



Leesburg Diversity Commission Regular Meeting

Wednesday, May 10, 2023 • 7:00 p.m.
Lower Level Conference Room 1
Leesburg Town Hall • 25 West Market Street

Meeting Agenda

- Call to Order
- Approval of Electronic Participation (if necessary)
- Introduction of commissioners
- Approval of Agenda
- Approval of Meeting Minutes
 - Minutes of April 12, 2023 Meeting
- Petitioners
- Commissioner Comments
- Council Member Comments
- Staff Reports
 - Public Information Office
 - Police Department
- Chair Comments
- Old Business
 - Donation drive update
 - Job fair update
- New Business
 - Vote on vice chair
 - Website language support
 - Community resources database
- Adjournment

Leesburg Diversity Commission
April 12, 2023
Regular Meeting Minutes

Location: Leesburg Town Hall, Lower Level Conference Room 1

Commissioners Present: Devon Carter
Enrique Gonzalez
Edgard Segura
Jasmin Martinez-Harris
Haleema Tayub

Commissioners Absent: Allison Amato

Others Present: Sgt. Wael Abilmona, Leesburg Police Department
Public Information Officer Kara Rodriguez, Staff Liaison

Call to Order: The meeting was called to order at 7:00 p.m.

Introduction of Commissioners

- Commissioners took turns introducing themselves, as it was the first meeting for Commissioner Tayub. Commissioner Tayub said she was very excited to be a part of the commission.

Approval of Agenda:

- Agenda was approved as presented, on a motion by Commissioner Segura, seconded by Commissioner Martinez-Harris.

Approval of Minutes:

- The minutes of the January 11, 2023, regular meeting were approved as presented, on a motion by Commissioner Segura, seconded by Commissioner Gonzalez.

Staff Report

- Ms. Rodriguez gave an update on commission vacancies. She also briefly went over the new commissioner checklist and attendance policy for Commissioner Tayub. She noted later in the meeting that the Commission's Fiscal Year 2024 budget request had been approved.
- Sgt. Abilmona said the newly-renovated Douglass School playground was a potential site for National Night Out in August.

Old Business

- **MLK March (debrief):** Three commissioners participated in the annual march. Commissioner Gonzalez said the march had a good turnout. The banner was once again missing in action, so Ms. Rodriguez said she would look into ordering a new one.
- **Boards and Commissions Networking Event (debrief):** Commissioners Carter, Segura and Tayub attended the event, and all agreed it was well-received and well-organized. Several commissioners were approached during the networking portion of the evening with potential ideas for collaboration. One attendee said they may have an idea of someone who may be interested in serving on the Commission. Commissioner Tayub suggested icebreakers at a future networking event.

New Business

- **Vote on chair/vice chair:** Commissioner Carter asked if anyone was interested in volunteering to be chair. Commissioner Carter was nominated as chair by Commissioner Martinez-Harris, seconded by Commissioner Gonzalez, and agreed upon by all present. There was agreement to hold off on a vote on vice chair until the next meeting so commissioners could consider their interest.
- **Job Fair Planning:** Chair Carter proposed holding a job fair on Saturday, August 12, from 1-6 p.m. at Ida Lee Recreation Center, and again partnering with Crossroads Jobs. There was a discussion about last year's job fair in June 2022 and key takeaways about what worked, and what could be improved. There was general agreement that the direct mailing of postcards to residents was effective and should be repeated. The postcards were in English and Spanish, and a majority of those who attended last year cited the postcard as how they found out about the event. Ms. Rodriguez suggested in addition to mailing the postcards could be dropped at key locations in Town facilities, along with Rust Library. There was talk about getting a better mix of employers at this year's job fair in addition to those in the service industry. Ms. Rodriguez also said she would talk to Town HR staff and the Police Department's recruiting team about exhibiting at the event. Commissioner Tayub recommended offering hiring opportunities for special needs individuals at the job fair. Ms. Rodriguez said she would look into the availability of Ida Lee that day and report back at the next meeting.
- **Donation Drives:** Chair Carter suggested a donation drive to benefit food insecure Loudoun County Public Schools' students in advance of summer break. He proposed a donation drive campaign from May 19 to June 9, with nonperishable food items accepted. Ms. Rodriguez said she would propose the idea to the Town Manager, who has final approval. Several ideas for additional donation drives throughout the year were also discussed, with the acknowledgment that the Commission could not compete with the Town's annual Toys for Tots campaign in November/December.
- **Liaisons to COPA/EDC:** Commissioner Tayub was appointed to represent the Commission as a liaison to the Commission on Public Art. Commissioner Gonzalez was appointed to be the liaison to the Economic Development Commission. There was agreement that there was not a requirement for them to attend the meetings every month, but to serve as a communication vehicle between the commissions.

- **Loudoun Latino Festival:** Several commissioners expressed interest in attending the event, which is organized by Loudoun County Department of Parks, Recreation and Community Services. Commissioner Martinez-Harris said she believed it would be more beneficial for the Commission to sponsor an activity rather than solely exhibit. Chair Carter said he would reach out to the event organizers and report back with more information.
- **Other business:** Commissioner Gonzalez briefly brought up the name of the Commission, and questioned whether the term “diversity” was a turnoff to prospective members. He said some in the community had vocalized that opinion. While a brief discussion ensued there was general agreement to keep the Commission’s current name. Commissioner Segura followed up on his desire to connect with a staff member regarding internal Town wayfinding signs within facilities. Ms. Rodriguez said she would reach out to the Town’s ADA coordinator and report back.

Adjournment: The meeting adjourned at 7:50 p.m.

Next Meeting: Wednesday, May 10, at 7 p.m.