



# City of Richmond

900 East Broad Street  
Richmond, VA 23219  
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## Draft Meeting Minutes Education and Human Services Standing Committee

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Thursday, November 14, 2024

2:00 PM

Council Chamber, 2nd Floor - City Hall

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### Committee and Other Council Members in Attendance

The Honorable Stephanie Lynch - Chair  
The Honorable Cynthia Newbille - Vice Chair  
The Honorable Nicole Jones - Member

### Staff in Attendance

Joyce Davis, Council Policy Analyst  
Matthew Morris, Senior Assistant City Attorney  
Kimberly Morris, Assistant City Clerk  
Candice Reid, City Clerk  
RJ Warren, Deputy City Clerk

### Call to Order

Chair Stephanie Lynch called the meeting to order at 2:04 p.m., and presided.

### Chamber Emergency Evacuation Announcement and Public Speaker Guidelines

Upon the Chair's request, Assistant City Clerk Kimberly Morris provided information on the appropriate manner in which the Council Chamber is to be evacuated in the event of an emergency along with public speaker guidelines.

### Public Comment Period

Nancy Williams, with Three Gifts to You, addressed the committee regarding services for unhoused families, and she also addressed pedestrian safety on Hull Street.

Rhonda Sneed, Blessing Warriors Executive Director, addressed the committee about a year-round inclement weather walk-up shelter.

Linda Amera addressed the committee about the conditions and incidents she experienced at a woman's shelter.

## Board Vacancies

Pamela Nichols, Council Management Analyst, reviewed board vacancies and applications for the committee's consideration.

*A copy of the material provided has been filed.*

[CD.2024.343](#) November Board Vacancy Report - Education & Human Services

**Attachments:** [20241114 EHS Board Vacancy Report](#)

*Vice Chair Cynthia Newbille requested an update on student participants on the Human Rights Commission.*

Ms. Nichols stated the City Attorney's Office informed her that a change to City Code would be required to implement student honorariums.

**Vice Chair Cynthia Newbille moved to forward the following board appointment applications to Council with a recommendation to approve, which was seconded and unanimously approved:**

Capital Area Partnership Uplifting People, Inc:  
Kathryn Latimer

Human Rights Commission  
Deon Wright, Jr.

## Approval of Minutes

There were no corrections or amendments to the meeting minutes of the Thursday, October 10, 2024 committee meeting, and the committee approved the minutes as presented.

[CD.2024.338](#) October 10, 2024 - Education & Human Services Standing Committee Meeting Minutes

**Attachments:** [20241010 EHS Minutes](#)

## Presentation(s)

### **Richmond and Henrico Health Districts (RHHD) Community Health Assessment**

Jasmine Carmichael, RHHD Community Health Assessment Coordinator, provided the committee with a presentation regarding the 2024 Community Health Assessment Survey Overview.

*A copy of the material provided has been filed.*

[CD.2024.348](#) Richmond and Henrico Health Districts (RHHD) Community Health Assessment

**Attachments:** [CHA Survey Results In-Depth Overview](#)

*Vice Chair Cynthia Newbille asked if the data analyzed was just for the city.*

Ms. Carmichael stated no, but that the plan is to aggregate the data to present for review in a few months.

*Chair Stephanie Lynch stated she would like to see the city's health data.*

### Homeless Services Updates

Traci DeShazor, Deputy Chief Administrative Officer (DCAO) for Human Services, provided the committee with a presentation of homeless services updates.

[CD.2024.349](#) Homeless Services Updates

**Attachments:** [Homeless Services Update EHS Committee 11.14.24](#)

*Chair Stephanie Lynch asked what is the process to determine if beds are available when a family is in danger of becoming homeless, and if families will be directed to the Homeless Resource Center.*

DCAO DeShazor stated the city's Resource and Training Center, the Homeless Connection Line, the Housing Resource Line, the EmpowerNet Hotline and the Eviction Diversion Program, are resources and services that are provided. She also stated the first thing a person who is in need of housing should do, is call the Homeless Connection Line for assessment. DCAO DeShazor further stated families can also contact Human Services directly if needed.

*Chair Lynch inquired if additional resources are needed to provide emergency sheltering.*

DCAO DeShazor stated no additional funding is necessary.

*Chair Lynch inquired about funding for an unhoused resident to have a longer length of stay while in the process of acquiring stability.*

DCAO DeShazor stated the resident will have support if a longer stay is needed.

*Chair Lynch stated she will request an update from Richmond Redevelopment Housing Authority (RRHA) on the housing voucher program, and how many housing units are available.*

## Discussion Item(s)

Traci DeShazor, Deputy Chief Administrative Officer (DCAO) for Human Services, provided an update on Supplemental Nutrition Assistance Program EBT fraud.

*A copy of the material provided has been filed.*

[CD.2024.362](#) EHS Meeting SNAP Handout

Attachments: [20241114 EHS Meeting SNAP Handout](#)

*Chair Stephanie Lynch asked for the total number of SNAP benefit fraud calls.*

DCAO DeShazor stated there is a significantly high number of phone calls in reference to fraud, and she also stated families are also being directed to other sources for assistance and sustainability.

Sarah Raring, Deputy Director of Social Services, stated clients are able to contact the Department of Social Services and their eligibility worker to obtain a client attestation form if they believe they are a victim of SNAP fraud. She also stated as of November 4, 2024, 420 forms have been received by the department.

*Chair Lynch asked if the fraud is statewide.*

Ms. Raring stated the crisis has been nationwide since 2002, and that federal legislation has been passed that will allow individuals to file a claim if they are a victim of EBT skimming.

*Chair Lynch inquired about the time for SNAP benefits to be reinstated if someone is a victim of fraud after filing an attestation form.*

Ms. Raring stated ten business days.

