



Special Meeting of the Richmond Fund for Children and Youth Oversight Board of the City of Richmond

Wednesday, January 22, 2020
440 Civic Center Plaza, Richmond, CA 94804
City Council Chamber

MINUTES

A. Pledge to the Flag

B. Call to Order and Roll Call

The meeting was called to order at 6:06 PM by Co-Chair Guadalupe Enllana.

Present: Khalieghya Dandie-Evans, Guadalupe Enllana, Teyona Galloway, Angel Godinez, Carol Hegstrom, Kapris James, Kristin Kilian Lobos, Madiha Qader, Stephanie Sequeira

Absent: Geselle Alvarado, Zeonta Johnson, Katherine Lee, Christian Mendizabal, Chastity Ochoa

Vacancies: 1 Vacancy

Staff

Liaison: David Padilla – Present

C. Agenda Review and Modifications

A motion by Board member Sequeira, seconded by Board member Galloway to have Agenda Item G-4 moved and discussed before Agenda Item G-1 passed by the following vote: **Ayes:** Board members Dandie-Evans, Enllana, Galloway, Godinez, Hegstrom, James, Lobos, Qader, Sequeira. **Noes:** None. **Abstentions:** None. **Absent:** Board members Alvarado, Johnson, Lee, Mendizabal, Ochoa.

D. Report from the Director

Department Director LaShonda White provided a report to Board members. Topics discussed included a reminder for Board members to submit Oaths of Allegiance and next steps regarding business cards, trainings, and marketing. Ms. White also provided an update on Y-PLAN (Youth – Plan, Learn, Act, Now) at Kennedy High School and shared news of the application openings for the Summer Youth Employment Program 2020 with YouthWORKS and Environmental & Community Investment Agreement (ECIA) Community Grant Program.

E. Public Forum

None.

F. Consent Calendar

- F-1.** A motion by Board member Hegstrom, seconded by Board member Galloway to approve the minutes of the December 2, 2019, meeting of the Richmond Fund for Children and Youth Oversight Board passed by the following vote: **Ayes:** Board members Dandie-Evans, Enllana, Galloway, Godinez, Hegstrom, James, Lobos, Qader, Sequeira. **Noes:** None. **Abstentions:** None. **Absent:** Board members Alvarado, Johnson, Lee, Mendizabal, Ochoa.

G. Oversight Board as a whole

- G-4.** Department staff member David Padilla presented an overview of staggered terms of expiration. Discussion continued. A motion by Board member Hegstrom, seconded by Board member Sequeira, initiated staggered term selections for Board members over the age of 24. Co-Chair Enllana and Board members Galloway, James, and Lobos were selected by lottery to serve two-year terms. As a result, Board members Hegstrom, Qader, and Sequeira and will serve an initial term of one year. Department staff will follow-up separately with Board members under the age of 24 to conduct a separate lottery term selection process. There were no public comments on this item.
- G-1.** Department staff member Patrick Seals presented an overview of a report drafted by a team of UC Berkeley graduate students on the Richmond Fund for Children and Youth Community Needs Assessment. Discussion continued. There were no public comments on this item.

- G-2.** Department staff member Sarah Ferrell presented an overview and shared updates on the Request for Proposals (RFP) released on December 10, 2019, to hire a consultant to support the Richmond Department of Children and Youth. Topics presented on include but are not limited to the RFP Review and Interview Sub-committee process, consultant expectations, and next steps. There was no further discussion. There were no public comments on this item.
- G-3.** Department staff member David Padilla presented an overview of Bylaws and their purpose, requirements per Measure E regarding rules and regulations of the Oversight Board, and draft Richmond Fund for Children and Youth Oversight Board Bylaws. Discussion continued. In providing feedback on the draft Bylaws, comments and questions were made on the following topics: majority vote requirement (Article IX, Section 2), mission statement (Article II), oath of allegiance (Article III, Section 4), vacancy, removals and absences (Article III, Section 3), and quorum (Article VII, Section 1), There was one public speaker for this item: Cordell Hindler. Mr. Hindler provided input on retreat requirements per the Brown Act and feedback on the Bylaws development process.
- G-5.** Department staff member David Padilla presented an overview and recommendation to establish a regular meeting schedule for the Oversight Board. Discussion continued. A motion by Board member Sequeira, seconded by Board members James and Hegstrom, to establish the regular meeting schedule of the Oversight Board to be the first Monday of the month with the September meeting to take place on the second Wednesday of the month passed by the following vote: **Ayes:** Board members Dandie-Evans, Enllana, Galloway, Godinez, Hegstrom, James, Lobos, Qader, Sequeira. **Noes:** None. **Abstentions:** None. **Absent:** Board members Alvarado, Johnson, Lee, Mendizabal, Ochoa. Board member Hegstrom also requested that agenda materials not be provided to Board members on Fridays prior to Monday meetings. Department Director LaShonda White stated that Department staff's goal will be to provide agenda materials to Board materials by Wednesdays prior to Monday meetings. There were no public comments on this item.

G. Adjournment

There being no further business, Co-Chair Enllana motioned to adjourn the meeting, seconded by Board member Hegstrom. The meeting adjourned at 7:37 PM.

