



MINUTES



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

Administering Board Meeting (**Standing**)

Monday, June 9, 2025, 5:30 PM

City Hall - 1 Frank H. Ogawa Plaza, Hearing Room 3

Board Members Present: Monique Rivera (Chair), Sandra Johnson (Vice-Chair), David Walker (Secretary), Supervisor Lena Tam (Cesley Ford-Frost), Councilmember Carroll Fife (Tonya Love), Alameda County Supervisor Nate Miley (Angelica Gums), Rana Matly, Mitchell Margolis, Quantum Norwood, Patricia Schader, and Michelle Edmond.

Board Member Excused: Councilmember Ken Houston, Andrea Ford (Treasurer), and Diana Maravilla

Board Vacancies: Low-Income District 1 & District 6, Elected Mayor (Barbara Lee), and Elected District 5 (Councilmember Noel Gallo)

Guest(s): Lidit Awoke (Ken Houston, District 7), Ivory Williams, Ansar El Muhammad, Ansar Fyatuka, Clark A. Bowdry (Absolute Private Protection & Security), and Ryan Hughes (Alameda County, District 3).

Staff: Dwight Williams, Thea On, and Maria Huynh

- A. Call to Order/Recite Alameda County-Oakland Community Action Partnership (AC-OCAP) Promise**
Vice Chair S. Johnson called the June 9, 2025, Administering Board Meeting to order at 5:36 p.m. The AC-OCAP Promise was recited.
- B. Roll Call/Determination of Quorum**
Staff T. On performed Roll Call; QUORUM for Administering Board Meeting was established at 5:40 p.m.
- C. Approval of Agenda**
MOTION: To approve the June 9, 2025, Administering Board Agenda.
M/S/Carried: M. Margolis / S. Johnson / Motion Carried
- D. Approval of the Draft Minutes from the Alameda County-Oakland Community Action Partnership (AC-OCAP) Administering Board Meeting of May 12, 2025 (Attachment D)**
MOTION: To approve the minutes from the Administering Board Meeting on May 12, 2025, with a friendly amendment to item G1, Correction: "Motion to approve Michelle Edmond's membership to the board."
M/S/Carried: M. Edmond / M. Margolis / Motion Carried
- E. Public Comment: (Specific Agenda item(s): Audience Comment Period) – None**
- F. Community Action Partnership Board (CAP) Updates:**

1. Approval of CDBG Oakland District 6 Membership for CSBG, District 6 Dr. Kimberly Mayfield (Attachment F1)

MOTION: To approve Dr. Kimberly Mayfield's membership to the Board.

M/S/Carried: P. Schader / D. Walker / Motion Carried

2. Executive Committee

- a. **AC-OCAP By-Laws Update**—Chair M. Rivera mentioned that she, Q. Norwood, and P. Schader need to meet to finalize the bylaws. She noted that they now have the revisions and hard copies and will discuss next steps. They plan to review the edits first before presenting it to the Executive Committee, and finally have the city attorney review the bylaws before finalizing.
- b. **NCAF Updates** – Staff D. Williams mentioned an upcoming NCAF meeting tomorrow, where they will try to understand and plot a strategy for the CSBG (Community Services Block Grant) federal grant. D. Walker noted that their current approach is to stay under the radar and maintain bipartisan support for the funding. They discussed that the funding has not been cut and that national leadership is trying to preserve support for the program.
- c. **Joint Meeting – Fund Development** – None

3. Fund Development

- a. **Federal Funding Updates** – R. Matly presented a detailed report on potential funding sources for AC-OCAP. She discussed a list of foundations that align with AC-OCAP's mission, including:

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|-------------------------------------|---|
| • Bill and Melinda Gates Foundation | • Meta/Facebook (through Zuckerberg Initiative) |
| • Venture Equality | • Wells Fargo Foundation |
| • James Irvine Foundation | • Robert Wood Johnson Foundation |
| • Walter and Elise Haas Fund | • Blue Shield of California Foundation |
| • San Francisco Foundation | |

She suggested creating a Google Doc to collaborate on the list and noted that the Fund Development Committee would review and finalize the list of potential funding sources. The goal is to find foundations focused on poverty alleviation, economic mobility, and racial equity.

