



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

Monday, July 7, 2025, | 6:00 PM

City Council Chambers | 450 Civic Center Plaza
Richmond, CA 94804

- A.** Call to Order and Roll Call
- B.** Agenda Review and Modifications
- C.** Report from the Department
- D.** Public Forum
- E.** Consent Calendar:
 - E-1.** APPROVE the minutes of the April 7, 2025, meeting of the Richmond Fund for Children & Youth Oversight Board.
- F.** Oversight Board as a Whole
 - F-1.** RECEIVE a presentation from the Richmond Department of Children and Youth on the new Grants Management System.
 - F-2.** RECEIVE a presentation from the Richmond Department of Children and Youth on the Service Provider Working Group.
 - F-3.** RECEIVE a presentation from the Richmond Department of Children and Youth consultant WestEd.
- G.** Open Session
 - G-1.** WORKING SESSION hosted by WestEd in the Shimada Room (Continuation of item F-3)
- H.** Adjournment

MEETING INFORMATION

Oversight Board Members

Khalieghya Dandie-Evans
Guadalupe Enllana
Teyona Galloway
Carol Hegstrom
Madiha Qader
Stephanie Sequeira

Staff Liaisons

Patrick Seals
Guadalupe Morales
Nicholas Delgado
Kaitlen Burnom
Abdul Black

Director

LaShonda White

How to participate in Public Forum and/or speak on an agenda item in the meeting:

Hybrid Meeting:

Community members are invited to participate in the meeting and may provide comment virtually via the following zoom link: <https://ci-richmond-ca-us.zoom.us/j/81056559765?pwd=DtIGQXynFeXb94W7KYIG68cZJ2bPDF.1>.

All standard rules and procedures governing public meetings shall apply to virtual attendees.

Public Comment via Email:

Comments can be submitted via email to youth@ci.richmond.ca.us. All comments received by 3:30 p.m. on the day of the scheduled meeting, will be provided to the Oversight Board during Public Forum or their respective agenda item, be considered a public record, and be considered before Oversight Board action. Email must contain in the subject line: **public comments – not on the agenda** or **public comments – agenda item #**. All public comments will be available after the meeting as supplemental materials and will be posted as an attachment to the meeting minutes when the minutes are posted.

Speaker Registration – Public Forum: Anyone who wishes to address the Oversight Board on a topic that is not on the agenda and is relevant to the Oversight Board's purpose may file a Speaker's Request Form with Department staff PRIOR to commencement of the Public Forum portion of the meeting and will be called to address the Oversight Board during the Public Forum. The amount of time allotted to individual speakers shall be a maximum of two (2) minutes. If there are several speakers, the amount of time allowed may be modified at the Co-Chairs' discretion.

MEETING INFORMATION

Oversight Board members

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Speaker Registration – Public Comment on Agenda Items: Persons wishing to comment on an item on the agenda shall file a Speaker's Request form with Department staff PRIOR to the Oversight Board's consideration of the item. Once the agenda item is announced and discussion of the agenda item begins, only those persons who have previously submitted Speaker Request Forms shall be permitted to comment on the item. Speakers will be called to address the Oversight Board when the item is announced for discussion. Each speaker will be allowed two (2) minutes to address the Oversight Board on the item(s) for which the speaker is registered.

Conduct at Meetings: Oversight Board meetings are limited public forums during which the City strives to provide an open, safe atmosphere and promote robust public debate. Members of the public, however, must comply with state law, as well as the City's laws and procedures and may not actually disrupt the orderly conduct of these meetings. The public, for example, may not shout or use amplifying devices, must submit comment cards and speak during their allotted time in order to provide public comment, may not create a physical disturbance, may not speak on matters unrelated to issues within the jurisdiction of the Oversight Board or the agenda item at hand, and may not cause immediate threats to public safety.

Accessibility for Individuals with Disabilities

Upon request, the City will provide for written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services and sign language interpreters, to enable individuals with disabilities to participate in and provide comments at/related to public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, auxiliary aid, service or alternative format requested at least two days before the meeting. Requests should be emailed to youth@ci.richmond.ca.us or submitted by phone at (510) 620-6553. Requests will be granted whenever possible and resolved in favor of accessibility.

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



Monday, April 7, 2025
Council Chambers
440 Civic Center Plaza
Richmond, CA 94804

MINUTES

A. Call to Order and Roll Call

The meeting was called to order at 6:02 P.M. by Oversight Board member Galloway

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

Absent: 0 Absences

Vacancies: 9 Vacancies

Staff Liaison: Patrick Seals, Nicholas Delgado, Kaitlen Burnom, Araya Turner – Present

B. Agenda Review and Modifications

No modifications.

C. Report from the Department

Department staff presented several updates to the Oversight Board. They introduced Araya Turner the new Communications Intern for the Department of Children and Youth. Additionally, staff provided a summary of the RFCY FY25-28 grantees, including the number of grantees awarded, funding cycles, and status updates. Staff also shared the latest CRM grants system update.

Staff Liaison and Management Analyst Kaitlen Burnom presented an update on the reinstated Service Provider Working Group and introduced the development of the Participatory Grantmaking pilot project. Board Member Galloway gave feedback on the Service Provider Working Group breakfast and shared her excitement about the group.

Administrative Staff Liaison and Administrative Chief Patrick Seals shared comments on the Participatory Grantmaking process and his hopes for creativity in creating the new grant opportunity. Patrick also shared information on the Department's current Fund balance and will provide more information at the next meeting.

Staff Liaison and Associate Management Analyst Nicholas Delgado concluded with the upcoming City of Richmond events that staff will be tabling at.

D. Public Forum

1. Cordell Hindler would like to share the current Oversight Board vacancies with the Youth Council to encourage them to apply. He also invited the Oversight Board to the City of Pleasant Hill's Mayor's Conference on May 1, 2025, at 6:30 P.M. with tickets starting at \$70 per person.

E. Consent Calendar

E-1. APPROVE the minutes of the November 19, 2024, meeting of the Richmond Fund for Children & Youth Oversight Board.

