



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

Monday, February 2, 2026, | 6:00 PM

City Manager's Conference Room

450 Civic Center Plaza, Suite 300, Richmond, CA

- 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 January 13, 2026 meeting of the RFCY Oversight Board.
- 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.
 - F-2.** DISCUSS and SELECT a regular monthly meeting time of Oversight Board.
- G.** Adjournment

MEETING INFORMATION

Oversight Board Members

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

Staff Liaisons

Patrick Seals
Jora Atienza Washington
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:

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.

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



Tuesday, January 13, 2026
City Managers Conference Room
450 Civic Center Plaza
Richmond, CA 94804

MINUTES

A. Call to Order and Roll Call

The meeting was called to order at 6:00 P.M. by Oversight Board Member Enllana

Present: Guadalupe Enllana, Carol Hegstrom, Madiha Qader, Stephanie Sequeira

Absent: Khalieghya Dandie-Evans, Teyona Galloway

Vacancies: 9 Vacancies

Staff Liaison: LaShonda White, Patrick Seals, Jora Atienza Washington, Guadalupe Morales, Nicholas Delgado, Kaitlen Burnom – Present

B. Agenda Review and Modifications

No modifications.

C. Report from the Department

Associate Management Analyst Guadalupe Morales announced an upcoming MLK Jr. Community Center and Park design listening event on January 14, 2026, and the City of Richmond MLK Day of Service on January 19, 2026, at Parchester Park, followed by a community celebration.

D. Public Forum

1. James Becker, CEO of the Richmond Community Foundation, thanked the Oversight Board for the allocation of additional funds and expressed support for participatory grant.

2. Cordell Hindler submitted public comment regarding upcoming community events.

No further comments.

E. Consent Calendar

E-1. APPROVE the minutes of the August 4, 2025, and December 9, 2025, meeting of the Richmond Fund for Children & Youth Oversight Board.

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

F. Oversight Board as a whole

F-1. Approval of the FY 2026–27 Participatory Grantmaking Pilot Project RFP.

Management Analyst Kaitlen Burnom presented details of the Participatory Grantmaking Pilot, including eligibility requirements, funding structure, proposed timeline, technical assistance supports, and use of the Submittable platform.

Board discussion included accessibility, equity considerations, storytelling formats, technical assistance prioritization, and future opportunities for youth participation.

A motion was made by Board Member Qader and seconded by Board Member Sequiera to approve the FY 2026–27 Participatory Grantmaking Pilot Project RFP and authorize release by January 30, 2026.

Motion passed with no objections.

G. Adjournment

The meeting was adjourned at 6:54 p.m.

Staff Liaison

Approved:

Khalieghya Dandie-Evans, Co-Chair

Teyona Galloway, Co-Chair

DRAFT



AGENDA REPORT

Department of Children and Youth

DATE: February 2, 2026

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

FROM: Patrick Seals, Administrative Chief
Jora Atienza Washington, Senior Management Analyst
Nicholas Delgado, Associate Management Analyst
Guadalupe Morales, Associate Management Analyst
Kaitlen Burnom, Management Analyst

SUBJECT: RICHMOND FUND FOR CHILDREN AND YOUTH OVERSIGHT BOARD CO-CHAIR ELECTIONS

RECOMMENDED ACTION:

ELECT two (2) Oversight Board members (one (1) youth and one (1) adult) to serve as Oversight Board Co-Chairs – Department of Children and Youth (Jora Atienza Washington, 510-620-5560).

FINANCIAL IMPACT OF RECOMMENDATION:

There is no financial impact.

DISCUSSION:

Background

Per the Richmond Fund for Children and Youth Oversight Board bylaws, Co-Chair representatives of the board must be elected on a yearly basis. It has been one year since the previous Co-Chair election. More specifically, Article 3 (Officer Positions), Section 1 (Oversight Board Officers) of the Oversight Board Bylaws states, “the officers of the Oversight Board shall be the Co-Chairs (one 15 to 24 years of age and one over 24 years of age). All officers are members of the Oversight Board.”

The Co-Chairs specific duties include:

- Presiding at all meetings of the Oversight Board
- Alternating presiding roles as necessary

- Working with Department staff in setting agendas for Oversight Board meetings
- Preserving order and decorum and
- Deciding all questions of order consistent with Rosenberg's Rules of Order

Recommendation

Department staff recommend that the Oversight Board elects two (2) members to serve as Co-Chairs. There shall be at least one (1) youth Chairperson (between 15 to 24 years of age) and one (1) adult Chairperson (over 24 years of age).



AGENDA REPORT

Department of Children and Youth

DATE: February 2, 2026

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

FROM: Patrick Seals, Administrative Chief
Jora Atienza Washington, Senior Management Analyst
Guadalupe Morales, Associate Management Analyst
Kaitlen Burnom, Management Analyst

SUBJECT: RICHMOND FUND FOR CHILDREN AND YOUTH OVERSIGHT BOARD REVIEW
OF STANDING MEETING DATES

RECOMMENDED ACTION:

DISCUSS and SELECT a regular meeting date that allow Oversight Board Members to consistently attend ongoing meetings – Department of Children and Youth (Jora Atienza Washington, 510-620-5458).

FINANCIAL IMPACT OF RECOMMENDATION:

There is no financial impact.

DISCUSSION:

Background

Per the Richmond Fund for Children and Youth Oversight Board bylaws, regular meetings of the Oversight Board are held on the first Monday of every month at 6:00 PM in the City Council Chamber or at a location to be determined by Department staff and Oversight Board members (Article VI, Section 8).

Recommendation

Department staff recommend that the Oversight Board discuss and select a regular meeting date that best allow for current Board Members to consistently attend Meetings.