Richmond CIVILIAN Review BOARD

Meeting Minutes

Wednesday, September 16, 2026, 6:30 P.M. Westover Hills Public Library

Members Present
Angela Fontain, Chair
Shawn Singleton, Co-Chair
Jannie Hawkins, Secretary
Rafaella Sale, virtually
Evan Feinman
David Poole

Others Present
Joseph Lowery, Civilian Review Board Manager
Jon Bridges, Director, Richmond Police Department

Public Attendance
Three (3) citizens attended in person
One (1) citizen attended virtually

Call to Order
The meeting was called to order by the Chair at 6:30 PM.

Approval of Agenda
The Chair called for any additions, deletions, or amendments to the agenda. No changes were proposed.
- A motion was made by David and seconded by Shawn to approve the agenda.
- Action: Motion passed unanimously

Approval of Minutes
The Chair asked if there were any corrections or amendments to the August 19th meeting minutes. No changes were proposed.
- A motion was made by Evan and seconded by David to approve the minutes.
- Action: Motion passed unanimously.

CRB Manager Report
A. ***New Board member status***
The appointment process was delayed due to an incorrect application. A potential eligibility issue was identified related to the applicant's Special Conservator of the Peace certification and law-enforcement authority. The matter will be referred to the City Attorney's Office and Mayor's Office for clarification.

B. ***Case Updates***
The GRTC shooting case is scheduled for review on September 22nd. Board members David, Rafaella, and Jannie will be the subcommittee to review this case.

A verbal abuse case will be scheduled next through a Doodle poll, likely during the first week of October.

Two additional case reviews remain outstanding:
- Belt Atlantic Apartments police involved shooting case.

- Death-in-custody case at Oakwood cemetery.

C. ***Richmond Police Department 37th Community Academy***
The CRB has representation at the 37th Community Academy. The first session took place at the Emergency Communications Center. The second session focused on vehicle stops and interactions between officers and citizens. These sessions have provided valuable insight into police operations through presentations and role-playing exercises.

D. ***CRB Annual Report***
A graphic designer has been identified to prepare the six-to-eight-page annual report for approximately $700. The Board will provide a written report to OD on October 5th, with the full presentation scheduled for the November 2nd OD meeting to allow for greater public visibility and discussion.

Action Item: The CRB manager will discuss scheduling options with City Council Chief of Staff and determine whether the presentation deadline can be adjusted to allow for a more appropriate public presentation.

Case Review Report
The Initial Case Review Subcommittee presented its report concerning a police involved shooting that occurred at the Belt Atlantic Apartments on August 20, 2025

The Subcommittee determined that, after reviewing the body-worn camera footage, investigative summary, and related evidence, no substantiated allegations of officer misconduct were found. The Subcommittee agreed with the Internal Affairs determination that there were no substantiated allegations of officer misconduct.

- A motion was made by Angela and seconded by Jannie to accept the Case Review Subcommittee's report.
- Vote: Motion passed unanimously

Mission, Vision, and Value creation
The Chair introduced the idea of long-term Board development and succession planning to ensure continuity as membership changes. The Chair offered to facilitate the process and suggested using a shared document to collect members' thoughts. The process will likely begin after the annual report and SOP recommendations.

Annual Report Subcommittee
The Annual Report Subcommittee Chair had reviewed reports from other civilian oversight organizations and discussed the content of the Richmond CRB's first annual report, which will include Board activities, cases reviewed, accomplishments, and potential reforms. The Chair also discussed Dr. Pelfrey's recommendations regarding expanding case eligibility and providing aggregate disciplinary information to improve transparency while protecting officer privacy.

The Chair also discussed whether aggregate disciplinary statistics could improve public transparency while protecting individual officer privacy.

SOP Subcommittee
The SOP Subcommittee is scheduled to meet virtually on September 17th at 6:00 p.m.

The Subcommittee Chair has compiled a list of potential revisions and expects additional proposed changes may arise during its review. If extensive revisions are recommended, the Subcommittee intends to prepare explanatory language for each significant change. This would include a brief explanation of the rationale behind each proposed amendment.

Civilian Complaint Process

The Board discussed barriers that may discourage residents from filing complaints with RPD and whether the CRB could provide an independent complaint intake option. Members recognized that handling all complaints would exceed current resources but expressed interest in a limited approach to improving transparency and public confidence. The issue will be considered during the SOP review.

Communications and Public Visibility

The Board acknowledged that public participation in meetings has been increasing and discussed developing a more comprehensive communications strategy after completing the annual report and SOP recommendations.

Current and upcoming outreach efforts include:
The CRB's YouTube presence;
Posting CRB information on the VCU campus;
Sharing information with students;
Potential participation in college classroom discussions;
Participation in a local podcast discussing the Civilian Review Board; and
Attendance at a council members district meetings similar to CM Stephanie Lynch, tentatively scheduled in November.

Public Comment

A member of the public thanked the Board for implementing the CRB YouTube channel and raised questions regarding the annual report deadline, complaint process accessibility and anonymity, the CRB's policy recommendation authority, and recent public discussion concerning Flock camera information. In response, the Chair discussed the scope of the CRB's policy recommendation authority, including whether recommendations may address broader community concerns in addition to matters arising from CRB cases. The Chair also discussed the importance of transparency regarding disciplinary outcomes following Internal Affairs investigations. An RPD representative provided the caller with an update regarding the Flock-related matter and indicated that the information had previously been disclosed publicly.

Open Discussion

The CRB Co-Chair discussed opportunities for college students and other members of the community to learn more about the CRB, civilian oversight, interactions with law enforcement, and ways to participate in local civic processes.

Next Meeting

October 21, 2026, 6:30 pm at the Randolph Community Center

Adjournment

The meeting was adjourned at 7:30 PM.