A motion was made to approve the minutes by Board member Sequeria, seconded by Board Member Galloway, and was approved unanimously by all present Board members.

F. Oversight Board as a whole

F-1. ELECT two (2) Oversight Board members (one (1) youth and one (1) adult) to serve as Oversight Board Co-Chairs.

Staff Liaison and Associate Management Analyst Nicholas Delgado presented this item to the Oversight Board, providing an overview of the requirements, expectations, and responsibilities of the Oversight Board. He reviewed what is stated in the Bylaws and the reason for presenting at the meeting. He presented the election process and suggested the opportunity to elect a new adult Co-Chair. Board Member Hegstrom commented on whether any members wanted to nominate themselves for the position.

Board Member Khalieghya Dandie-Evans nominated Board Member Galloway as Co-Chair of the Oversight Board, and the Board unanimously approved the nomination.

Public Speaker Cordell Hindler commented on the appointment of new Co-Chairs Khalieghya Dandie-Evan and Teyona Galloway, congratulating them on their positions.

F-2 RECEIVE a presentation from Richmond Department of Children and Youth consultant WestEd

During the discussion, WestEd emphasized the importance of the Board’s active role in refining surveys, improving qualitative data collection, and shaping reports and technical assistance. They shared updates on recent engagement efforts and valuable feedback received on research questions. A dedicated working session focused on developing the Youth Experience Survey, encouraging collaborative input. The group reviewed progress from fiscal years 2021–22 through 2023–24, highlighting extensive data collection and analysis.

Discussion ensued.

G. Adjournment

There being no further business, Co-Chair Guadalupe Enllana adjourned the meeting at 7:20 P.M.

Staff Liaison

Approved:

Khalieghya Dandie-Evans, Co-Chair

Teyona Galloway, Co-Chair



AGENDA REPORT

**Department of
Children and Youth**

DATE: July 7, 2025

TO: Members of the Richmond Fund for Children and Youth Oversight Board

FROM: Patrick Seals, Administrative Chief
Nicholas Delgado, Management Analyst

SUBJECT: RICHMOND DEPARTMENT FOR CHILDREN AND YOUTH GRANTS
MANAGEMENT SYSTEM

RECOMMENDED ACTION:

RECEIVE a presentation on the Richmond Department of Children and Youth new Grants Management System.

FINANCIAL IMPACT OF RECOMMENDATION:

There is no financial impact.

DISCUSSION:

Background

The Department of Children and Youth has been actively collaborating with our consultant, Submittable, to develop and implement a comprehensive Grants Management System (GMS). This system is designed to streamline the administration of our grantmaking processes and improve efficiency across the grant lifecycle.

Significant progress has been made, including the development of an electronic draft grant application, reporting forms, and the foundational structure of the GMS. A preliminary demonstration of these components will be presented to the Board for review and feedback.

Additionally, staff has created vendor profiles for each of the 2025–2027 grantees within the system, an important step in preparing for reimbursement and evaluation of the fund. This update reflects our commitment to transparency, organization, and the effective stewardship of public resources.



AGENDA REPORT

**Department of
Children and Youth**

DATE: July 7, 2025

TO: Members of the Richmond Fund for Children and Youth Oversight Board

FROM: Patrick Seals – Administrative Chief
Kaitlen Burnom, Management Analyst

SUBJECT: RICHMOND DEPARTMENT FOR CHILDREN AND YOUTH SERVICE PROVIDER
WORKING GROUP

RECOMMENDED ACTION:

RECEIVE a presentation on the Richmond Department of Children and Youth Service Provider Working Group

FINANCIAL IMPACT OF RECOMMENDATION:

There is no financial impact.

DISCUSSION:

Background

The Department of Children and Youth has been actively collaborating with the West Contra Costa Public Education Fund (Ed Fund) to revitalize the Service Provider Working Group, a collective space for local organizations to connect, share resources, and strengthen community-based support systems. Following a successful relaunch event that engaged a wide network of partners, staff have remained focused on maintaining momentum and deepening collaboration.

Building on the success of the SPWG, the Department has launched a Participatory Grantmaking Focus Group composed of 16 service providers dedicated to serving Richmond youth. This group's mission is to shift decision-making power to those most directly affected by funding choices. Through this effort, we aim to strengthen equity, promote transparency, and foster greater community ownership of the Richmond Fund for Children and Youth.



AGENDA REPORT

Department of
Children and Youth

DATE: July 7, 2025

TO: Members of the Richmond Fund for Children and Youth Oversight Board

FROM: Patrick Seals, Administrative Chief
Nicholas Delgado, Associate Management Analyst

SUBJECT: WESTED PRESENTATION AND EVALUATION UPDATE

RECOMMENDED ACTION:

Listen to a update and presentation by WestEd on the evaluation of the Fund – Department of Children and Youth (Nicholas Delgado 510-620-5560).

FINANCIAL IMPACT OF RECOMMENDATION:

There is no financial impact.

DISCUSSION:

WestEd, a nationally recognized non-profit educational research and development organization, has been engaged by the Richmond Fund for Children and Youth (RFCY) to lead the Fund's multi-year evaluation process. As part of this partnership, WestEd has worked closely with RFCY staff to develop and implement a robust evaluation framework, with input from key stakeholders, including the RFCY Oversight Board.

WestEd has actively sought the Board's engagement in shaping the evaluation by involving members in refining the RFCY survey instruments, conducting qualitative data collection, reviewing report drafts, and offering technical assistance throughout the process.

WestEd will present a comprehensive update highlighting the culmination of their evaluation efforts over the Fund's first three fiscal years: 2021–22, 2022–23, and 2023–24. The presentation will share findings from the Youth Experience Survey, which captures the perspectives and outcomes of youth directly served by RFCY-funded programs, as well as insights from the Organization Experience Survey, which reflects the experiences and feedback of funded community-based organizations. In addition, WestEd will provide general information about the types of programs supported by the Fund, including services delivered, populations served, and the overall reach and impact of funded initiatives.

