



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 03/04/2025

ITEM NO: 9

DATE: February 19, 2025
TO: Mayor and Town Council
FROM: Chris Constantin, Town Manager
SUBJECT: Approve the 2025 Work Plan Recommended by the Diversity, Equity, and Inclusion (DEI) Commission

RECOMMENDATION:

Approve the 2025 Work Plan recommended by the Diversity, Equity, and Inclusion (DEI) Commission.

BACKGROUND:

In order to provide Town Commissions/Committees/Boards (Commissions) clarity from the Town Council regarding their work, staff recommends the Town Council review and approve each Commission's work plan for the year. This will ensure Council support, efficient use of Commissioners' time, and sufficient staff resources for Commission's projects in 2025.

Certain Commissions are exempt from this process due to their specific functions. The exempt Commissions have projects presented to them for consideration rather than the Commissions creating their own work plans. These exempt Commissions include the Planning Commission, General Plan Committee, Historic Preservation Committee, and Personnel Board.

In coordination with other Town Departments, staff reviewed the Town DEI Plan (Attachment 1), taking workload, time commitment, and alignment with Council priorities into consideration in order to determine a reasonable list of items that could be accomplished by the Commission in the coming year with existing resources.

DISCUSSION:

The DEI Commission discussed its 2025 Work Plan on January 9 and February 13, 2025.

PREPARED BY: Holly Young
Senior Management Analyst

Reviewed by: Town Manager, Assistant Town Manager, and Town Attorney

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SUBJECT: DEI Commission Work Plan

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The Commission expressed a need to have broader discussions on general topics from the Town DEI Plan before it can determine specific work plan item(s) that may address the broader topic. This was addressed by including these discussion topics in a separate section of the work plan under the heading "Items for discussion only (no staff time allocated)."

The items in that category were recommended by the Commission and were taken directly from the Council-approved Town DEI Plan. A broad range of ideas can be explored that fit under each discussion topic.

The 2025 Work Plan does not preclude the Commission from discussing other topics within their purview. The Commission may discuss items not on the Work Plan, but staff time will not be available for those items.

The DEI Commission's recommendation for its 2025 Work Plan can be found in Attachment 2 and staff agrees with the Commission's recommendation.

CONCLUSION:

Staff recommends that the Town Council approve the 2025 DEI Commission Work Plan as recommended by the DEI Commission (Attachment 2).

FISCAL IMPACT:

No fiscal impact is associated with this item.

ENVIRONMENTAL ASSESSMENT:

This is not a project defined under CEQA, and no further action is required.

Attachments:

1. Town DEI Plan
2. DEI Commission Recommended 2025 Work Plan