



TOWN OF LOS GATOS
DEI COMMISSION REPORT

MEETING DATE: 01/11/2024

ITEM NO: 5

DATE: January 5, 2024
TO: Diversity, Equity, and Inclusion Commission
FROM: Laurel Prevetti, Town Manager
SUBJECT: Begin Discussion of a 2024 Work Plan

RECOMMENDATION:

Begin discussion of a 2024 Work Plan.

REMARKS:

At the October 17, 2023 Council meeting, the Town Council voted to accept the Town's Diversity, Equity, and Inclusion (DEI) Plan (Attachment 1). The Plan was developed with community and staff engagement as described in the Plan. It identifies short, medium, and long term action items. The Plan also contains action items that are ongoing and do not have a specific conclusion.

The action items are organized in the following categories:

- Oversight: Create a process for oversight of the Town's DEI Plan;
- Safety: Create a robust and safe process for equity-focused, community-based programming;
- Collaboration: Leverage community resources to ensure equity efforts are collaborative and inclusive;
- Communication: Develop a communications campaign that highlights the Town's equity work;
- Housing: Educate the community about affordable housing to ensure that the Town meets its Housing Element Goals; and
- Town Operations: Increase equity in internal Town operations, service delivery, and customer interactions.

The creation and establishment of the DEI Commission was one of the most important action items identified by community members. The Commission provides a public forum to discuss DEI in Los Gatos and a mechanism for accountability in the implementation of the Plan.

Prepared by: Town Manager

REMARKS (Continued):

In October 2023, the Council also asked staff to prepare an Addendum (Attachment 2) summarizing the direction provided by the Council at the meeting. Given that each Councilmember had their own priorities for the DEI Plan, the direction is summarized by:

- Action Items Prioritized by More than One Councilmember
- Action Items Prioritized by One Councilmember
- Ongoing Action Items Prioritized by One or More Councilmember(s)
- Action Items that Raised Concern or were Cited as Low Priority by One or More Councilmember(s)
- Additional Items Not Contained in the Plan and Suggested by One or More Councilmember(s)

Council's direction is intended to help focus the DEI Commission in determining its priorities for the Work Plan.

In developing the Work Plan, the Council asked the Commission to consider the Government Alliance on Race and Equity (GARE) performance measure questions contained in its "Equity Action Plans: How To Manual" (Attachment 3). The questions can be found on page 22 of Attachment 3 and are:

- What is your timeline?
- How will you evaluate and report progress over time?
- How will you know the action is complete?
- Can you retain stakeholder participation and ensure internal and public accountability?

Council suggested that these questions might be a useful framework to accomplish "tangibility."

CONCLUSION:

As the Commission deliberates on its Work Plan, the following should be considered:

- The Commission must do its work in public at its monthly meetings,
- Staff resources for all Town Commissions is limited, and
- Currently, the Commission does not have a budget.

Attachments:

1. DEI Plan
2. DEI Plan Addendum
3. Government Alliance on Race and Equity (GARE) "Equity Action Plans: How To Manual"