



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

Monday, November 6, 2023

MINUTES

A. Call to Order and Roll Call

The meeting was called to order at 6:02 P.M. by Co-Chair Katherine Lee.

Present: Khalieghya Dandie-Evans, Guadalupe Enllana, Teyona Galloway, Carol Hegstrom, Katherine Lee, Madiha Qader, Stephanie Sequeira

Absent: Diego Castro Curry

Vacancies: 7 Vacancies

Staff

Liaisons: LaShonda White, Patrick Seals, Guadalupe Morales, Nicholas Delgado, Abdul Black – present

B. Agenda Review and Modifications

No modifications.

C. Report from the Director

Project Manager Patrick Seals provided a department report. He noted that staff will be sending out an updated attendance report for Oversight Board attendance. There will be a December meeting calendar reminder sent out and lastly, that City Hall will be closed the following Friday in observance of Veterans' Day.

D. Public Forum

1. Cordell Hindler submitted a written public comment via email (attached).

E. Consent Calendar

E-1. APPROVE the minutes of the October 2, 2023, meeting of the Richmond Fund for Children and Youth Oversight Board

A motion was made to approve the consent calendar by Board member Hegstrom, seconded by Board member Enllana; approved by the following vote:

Ayes: Khalieghya Dandie-Evans, Guadalupe Enllana, Teyona Galloway, Carol Hegstrom, Katherine Lee, Madiha Qader, Stephanie Sequeira

Noes:

Abstentions:

Absences: Diego Castro Curry

F. Oversight Board as a whole

F-1. RECEIVE an introductory presentation from WestEd and LISTEN to an update on the RFCY evaluation process.

Nicole Strayer, Senior Research Associate with WestEd, presented this report. During the presentation, she expressed WestEd's intent to collaborate closely with the RFCY Oversight Board, involving them in refining concepts and themes such as the RFCY Theory of Change, survey development, qualitative data collection, report generation, and technical assistance.

She went over the anticipated evaluation process for the RFCY noting the framework, funding priority areas, service delivery, service gap reduction, youth outcomes, and capacity building that will be highlighted once the evaluation process is completed. She discussed prioritizing service delivery, reducing service gaps, improving youth outcomes, and building capacity through various methods such as document review, surveys (including the Youth Experience Survey), qualitative data collection, technical assistance, and metrics reporting.

The active engagement of the RFCY Oversight Board was encouraged to shape the evaluation's direction. Discussion ensued.

WestEd discussed potential collaborative opportunities with Oversight Board by noting their interest levels as 1) periodic updates, 2) see and provide feedback, and 3) actively partner, attend meetings for the following areas: 1) Defining how RFCY impacts youth, 2) Youth experience survey development 3) Qualitative data collection, 4) Generating Reports, and 5) Technical Assistance.

Nicole Strayer noted she will be connecting with Oversight Board members to follow up on their collaboration.

Public Comment:

There was no public comment.

F-2. APPROVE staff's recommendation for Public Works to serve as the vendor for the Community Needs Assessment and Strategic Assessment Plan.

Staff Liaison Nicholas Delgado presented on this report. He briefly went over the previous Community Needs Assessment (CNA) and Strategic Investment Plan (SIP) for Fiscal Years (FYs) 2021-2024 process and how it led to the development of the Fund's six funding priority areas. He pivoted to the current and Request for Proposals process, detailing the review and scoring process and noted that Public Works LLC is the staff recommended vendor to support staff in the creation of the FYs 2024-27 CNA/SIP process. Discussion ensued.

A motion was made to approve Public Works LLC as the consultant for the FY 2024-2027 CNA/SIP process by Board member Sequeira, seconded by Board member Hegstrom; approved by the following vote:

Ayes: Khalieghya Dandie-Evans, Guadalupe Enllana, Teyona Galloway, Carol Hegstrom, Katherine Lee, Madiha Qader, Stephanie Sequeira

Noes:

Abstentions:

Absences: Diego Castro Curry

Public Comment:

There was no public comment.

F-3. RECEIVE a presentation on updated departmental outreach materials.

Staff Liaison Abdul Black presented on this agenda item. He reviewed the previously approved logos for use by the Department and Fund for Children and Youth. He presented the various colorway and style options for the logo and also presented some example merchandise for use by City staff and Oversight Board members. He also presented several scripts and blurbs that staff and Oversight Board members would use in social media and the City website. Discussion ensued. Abdul Black subsequently handed out some sample giveaway items to the Oversight Board and noted he would circle back with Board members once merchandise is created with the new logo and ordered.

Public Comment:

There was no public comment.

G. Adjournment

There being no further business, Co-Chair Galloway adjourned the meeting at 7:09 P.M.

Approved:

Katherine Lee, Co-Chair

Staff Liaison

Teyona Galloway, Co-Chair