Town Council Regular Meeting
Agenda Item 7.f.

Agenda Item: **Resolution 25-G-14 to establish the Town of Herndon Community Inclusion and Engagement Committee**

Meeting Date: January 28, 2025

Category: Consent

Prepared by: Amanda Kertz, Acting Town Clerk

Description:
At the start of each term, the Herndon Town Council reviews council advisory committees to determine whether to reinstate, revise or disband existing committees. Throughout the term, the Council may change representation and/or create additional advisory committees.

Background:
Following discussion at the January 21, 2025 Town Council work session, staff was directed to bring forth a resolution to establish the Town of Herndon Community Inclusion and Engagement Committee (CIEC), with the mission to help foster inclusion within the community at large.

The Community Inclusion and Engagement Committee's purpose is to provide recommendations to the Town Council that enhance the Town of Herndon's ability to engage and communicate with and to deliver services more effectively to minority resident and business communities; and to make recommendations that provide the Town with the opportunity to foster inclusion and celebrate the Town's diverse community.

The CIEC shall include one non-voting Herndon Town Councilmember to serve as a liaison; and seven individuals, a majority of whom shall be Town of Herndon residents. Six of these members shall represent non-profit organizations that serve the Herndon community, and one member shall represent the Town's business community, as outlined in the Establishing Guidelines attached to the item. Members will serve two-year terms to coincide with election terms.

Timing Impact:
Upon reinstatement, candidates will be considered for appointment by the Town Council. Once appointments are made, the Committee can begin holding meetings.

Strategic Focus Area:



Good Governance
Thriving Community

Fiscal Impact:
N/A

Legal Impact:
The Community Inclusion and Engagement Committee's terms follow the Herndon Town Council's elected terms.

Staff Recommendation/Next Steps:
Staff recommends approval of the proposed resolution, establishing the Community Inclusion and Engagement Committee, and directing the Town Clerk to coordinate the appointment process.

Attachments:
1. Resolution (Proposed)
2. Establishment Guidelines (Attachment)