- b. **Nonprofit and other local agency funding** – None
- c. **Updates on Funding Research (other CAPs) and State** – None

4. Program Planning – Meeting Minutes May 21st (Attachment F4)

- a. **Community Action Month, Service Day, and Community Engagement** – Committee Chair A. Gums announced that they are planning a Toy Giveaway Event on December 13th in San Leandro. They are considering partnering with Lena Tam's office and Supervisor Miley's office for this event, which aims to provide toys for children aged 1 to 12. The committee intends to set up a gift registry for donations. A. Gums discussed shifting their focus to leverage support from other organizations. They are considering tabling at events and targeting seniors as a key demographic. Plans include collaborating with the East Bay Senior Center and the United Seniors of Oakland to enhance community visibility. Furthermore, the committee is exploring the possibility of partnering with St. Mary's Center to serve meals, although they are still awaiting a response regarding potential dates.

5. Advocacy – Meeting Minutes May 8th (Attachment F5)

- a. **AC-OCAP Sponsorship for the Initiative** - Committee Chair Q. Norwood discussed the process for state constitutional initiatives. He is proposing an amendment to the California Constitution aimed at addressing poverty and inequality. His goal is to create a commission dedicated to eliminating poverty and to include language that promotes welfare and strives to eradicate poverty. Q. Norwood

mentioned that he needs at least 25 initial signatures to submit the proposal to the Legislative Council. He estimates that around 800,000 signatures will be required to get the initiative on the ballot. He is actively seeking individual signatures from board members and community members and aims to submit the initiative by August 13th. He clarified that he is not necessarily looking for financial sponsorship from AC-OCAP; rather, he seeks individual signatures and support. While organizations can assist in sponsoring the initiative, they cannot initiate it. Q. Norwood is willing to reach out to 100 local organizations to collect signatures and believes that gathering these signatures should be relatively straightforward. He is open to collaboration but does not depend on other Community Action Partnerships. Q. Norwood is passionate about garnering support for this initiative to address poverty at the state constitutional level.

T. Love provided an update on legislative bills:

1. Bill Status:

- Most bills have passed out of the first committee and moved to the second committee.
- SB 239 was folded into SB 707 (teleconferencing bill)
The CalFresh EBT pilot did not pass out of appropriations due to budget constraints.

2. Specific Bills Discussed:

- AB 648 (student teacher housing exemption from zoning rules) passed the assembly, now in the Senate Education Committee.
- AB 880 (California paying contractors' bills if federal government opts out) passed the assembly, now in the Senate.
- SB 324 (requiring Medi-Cal to work with community-based organizations) passed the first house, now in the Senate.
- Regional Transportation Measure passed the Senate.

3. Additional Actions:

- Sent thank you letters to congressional members for supporting the BANK Act
- Submitted requests to county supervisors to support two bills.
- Offered to add board members to a Google Doc tracking the bills.

4. Immigration Rights:

- Mentioned Oakland's non-interference policy regarding federal actions.
- Noted protests were happening in Southern California, but no specific local actions were planned.

- b. **Budget Approval for the Advocacy Committee** – This item will be revisited at the Executive Committee Meeting on June 26, 2025.

G. Informational Item:

1. **Oath of Office and Form 700**—Staff T. On reported that all AC-OCAP Board members are now in compliance with Form 700.
2. **Request for Language Access** - Staff T. On mentioned that M. Francisco, the HSD Executive Assistant, had originally sent an email for the Language Access Plan asking board members and staff to indicate if they speak a second language besides English. This request was noted as voluntary, and T. On encouraged board members to respond to the email if they speak a language other than English.
3. **Board Roster (emailed)** – The updated 2025 Board Roster will be emailed to board members and staff.