DCAO DeShazor stated she is working with community partners to assist citizens with food in the interim.

*Chair Lynch inquired if grocery gift cards are an option.*

Ms. DeShazor stated she will provide a follow up in reference to gift cards.

*Chair Lynch inquired how hackers are able to breach the system for data.*

Ms. Raring stated the information is acquired by images and pin numbers.

*Chair Lynch suggested an all hands on deck meeting to brainstorm how to effectively assist fraud victims.*

*Vice Chair Cynthia Newbille asked about the Health Equity Trust Fund, and the opportunity for food access in stores throughout the city.*

## Family Crisis Fund

Angie Hart, HumanKind Capital Region Programs Manager, stated the Family Crisis Fund is willing to offer services for families that are in need of food assistance.

Makita Byrd, Young Women's Christian Association (YWCA) Program Manager for the Domestic Violence Crisis Shelter, provided the committee with information about the Family Crisis Fund as it relates to the YWCA, the services the YWCA provides, and the disparities of families that are in need of assistance.

Angie Hart, HumanKind Capital Region Programs Manager, provided the committee with a presentation regarding the Family Crisis Fund report.

[CD.2024.350](#) Family Crisis Fund Report

Attachments: [2024 Family Crisis Fund Annual Report](#)  
[20241114 EHS Meeting SNAP Handout](#)

*Vice Chair Cynthia Newbille suggested that Ms. Hart consider submitting an application to the Health Equity Fund for additional resources.*

*Chair Stephanie Lynch asked about the Family Crisis Fund budget.*

Ms. Hart stated the fund has \$186,000.00 remaining.

Traci DeShazor, Deputy Chief Administrative Officer (DCAO) for Human Services stated the funds should last throughout the remainder of the year.

*Chair Lynch asked if the Guardian Assistance Program (GAP) program should be outsourced to another entity.*

DCAO DeShazor stated the Department of Finance is assisting with the GAP program.

*Member Nicole Jones asked how can information about family crisis assistance be expanded to the community, and how members of Council can assist with that effort.*

DCAO DeShazor stated work is being done to implement more resource guides.

Ms. Hart stated the Family Crisis Fund is prohibited from marketing because of the demand for assistance.

## Paper(s) for Consideration

The following ordinance was considered:

1. [ORD. 2024-286](#) To authorize the Chief Administrative Officer, for and on behalf of the City of Richmond, to execute a First Amendment to Fiscal Agency Agreement between the City of Richmond and NextUp RVA for the purpose of accepting funds from NextUp RVA as reimbursement for the funds expended by the City for “CarMax Basketball Youth Development and Summer Camp” activities.

**Patrons:** Mayor Stoney

**Attachments:** [Ord. No. 2024-286](#)

JaLisa Elkins, Recreation Program Manager for Parks, Recreation and Community Facilities, provided an introduction and additional background information regarding the proposed ordinance.

## Public Hearing

There were no public hearing speakers.

*Chair Stephanie Lynch asked if there is a specific organization that will receive the funds.*

Ms. Elkins stated the program is a Car Max sponsored camp in partnership with Parks, Recreation and Community Facilities.

**There were no further comments or discussions and Chair Stephanie Lynch moved to forward ORD. 2024-286 to Council with a recommendation to approve, which was seconded and unanimously approved.**

The following ordinance was considered:

2. [ORD. 2024-287](#) To amend the Fiscal Year 2024-2025 General Fund budget by revising the title of the Non-Departmental line item entitled “Reserve for Children’s Fund” to “Reserve for Children’s Fund (Early Childhood, Positive Youth Development, Postsecondary Success).”

**Patrons:** Mayor Stoney

**Attachments:** [Ord. No. 2024-287](#)

Eva Colen, Senior Policy Advisor and Manager of the Office of Children and Families, provided an introduction and additional background information regarding the proposed ordinance.

## Public Hearing

There were no public hearing speakers.

**There were no comments or discussions and Vice Chair Cynthia Newbille moved to forward ORD. 2024-287 to Council with a recommendation to approve, which was seconded and unanimously approved.**

**The following resolution was considered:**

3. [RES. 2024-R034](#) To amend Res. No. 2023-R052, adopted Oct. 10, 2023, which approved the Richmond Behavioral Health Authority's performance contract for Fiscal Year 2024 and Fiscal Year 2025, for the purpose of amending the Richmond Behavioral Health Authority's performance contract for Fiscal Year 2024 and Fiscal Year 2025.

**Patrons:** Ms. Newbille

**Attachments:** [Res. No. 2024-R034](#)

*Vice Chair Cynthia Newbille provided an introduction and stated the amendment is a standard annual activity.*

## Public Hearing

There were no public hearing speakers.

**There were no comments or discussions and Vice Chair Cynthia Newbille moved to forward RES. 2024-R034 to Council with a recommendation to approve, which was seconded and unanimously approved.**

## Discussion Item(s)

### Update on Xylazine

*Vice Chair Cynthia Newbille stated that Narcan will not help if someone ingests the horse tranquilizer Xylazine.*

### **Update from the Office of the Deputy Chief Administrative Officer (DCAO) for Human Services**

DCAO Traci DeShazor, provided the committee with an update regarding the YMCA Help1RVA program, and the Guardian Assistance Program (GAP) analysis on pregnancy, parenting and substance abuse.

### **Staff Report**

[CD.2024.355](#) EHS Staff Report November 2024

**Attachments:** [EHS Staff Report, Nov 2024](#)

Joyce Davis, Council Policy Analyst, stated she will follow up with city administration regarding committee requests.

*Chair Stephanie Lynch reminded committee members about goals to obtain dashboards for the Health Equity Fund and the Early Childhood Trust Fund.*

### **Adjournment**

There being no further business, the meeting adjourned at 3:54.