head Start
Oakland Fund Children Youth (OFCY)*	<b>Employment</b>
Oakland Youth Commission*	Alameda County Workforce Investment Board*
<b>Economic Development</b>	East Bay Sustainable Alliance
Oakland Metropolitan Chamber of Commerce*	Oakland Workforce Investment Board*
<b>Public Safety</b>	Local Union
Cease Fire/Street Outreach*	West Oakland Job Resource
Oakland Unite*   Chief of Violence Prevention*	East Bay Works*
<b>Social Justice</b>	<b>Infrastructure</b>
Urban Habitat*	Federal RAISE Grant/ Reconnecting the Town Project
East Oakland Collective*	<b>Board Development/Training</b>
Ella Baker Center for Human Rights	Jim Masters CAP History*  Structure of American Economy
<b>Families</b>	<b>Food Security</b>
Ashland Cherryland Healthy Community Collaborative	Safe Passages*
Fremont Family Resource Center	Alameda County Community Food Bank (ACCFB)*
Social Services TANF, GA*	<b>Community Development</b>
All-In Alameda County*	Community Development Block Grant (CDBG) *

# ALAMEDA COUNTY-OAKLAND COMMUNITY ACTION PARTNERSHIP

RESOLUTION NO. 2-22

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**ADOPT A RESOLUTION DETERMINING THAT CONDUCTING IN-PERSON MEETINGS OF THE ALAMEDA COUNTY-OAKLAND COMMUNITY ACTION PARTNERSHIP (AC-OCAP) ADMINISTERING BOARD AND ITS COMMITTEES WOULD PRESENT IMMINENT RISKS TO ATTENDEES' HEALTH, AND ELECTING TO CONTINUE CONDUCTING MEETINGS USING TELECONFERENCING IN ACCORDANCE WITH CALIFORNIA GOVERNMENT CODE SECTION 54953(e), A PROVISION OF AB-361.**

**WHEREAS**, on March 4, 2020, Governor Gavin Newsom declared a state of emergency related to COVID-19, pursuant to Government Code Section 8625, and such declaration has not been lifted or rescinded. See <https://www.gov.ca.gov/wp-content/uploads/2020/03/3.4.20-Coronavirus-SOE-Proclamation.pdf>

**WHEREAS**, on March 9, 2020, the City Administrator in their capacity as the Director of the Emergency Operations Center (EOC), issued a proclamation of local emergency due to the spread of COVID-19 in Oakland, and on March 12, 2020, the City Council passed Resolution No. 88075 C.M.S. ratifying the proclamation of local emergency pursuant to Oakland Municipal Code (O.M.C.) section 8.50.050(C); and

**WHEREAS**, City Council Resolution No. 88075 remains in full force and effect to date; and

**WHEREAS**, the Centers for Disease Control (CDC) recommends physical distancing of at least six (6) feet whenever possible, avoiding crowds, and avoiding spaces that do not offer fresh air from the outdoors, particularly for people who are not fully vaccinated or who are at higher risk of getting very sick from COVID-19. See <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>;

**WHEREAS**, the CDC recommends that people who live with unvaccinated people avoid activities that make physical distancing hard. See <https://www.cdc.gov/coronavirus/2019-ncov/your-health/about-covid-19/caring-for-children/families.html>;

**WHEREAS**, the CDC recommends that older adults limit in-person interactions as much as possible, particularly when indoors. See <https://www.cdc.gov/aging/covid19/covid19-older-adults.html>;

**WHEREAS**, the CDC, the California Department of Public Health, and the Alameda County Public Health Department all recommend that people experiencing COVID-19 symptoms stay home. See <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html>;

**WHEREAS**, persons without symptoms may be able to spread the COVID-19 virus. *See* <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>;

**WHEREAS**, fully vaccinated persons who become infected with the COVID-19 Delta variant can spread the virus to others. *See* <https://www.cdc.gov/coronavirus/2019-ncov/vaccines/fully-vaccinated.html>;

**WHEREAS**, the City's public-meeting facilities are indoor facilities that do not designed to ensure circulation of fresh / outdoor air, particularly during periods of cold and/or rainy weather, and were not designed to ensure that attendees can remain six (6) feet apart; now therefore be it:

**WHEREAS**, holding in-person meetings would encourage community members to come to City facilities to participate in local government, and some of them would be at high risk of getting very sick from COVID-19 and/or would live with someone who is at high risk; and

**WHEREAS**, in-person meetings would tempt community members who are experiencing COVID-19 symptoms to leave their homes in order to come to City facilities and participate in local government; and

**WHEREAS**, attendees would use ride-share services and/or public transit to travel to in-person meetings, thereby putting them in close and prolonged contact with additional people outside of their households; and

**WHEREAS**, on January 10, 2022 the AC-OCAP Administering Board adopted a resolution determining that conducting in-person meetings would present imminent risks to attendees' health, and electing to continue conducting meetings using teleconferencing in accordance with California Government Code Section 54953(e), a provision of AB-361; now therefore be it:

**RESOLVED:** that the AC-OCAP Administering Board finds and determines that the foregoing recitals are true and correct and hereby adopts and incorporates them into this Resolution; and be it

