



**TOWN OF LOS GATOS
DIVERSITY, EQUITY, AND INCLUSION COMMISSION AGENDA
SEPTEMBER 18, 2025
110 EAST MAIN STREET
TOWN COUNCIL CHAMBERS
5:00 PM**

*Gordon Yamate, Chair
Diane Fisher, Vice Chair
Carmen Lo, Commissioner
D. Michael Kane, Commissioner
Tooba Ahmed, Commissioner
Vacant, Commissioner
Vacant, Commissioner
Anne Lamborn, Arts and Culture
Commissioner
Gregory Gentile, Community Health and
Senior Services Commissioner*

HOW TO PARTICIPATE

The Town of Los Gatos strongly encourages your active participation in the public process. If you are interested in providing oral comments during the meeting, you must attend in-person, complete a speaker's card, and return it to the staff. If you wish to speak to an item on the agenda, please list the item number on the speaker card. The time allocated to speakers may change to better facilitate the meeting. If you are unable to attend the meeting in-person, you are welcome to submit written comments via email to clerk@losgatosca.gov.

Public Comment During the Meeting:

When called to speak, please limit your comments to three (3) minutes, or such other time as the Chair may decide, consistent with the time limit for speakers at a Town meeting.

Speakers at public meetings may be asked to provide their name and to state whether they are a resident of the Town of Los Gatos. Providing this information is not required.

Deadlines to Submit Written Comments:

If you are unable to participate in person, you may email clerk@losgatosca.gov with the subject line "Public Comment Item #_" (insert the item number relevant to your comment). Persons wishing to submit written comments to be included in the materials provided to the Commission must provide the comments as follows:

For inclusion in the agenda packet: by 11:00 a.m. the Friday before the Commission meeting.
For inclusion in supplemental materials: by 11:00 a.m. the day of the Commission meeting.

CALL MEETING TO ORDER

ROLL CALL

VERBAL COMMUNICATIONS *(Members of the public are welcome to address the Diversity, Equity, and Inclusion Commission on any matter that is not listed on the agenda and is within the subject matter jurisdiction of the Commission. To ensure all agenda items are heard, this portion of the agenda is limited to 30 minutes. In the event additional speakers were not able to be heard during the initial Verbal Communications portion of the agenda, an additional Verbal Communications will be opened prior to adjournment. Each speaker is limited to three minutes or such time as authorized by the Chair.)*

CONSENT ITEMS *(Items appearing on the Consent Calendar are considered routine Town business and may be approved by one motion. Members of the public may provide input on any Consent Item(s) when the Chair asks for public comment on the Consent Items.)*

1. Approve the Draft Minutes of the June 18, 2025 Diversity, Equity, and Inclusion Commission Regular Meeting.

OTHER BUSINESS *(Up to three minutes may be allotted to each speaker on any of the following items.)*

2. Select One Commissioner to Serve as Community Grant Rater (Related to DEI Plan Goal A, Item 1.a.).
3. Discuss Outreach to the Community in the Categories of (1) Education/Schools, (2) Religious Groups, (3) Businesses, and (4) Non-Profits/Service Organizations Regarding Opportunities for Collaboration (Work Plan Item 3 Related to DEI Plan Goal C, Item 1.a.i.).
4. Discuss Ways the DEI Commission Can Make Visible the Equity Issues that Matter to the Larger Community, Including Action Items to Promote the Safety and Inclusivity of its Community Members (Work Plan Discussion Item C. Related to DEI Plan Goal A.2.a.).

COMMISSIONER/STAFF LIAISON REPORTS

ADJOURNMENT

ADA NOTICE In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Clerk's Office at (408) 354-6834. Notification at least two (2) business days prior to the meeting date will enable the Town to make reasonable arrangements to ensure accessibility to this meeting [28 CFR §35.102-35.104].

NOTE The ADA access ramp to the Town Council Chambers is under construction and will be inaccessible through June 2025. Persons who require the use of that ramp to attend meetings are requested to contact the Clerk's Office at least two (2) business days prior to the meeting date.



