



Date of Council Meeting: January 13, 2014

**TOWN OF LEESBURG
TOWN COUNCIL WORK SESSION**

Subject: Workforce Diversity Task Force

Staff Contact: Kaj Dentler, Deputy Town Manager

KAD

Background: At the December 10, 2013 Town Council meeting, Council approved Motion 2013-052 stated as follows:

I move that the Town Council establish a Task Force on Workforce Diversity. The Task Force will be comprised of 10 Town residents that represent a diversity of race, ethnicity, and gender. The Task Force will meet four (4) times during 2014 with the purpose of providing feedback and advice to the Mayor, a Council member, the Town Manager, and the Town's Human Resources Manager, all of whom should attend each meeting, on ideas and suggestions to increase the diversity of applicants seeking employment with the Town.

At the December meeting, Council indicated its intent to discuss the specific methodology to be used to formulate the task force. A potential method for consideration includes each Council member selecting one person each for the task force for a total of seven (7), with the final three (3) appointments chosen from official organizations such as the NAACP, La Voz, and the Loudoun County Chamber of Commerce.

Once Council determines the appointment process, the Town Clerk will proceed with advertisement for interested participants. The Town has recently received expressions of interest from two individuals to date since the December meeting.

In closing, the task force may need professional guidance in order to effectively initiate their efforts at the first meeting. If Council concurs, it is recommended that the Town seek the services of a subject matter expert in this area who currently works with governments and corporations to provide explanation and guidance on best management practices.