



City of Oakland  
Human Services Department  
**Oakland Fund for Children and Youth**



## Meeting of the Planning and Oversight Committee

September 2<sup>nd</sup>, 2020 ■ 6:00pm-9:00pm

### Zoom Teleconference

<https://zoom.us/j/96043308869>

**Pursuant to the Governor's Executive Order N-29-20, all members of the Oakland Fund for Children and Youth Planning and Oversight Committee (POC) as well as city staff will join the meeting via phone/video conference and no teleconference locations are required.**

#### TO OBSERVE:

- 1) To view the meeting by Zoom video conference, please click on this link: <https://zoom.us/j/96043308869> at the noticed meeting time.
- 2) To listen to the meeting by phone, please call the numbers below at the noticed meeting time: Dial (for higher quality, dial a number based on your current location): +1 669 900 9128 or +1 346 248 7799 or +1 253 215 8782 or +1 312 626 6799 or +1 646 558 8656 or +1 301 715 8592; Webinar ID: 960 4330 8869

#### TO COMMENT:

- 1) To comment by Zoom video conference, you will be prompted to use the **“Raise Your Hand”** button to request to speak when Public Comment is being taken on the eligible Agenda item. You will then be unmuted, during your turn, and allowed to make public comments. After the allotted time, you will then be re-muted.
- 2) To comment by phone, you will be prompted to **“Raise Your Hand”** by pressing **“\* 9”** to request to speak when Public Comment is being taken on the eligible Agenda Item. You will then be unmuted, during your turn, and allowed to make public comments. After the allotted time, you will then be re-muted.

#### ADDITIONAL INSTRUCTIONS:

- 1) Instructions on **how to join a meeting by video conference** is available at: [https://support.zoom.us/hc/en-us/articles/201362193 - Joining-a-Meeting#](https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting#)
- 2) Instructions on **how to join a meeting by phone** are available at: [https://support.zoom.us/hc/en-us/articles/201362663 Joining-a-meeting-by-phone](https://support.zoom.us/hc/en-us/articles/201362663-Joining-a-meeting-by-phone).
- 3) Instructions on **how to “Raise Your Hand”** is available at: [https://support.zoom.us/hc/en-us/articles/205566129 - Raise-Hand-In-Webinar](https://support.zoom.us/hc/en-us/articles/205566129-Raise-Hand-In-Webinar)



# AGENDA

1. Call to Order
  - *Roll Call, Introductions & Announcements*
  - *Agenda Review and Adoption*
2. Open Forum
3. Election of Planning and Oversight Committee (POC) Co-Chairs for 2020-2021 *action*
4. Approval of Prior Meeting Minutes from July 15, 2020 *action*
5. OFCY FY 2020-2021 Orientation for POC Members
6. Updates on the Annual Evaluation for FY2019-2020 and FY2020-2021 & Grants Management FY2020-2021
7. Establish an Ad-hoc Subcommittee to Lead Strategic Planning for 2022-2025
8. Administrative Matters
  - *General Announcements*
  - *Upcoming Meetings*
9. Adjournment



**MINUTES TO BE APPROVED**  
Oakland Fund for Children and Youth (OFCY)  
*Planning and Oversight Committee (POC) Meeting*

July 15<sup>th</sup>, 2020 - 6:00pm-9:00pm  
Zoom Teleconference

Committee Members present:	Anakarita Allen, Betty Booker, Langston Buddenhagen, Dwayne Davis, Pamela Harris, William Kegelmeyer, Peter Lê, Tasion Kwamilele, and Cameron Park
Committee Members absent:	Kimberley Aceves, Max Chacana
Staff Members present:	Sandra Taylor, OFCY Manager; Mike Wetzels, OFCY Planner; Scott Kim, OFCY Program Analyst

**1. Call to Order**

The meeting was called to order at 6:02 p.m. by POC Co-Chair Langston Buddenhagen.

**2. Approval of Prior Meeting Minutes from June 3, 2020**

Pamela Harris moved to accept the prior meeting minutes as submitted. Langston Buddenhagen seconded the motion. A roll call of the vote followed, and all members voted to approve the motion to approve the prior meeting minutes as presented, with the exception of Peter Lê, who abstained. Peter Lê introduced himself as the new POC adult appointee for Council District 2.

