TOWN OF Herndon VIRGINIA

Town Council Work Session
Agenda Item 2.a.

Agenda Item: **Briefing on Hiring Process and Training Overview, Strategic Plan Focus Area: Good Governance**

Meeting Date: November 5, 2025

Category: Discussion

Prepared by: Tanya Kendrick, Human Resources Director

Description:
The Human Resources department will provide an update, as requested, on hiring and training processes. This is related to the strategic plan focus area of Good Governance.

Background:
Human Resources staff will review hiring and training overview efforts, as requested, in relation to the strategic plan.

Timing Impact:
This discussion is related to the Good Governance Focus Area of the Town's adopted Strategic Plan, specifically Goal #3: Foster a positive town organizational culture that prioritizes employee development, professional growth, and wellness; and sets the standard in high performance leadership. This briefing is being provided at the request of the Town Council and for informational purposes.

Strategic Focus Area:
Good Governance

Fiscal Impact:
Personnel and training investments are considered as part of the town's annual budgeting process. This is a briefing on the Town's current employee investment program; no fiscal impacts outside the adopted budget are requested at this time.

Legal Impact:
N/A

Staff Recommendation/Next Steps:
This is a discussion item; staff has no recommendation.

Attachments:
1. Presentation