



Meeting Minutes

Wednesday, May 20, 2026, 6:30 P.M. West End Public Library

Members Present

Angela Fontaine (Chair) Virtually
Shawn Singleton (Co-Chair)
Jannie Hawkins (Secretary)
Alicia Brown
Evan Feinman
David Poole
Rafaella Sale

Others Present

Joseph Lowery, Civilian Review Board Manager
Dr. William Pefrey, VCU Professor
Two (2) citizens attended virtually
Three (3) citizens attended in person

Call to Order

The meeting was called to order at 6:35 PM by the Co-Chair.

Approval of Agenda

A motion was made to approve the May meeting agenda.
Motion passed.

Approval of Minutes

A motion was made to approve the April 15, 2026, meeting minutes.
Motion passed.

CRB Manager Report

- The CRB Manager reported that documentation listing the term duration for each CRB member had been distributed by email.
- The CRB Manager advised that, in addition to the two known cases pending CRB review, one additional case is expected to come before the Board for review:
 1. A police officer involved shooting that occurred on May 7, 2026, at the Belt Atlantic Apartments.
- It was reported that the video related to the May 7, 2026, shooting is expected to be released and shared with CRB members when available.
- The CRB Manager stated that a template letter regarding the complaint appeal process has not yet been provided and will follow up with Richmond Police Department representatives.
- Discussion occurred regarding communication between the Richmond Police Department and the CRB concerning cases that may become eligible for Board review, including questions regarding case eligibility and notification procedures.

Action Item:

The CRB Manager will communicate the Board's concerns regarding case-related communication and notification procedures to the Richmond Police Department.

Old Business

Case Review Status:

The Death in Custody case: The final ballistics report is pending. Once the report is complete, the case will be available for CRB review

The GRTC HQ shooting case: The Commonwealth's Attorney has issued a declination letter. However, additional charges involving the suspect remain pending, and the Internal Affairs Division investigation must be completed before the matter is eligible for CRB review.

The CRB Manager reported that the meetings of the SOP Review Subcommittee and the Annual Report Subcommittee will be conducted virtually.

The Chair will prepare charters for both committees outlining their purpose, responsibilities, and expectations for member participation.

Discussion with CRB consultant Dr. Pelfrey

A discussion was held with the CRB consultant regarding the preparation of the Annual Report.

The consultant stated that the report will include operational information such as:

- Number of meetings conducted;
- Number of cases reviewed; and
- Recommendations regarding CRB procedures and operations.

Discussion also included:

- General statistics regarding complaints filed against the Richmond Police Department;
- Standards used in evaluating complaints;
- The scope of the CRB authority under the current SOPs; and
- The relationship between Internal Affairs investigations and CRB review procedures.

Further Discussion

Discussion occurred regarding the possibility of expanding the CRB's scope of complaints eligible for review in future years as the Board continues to develop.

Discussion also occurred regarding civilian oversight processes for sheriff's offices and police departments in other jurisdictions, as well as the distinctions between those CRB models and the current Richmond CRB structure.

The Board reviewed the scheduling application (Doodle Poll) used for subcommittee assignments and case review coordination.

Case Review

Copies of the CRB summary report for RPD Case 2025-0052: Unbecoming Conduct / Conducted Energy Weapons were distributed to members. The Board reviewed the report and unanimously approved its contents, including one amendment. The amended report was read aloud during the meeting for inclusion in the public record. The report will be forwarded to the CRB Manager, City Attorney's Office,

and Richmond Police Department representatives for further review prior to publication on the City website.

New Business

The CRB Manager reported that the Board's recommendation regarding demographic diversity considerations in filling the current vacancy has been communicated to the Mayor's Office.

Public Comment

Citizens attending the meeting asked questions regarding CRB operations and procedures. Responses were provided by Board members and staff.

Next Meeting

June 17, 2026, 6:30 pm at the Westover Hills Library

Adjournment

The meeting was adjourned at 7:52 PM.