This evaluation aims to provide data-driven insights into how RFCY-funded programs have contributed to the wellbeing of Richmond's children, youth, and families. It will also serve as a critical resource in informing the Fund's strategic planning and funding decisions in future cycles.

ATTACHMENTS:

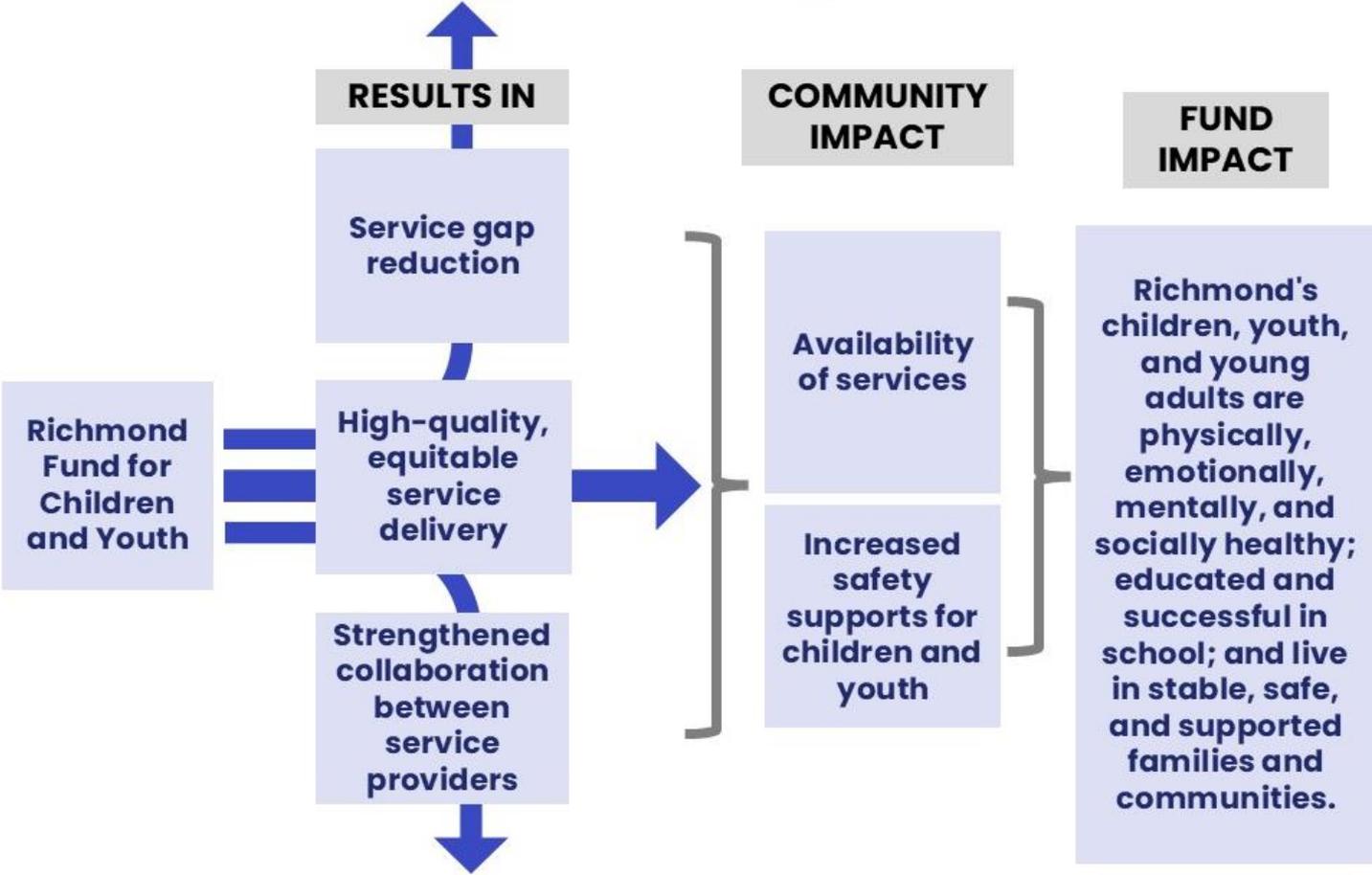
Attachment 1 – WestEd Slide Deck

RFCY FY21-24 Evaluation Summary

July 7, 2025

Presentation to the RFCY Oversight Board

Theory of Change



Summary of the RFCY

46 organizations
funded

56 grants

121 program
sites

\$9,124,257

dispersed

58,261

youth served

216,686

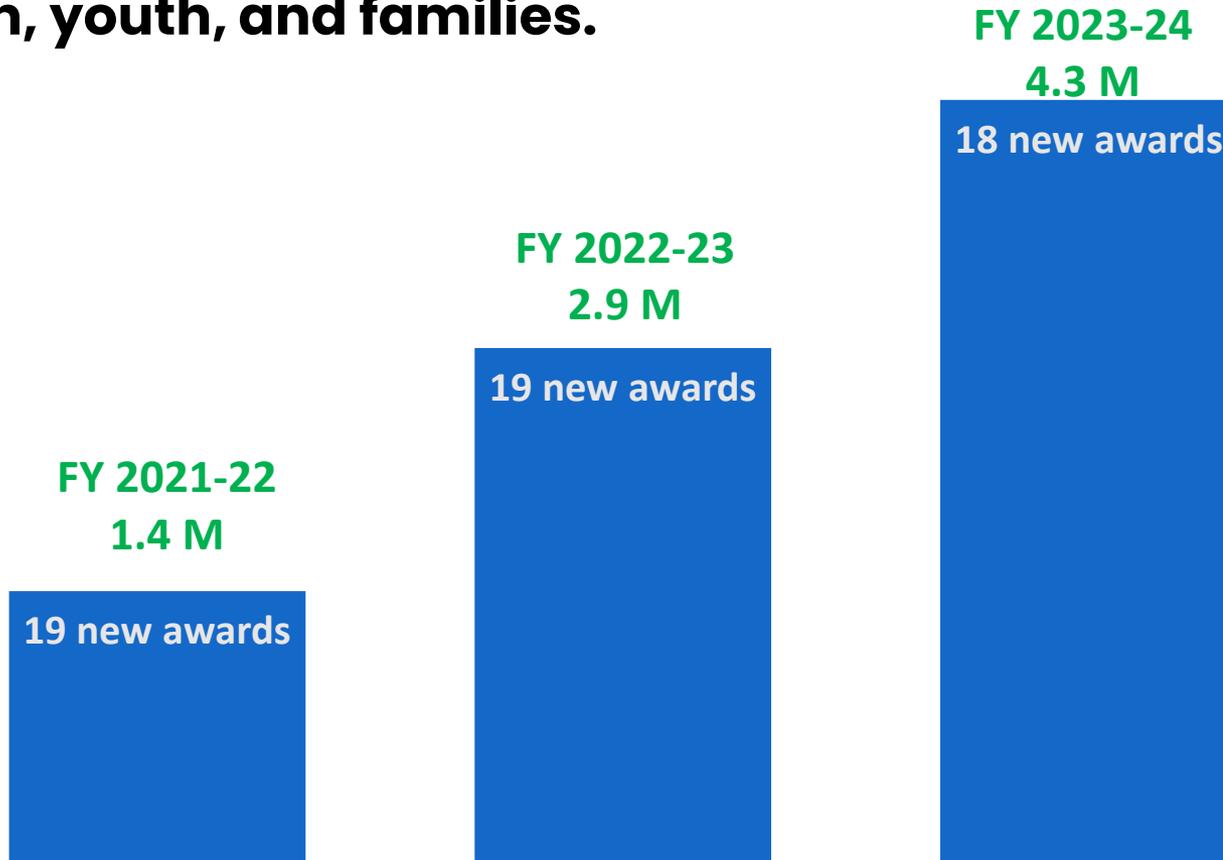
hours of services

37%
of funded
programs utilize
volunteers

74%
programs engage
youth long-term

Funding by Year

Over 9.1 million dollars went to organizations serving Richmond children, youth, and families.