**TOWN OF LOS GATOS
DEIC COMMISSION
AGENDA REPORT**

MEETING DATE: 09/18/2025

ITEM NO: 1

**DRAFT
Minutes of the Diversity, Equity, and Inclusion Commission Meeting
June 18, 2025**

The Diversity, Equity, and Inclusion (DEI) Commission of the Town of Los Gatos conducted a special meeting in person in the Town Council Chambers on Wednesday, June 18, 2025, at 5:00 p.m.

CALL MEETING TO ORDER

The meeting was called to order at 5:09 p.m.

ROLL CALL

Present: Chair Gordon Yamate, Vice Chair Diane Fisher, and Commissioners Carmen Lo, Folake Phillips, D. Michael Kane, Anne Lamborn, and Gregory Gentile.

Absent: Commissioners Tooba Ahmed, Anya Singh, and Ryan Idemoto

Town Staff Present: Assistant Town Manager Katy Nomura and Senior Management Analyst Holly Young.

VERBAL COMMUNICATIONS

Opened public comment.

None.

Closed public comment.

CONSENT ITEMS

1. Approve the Draft Minutes of the May 15, 2025 Diversity, Equity, and Inclusion Commission Regular Meeting.

Opened public comment.

No one spoke.

Closed public comment.

MOTION: **Motion** by **Commissioner Kane** to accept the minutes as presented with the date at the top corrected to reflect May 15. **Seconded** by **Commissioner Lamborn**.

VOTE: **Motion passed unanimously.**

OTHER BUSINESS

2. Discuss DEI Commission Participation in the Town's 4th of July Symphony in the Park Event (Related to DEI Plan Goal B., Item 1.a.).

Opened public comment.

No one spoke.

Closed public comment.

Holly Young, Senior Management Analyst, presented the staff report.

MOTION: **Motion** by **Commissioner Phillips** that "Everyone Belongs" is the wording to have on the DEI banner. **Seconded** by **Commissioner Kane**.

VOTE: **Motion passed unanimously.**

MOTION: **Motion** by **Commissioner Lo** to purchase the book "Love Makes A Family" by Sophie Beer as additional materials for the event. **Seconded** by **Commissioner Gentile**.

VOTE: **Motion passed unanimously.**

3. Discuss Outreach to the Community in the Categories of (1) Education/Schools, (2) Religious Groups, (3) Businesses, and (4) Non-Profits/Service Organizations Regarding Opportunities for Collaboration (Work Plan Item 3 Related to DEI Plan Goal C, Item 1.a.i.).

MOTION: **Motion** by **Vice Chair Fisher** to form an ad hoc subcommittee made up of Vice Chair Fisher and Commissioners Kane, Phillips, Ahmed, and Gentile to wrap up meetings with the five additional communities that were not present at the clergy meeting before the next August [DEI Commission] meeting with the ad hoc subcommittee to be disbanded at the August meeting. **Seconded** by **Commissioner Lo**.

VOTE: **Motion passed unanimously.**

Opened public comment.

No one spoke.

Closed public comment.

The Commission discussed the item.

4. Discuss Ways the DEI Commission Can make Visible the Equity Issues that Matter to the Larger Community, Including Action Items to Promote the Safety and Inclusivity of its Community Members (Work Plan Discussion Item C. Related to DEI Plan Goal A.2.a.).

Opened public comment.

No one spoke.

Closed public comment.

The Commission discussed the item.

ADJOURNMENT:

The meeting adjourned at 7:07 p.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the June 18, 2025, meeting as approved by the Diversity, Equity, and Inclusion Commission.

Holly Young, Senior Management Analyst



TOWN OF LOS GATOS
DEI COMMISSION
AGENDA REPORT

MEETING DATE: 09/18/2025

ITEM NO: 2

DATE: September 12, 2025
TO: Diversity, Equity, and Inclusion Commission
FROM: Ryan Baker, Library Director
SUBJECT: Select One Commissioner to Serve as Community Grant Rater (Related to DEI Plan Goal A, Item 1.a.).

