



Community Crisis Response Program Community Advisory Board of the City of Richmond

FRIDAY, JANUARY 9, 2026 | 6:00 PM
Richmond Room | 450 Civic Center Plaza

Richmond, CA 94804

ZOOM

MINUTES

A. Call to Order and Roll Call

The meeting was called to order at 6:02 P.M. by Chair Dixon (hereon referred to as H.D.).

Present: Crystal Barton, Sahai Burrowes, Sonia Decker, Hope Dixon, Amber Hatfield, Andrew Melendez, Keri Sullivan

Absent: LaShara Johnson, Alice LoCicero, Rosie Rendon, and Garrett Shishido Strain

Vacancies: 2 Vacancies

Staff

Liaison: Joan Binalinbing and Michael Romero – Present

B. Agenda Review and Modifications

There were no changes to the agenda, besides a clarifying question from Chair Dixon regarding Item F-2 regarding the presentation.

C. Report from Staff

Staff introduced newly hired Administrative Student Intern, Sarah Reed-Guy, a current Master of Public Health student at UC Berkeley. Program Manager Michael Romero shares program and training updates. Uniforms have been ordered for responders and training is underway such as crisis intervention and management of assaultive behavior.

Communication will be through our Fire channel with radios and systems expected to be set up. An additional line is being considered through a Richmond Fire department line. Teams have already started being out in community and have started off with 30 self-engagements while out. Staff also requested Board members get separate email accounts for Board related items. *Discussion ensued.* Board members inquired about training challenges, language needs, additional staff, and communication protocols.

Prior to Public Forum, Staff acknowledges, Board member Burrowes arrival and presence at the meeting.

D. Public Forum

1. Cordell Hindler announced his intention to reach out to the Richmond Youth Council about the 2 current vacancies and the importance of the youth voice on the Advisory Board. Cordell Hindler invited the Board to the Contra Costa Mayor's Conference on February 5th. Mr. Hindler also invited the Board to the Richmond Foundations Gala hosted in Berkeley a few days after. Mr. Hindler also mentioned the Brown Act Training that Board Members participated in at the October 27, 2025 meeting and emphasized the importance of following the Brown Act rules highlighting the potential penalties if not followed.

E. Consent Calendar

None. There were no public comments.

F. Oversight Board as a whole

F-1. DETERMINE terms for remaining Board members

Board member Burrowes is given the opportunity to pull lots to determine the years she'll serve in her seat. Board member Rendon was absent and thus not able to draw lots. Board member Burrowes selects a 2-year term.

Public Comment:

1. Cordell Hindler welcomed the results of the lot for Board member Burrowes and her getting a 2-year term.

F-2. DISCUSS and DETERMINE subcommittees within Advisory Board

Staff stated that with officially appointed bodies such as subcommittees, they would be subjected to Brown Act rules. Chair H.D. presents three different subcommittees: community awareness and engagement, budget, and data. *Discussion ensued.* Chair H.D explains her reasoning for suggesting these separate groups to have more focused conversations on each topic to bring up for discussions within the larger group. *Further discussion ensued.*

Board member Burrowes motioned to create an ad hoc body for community engagement which was seconded by Board member Hatfield. Board member Melendez then created a substitute motion to create a community engagement

ad-hoc group consisting of 5 members which will meet monthly for the next 5 months with a goal to create an outreach plan and event schedule. Board member Decker requests a friendly amendment to rename the group to the community engagement *and outreach* ad hoc group. Board member Melendez motions to keep the same amendment previously stated with the friendly amendment. Board member Burrowes seconds. The motion passes unanimously with Board members LoCicero, Rendon, Strain, and Vice Chair Johnson absent.

Board members Decker, Melendez, Sullivan, Hatfield, and Burrowes volunteer to be in the working group. Board member Melendez motions to appoint Board members Decker, Melendez, Sullivan, Hatfield, and Burrowes to the Community Engagement and Outreach work group. Board member Decker seconds. The motion passes unanimously with Board members LoCicero, Rendon, Strain, and Vice Chair Johnson absent.

Public Comment:

1. Cordell Hindler suggests reaching out to the neighborhood council groups for community participation. Mr. Hindler also suggests tabling the item to form these groups due to the absence of the other Board members.

F-3. DISCUSS City Council Chambers Usage on a Quarterly Basis

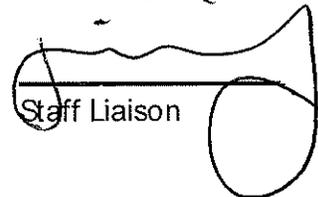
Staff suggests having Board meetings in City Council Chambers quarterly to mark important events and for a larger space for public engagement.

Public Comment

1. Cordell Hindler agrees with the usage of the Council Chambers on a quarterly basis.

G. Adjournment

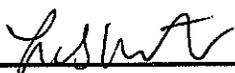
There being no further business, Chairperson H.D adjourned the meeting at 7:37 P.M.


Staff Liaison

Approved:



Hope Dixon, Chair



LaShara Johnson Vice-Chair