Key Achievements

Widespread Reach

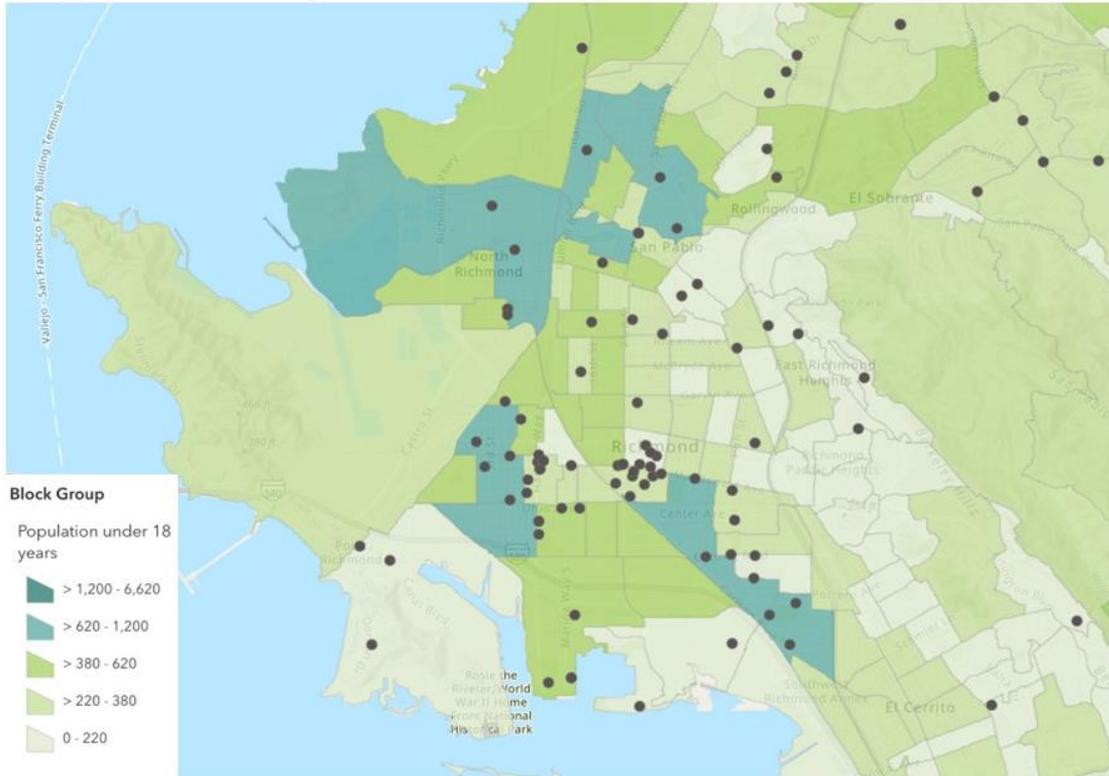
Equity-Focused Implementation

Accessible Services

Positive Youth Experience

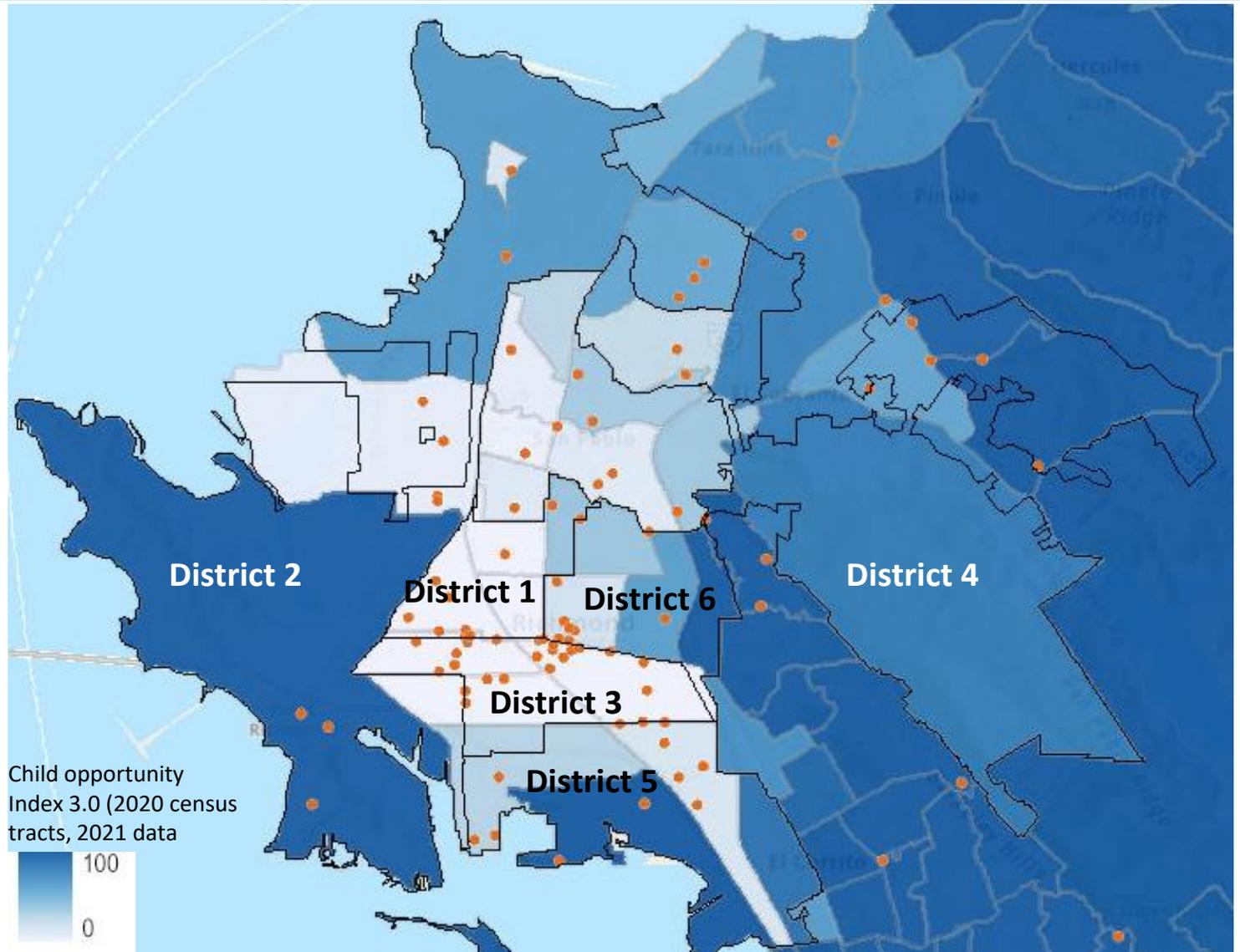
Support for Organizations

Widespread Reach

