



**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@oaklandnet.com

PROGRAM PLANNING COMMITTEE MEETING (Standing)

Wednesday, September 17, 2025, 5:30 p.m. - 6:30 p.m. at 150 Frank H. Ogawa Plaza, 4th Floor.

Human Services Department, Conference Room 1

The Public May Observe and/or Participate in This Meeting by:

https://oaklandca.zoom.us/webinar/register/WN_KvYMSEOQR56g76XyiRlmrA

Meeting ID: 834 2371 7801

To make public comments, community members must do so in person at the published location.

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

Staff: Thea On

AGENDA

1. Call to Order to Determine Quorum of Program Planning Committee Meeting and Approval of September 17, 2025, Agenda.
ACTION ITEM:
2. Approval of Minutes for Program Planning Committee Meeting on July 16, 2025 - **Attachment 2**
ACTION ITEM:
3. Public Comment: (Specific Agenda Item(s): Audience Comment Period)
4. Discussion Item:
 - a. Toy Giveaway
 - b. Save the Date flier - **Attachment 4b**
5. Open Forum: (General Audience Comment Period)
6. Adjournment: The next in-person meeting is scheduled for **October 15, 2025.**
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.



MINUTES



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

Program Planning Committee Meeting Wednesday, July 16, 2025, 5:30 PM

Committee Member Present: Supervisor Nate Miley (Angelica Gums), Dr. Kimberly Mayfield, and Patricia Schader

Staff: Dwight Williams and Thea On

1. Roll Call/Determination of Quorum/Approval of Agenda
MOTION: To approve the July 16, 2025, Program Planning Committee Meeting Agenda.
M/S/Carried: A. Gums / K. Mayfield / Motion Carried.
2. Approval of Minutes for Program Planning Committee Meeting on June 18, 2025 - **Attachment 2**
MOTION: To approve the June 18, 2025, Program Planning Committee Meeting Minutes.
M/S/Carried: A. Gums / K. Mayfield / Motion Carried.
3. **Public Comment: (Specific Agenda Item(s): Audience Comment Period) – None**
4. **Discussion Item:**
 - a. **Christmas Toy Drive**

Event Details:

- Tentative date: December 13
- Location: Lena Tam's office
- Target: 500 toys for children ages 0-12
- Estimated budget: \$2,000 (\$1,300 for toys, \$500 for food, \$200 for supplies)

Timeline:

- August 1: Flyer and toy request application goes out.
- October 1-31: Toy donations accepted.
- November 24: Announcement of selected families
- December 13: Toy distribution event.

Distribution Plan:

- Two-hour time slots for families to pick up toys.
- Parents must accompany children.
- Consideration for families with mobility challenges
- Potential drive-through or garage pickup option.

Additional Details:

- Online toy registry for donations
- Snack bags with microwave popcorn, hot chocolate, candy, and peppermint sticks.
- No cash donations, only direct toy purchases
- Coordinating with local supervisors and council members for support.

The Program Planning Committee plans to finalize logistics and present a detailed plan to the Executive Committee on July 24, 2025, for approval.

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

6. Adjournment

MOTION: To adjourn the meeting at 7:05 pm

M/S/Carried: P. Schader / K. Mayfield / Motion Carried.

The Next In-Person Meeting: September 17, 2025

DRAFT

Save the date!

Holiday

Toy Giveaway

FAMILY * FUN * MUSIC * SNACKS * TOYS

WHEN

December 13, 2025
9 AM – 6 PM

WHERE

Alameda County Supervisor
Lena Tam's Office
San Leandro

The Alameda County-Oakland Community Action Partnership Board is giving away toys to families in need this holiday, and we would greatly appreciate your support with donating a toy! More details to be shared soon.

Contact Angelica Gums at 510.974.3044 with any questions.