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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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PROGRAM PLANNING COMMITTEE | STANDING MEETING

Wednesday, November 18, 2026 (5:30 pm - 6:30 pm)

150 Frank H. Ogawa Plaza, 4th Floor - Human Services Department, 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_XmeGE1gZSQu_4tjU1neP0A

Webinar ID: 879 5743 9668

Program Planning Committee Members: Supervisor Nate Miley (Angelica Gums - Chair), Dr. Kimberly Mayfield, Patricia Schader, and Councilmember Ken Houston (Nelida Rocha)

Staff: Ashlee Jemmott, and Thea On

AGENDA

A. Call to Order to Determine Quorum of Program Planning Committee Meeting and Approval of November 18, 2026, Agenda.
ACTION ITEM:

B. Approval of Program Planning Committee Meeting Minutes on June 17, 2026 - **Attachment B**
ACTION ITEM:

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

D. Discussion Item(s):

1. Financial Literacy & Wellbeing Workshop (SparkPoint)
2. Toy Drive

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: The next in-person meeting is scheduled for **December 16, 2026**
ACTION ITEM:

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.

ATTACHMENT B

MINUTES

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

Program Planning Committee Meeting
Wednesday, June 17, 2026, 5:30 PM

Committee Members Present: Supervisor Nate Miley (Angelica Gums), and Councilmember Ken Houston (Nelida Rocha)

Members Excused: Dr. Kimberly Mayfield and Patricia Schader

Staff: Ashlee Jemmott and Thea On

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1. **Roll Call/Determination of Quorum/Approval of Agenda**
   MOTION: To approve the June 17, 2026, Program Planning Committee Meeting Agenda.
   M/S/Carried: Motion carried by unanimous consent.

2. **Approval of Minutes for Program Planning Committee Meeting on May 20, 2026 (Attachment 2)**
   MOTION: To approve the minutes of the Program Planning Committee meeting held on May 20, 2026.
   M/S/Carried: Motion carried by unanimous consent.

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

4. **Discussion Item:**
   a. Financial Literacy & Wellbeing Workshop (SparkPoint):

      Program & Cost:

      - SparkPoint (Vivian Chang) proposes a cohort-style financial literacy workshop series.
      - Estimated cost is no more than $5,000 for the cohort.
      - Content includes banking basics, managing savings/checking accounts, and broader financial literacy supports.

      Internal Process & Next Steps:

      - A. Jemmott met with Vivian Chang and her budget person after the last meeting to confirm scope and cost.
      - A. Jemmott will bring the $5,000 proposal to the Executive Committee to see if there are discretionary funds, then to the Administering Board for approval.
      - SparkPoint's earlier presentation materials will be located and included in the Executive Committee packet.

      Alignment with Other Initiatives:

- SparkPoint already partners with AC-OCAP through the VITA tax program, offering another financial literacy touchpoint during tax season.
- There is interest in connecting this work to a banking/check-cashing initiative (from a past county auditor presentation) and in exploring credit union partnerships (e.g., First United Credit Union, a nearby credit union) for low-fee products.
- Timing for workshops discussed: likely Aug–Oct, possibly multiple per month, depending on board approval and scheduling.

Support & Rationale:

- Committee members agree the workshop fits AC-OCAP's mission to help families build financial skills and stability.
- The Program Planning Committee is prepared to support the proposal at Executive/Board meetings, emphasizing the importance of early financial education and potential matching/incentive components.

b. **Life Insurance/Annuity -** A friendly amendment to the agenda was proposed to include a discussion on life insurance and annuities. A. Gums expressed the importance of adding a life insurance and annuity component to make the financial literacy initiative more comprehensive. She highlighted that many families do not understand how life insurance can build assets over time, even with small, consistent contributions. Additionally, she pointed out that some policies protect the principal, ensuring that funds do not decrease below a certain level when the market drops, allowing for steady growth. A. Gums has a friend who works with a nonprofit organization that specializes in life insurance and financial education. The plan is to invite this nonprofit partner to present, either alongside or after SparkPoint's workshops. She anticipates that this component will incur little to no cost, as the nonprofit typically offers education as a service. A. Gum will confirm the details with the nonprofit, gather information on their services, and report back to the Program Planning Committee so that it can be integrated into the broader financial literacy initiative.

c. **Toy Drive** – Committee Chair A. Gums noted that last year's toy drive was a significant effort for just the Program Planning Committee and staff. Additionally, multiple toy drives were underway, including those by the Lend a Hand Foundation, the Mayor's Office, AC Transit, and Social Services. This year, the goal is to partner with one or more of these existing drives and ideally establish a single shared distribution location. A. Gums' committee also discussed the possibility of using a toy registry (e.g., Amazon) so that staff, board members, and partners can donate toys that would be shipped directly to a designated location. She mentioned that she hasn't started planning yet because the event is later in the year, but she understands the importance of solidifying dates early on. Manager A. Jemmott suggested beginning concrete planning in September or October and checking with Lenience from the Mayor's Office about the toy drive plans to explore a potential joint effort.

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

6. **Adjournment:**
   MOTION: To adjourn the meeting at 6:30 pm
   M/S/Carried: Motion carried by unanimous consent.

The Next In-Person Meeting: July 15, 2026

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