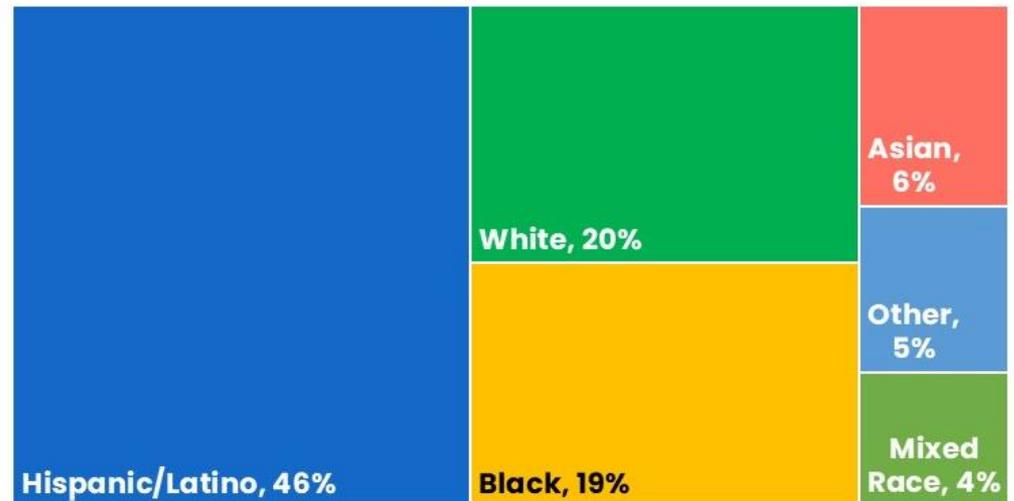
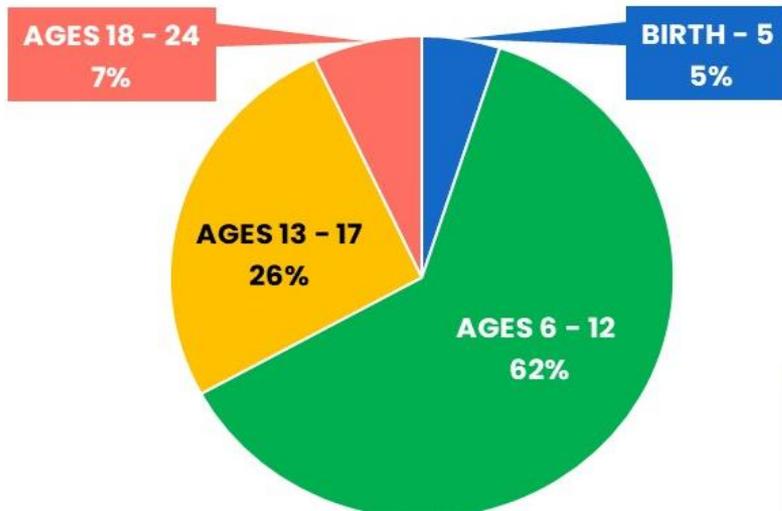


“We work in schools and with afterschool programs, but we also work at housing sites, clinics, community centers. So we’re really reaching youth in a lot of different settings.”
– Program Director