RECOMMENDATION:

Select one Commissioner to serve as Community Grant rater (related to DEI Plan Goal A, Item 1.a.).

BACKGROUND:

The Town of Los Gatos has been offering Community Grants for non-profit organizations for over 30 years. This is a competitive process. Applications are read and rated by two members of the Community Health and Senior Services Commission, two members of the Arts and Culture Commission, and one member of the Diversity, Equity, and Inclusion Commission.

DISCUSSION:

One DEI Commissioner should be selected to read and rate applications for this year's grant cycle. The selected Commissioner will be using a standard rubric for judging applications. The time commitment will be approximately 4 to 5 hours between October 7th and October 14th. The Commissioner will be working independently as their schedule allows as there are no meetings or scheduled obligations for completing this work other than submitting by the deadline.

PREPARED BY: Ryan Baker
Library Director



TOWN OF LOS GATOS
DEI COMMISSION REPORT

MEETING DATE: 09/18/2025

ITEM NO: 3

DATE: September 12, 2025

TO: Diversity, Equity, and Inclusion Commission

FROM: Holly Young, Senior Management Analyst

SUBJECT: Discuss Outreach to the Community in the Categories of (1) Education/Schools, (2) Religious Groups, (3) Businesses, and (4) Non-Profits/Service Organizations Regarding Opportunities for Collaboration (Work Plan Item 3 Related to DEI Plan Goal C, Item 1.a.i.).

RECOMMENDATION:

Discuss outreach to the community in the categories of (1) Education/Schools, (2) Religious Groups, (3) Businesses, and (4) Non-Profits/Service Organizations regarding opportunities for collaboration (Work Plan Item 3 related to DEI Plan Goal C, Item 1.a.i.).

REMARKS:

On March 4, 2025, the Town Council approved the work plan for the DEI Commission, which included an item authorizing the Commission to conduct outreach to schools, religious groups, businesses, and non-profits/service organizations, to result in a recommendation to staff regarding opportunities for collaboration.

The DEI Commission has been conducting that outreach using the following questions:

- Does your (school/business/religious group/non-profit or service organization) have concerns about the issues of diversity, equity, and inclusion in the Town of Los Gatos?
- What are you most hopeful for relative to these concerns?
- Do you see opportunities for the Town to do more to promote and ensure diversity, equity, and inclusion?
- What type of support could the Town and the DEI Commission provide to your (school/business/religious group/non-profit or service organization) to provide a more inclusive community?

On June 18, 2025, the Commission unanimously voted to form an ad hoc subcommittee made up of Vice Chair Fisher and Commissioners Kane, Phillips, Ahmed, and Gentile to wrap up five

Prepared by: Holly Young
Senior Management Analyst

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SUBJECT: Community Outreach

DATE: September 18, 2025

additional meetings with religious communities before the DEI Commission's August meeting (the DEI Commission's August meeting was cancelled due to lack of quorum). This ad hoc subcommittee is now considered disbanded.

Per the DEI Commission's Work Plan, this item should culminate in a recommendation to staff regarding opportunities to collaborate.



TOWN OF LOS GATOS
DEI COMMISSION AGENDA REPORT

MEETING DATE: 09/18/2025

ITEM NO: 4

DATE: September 12, 2025
TO: DEI Commission
FROM: Holly Young, Senior Management Analyst
SUBJECT: Discuss Ways the DEI Commission Can Make Visible the Equity Issues that Matter to the Larger Community, Including Action Items to Promote the Safety and Inclusivity of its Community Members (Work Plan Discussion Item C. Related to DEI Plan Goal A.2.a.).

RECOMMENDATION:

Discuss ways the DEI Commission can make visible the equity issues that matter to the larger community, including action items to promote the safety and inclusivity of its community members (Work Plan Discussion Item c. related to DEI Plan Goal A.2.a.).

REMARKS:

On March 4, 2025, the Town Council approved the work plan for the DEI Commission, which included a discussion-only item (no staff time allocated) of recommending action items to the Town Council to make visible the equity issues that matter to the larger community.

PREPARED BY: Holly Young
Senior Management Analyst