



Leesburg Diversity Commission Regular Monthly Meeting

Wednesday, August 4, 2021 • 7:00 p.m.
Lower Level Conference Room 1
Leesburg Town Hall • 25 West Market Street

Meeting Agenda

- Call to Order
- Approval of Agenda
- Approval of Meeting Minutes
 - Minutes of July 14, 2021 Meeting
- Petitioners
- Commissioner Comments
- EDC Liaison Comments
- Staff Reports
- Chair Comments
- Council Member Comments
- Old Business
 - Commission Logo (Commissioner Kunzelman)
 - Diversity Consortium (Commissioner Maddox)
 - Changes to Commission Duties (Vice Chair Poisson)
 - Commission Goals and Strategies (Chair McCray)
- Adjournment

**Leesburg Diversity Commission
July 14, 2021
Regular Monthly Meeting Minutes**

Location: Leesburg Town Hall, Lower Level Conference Room 1

Commissioners Present: Dana Kunzelman (via Webex)
Vanessa Maddox (via Webex)
Jasmin Martinez-Harris
Linda McCray
Jean-Joseph Poisson
Mary Randolph

Commissioners Absent: Devon Carter

Others Present: Betsy Arnett, Public Information Officer

Call to Order: The meeting was called to order at 7:14 p.m.

Approval of Remote Participation:

- On a motion by Vice Chair Poisson, seconded by Commissioner Randolph, the commission approved the remote participation of Commissioner Kunzelman.

Approval of Agenda:

- The agenda was unanimously approved on a motion by Vice Chair Poisson, seconded by Commissioner Randolph.

Approval of Minutes

- The minutes of the June 9, 2021 regular meeting were approved unanimously as presented, on a motion by Vice Chair Poisson, seconded by Commissioner Martinez-Harris.

Petitioners

- None

Commissioner Comments

- **Commissioner Martinez-Harris** said that she has spoken to Elizabeth Ransom from COPA who was concerned that COPA and the videographer were not listed in the credits of the We Are Leesburg video (Ms. Arnett advised that the video has been edited to include those credits). Commissioner Martinez-Harris also noted that the Juneteenth celebration was great, and mentioned meeting Bleu Colquitt who interested in working in the town to development programs for minority youth.

- **Commissioner Randolph** echoed that the Juneteenth celebration was very nice, with a good crowd.
- **Commissioner Kunzelman** would like to have a discussion at the next meeting to come up with a road map for what the commission would like to accomplish. She thought the Flower & Garden Festival effort was great, but feels as though the commission has lost some momentum.

Commission Maddox joined the meeting via Webex at approximately 7:21 p.m.

Approval of Remote Participation:

- On a motion by Vice Chair Poisson, seconded by Commissioner Martinez-Harris, the commission approved the remote participation of Commissioner Maddox.

Commissioner Comments (continued)

- **Vice Chair Poisson**, in reference to the requested Town code changes regarding the duties of the Diversity Commission which Chair McCray had forwarded to Town Council, questioned why the commission was not requesting changes to bullet 4. Bullet 4 reads "The duties of the Commission shall not include discussion of any individual employment action or the investigation, examination or analysis of hiring practices by town staff." He suggested that the commission's duties should include these things. After some discussion, he agreed to add discussion of the issue to the August agenda.

Chair Comments

- **Chair McCray** also noted that the Juneteenth celebration was amazing, and she wants to make sure that the Pride Month social media posts go out next year.

New Business

- **Minority Business Outreach:** Chair McCray advised that she and Britta Neel, from the EDC, had walked the Plaza Street/East Market Street area, and visited eight minority-owned businesses. The purpose of the visits was to make introductions and to gather contact information so the Economic Development Office can include them in the distribution of information about services, grant opportunities, and the like. Commission Maddox brought up the importance of keeping metrics on the commission's work. Chair McCray said that they are planning to make business visits on a monthly basis, with a goal of visiting 8 to 10 businesses each times. She added that any of the commissioners are welcome to join them. Business Development & Retention Manager Melanie Scoggins will be accompanying them.
- **Diversity Consortium:** This item was deferred to the August meeting.
- **Changing Date of August Meeting:** Chair McCray asked if the August commission meeting could be moved to the first Wednesday in August, August 4th. The other

commissioners agreed to the date change.

Old Business

- **We Are Leesburg Video:** The revised version of the video was shown to the commission. Everyone agreed that it turned out very nice. Ms. Arnett will prepare a news release and post to the Town's social media sites.

Adjournment: The meeting adjourned at 8:09 p.m.

Next Meeting: Wednesday, August 4, 2021 at 7 p.m.

A large, stylized red handwritten signature or scribble that spans across the middle of the page, partially overlapping the text of the 'Adjournment' and 'Next Meeting' sections. The signature is written in a cursive, flowing style.