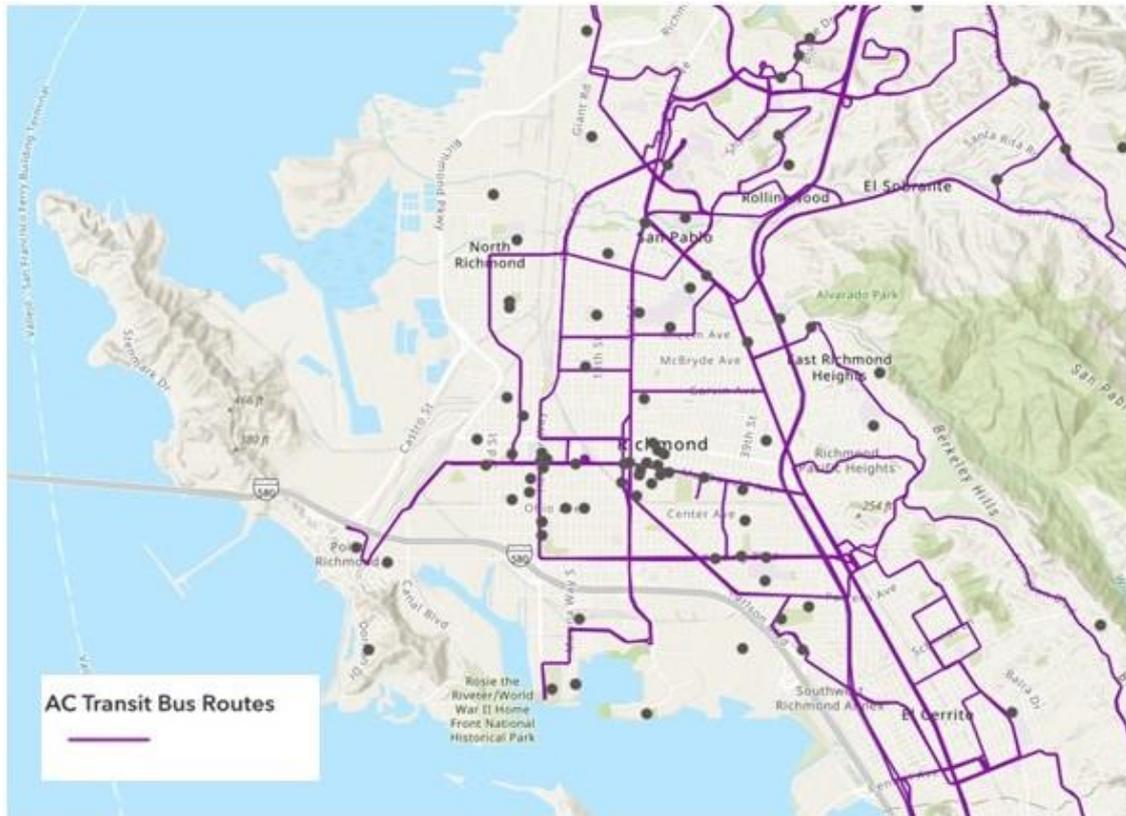
Equity-Focused Implementation



Equity-Focused Implementation



Accessible Services



- Many sites in central Richmond and Richmond city center
- Other sites are accessible via public transit
- School-based programs may remove obstacles to access
- 44 K-12 school sites served over **43,000** children and youth

Youth Experiences

Making Connections

87% affirmed “this program helps me make new friends.”

93% affirmed “this program helps me learn how to get along with others.”

“The program is very welcoming and you meet many new people and form new friendships.”
-RFCY Participant,
Age 16

“Affirmed” means respondents said the statement was somewhat, mostly, or completely true

Youth Experiences

Leadership and Advocacy

- **88%** affirmed *“since coming to this program, I am more aware about what is going on in my community.”*
- **94%** affirmed *“since coming to this program, I better understand solutions to problems in my community.”*
- **82%** affirmed *“since coming to this program, I am more of a leader.”*
- **90%** affirmed *“since coming to this program, I am better at saying ‘no’ to things I know are wrong.”*

“Affirmed” means respondents said the statement was somewhat, mostly, or completely true

Youth Experiences

College Preparation

83% affirmed “because of this program, I understand the steps I need to take to get into college.”



“Affirmed” means respondents said the statement was somewhat, mostly, or completely true

Youth Experiences

Academic Success

65% affirmed “what I learn at this program helps me be more successful in school.”

67% affirmed “this program makes learning fun.”

56% affirmed “because of this program, I am more motivated to learn in school.”

“Something I am proud of is making our poster in our math class because I was able to show new solutions to fixing water problems in our community or around the world.”

“Affirmed” means respondents said the statement was somewhat, mostly, or completely true

Youth Experiences

Life Skills

86% affirmed “in this program, I learn how to set goals and meet them.”

95% affirmed “this program helps me to think about the future.”

89% affirmed “I have learned new skills that will help me achieve my goals.”

76% reported that they learned a tangible skill (e.g. how to write a resume, fill out forms, make better spending choices)

“This program made me learn new things about myself that I didn’t know I could do.”

“Affirmed” means respondents said the statement was somewhat, mostly, or completely true

Youth Experiences

Career and Trade Job Readiness

87% affirmed “this program has helped me learn how to work independently with focus.”

93% affirmed “this program helps me to understand how to get the kind of job I want.”

67% affirmed “in this program, I learned about an industry that I am interested in (e.g., IT, health care, culinary arts).”

84% affirmed “at this program, I learned what is expected in a work setting.”

91% affirmed “in this program, I learned about jobs I can have in the future.”

77% were connected to a job, internship, or volunteer opportunity.

“Affirmed” means respondents said the statement was somewhat, mostly, or completely true

Youth Experiences

Physical, Mental, and Emotional Health

74% affirmed “this program teaches me how to be healthy.”

77% affirmed “this program has taught me to deal with my problems in a positive way (like asking for help).”

