



Decision Committee Meeting Minutes
Rapid Response Community Fund
November 10, 2025 – 8:30 am – 9:30 am via Zoom

Meeting Purpose

Review, refine, and set governance, administrative procedures, and fund development plans for the Rapid Response Community Fund using Regional Response Team (RRT) program fund distribution as the test case.

Committee Members in Attendance

- Marissa Hardwricht, Empowering Thriving Communities, Washington University, NAACP
- Andrea Jackson-Jennings, Regional Response Team
- Val Joyner, St. Louis Housing Authority
- Annissa McCaskill, Forward Through Ferguson
- Tamyka Perine, Gateway Early Childhood Alliance
- Riisa Rawlins, Community Health Commission
- Bethany Springer, St. Louis Community Foundation

Committee Members not in Attendance

- Michelle Higgins, St. Johns Church

Facilitation Team (Regional Response Team Staff)

• Carrie Crompton	• Kaelin Richardson
• Marcel Hagens	• Alaina Smith

Meeting Minutes

Gathering Time (8:30 am)

Members joined, submitted a When2Meet poll with their availability for future meetings, and introduced themselves in the chat.

Welcome (8:35 am)

RRT Program Manager Kaelin Richardson calls the meeting to order, going over the agenda, facilitation roles, and group norms. There were no questions, concerns, or edits raised.

Members review the degrees of agreement voting process and vote unanimously to use a 0-5 voting scale for decisions.

Community Fund Overview (8:40 am)

RRT Managing Director Andrea Jackson-Jennings orients the committee to the central values and purpose of the fund.

- The Rapid Response Community Fund (RRCF) prioritizes small community groups and

food justice organizations ready to scale existing farming and food work, provide direct cash assistance to communities impacted by SNAP loss, deliver food to homes, or become a food distribution partner.

Committee members are provided aggregate metrics on funds and applications to date:

Available Funds	Total Applications	Funds Requested for November	Funds Requested for December	Total Funds Requested
\$20,000	72	\$1,024,618	\$823,591	\$1,848,209

Available Funds	Paid Funds	Number of Grants Paid
\$20,000	\$0	0

Fund Governance (8:50 am)

Kaelin Richardson presents draft Decision Committee procedures, including member agreements, quorum and voting rules, conflict-of-interest policy, and data use guidelines. The application, awardee eligibility criteria, priority criteria, and rubric are provided for review.

Committee discusses absentee voting policies and decides that members not in attendance have 1 business day after the vote takes place to vote electronically.

Regional Response Team Director of Operations Alaina Smith announces a vote on the presented Committee and application procedures. Members vote unanimously in support of all items. A 70% quorum and supermajority 75% approval for all decisions is set.

Test Case: RRT Program Funds (9:10 am)

RRT Program Manager Marcel Hagens provides an overview of the available \$20,000, all of which is sourced from the Regional Response Team's unrestricted Community Initiatives Program budget. They present a sample award formula for a pre-round slate of 8 applicants.

Following discussion, committee members voted and approved all 8 applicants:

Group or Organization	Award Amount	Voting Results		
		Yes	No	Abstain
Community Life Line	\$1,828.73	7	0	0
Da Hood Connect	\$2,104.97	7	0	0
Hoyleton/Puentes de Esperanza	\$2,657.46	7	0	0
Metro Trans Umbrella Group	\$1,121	7	0	0
Keeping Pushing Inc	\$2,381.22	7	0	0
New Roots Urban Farm	\$3,762.43	7	0	0
Propel Kitchens	\$4,591.16	6	0	1
Thomas Terry Apartments	\$1,552.49	7	0	0

Closing & Action Items (9:25 am)

RRT's Managing Director thanked the committee for their time and concluded the meeting.

