



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

Monday, February 1, 2021
Zoom Webinar Meeting

MINUTES

A. Call to Order and Roll Call

The meeting was called to order at 6:01 PM by Co-Chair Guadalupe Enllana.

Present: Geselle Alvarado, Khaliaghya Dandie-Evans, Guadalupe Enllana, Carol Hegstrom, Kristin Kilian Lobos, Madiha Qader, Zeonta Johnson

Absent: Katherine Lee, Teyona Galloway, Stephanie Sequeira, Kapris James

Vacancies: 4 Vacancies

Staff

Liaison: David Padilla – Present

B. Agenda Review and Modifications

No changes were made to the agenda.

C. Report from the Director

Department Director LaShonda White provided a report to Board members. Topics discussed included an appreciation to Oversight Board members for their dedication and efforts in 2020, a reminder of a future discussion item regarding Oversight Board goals in 2021, an update that new Board members will be appointed to fill the four youth vacancies, and an announcement about new Brown Act rules that were adopted by the California Legislature regarding social media communications.

D. Public Forum

Cordell Hindler commented by email, informing Board members that the Mayor mentioned the Oversight Board in the previously-held Council meeting and that Mr. Hindler will be scheduling a conference call with Richmond and De Anza High School to discuss a timeline to bring to the City Council. In addition, Mr. Hindler stated that his projects are coming along elegantly and that he will keep the group updated.

Sarah Pritchard made a public comment over Zoom, thanking the Oversight Board for their work and support in releasing the grant application and informing Board members of her new position as Executive Director of Rosie the Riveter Trust.

E. Consent Calendar

A motion by Board member Hegstrom, seconded by Board member Qader, to approve the following Consent Calendar items passed by a voice vote with no objections or abstentions.

Absent: Board members Lee, Galloway, Sequeira, James

- E-1.** APPROVE the minutes of the December 18, 2020, meeting of the Richmond Fund for Children and Youth Oversight Board

F. Oversight Board as a whole

- F-1.** Department staff member Patrick Seals provided an overview of the Request for Proposals (RFP) and grant application process to award funding to youth-serving organizations in 2021 and proved an update on next steps for the Oversight Board and Department Staff. Topics presented on included an overview of the RFP and grant application, an upcoming pre-proposal meeting for prospective applicants, an online grant application form, priority areas and estimated funding allocation, eligibility requirements, a funding request summary table by application type, proposal instructions, RFP review process, and an expected timeline. Discussion continued. There were no public comments on this item.

- F-2.** Department staff member David Padilla provided an update on a Request for Proposals (RFP) for grant management software. Topics presented on included an overview of a standard Request for Proposals process, current grant management practices for scoring proposals and storing submitted applicant information, grant management software capabilities, and proposal components and instructions. Discussion continued. There were no public comments on this item.
- F-3.** Department staff member Guadalupe Morales led the discussion regarding opportunities for Oversight Board participation, youth engagement, training and capacity building for board members, and the development of 2021 Oversight Board goals. Discussion continued. There was one public speaker for this item: Cordell Hindler. Mr. Hindler shared that he can provide information on public speaking for youth Board members and provided suggestions on Oversight Board participation including one in which Board members host interviews with each other and share what they learned about each other as a group.

G. Adjournment

There being no further business, Co-Chair Enllana adjourned the meeting at 7:24 PM.

David Padilla
Staff Liaison

Approved:

Zeonta Johnson
Zeonta Johnson, Co-Chair

Guadalupe Enllana
Guadalupe Enllana, Co-Chair