71% affirmed “this program has helped me cope with stress.”

“I learned some new and interesting things, new menus. Why I should eat certain foods, ways to prepare different foods like bok choy.”

“Affirmed” means respondents said the statement was somewhat, mostly, or completely true

Organizational Impact: Capacity Building

Leveraging partnerships

Organizational infrastructure

“[The fund is] giving back our voice because we're not limited on what we can do and it gives us an opportunity to look at new ways to do community outreach, look for other sources of funding. It's strengthening the partnerships with us and other CBOs.”

- Program Coordinator

Organizational Impact: Fiscal Health and Sustainability

"I don't think there's another partner out there who provides multi-year level of support the way the Richmond Fund does and to the depths of that support, it's really transformative."

- Program Director

**100% of grantees funded in FY 21-22
and FY 22-23 were re-funded the
following fiscal year.**

Highlight on Sustainability

- Braided Funding
 - WCCUSD
 - Medi-Cal
- Approaches to Fiscal Health
 - Strategic planning
 - Exploring revenue-generating activities
 - Funding campaigns

“As a registered nonprofit, [our organization] works hard to diversify our income and revenue streams to ensure the sustainability and longevity of our programs.”

– *Grantee report*

Implementation Challenges

Access barriers

Partnerships

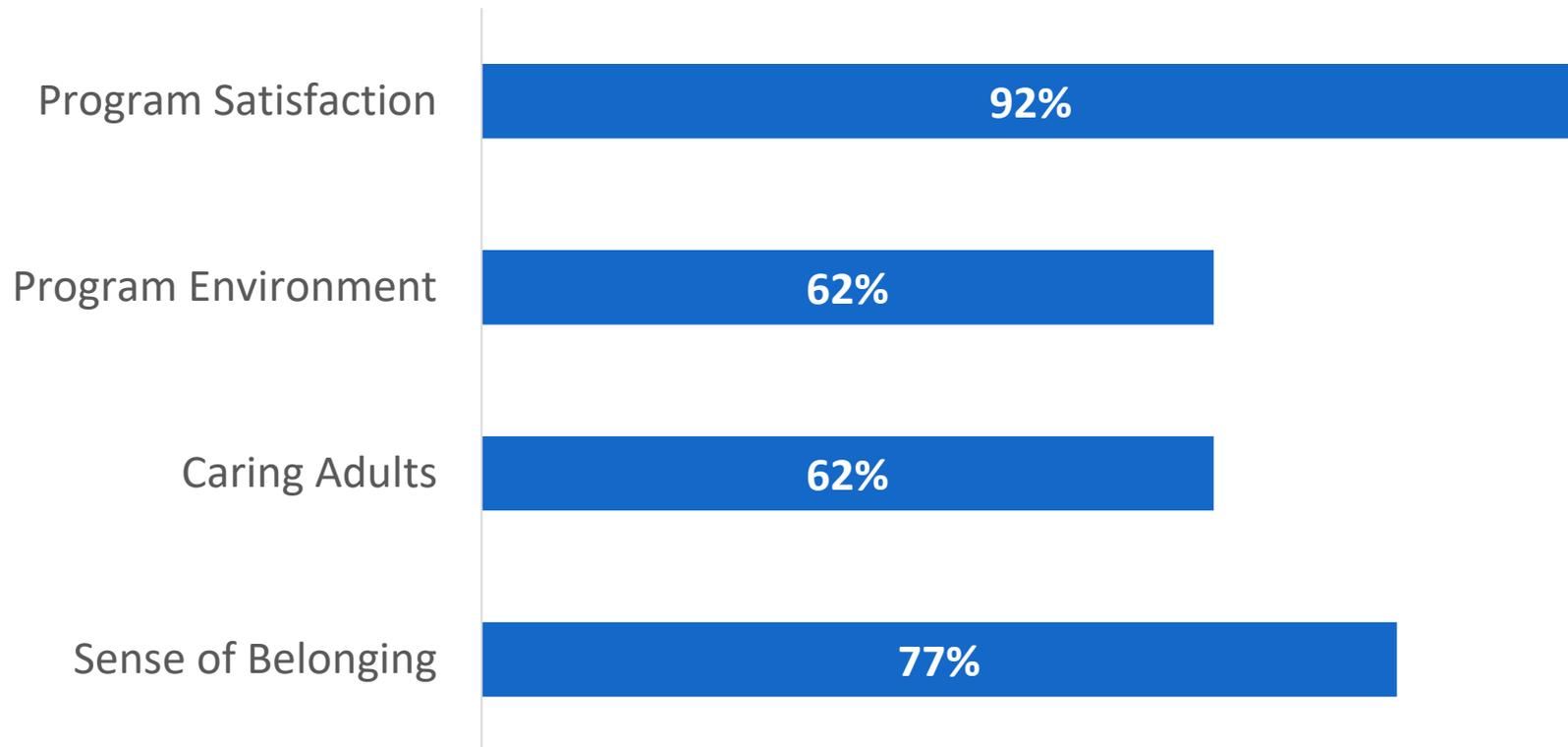
Administrative and staffing burdens

RDCY capacity

"Our primary challenge remains managing the daily administrative tasks required to run a nonprofit while also finding time or assistance for grant writing to secure more consistent funding"

– Grantee report

Percent of Grantees who met Performance Benchmarks



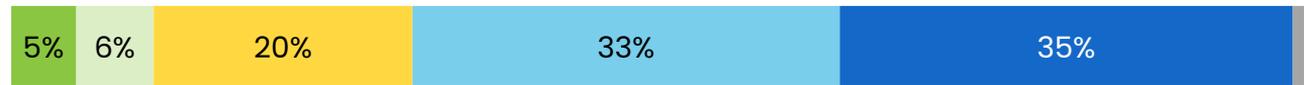
Note. Chart reflects data from 13 grantees (22%)

Participant Satisfaction

The majority of participants were satisfied with the program they attended.

Strongly Disagree Disagree Neither Agree nor Disagree Agree Strongly Agree N/A

I like this program.



