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@oaklandca.gov

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Fund Development Committee | Standing Meeting

Thursday, November 19, 2026, 5:30 pm – 6:30 pm

150 Frank H. Ogawa Plaza, Suite 4340 (4TH Floor), Conference Room 1

The Public May Observe and/or Participate in This Meeting by:
To make public comments, community members must do so in person at the published location.
To observe the meeting by video conference, please use the Zoom participation link:

Webinar Registration Link:
https://oaklandca.zoom.us/webinar/register/WN_YS_FoxwWTuib_3MvVp5CyA

Webinar ID: 822 9577 0120

Fund Development Committee: Rana Matly, Michelle Edmond, and Tiffany Lacsado

Staff: Ashlee Jemmott, and Thea On

AGENDA

A. Call to Order, Roll Call, and Quorum for the Fund Development Committee Meeting, and Approval of the November 19, 2026, Agenda.
ACTION ITEM:

B. Approval of Minutes from Fund Development Committee Meeting on April 16, 2026–
Attachment B
ACTION ITEM:

C. Public Comment: (Specify Agenda Item(s): Audience Comment Period):

D. Discussion:

1. Rockefeller Foundation

The meeting is held in a wheelchair accessible facility. Contact the Office of the City Clerk, 1 Frank H. Ogawa Plaza, Room 201, or call (510) 238-3611 **(VOICE)** or (510) 238-6451 (TTY) to arrange for the following services: Sign interpreters or Phonic Ear hearing devices for hearing impaired; 2) Large print Braille, or cassette tape text for visually impaired. Please refrain from wearing scented products to this meeting.

E. Open Forum: (General Audience Comment Period)

F. Adjournment

a. The next Executive Committee meeting is scheduled for **December 17, 2026**
ACTION ITEM:

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ATTACHMENT B

MINUTES

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

Fund Development Committee Meeting
Thursday, April 16, 2026, 5:30 PM – 6:30 PM

150 Frank H. Ogawa Plaza, Suite 4340 (4TH Floor), Conference Room 1

Committee Members Present: Rana Matly, and Michelle Edmond

Committee Member(s) Absent: Mitchel Margolis

Guest(s): Monique Rivera (AC-OCAP Board Chair)

Staff: Thea On

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A. Roll Call/ Determination of Quorum/Approval of the April 16, 2026, Agenda.
Committee Chair R. Matly called the meeting to order. Staff T. On performed roll call, a quorum was established at 5:35 p.m.
MOTION: To approve the April 16, 2026, Fund Development Committee Meeting Agenda.
M/S/Carried: Motion carried by unanimous consensus.

B. Approval of Minutes for Program Planning Committee Meeting on March 19, 2026 (Attachment B)
MOTION: To approve the minutes of the Fund Development Committee meeting held on March 19, 2026.
M/S/Carried: Motion carried by unanimous consent.

C. Public Comment: (Specific Agenda Item(s): Audience Comment Period) – None

D. Discussion Item(s):

1. **James Irvine Foundation - Career Initiatives Team: Follow-up Plan** – Committee Chair R. Matly shared that Ritzvina expressed interest in meeting with the committee to explore alignment between the Foundation's Career Initiatives and AC-OCAP's work in entrepreneurship and career empowerment. The team agreed to prepare through an ad hoc meeting with R. Matly, Chair M. Rivera, Manager A. Jemmott, M. Edmond, and M. Margolis; Staff T. On would be optional to help coordinate.

   Action Item(s):

   Rana will arrange the ad hoc meeting and coordinate preparation. Ritzvina was expected back on April 20th, after which the team could continue planning the Foundation discussion.

2. AC-OCAP Board Members' Engagement Strategy - The committee discussed engaging board members to use their personal and professional networks to raise AC-OCAP's visibility and support fundraising. Members emphasized creating a structured plan with clear follow-ups, rather than letting ideas stall between monthly meetings. A fall networking or fundraising event was suggested as a practical starting point, giving board members time to prepare and invite contacts; the team also discussed seeking donated space or food to manage costs. The detailed engagement strategy still needs to be developed at an ad hoc meeting.

E. Open Forum: (General Audience Comment Period) – None

F. ACTION ITEM: Adjournment
MOTION: To adjourn the meeting at 6:16 pm
M/S/Carried: Motion carried by consensus.

The Next In-Person Meeting: May 21, 2026

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