**3. POC Youth Recognition**

OFCY Manager Sandy Taylor acknowledged the four youth POC members and thanked them for their year of service. Cameron Park, William Kegelmeyer and Dwayne Davis will be leaving the POC, while Langston Buddenhagen will continue on as a POC member in 2020-2021.

**4. OFCY Grants and COVID-19 Impacts Discussion**

OFCY Program Planner Mike Wetzels presented findings from a memo prepared by the independent evaluation firm Social Policy Research Associates (SPR) regarding OFCY programming during the first months of shelter-in-place and the global pandemic. Through a series of interviews with various programs, SPR identified how programs shifted to virtual services and provided emergency services during the first weeks of the crisis.

POC member Pamela Harris commented on the flexibility that OFCY afforded programs and how programs responded by shifting to meet the emerging needs of the community. POC Co-Chair Anakarita Allen asked if this information would be considered as part of the annual evaluation; Ms. Taylor affirmed that this would be incorporated into the final report for FY2019-2020. For FY2020-2021, OFCY is instructing programs to make plans for activities for six months, rather than for the full 12-month period, and to revisit the projected activities every quarter to revise as circumstances change.



## MINUTES TO BE APPROVED

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There were two public speakers on this item. Michelle Sit from the East Bay Asian Local Development Corporation (EBALDC) expressed her gratitude to OFCY for providing flexibility for programs and space to design programming when there is a lot of uncertainty. Maria Hassel from Bananas, Inc. thanked OFCY for flexibility and expressed that the main challenge faced by her program now is the uncertainty going forward.

### 5. Discussion of City Council Policy Directive to the City Administrator

Sandy Taylor informed the POC that the Oakland City Council approved a motion at their meeting in June that includes the following policy directive:

***Strengthen the Departments of Violence Prevention and Parks, Recreation and Youth Development (OPRYD).***

*Return to Council within six months with an action plan to be fully implemented in the next two-year cycle that will:*

- a. *Move OFCY to either DVP or OPRYD to better align youth investments with other Youth Development resources and programming*
- b. *Move Senior Centers/Services to OPRYD to realize efficiencies in one department managing development/ support services across the generational continuum and shared facilities*
- c. *Cure and correct deficiencies in Head Start*

Sara Bedford, the Director of the Human Services Department, stated that she had no idea that this policy directive was being considered. However, it is a time of reinvention and she is open to exploring what this means and is engaging with City Councilmembers to understand the goals of the policy directive. Alignment of resources in support of strong goals like youth development make sense, and a performance framework is a top council priority.

POC Co-Chair Anakarita Allen queried if the issue was around alignment of resources or funding and tapping into other funding. POC member Pamela Harris was concerned on the impact for OFCY grantees and the community, and what it may mean for processes for grantees and resources available, either additional funding or reduction of funding. Pamela Harris also voiced a concern on the impact the directive will have on city staffing. Peter Lê also questioned how the policy directive may impact the community and grantees. Ms. Bedford responded that there will be no immediate impact on current grantees regarding their funding or processes due to the policy directive and ended by thanking the POC and staff for their work in sustaining critical non-profit infrastructure.

Sandra Taylor shared that next fiscal year 2020-2021 will be devoted to strategic planning for the next three-year funding cycle of FY 2022-2025. The strategic planning process will need to identify alignment within the work of OFCY and with other City departments. The Human Services Department released a Request for Qualifications (RFQ) early last year and OFCY will be able to consider candidates from the list of qualified consultants for strategic planning services. OFCY will engage the POC, establish a Strategic Planning subcommittee in September, and will develop a strong process that people feel is valid to develop the next strategic plan.



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**6. Open Forum**

There were no speakers for open forum.

**7. Administrative Matters**

The next POC meeting is scheduled for September 2<sup>nd</sup>, 2020. The POC and Oakland City Council will be on summer recess during the month of August. The next meeting will possibly include agenda topics for POC orientation and to plan a POC retreat to engage further in strategic planning, and to establish an ad-hoc strategic planning subcommittee to guide the work next fiscal year.

**8. Adjournment**

POC Co-Chair Langston Buddenhagen adjourned the meeting at 7:17 p.m.