



**TOWN OF LOS GATOS
DEI COMMISSION REPORT**

MEETING DATE: 02/13/2025

ITEM NO: 3

DATE: February 7, 2025
TO: Diversity, Equity, and Inclusion Commission
FROM: Holly Young, Senior Management Analyst
SUBJECT: Review Recommended Commission Work Plan Items for 2025 and Make a Recommendation to the Town Council.

RECOMMENDATION:

Review recommended Commission Work Plan items for 2025 and make a recommendation to the Town Council.

BACKGROUND:

In order to provide the Commission clarity from the Town Council regarding its work, the proposed 2025 Commission Work Plan will be taken to the Town Council for review and approval. This will ensure Council support, efficient use of Commissioners' time, and sufficient staff resources for the DEI Commission's projects in 2025.

In coordination with other Town Departments, staff has reviewed the Town DEI Plan (Attachment 1), taking workload, time commitment, and alignment with Council priorities into consideration. Staff recommends the items on Attachment 2 for the 2025 DEI Commission Work Plan. Staff believes that with existing resources, it is reasonable that these items can be accomplished in the coming year.

The 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.

DISCUSSION:

On January 9, 2025, the Commission started to discuss the Work Plan item and continued the full discussion to the next meeting in the interest of time.

Prepared by: Holly Young
Senior Management Analyst

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SUBJECT: Listening Campaign for Outreach to Community Partners

DATE: February 13, 2025

Based on the preliminary Commission input received on January 9, staff understands that the Commission may 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. Staff has adjusted the recommended Work Plan to reflect this by separating a section of the work plan under the heading "Items for discussion only (no staff time allocated)." Items in this category should be from the Council-approved Town DEI Plan. A broad range of ideas can be explored that fit under each discussion topic from the Council-approved Town DEI Plan.

The Commission may review the recommended 2025 Work Plan, discuss, provide input, and ultimately make a recommendation to the Town Council. Staff will evaluate the Commission's recommendation based on current staff and budget capacity and present its recommendation to the Town Council for consideration.

Commissioner comments are included in Attachment 3.

ATTACHMENTS:

1. Town DEI Plan
2. Recommended 2025 Work Plan
3. Commissioner Comments