



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

FRIDAY, NOVEMBER 14, 2025 | 6:00 PM
City Council Chambers | 440 Civic Center Plaza

Richmond, CA 94804

ZOOM

MINUTES

A. Call to Order and Roll Call

The meeting was called to order at 6:41 P.M. by Staff Liaison Joan Binalinbing.

Present: Crystal Barton, Sonia Decker, Hope Dixon, Amber Hatfield, LaShara LaShawn Monique Johnson, Alice LoCicero, Andrew Melendez, Garrett Shishido Strain, Keri Sullivan

Absent: Sahai Burrowes, Rosie Rendon

Vacancies: 2 Vacancies

Staff

Liaison: Joan Binalinbing and Michael Romero – Present

B. Agenda Review and Modifications

None.

C. Report from Staff

Program Manager Michael Romero shares hiring update. Mobile Crisis Responders are expected to start December 1, 2025. Mr. Romero also shared a visit to Martinez Hospital. Deputy Director Sam Vaughn shares that the Community Crisis Response Program now has their own office space on city campus.

Staff Liaison Joan Binalinbing reminds Board Members that updating contact information should be relayed to Staff Liaison and City Clerk's office. Staff also shared that she would be convening the meeting up to item F-2 where the Board Members will discuss roles of and elect Chair and Vice-Chair. Staff will pass the role of convener to the newly elected Chair.

D. Public Forum

1. Cordell Hindler announced three upcoming events: the Contra Costa Mayor's Conference on December 4th at City of Pinole's Senior center; the Richmond Community Foundation's Holiday Party on December 5th at East Brother Beer; the Senior Winter Ball hosted by Commission of Aging on December 13th; and the Richmond Rotary Club's 16th Annual Crab Feed on January 24, 2026, hosted at Salesian College Preparatory School. Furthermore, Mr. Hindler shared that he found the Brown Act training by the City Attorney's office very helpful.

E. Consent Calendar

None. There were no public comments.

F. Oversight Board as a whole

F-1. Newly appointed Board Members Hope Dixon and Amber Hatfield share their background, experiences, and motivations for joining the Advisory Board.

Public Comment:

1. Cordell Hindler welcomed the new Board Members. Mr. Hindler shared that the new Board Member's relevant experience in mental health work will be beneficial to the Board. Additionally, Mr. Hindler will reach out to potential Youth Council Members to join the Board.

F-2. Item was continued from October 27, 2025 meeting. Staff introduced Section 6 of the Bylaws that state the officer roles of Chair and Vice-Chair, but that the responsibilities are not explicitly stated. Staff shared examples from the Boards and Commissions Handbook. Board Member Johnson nominates herself for Chair with Board Member Hatfield seconding the nomination. Board Member Dixon nominates herself for chair, with Board Member Decker seconding. Board Member Decker motions to close nominations and Board Member Melendez seconded. The motion passes unanimously with Board Members Burrowes and Rendon absent. Board Member Dixon and Johnson both share their motivations for wanting to be Chair. The Board moves into a secret ballot for voting and Staff will collect the votes. Board Member Dixon is nominated to be Chair with a total of 5 votes. Staff passes the convener role to Chairperson Dixon.

Chairperson Dixon moves to Vice Chair election. Board Member Decker nominates Board Member Johnson with Board Member LoCicero seconding. Chairperson Dixon closes the nominations. Board Member Johnson is nominated

to be Vice Chair by unanimous vote with Board Member Burrowes and Rendon absent.

Public Comment:

1. Cordell Hindler shares his excitement for and congratulates the newly elected Chair and Vice Chair.

F-3. Item was continued from October 27, 2025 meeting. Staff shares Section 4 of the Bylaws stating that terms of office are 3 years; however, the first appointed Board Members will determine their terms through lottery. Staff presented an overview of staggered terms and their importance.

Board Members Dixon, Hatfield, Johnson, and LoCicero will have a 1-year term; Board member Sullivan will have a 2-year term; and Board Members Barton, Decker, Melendez, and Strain will have a 3-year term. Board Members Burrowes and Rendon are absent.

Public Comment

1. Cordell Hindler shares his experience serving on a commission and term limits.

F-4. Item was continued from October 27, 2025 meeting. Staff presented scheduling options to the Board. Discussion ensued. Board Member Strain motioned to have the December meeting on the 15th and for staff to create a poll for future recurring meetings. Board member Melendez seconded. Board Member Strain motions to amend the motion for December's meeting to be second Monday but then reverted to original motion due to Board Members scheduling conflict. The motion passes unanimously with Board members Burrowes and Rendon absent. Staff asked Board if there is a time set for the upcoming meeting. Discussion ensued. Board Member Barton motions to have the start time at 6:00p for the December 15th meeting. Board Member Melendez seconds. The motion passes unanimously with Board members Burrowes and Rendon absent.

Board Member Melendez moves into the second half of the agenda item: Board Members submitting agenda item topics. Staff suggests submitting agenda items no less than one week before the day of the meeting to allow for Staff to prepare. Discussion ensued. Chairperson Dixon motions to have agenda items submitted by email to the Staff Liaison at least one week prior to the schedule meeting, which will then be reviewed by Staff and Chair to be placed on agenda. Board Member Strain seconds. The motion passes unanimously with Board Members Burrowes and Rendon absent. Further discussion ensued. Board Member

Melendez motions to reconsider the earlier motion that was voted on with Board Member Barton seconding. The motion passes unanimously with Board Members Burrowes and Barton absent. Discussion ensued for a new motion. Chairperson Dixon motions for all agenda item topics to be sent by email to the Staff Liaison at least two weeks before the scheduled meeting; which will then be reviewed by Staff, Chair, and/or Vice Chair to confirm agenda items. Board Member Decker seconds. The motion passes unanimously with Board Members Burrowes and Rendon absent. There were no public comments on this item.

F-5. Staff presented the current FAQ on the CCRP Webpage. Discussion ensued with Board Members asking Staff questions relevant to the information in the presentation. Further discussion on the item is suggested to be included in December's meeting.

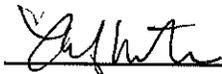
G. Adjournment

There being no further business, Board Member Melendez motions to adjourn the meeting with Board Member Strain seconding. The motion passes unanimously with Board Members Burrowes and Rendon absent. Chairperson Dixon and Staff Liaison Joan Binalinbing adjourned the meeting at 8:30 P.M.

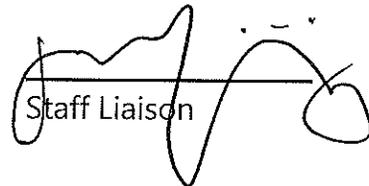
Approved:



Hope Dixon, Chair



LaShara Johnson Vice-Chair



Staff Liaison