



**TOWN OF LOS GATOS
PERSONNEL BOARD AGENDA REPORT**

MEETING DATE: 03/05/2024

**DRAFT
Minutes of the Personnel Board Meeting
March 1, 2023**

The Personnel Board of the Town of Los Gatos conducted a regular meeting in-person on Wednesday, March 1, 2023, at 4:00 p.m.

MEETING CALLED TO ORDER AT 4:43 P.M.

ROLL CALL

Present: Chair Larry Maggio, Jennifer Lewis (arrived 4:43 p.m.), Edward Matchak.

Absent: Vice Chair Steve Bakota.

Also present: Human Resources Director Salina Flores, Town Manager Laurel Prevetti, Senior Management Analyst Holly Young, Human Resources Analyst Erica Corona.

COMMISSION REPORTS

None.

CONSENT ITEMS (TO BE ACTED UPON BY A SINGLE MOTION)

1. Approve Special Meeting Personnel Board Minutes of December 7, 2022.

MOTION: Motion by Commissioner Lewis to approve the consent item. **Seconded** by Commissioner Matchak.

VOTE: Motion passed 3-0-1. Commissioner Bakota absent.

VERBAL COMMUNICATIONS

None.

OTHER BUSINESS

2. Update from the Town Manager.

Laurel Prevetti, Town Manager, presented an update.

Opened Public Comment.

No one spoke.

Closed Public Comment.

The Board received the update.

3. Provide input for the draft Justice, Equity, and Diversity, ad Inclusion (JEDI) Plan.

Laurel Prevetti, Town Manager, presented the item.

Opened Public Comment.

No one spoke.

Closed Public Comment.

The Board discussed the item and provided direction including discuss community engagement with different ethnicities, invite existing commissioners to new commission orientation, benchmark DEI effort with other municipalities and conduct a case study, engagement survey with staff, formal training with Council policies and administrative procedures.

4. Verbal Report from the Director of Human Resources.

Salina Flores, Human Resources Director, presented the item.

Opened Public Comment.

No one spoke.

Closed Public Comment.

The Board discussed the item and received the report.

ADJOURNMENT

The meeting adjourned at 5:25 p.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the March 1, 2023, meeting as approved by the Personnel Board

Jenna De Long, Deputy Town Clerk