



Leesburg Diversity Commission Regular Meeting

Wednesday, September 13, 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 August 9, 2023 Meeting
- Petitioners
- Commissioner Comments
- Council Member Comments
- Staff Reports
 - Public Information Office
 - Police Department
- Chair Comments
- Old Business
 - Fiesta Latina (debrief)
- New Business
 - Q&A with Chief of Police Thea Pirnat
 - Job fair planning
 - Website language support update
 - Upcoming events
 - Loudoun Latino Festival (Sunday, October 22, 12-5 p.m.)
 - Leesburg Halloween Parade (Tuesday, October 31, 6 p.m.)
- Adjournment

**Leesburg Diversity Commission
August 9, 2023
Regular Meeting Minutes**

Location: Leesburg Town Hall, Lower Level Conference Room 1

Commissioners Present: Devon Carter
Haleema Tayub
Edgard Segura
Enrique Gonzalez

Commissioners Absent: Vanessa Borg

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

Call to Order: The meeting was called to order at 7:01 p.m.

Approval of Agenda:

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

Approval of Minutes:

- The minutes of the July 12, 2023, regular meeting were approved as presented, on a motion by Commissioner Segura, seconded by Commissioner Tayub.

Commissioner Comments:

- Commissioner Gonzalez said National Night Out was a really good event. He said the larger footprint of the event may have made it seem like there were less people, but it was a well-attended event.

Staff Report

- Ms. Rodriguez noted that Melissa Simonetta had been appointed to the Diversity Commission at the Town Council's meeting the previous evening, but she was out of the area and thus unable to attend this meeting. She also noted some upcoming Town Code changes the Council would be considering regarding attendance and re-appointment requirements for Boards and Commissions.
- Sgt. Abilmona said National Night Out was a great event and the officers who attended had a lot of fun. He said he hoped Chief Pirnat could come to September's Commission meeting.

Chair Comments

- Chair Carter spoke about an email the Commission had recently received from an account called “Researcher S” which complained about Men at Work signs they claimed to have seen at Town worksites. He advised Commissioners to let the PIO handle those responses going forward.

Old Business

- **Donation Drive (debrief):** Ms. Rodriguez said the Snack Drive had been very successful, requiring several emptying of the bins, particularly at Ida Lee Recreation Center. Commissioner Gonzalez said it was good to have a donation drive “off season” outside of the December holidays. Chair Carter said the donation drive was a low cost, high benefit initiative for the Commission and would like to team up with the Backpack Coalition on an annual basis.
- **National Night Out (debrief):** Chair Carter said everyone really appreciated the free face painting offered by the Commission, specifically Commissioner Borg. He noted that the Citizens Preparedness Guide was not picked up by those visiting the table, to which Commissioner Tayub suggested that perhaps they should be marketed differently going forward. Ms. Rodriguez provided an update on behalf of Commissioner Borg who said that the event was great, but she would love help with crowd control at future events, and she’d like to post a schedule so she would be able to get a small break during events. Commissioner Gonzalez expressed his surprise that there were no pictures of National Night Out in the local newspapers. Commissioner Tayub asked about creating a social media page for the Commission, to which Chair Carter provided a brief history of why that was advised against.
- **Job Fair Update:** Ms. Rodriguez went over the plan to mail postcards for the September 16 job fair. She presented the Commission with last year’s flier and postcard and said she would ask Commissioner Borg if she’d be willing to reformat for this year’s event. She also spoke about doing a directed news release seeking employers. Chair Carter said he would have a list of employers by the following Friday. There was a general discussion about the layout of the event and what would be provided to attendees. Chair Carter said he had the Commission banner and directional signage for the job fair in his possession. There was agreement to use the Commission’s budget towards the mailing.
- **Website Language Support:** Ms. Rodriguez provided a brief update on a recent staff discussion about providing language support on the Town website. She said several staff members had met about this subject two days prior and would be reaching out to Granicus, the website provider, to see what tools could be available for use. She promised to report back at the next meeting.

New Business

- **Fiesta Latina:** Commissioners spoke about again offering face painting at the upcoming Fiesta Latina. Ms. Rodriguez said she would check in with Commissioner Borg on

whether she needed any facepainting supplies reordered and she would also provide her with job fair fliers for the public to pick up.

- **FOIA Training:** Commissioners present for the meeting watched the FOIA training video put together by Clerk of Council Eileen Boeing.
- **Other Business:** Commissioner Segura asked if boards or commissions had ever had a table at TASTE Leesburg. Ms. Rodriguez noted that several boards and commissions often have tables at the Flower & Garden Festival and it's a great opportunity to make connections in the community.

Adjournment: The meeting adjourned at 7:52 p.m.

Next Meeting: Wednesday, September 13, at 7 p.m.