**FURTHER RESOLVED:** that, based on these determinations and consistent with federal, state and local health guidance, the AC-OCAP Administering Board determines that conducting in-person meetings would pose imminent risks to the health of attendees; and be it

**FURTHER RESOLVED:** that the AC-OCAP Administering Board firmly believes that the community's health and safety seriously and the community's right to participate in local government, are both critically important, and is committed to balancing the two by continuing to use teleconferencing to conduct public meetings, in accordance with California Government Code Section 54953(e), a provision of AB-361; and be it

**FURTHER RESOLVED:** that the AC-OCAP Administering Board will renew these (or similar) findings at least every thirty (30) days in accordance with California Government Code section 54953(e) until the state of emergency related to COVID-19 has been lifted, or the AC-OCAP Administering Board finds that in-person meetings no longer pose imminent risks to the health of attendees, whichever is occurs first.



# APPLICATION FOR ADMINISTERING BOARD MEMBERSHIP Oakland Low-Income Community

Applicant Name: Brigitte Cook  
Address: 978 43<sup>rd</sup> Street City: Oakland State: CA Zip: 94608  
Home Phone: \_\_\_\_\_ Cell Phone: (510) 459-4181 Email: BrigitteJCook  
@outlook.com

**GEOGRAPHIC AREA TO BE SERVED:** Identify the Oakland CDBG low-income geographic area you would represent. ( Please Check One)

DISTRICT 1 X DISTRICT 4 \_\_\_\_\_ DISTRICT 7 \_\_\_\_\_  
DISTRICT 2 \_\_\_\_\_ DISTRICT 5 \_\_\_\_\_  
DISTRICT 3 \_\_\_\_\_ DISTRICT 6 \_\_\_\_\_

Provide a brief explanation of your interest in serving on the AC-OCAP Administering Board:

As a former AC-OCAP Board member representing  
Councilmember McElhenny (D3), I understand the importance  
of the mission of the program and the opportunity it presents  
to transform lives by reducing, or better yet, eliminating  
Poverty. I want to be a part of a board that will allow  
me to have a direct, positive & meaningful impact on my  
community.

I certify that I have read the AC-OCAP Administering Board Membership guidelines and I certify that I am willing and able to adhere to the requirements specified therein by AC-OCAP and with the applicable federal and state regulations.

Signature of Applicant:

Name: Brigitte Cook Date: 1/10/22

Please submit the completed application and original signed petition to:

Alameda County - Oakland Community Action Partnership (AC-OCAP) • APTN Board Recruitment •  
150 Frank B. Ogawa Plaza, 4<sup>th</sup> Floor, Ste. 4340 • Oakland, CA 94612 • (510) 238-2362 •  
Fax (510) 238-2367 • E-mail: AC-OCAP@oaklandca.gov

## Oakland Low-Income Community Representation Petition

I, the undersigned, do hereby state that I am a resident of the City of Oakland and that my present place of residence is truly stated opposite my signature, and that I do hereby sign this Petition, as set forth below, to enable the contents of this Petition and Application be submitted to the Alameda County – Oakland Community Action Partnership Administering Board for membership consideration.

Signature (required): Brigitte Cook Date: 1/11/22 Oakland CDBG District: 1  
 Printed name: Brigitte Cook Address: 978 43<sup>rd</sup> St. Zip Code 94608

### PETITION TO ELECT AN OAKLAND LOW-INCOME COMMUNITY REPRESENTATIVE TO THE AC-OCAP ADMINISTERING BOARD FOR A THREE-YEAR TERM

	Print Full Name **must be 18 or older**	Signature **Required**	Complete Address **must live within CDBG district**	District Resident Y/N	Date
1	Casey Farmer	<i>[Signature]</i>	5424 Carlton Street Oakland 94618	Y	12/9/21
2	Galen Wilson	<i>[Signature]</i>	5424 Carlton St Oakland, CA 94618	Y	12/9/21
3	Aly Bonde	<i>[Signature]</i>	5463B Lawton Oakland, CA 94618	Y	12/6/21
4	Ashley Landry	<i>[Signature]</i>	6409 Berrene Ave Oakland CA 94618	Y	12/6/21
5	BRIAN CHADWICK	<i>[Signature]</i>	5376 MILES AVE OAKLAND CA 94618	Y	12/6/21
6	Kenneth Rich	<i>[Signature]</i>	5274 Marils Ave Oakland CA 94618	Y	12/6/21
7	Andy Beyer	<i>[Signature]</i>	5750 Hermann St. Oakland CA 94609	Y	1/10/22
8	Rachel Friedman	<i>[Signature]</i>	5750 Herman St Oakland, CA 94609	Y	1/10/22
9	Michael Ybelle	<i>[Signature]</i>	5469 Kyles Ave Oakland 94618	X	1/10/22
10	Paul L	<i>[Signature]</i>	5469 Kyles Ave OAKLAND, CA 94618	Y	1/10/2022



LIONEL J. WILSON BUILDING ● 150 FRANK H. OGAWA PLAZA, SUITE 4340 ● OAKLAND, CA. 94612  
Human Services Department | Alameda County – Oakland Community Action Partnership | (510) 238-2362

February 3, 2022

Honorable Councilmember Treva Reid  
1 Frank H. Ogawa Plaza, 2<sup>nd</sup> Floor  
Oakland, CA 94612

**RE: District 7 Elected Official Representative for the Alameda County – Oakland  
Community Action Partnership (AC-OCAP) Administering Board**

Dear Councilmember Reid,

Thank you for your continued support in helping the Alameda County - Oakland Community Action Partnership (AC-OCAP) Administering 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. Staff was informed on January 6, 2022 by email of Ms. Rosa Velazquez's resignation, effective January 7, 2022.