I would recommend this program to a friend.



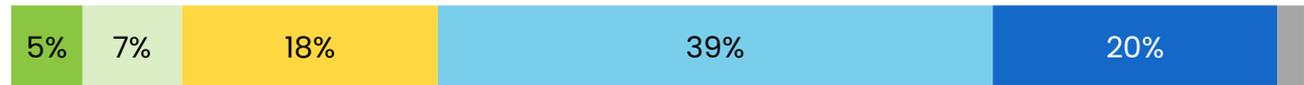
I do things that make a difference at this program.



I am interested in what we do at this program.



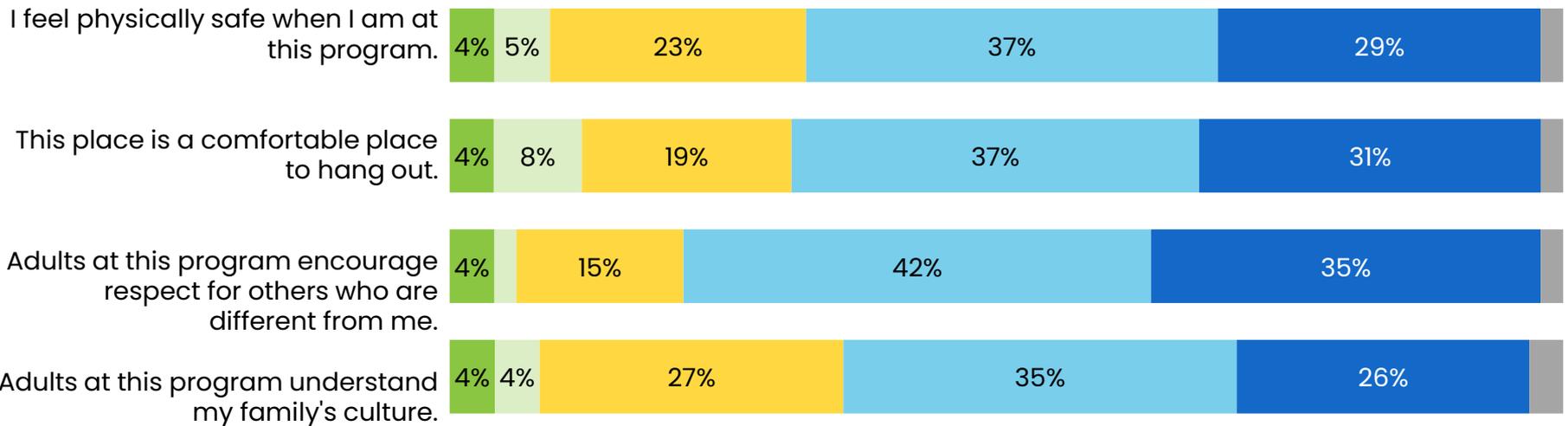
In this program, I try new things.



Program Environment

The majority of participants reported a physically and emotionally safe program environment.

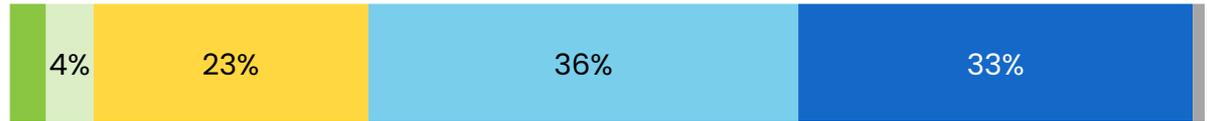
Strongly Disagree Disagree Neither Agree nor Disagree Agree Strongly Agree N/A



Caring Adults

Strongly Disagree Disagree Neither Agree nor Disagree Agree Strongly Agree N/A

There is an adult at this program who cares about me.



There is an adult in this program who believes I will become a success.



There is an adult in this program who always wants me to do my best.



I can talk to adults at this program about things that bother me.



Sense of Belonging

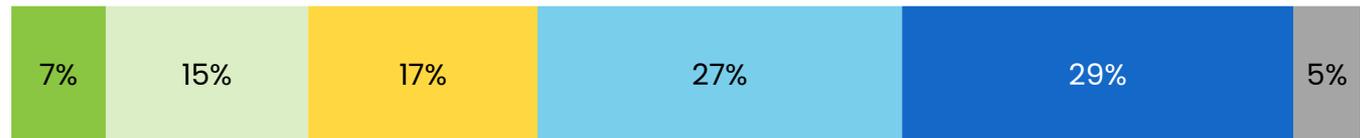
Overall, half of survey respondents indicated they feel like they belong when they attend the program.

■ Not at All True ■ A Little True ■ Somewhat True ■ Mostly True ■ Completely True ■ N/A

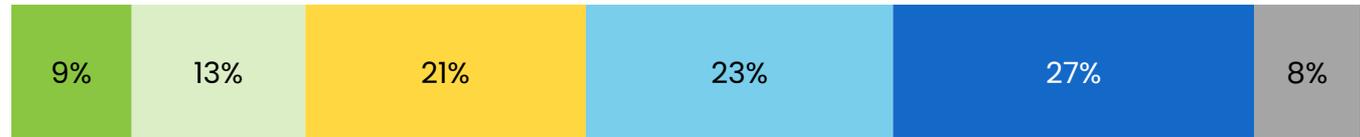
I have a strong sense of belonging to a community at this program.



I can usually be myself in this program.



I feel like I matter in this program.



Recommendations



Sustain and Expand Flexible Funding



Support Capacity Building and Program Quality



Enhance Communication and Responsiveness



Increase Access Supports and Promote Attendance

Recommendations



**Strengthen School and
Community Partnerships**



**Invest in Long-Term
Sustainability Planning**



**Deepen Youth and
Community Voice**

REIMAGINE
RICHMOND



REIMAGINE
RICHMOND



REIMAGINE
RICHMOND



“What would really make this fund more impactful in the future is ... the amount of funding that goes into it and what it can support.”

– Executive Director of a funded organization

Questions?



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