



Steering Commission Note

Attendance - Quawneisha, Mary, Erin, Aaron, Oludare

Missing - Jerome, Shannon

City Staff - Latesha Holmes - City Council Chief of Staff

Consultants - Matthew Slaats - MSC, Kai Banks - SFCD

Community - Dina

Agenda

1. Reconnecting

Mary - Excited to get out in the community and glad to be back. In talking to kids people on the south side one of the main interests is in having a splash pad.

Aaron - A Splash pad is something that he has been hearing about via his partner as a part of child care efforts. Getting married in a few weeks.

Oludare - Was visiting Nigeria over the summer. Concerns about the casino conversation. He wants to get out and talk to people more as a part of this process. Build a relationship with council member

Erin - Lost going on. It is so nice to be a part of this work that is positive. Very busy summer.

Quawneisha - Sadly lost her mom, but family is good. Questions about the Southside community center.

Dina - Summer was great at the pool. Same problems persist. Needs are there. Randolph is her pool. Visited her son in Paris. That city is super bike and pedestrian friendly. It was inspiring how much alternative transportation there is.

(Matthew - Paris has the biggest PB budget in the world - 6%)

Matthew - Daughter is off to college. Is continuing to work on various projects. Excited to be back in the room with everyone and thinking about the future of this process.

2. Updates

1. Rulebook -

- i. Review with City Council Chief of Staff, Addison and Nye staff
- ii. Provided some edits, but are very much in support
- iii. Next step is to do 1 on 1's with all the council members and build their support. Getting all on the same page.
- iv. Holding off on publicly sharing until we have that support.
- v. Created talking point
- vi. Created a 6 month plan request by Councilmember Nye
- vii. Oludare brought up concerns about doing this while the casino process is going on.
- viii. Matthew - Had similar issues with Navy Hill taking a lot of the air out the room that limited pb efforts.

2. City Staffing

- i. Jason May is leaving
 1. The new Director of Budgeting job description will include pb in it.
- ii. Building connections with the office of Strategic Communications and Engagement
- iii. Oludare brings out concerns about how the political environment around budgeting at the moment with the casino
- iv. Mary - Had encounter with people about the connection between the casino and the support of schools
- v. Aaron - Advises staying out of these conversations. PB is a way about thinking how to allocate money.
- vi. Oludare - concerned about people's tendency of being against everything. How to create a positive environment
- vii. Aaron - issues about projects being pushed down community's throat. PB is the opposite. People don't have to be beholden, they are proposing.
- viii. Matthew - a big goal of the year is selling PB and building trust in pb.

3. Design
 - i. Hanbury has been mocking up a 1 pager and rulebook
 1. Please share any edits.
 2. Hopefully have 1 pager done by end of Nov
 3. Rulebook is still in process.
 - ii. Reached out to Rhudy to help do a website design.
 1. Done by Jan 1
 - iii. Videographer - Independent Shorts
 1. Focus is about walking people through the process.
 - a. Following people through PB
 2. Done by Jan 1
 4. VA Community Voice
 - i. They are doing an internal process using \$10,000
 - ii. Matthew as sharing our work with them and doing some workshops.
 5. Jobs
 - i. They have been posted on the City Website
 1. Senior Manager for Civic Innovation
 2. Management Analyst/Comms
 3. City is working to staff up and support
 4. If the commission knows anyone, do feel free to share.
 6. Timeline/Gantt chart
 - i. <https://rvapb.org/2023/10/05/a-timeline-for-rvapb/>
 - ii. This is a timeline of the whole process with phases.
 - iii. Needs further refinement into specific efforts.
 - iv. Matthew will post this to the website.
3. Collective Goals 23/24
1. Partnerships - This is a key to helping us build the connections we need to make this process meaningful to the community. Who is this? How might we connect? What does a meaningful relationship look like? What role could they play?
 - i. We created a form to gather this information - <https://forms.gle/x9rPzZwYyXTYrPsF9>
 2. Engagement Plan
 - i. Last piece of Phase 1 efforts
 - ii. What might engagement look like
 - iii. Aaron - post election we should think about what this should look like
 - iv. Engagement = having a relationship with the community

- v. Beyond communication - How do we build connection and relationships - Meeting people where we are at
 - vi. Quawneisha - has vast experience with public housing and can help with this.
3. Commission Development
 - i. There is a need to fill some positions
 - ii. We need to fill representation from the 1st, 3rd, and 6th district
 - iii. How to fill youth (14) and possibly elders
 1. Follow up with Jerome's contact at Armstrong
 2. Rise For Youth
 3. Possibly reach out to Schools
 - iv. Can we get a flier out - Matthew will share.
 - v. By Laws?
 1. Aaron - Maybe we should great governing agreements - How we are operating for new commission members and keeping fluid meeting process
 2. Can we look for an example
 4. How does the Commission support the two positions
 - i. Orientation/Context
 - ii. Erin - It is hard to set up new functions - Is this something we can support them being successful
 - iii. LaTasha - Staff will have best practices for community engagement. They will have other duties. Open to any feedback to help with this. Hopes to put Richmond on the national map for great engagement which needs someone that knows Richmond. Allowing them to build it for themselves with community input. Is truly committed to this. Balancing fresh ideas with local knowledge.
 - iv. Erin - in a new role, how do you welcome new person
 5. Re-read the rulebook to re-acquaint ourselves.
 - i. Prepare to bring new people on
 - ii. Focusing on trust building.
4. Logistics
 1. When are meeting?
 - i. Moving to once a month
 - ii. The 1st Wednesday of the month
 - iii. Overall agreement of doing this/need to confirm with others
 - iv. Possibly moving the meetings around
 1. Aaron supportive - it was difficult last year. The work will be lighter. Reach out to Chuck in Fulton Neighborhood who runs an innovation center.

2. Oludare - it is easier to use the downtown library to simplify. Moving around is great, but how do we find someone and a space? We can then identify spaces ourselves. If we choose to go to different places, we should make sure to get council buy in/community support.
3. Aaron - It should move around to take RVAPB on the road. To make it accessible to people. We could invite partners to connect.
4. Oludare - Is in support, the commission would just need support to make it happen. Making it easier with staff.
5. Quawneisha - that would be easy. Could meet at the Annie Giles Center
6. Erin - just need to find the dates as early as possible.
7. Matthew - we can spend some time at the next meeting sorting this out. Next meeting will be at the downtown library on Nov 1. The December meeting would be elsewhere. The experience of having Jerome host a meeting.
8. Meetings could include a local org, the City Council member, and speak about RVAPB. Commission members will know a month ahead of time.

2. Co-Leadership

- i. Can the commission members be more active in leadership.
- ii. Aaron - Running an agenda, note taking, reviewing the bureaucratic processes. What are these and where does it need to go. The Commission needs support for this.
- iii. Matthew - I or staff should play a role in this. We tried last year, but would like to take a more active role. Moving chair around.

Next Month -

Focus will be:

Engagement Plan

Scheduling

Decide on possible partners

Review the Gantt Chart - continuing to review what we will be doing and defining action steps.