Please confirm your selection of a new representative to serve on your behalf to the Community Action Partnership Administering Board. For your reference, please see the attached Letter of Appointment, submitted by your office for Ms. Velázquez. 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 Zoom Webinar due to COVID-19). The next scheduled meeting is **Monday, February 14, 2022** at 5:30pm.

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.

In Partnership,

*Estelle Clemons*  
AC-OCAP Director

Attachment: 2021 Letter of Appointment - District 7  
cc: AC-OCAP Board Members



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Human Services Department | Alameda County – Oakland Community Action Partnership | (510) 238-2362

February 7, 2022

Jesse Bowdle, Executive Administrator  
Rotary Club of Oakland #3  
1736 Franklin Street, Suite 200  
Oakland, CA 94612

**RE: Rotary Club of Oakland Appointee for the AC-OCAP Administering Board**

Dear Jesse Bowdle,

I want to thank the Rotary Club of Oakland for your continued support of the Alameda County – Oakland Community Action Partnership (AC-OCAP). I am writing to request that the Rotary Club of Oakland designate a new representative to the AC-OCAP Administering Board, as Mr. Sean Callum has stepped down from his seat on the Board effective January 18, 2022.

As you are aware, AC-OCAP is committed to reducing and eliminating poverty by providing services and programs to help low-income people and families become self-sufficient. As part of a broad national network of nearly 1,000 agencies that extend across the United States, every Community Action Partnership receives a federal grant from the Community Services Block Grant (CSBG) fund to help fight the war on poverty locally.

Board Members serve as part of the oversight body that is responsible for the implementation of the City's state approved anti-poverty community action plan. The Administering Board is an elected and appointed body of 18 members who are an intricate part of the local planning and decision-making process. Therefore, Rotary Club of Oakland's representation on the board is viewed as an essential partner in our fight to eradicate poverty from within the City of Oakland.

Please confirm your selection of a new representative in writing, **Attn: Community Action Partnership Administering Board, Chairperson Gladys Green**. 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 Zoom Webinar due to COVID-19). The next scheduled meeting is **Monday, February 14, 2022**.

Once again, thank you for your support and we look forward to continuing our partnership with the Rotary Club of Oakland.

Sincerely,

*Estelle Clemons*

Estelle Clemons  
AC-OCAP Director

cc: AC-OCAP Board Members

**STATEMENT OF ECONOMIC INTERESTS**  
**COVER PAGE**  
*A PUBLIC DOCUMENT*

Please type or print in ink.

NAME OF FILER (LAST) (FIRST) (MIDDLE)

**1. Office, Agency, or Court**

Agency Name (Do not use acronyms)

Division, Board, Department, District, if applicable Your Position

► If filing for multiple positions, list below or on an attachment. (Do not use acronyms)

Agency: Position:

**2. Jurisdiction of Office (Check at least one box)**

State Judge, Retired Judge, Pro Tem Judge, or Court Commissioner (Statewide Jurisdiction)  
Multi-County County of  
City of Other

**3. Type of Statement (Check at least one box)**

Annual: The period covered is January 1, 2021, through December 31, 2021. Leaving Office: Date Left (Check one circle.)  
-or- The period covered is through December 31, 2021. The period covered is January 1, 2021, through the date of leaving office.  
Assuming Office: Date assumed -or- The period covered is through the date of leaving office.  
Candidate: Date of Election and office sought, if different than Part 1:

**4. Schedule Summary (must complete) ► Total number of pages including this cover page:**

**Schedules attached**

Schedule A-1 - Investments – schedule attached Schedule C - Income, Loans, & Business Positions – schedule attached  
Schedule A-2 - Investments – schedule attached Schedule D - Income – Gifts – schedule attached  
Schedule B - Real Property – schedule attached Schedule E - Income – Gifts – Travel Payments – schedule attached

-or- None - No reportable interests on any schedule

**5. Verification**

MAILING ADDRESS STREET CITY STATE ZIP CODE  
(Business or Agency Address Recommended - Public Document)

DAYTIME TELEPHONE NUMBER EMAIL ADDRESS  
( )

I have used all reasonable diligence in preparing this statement. I have reviewed this statement and to the best of my knowledge the information contained herein and in any attached schedules is true and complete. I acknowledge this is a public document.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date Signed Signature  
(month, day, year) (File the originally signed paper statement with your filing official.)