



ANNUAL REPORT 2021

BOARD MEMBERS - COMMISSIONERS

Minosca Alcantara
Mayoral Appointee



Elaine S. Reiss, Esq.
Mayoral Appointee



Aldrin Rafael Bonilla
Mayoral/City Council Appointee



Chair/Commissioner

Message from the Board:

The Equal Employment Practices Commission (EEPC) saw a number of changes in 2021 that we believe will set the course of this Commission for several years to come. First, we regrettably lost a long-serving and highly regarded commissioner to retirement as well as another very highly esteemed commissioner/colleague who was appointed to serve on another New York City board. In response, the Commission saw the appointment of a new Chair and a new commissioner to fill two of the four vacancies on the board. Despite the COVID-19 pandemic that continued throughout 2021, the EEPC successfully completed its Sexual Harassment Prevention and Response Practices Audit with a record fifty (50) compliance resolutions in 2021. In addition, pursuant to NYC Local Law 13 (2019), the EEPC submitted its first report analyzing citywide racial and ethnic classification utilization. We look forward to our work ahead, which includes launching a new audit for 2022-2025, an Employment Practices Audit, with a focus on Underutilization of minority group members and women as well as the continuation of the Local Law 13 report and holding a symposium for City employees with a focus on Underutilization of women and minorities in the workplace. As always, all of our past and future initiatives are with the goal of ensuring that all City agencies and entities maintain an effective affirmative employment program of equal employment opportunity for minority group members and women who are employed by or who seek employment with the City of New York.

We would especially like to thank the employees of the Commission, all the City agencies and entities that assisted with our research initiatives and all of the municipal entities that continue to extend their cooperation to the EEPC during the audit process. We look forward to working with everyone in 2022.

Executive Director



Jeanne M. Victor
Executive Director

Executive Staff



Jennifer Shaw, Esq.
Executive Agency Counsel
Director of Compliance



Letizia Gambrell-Boone, Ed.D.
Director of Research Initiatives
& Public Hearings

Executive Summary

Despite the continuation of the COVID-19 pandemic from the previous year, in many ways 2021 proved to be a very successful year for the Equal Employment Practices Commission (EEPC). While most EEPC staff and their families were directly affected by the pandemic, the outcomes could have been much worse. To combat the coronavirus, the EEPC undertook several measures such as scheduling staff to come into the office on a staggered basis to enable social distancing and outfitting its office space with sneeze guards, partitions, and air purifiers. Additionally, although in-person Board meetings resumed in June, during the latter part of the year the EEPC “live-streamed” its meetings so that interested parties could watch the Board conduct business in real time without having to be physically present.

During the early part of the year, the EEPC saw several changes in its senior leadership with the appointment of a new Executive Director, the addition of a new Chair of the Commission, Aldrin Rafael Bonilla, and a new Commissioner, Minosca Alcantara, joining long-serving Commissioner Elaine S. Reiss as members of the EEPC Board. The Commissioners approached their roles in 2021 extremely motivated and eager to effectuate positive change within the EEPC. During the year, the Chair led the discussion to develop an EEPC Logic Model, which has helped to clarify the work of the EEPC from resources to results. In addition, the Chair initiated a meeting with the New York City Racial Justice Commission to explain why updates and changes are needed to strengthen some key provisions in the EEPC’s chapter of the City Charter. Recognizing that the 2021 election would bring significant change to the City Council in the new year, the Board planned to schedule introductory meetings with the new Council Committee members to explain the work of the EEPC, its goals, and its commitment to its mission. Such meetings will be held in early 2022.

EEPC Audit Summary

The EEPC completed the fourth and final year of its *Sexual Harassment Prevention and Response Practices Audit* (SHPRA), which evaluated municipal entities’ equal employment opportunity (EEO) strategies, policies, and programs, and ascertained the extent to which they effectively prevented and responded to sexual harassment. Final Determinations for the SHPRA were issued to thirty-two (32) municipal entities in 2021. The issuance of a Final Determination indicates that the evaluation stage of an audit is complete and signals the start of the audit’s compliance monitoring period. The most frequently issued corrective actions, which are to be implemented during compliance monitoring, are included in Appendix 5.

