



Decision Committee Meeting Minutes Rapid Response Community Fund November 14, 2025 from 11:00 am - 12:00 pm

Meeting Purpose

Reflect on rubric and scoring processes to identify critical changes for the next round, discuss data solutions for information summaries that support decision-making, and determine how funds are distributed across applicants and rounds.

Committee Members in Attendance

- Marissa Hardwrit, 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
- Michelle Higgins, St. Johns Church

Facilitation Team (RRT Staff)

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

Meeting Minutes

Gathering Time (11:00 am)

Members gather on Zoom, complete When2Meet for upcoming meeting (complete by end of day Friday, 11/14, if possible), introductions in the chat

Welcome (11:05 am)

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

Committee members reviewed the voting process and voted unanimously to use a 0-5 voting scale for any decisions.

Community Fund Overview (11:10 am)

RRT Managing Director, AJ Jennings, reviewed the purpose and goals of the Rapid Response Community Fund, which is a grassroots effort to provide flexible funds in areas most impacted.

AJ Jennings also reviewed fund development around the Rapid Response Community Fund:

- Available funds for this current round: \$30,894
- Committed funds for the next round: \$20,000

- Additional discussion around more funding sources and pending sources. The Committee will continue to be updated as more funds are committed.

Fund Data Tracking (11:15 am)

Formative process evaluation

- What has been successful so far? Challenging?
 - Air Table is great to work with
 - Question about award caps
 - Committee discussed lower caps to ensure enough funds could be spread around to various organizations
- What data points do you need to feel confident in your scoring moving forward? Which are the top priorities for next week?
 - Sample data summaries to include applications to-date, fund development, grantee recognition, payment tracking, donor recognition
 - Zip codes for priority areas so that easier to identify in an application
 - Alaina is working on automation but will provide list to the committee in the meantime

Award Procedures (11:30 am)

Kael reviewed the finance deadlines for awards

- Check requests (decisions and information) are due to the St. Louis Community Foundation by noon on Thursdays in order for checks to be issued in the next check run

Applications that are not approved for funding – are we only reviewing once or can they be put back in the pool for future consideration?

- Organizations can reapply with any changes, but applications will not be rolled over week to week.

How will funds be distributed moving forward?

- Do we want to close the application for need at the end of November (note, fund will remain)?
 - Yes, generally, as it appears SNAP funding will be open by end of November, but things are rapidly changing.
 - It was agreed that the fund application can be reopened if there are remaining funds and the need still exists.
- Next step: play for redeploying funds for future crises.

How are we funding/final award formula?

- Kaelin gave an overview in the limited meeting time remaining
- Kaelin will provide additional materials for asynchronous voting after the meeting

Closing & Action Items

Action Items

- Linking zip codes with applications
- Adjustments to finance timeline
- Summarize next round funding
- Identify next meeting time
- Final award formula