H. Community Action Partnership Programming Updates:

1. **Board Vacancies: Low-Income Districts #1 and #6, Elected Mayor and District #7, and Private Sector (Dwight Williams)** - D. Williams addressed the status of board vacancies, noting the following details:

- District 1 is currently vacant.
- District 6 has been recently filled by Dr. Mayfield.
- District 7 will be represented by Councilmember Houston, who will attend the meetings personally.
- The Private Sector seat has been filled by Michelle Edmond.

Staff will follow up with Mayor Barbara Lee's office regarding the appointment for the mayor's seat. The board appears to be actively working to fill these vacant positions and ensure adequate representation across different districts and sectors.

2. **CAP Plan (Dwight Williams)** - D. Williams noted that the CAP Plan is due on June 30th and has requested a 30-day extension, making the new deadline July 31st. A Community Needs Assessment presentation is scheduled for June 25th at the West Oakland Public Library. The team has agreed to maintain the same goals as last year. They will be meeting with a consultant, Leticia Henderson, to assist with both the community needs assessment and the CAP Plan.

3. **Grantees 2024 Desk Audit and 2024 Outcomes, Maria Huynh (Attachment G3)** – Staff M. Huynh presented a comprehensive 2024 Desk Audit Analysis report with several key points:

1. Grantee Compliance:

- 17 total grantees
- 82% were compliant with requirements.
- 3 grantees were not compliant, primarily due to not having a single audit performed.

2. Specific Audit Findings:

- Community Works decided not to pursue the 2025 grant due to staff limitations.
- Some grantees have monthly meetings, others quarterly or bi-monthly.
- New grantees (Diamond, Off Change, The Window) struggled with the independent audit requirements.

3. Challenges and Insights:

- Collecting audit requirements involved multiple emails.
- Suggested cross-referencing programs among grantees
- Recommended a paradigm shift in resource allocation.
- Emphasized building capacity through investments in human services.

4. Grantee Outcomes:

- Highlighted challenges in affordable housing
- Noted that some employment programs exceeded expectations.
- Discussed success stories from various grantee programs

4. **Open Forum: (General Audience Comment Period)** – Community member Clark Bowdry from Absolute Private Protection & Security mentioned that he and some friends have been involved in training and security volunteering since 1993. His purpose for attending the meeting was to learn about different groups and committees, with the goal of becoming more involved and trying to replicate successful initiatives. He expressed interest in finding ways to help and was attending the meeting to understand more about the organization and its work.

I. Announcements:

a. United Seniors of Oakland and Alameda County:

S. Johnson:

- 24th Annual Convention on Friday, June 13, 2025, at Cherryland Community Center
- 22nd Annual Healthy Living Festival on September 25, 2025, at the Oakland Zoo (free for seniors 60 and older)

b. Alameda County Social Services/Board of Supervisors:

C. Frost:

- World Refugee and Immigration Day festival at Clinton Park on Saturday
- First town night of the year on June 27 at Clinton Park
- Supervisor Tam's team volunteered at community kitchens, preparing over 500 meals.

c. City of Oakland:

D. Williams:

- A Community Needs Assessment presentation on June 25th at the West Oakland Public Library.

d. Board Members/Others – None

J. Attachments

- D** Approval of the (draft) ABM Minutes on May 12, 2025
- F1** Approval of CDBG Oakland District 6 Membership Dr. Kimberly Mayfield
- F4** Program Planning (Meeting Minutes May 21st)
- F5** Advocacy (Meeting Minutes May 8th)
- G3** Grantees 2024 Desk Audit and 2024 Outcomes

K. Adjournment

a. The Next In-Person Meeting: July 14, 2025

MOTION: To adjourn the meeting at 7:21 pm.

M/S/Carried: T. Love / D. Walker / Motion Carried.