At the onset of the pandemic, the EEPC purchased the licenses it needed to utilize technology to perform its work remotely. Two (2) full years into the pandemic and taking full advantage of the technology available to it, by the end of 2021 the EEPC issued an unparalleled fifty (50) *Determinations of Compliance* to municipal entities that implemented corrective actions received during the SHPRA. The EEPC also issued one (1) *Determination of Partial-Compliance* to an entity that implemented nine (9) of fifteen (15) prescribed corrective actions. In accordance with the EEPC’s procedure to return to such entities to administer a follow-up audit in one (1) year, that entity was added to the 2022 Audit Plan, which will focus on the underutilization of women and minorities in City government.

EEPC Research Initiatives Summary

The EEPC completed and submitted its first report prepared in accordance with Local Law 13 (2019), which requires the EEPC to assess underutilization of minority group members in City government for a period of ten (10) years. Although Local Law 13 required the EEPC to only address the underutilization of minority group members, the EEPC formally requested that the law be amended to include women, and in anticipation of such change to the law, determined to include women in its subsequent analyses. The EEPC's baseline report identified those City entities and CUNY Community Colleges for which the data show underutilization of minority group members. In addition, the EEPC's year one report set forth the corrective actions relating to the underutilization of minority group members that the EEPC had historically assessed to City entities. Upon the submission of this first, baseline report, the EEPC commenced preparation of its second-year report, which will be completed in 2022. As part of its year two data collection, the Research Unit launched a survey on entity effort, which was created to measure the extent to which EEPC program initiatives were reported by entities in their Annual EEO Plans and Quarterly Reports in Fiscal Year 2020.

As Executive Director of the EEPC, I would like to take this opportunity to thank the City entities that underwent an audit in 2021, as well as all of the entities that participated in the Research Unit's survey. I would also like to express my thanks to the Department of Citywide Administrative Services (DCAS) for supplying the data needed to analyze underutilization and for its support to the Research Unit during the completion of the EEPC's first report. Of particular note, I would like to thank the EEPC staff for their dedication, hard work, and flexibility during the pandemic and the EEPC Commissioners for their continued guidance and support. The EEPC team is always working to improve what we do, and we look forward to serving the City in 2022 and in the years to come.

Jeanne M. Victor
EEPC Executive Director

Mission Statement

The Equal Employment Practices Commission (EEPC) audits, evaluates, and monitors the City of New York's employment programs, practices, policies, and procedures to ensure that municipal entities and the City as an employer maintain a properly structured, efficiently administered affirmative employment program of equal opportunity for minority group members and women employed by, or seeking employment with, City government. The EEPC advises and assists municipal entities in their efforts to establish affirmative plans, measures, and programs to provide, and educate employees about, equal employment opportunities; implement and maintain effective employment practices that are non-discriminatory; and utilize discrimination complaint investigation procedures that conform to federal, state and local laws, regulations, policies, and procedures.

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About the EEPCC

Created by the 1989 amendment to the New York City Charter (City Charter), the Equal Employment Practices Commission (EEPC) is an independent, non-mayoral oversight entity tasked with auditing, reviewing, and monitoring the equal employment practices of the City of New York (City).

Chapter 36 of the City Charter empowers the EEPC to audit and evaluate, at least once every four (4) years, the employment practices and procedures of municipal entities and their efforts to ensure fair and effective equal employment opportunity (EEO) for women and minority employees and applicants seeking employment. City Charter Sections 831(d)(2) and 832(c) authorize the EEPC to make a determination that any municipal entity's plan, program, procedure, approach, measure, or standard does not provide equal employment opportunity, require appropriate corrective action, and monitor the implementation of the corrective action it prescribes.

Municipal entities that meet the following criteria are subject to the EEPC's audit, evaluation, and monitoring:

- ✦ the majority of the board members are appointed by the Mayor;
- ✦ the majority of the board members serve by virtue of being City officers; or
- ✦ the entity is funded, in whole or in part, by the City treasury.

The EEPC is not authorized to investigate individual complaints of employment discrimination. Instead, the EEPC's mandate is to ensure that the City's employment practices, including EEO policies and programs, are properly structured, efficiently administered, and in compliance with federal, state, and city equal employment opportunity requirements. Programmatic changes resulting from the EEPC's audits provide a mechanism, at an institutional level, that assists City entities in

preventing employment discrimination and avoiding costly litigation.

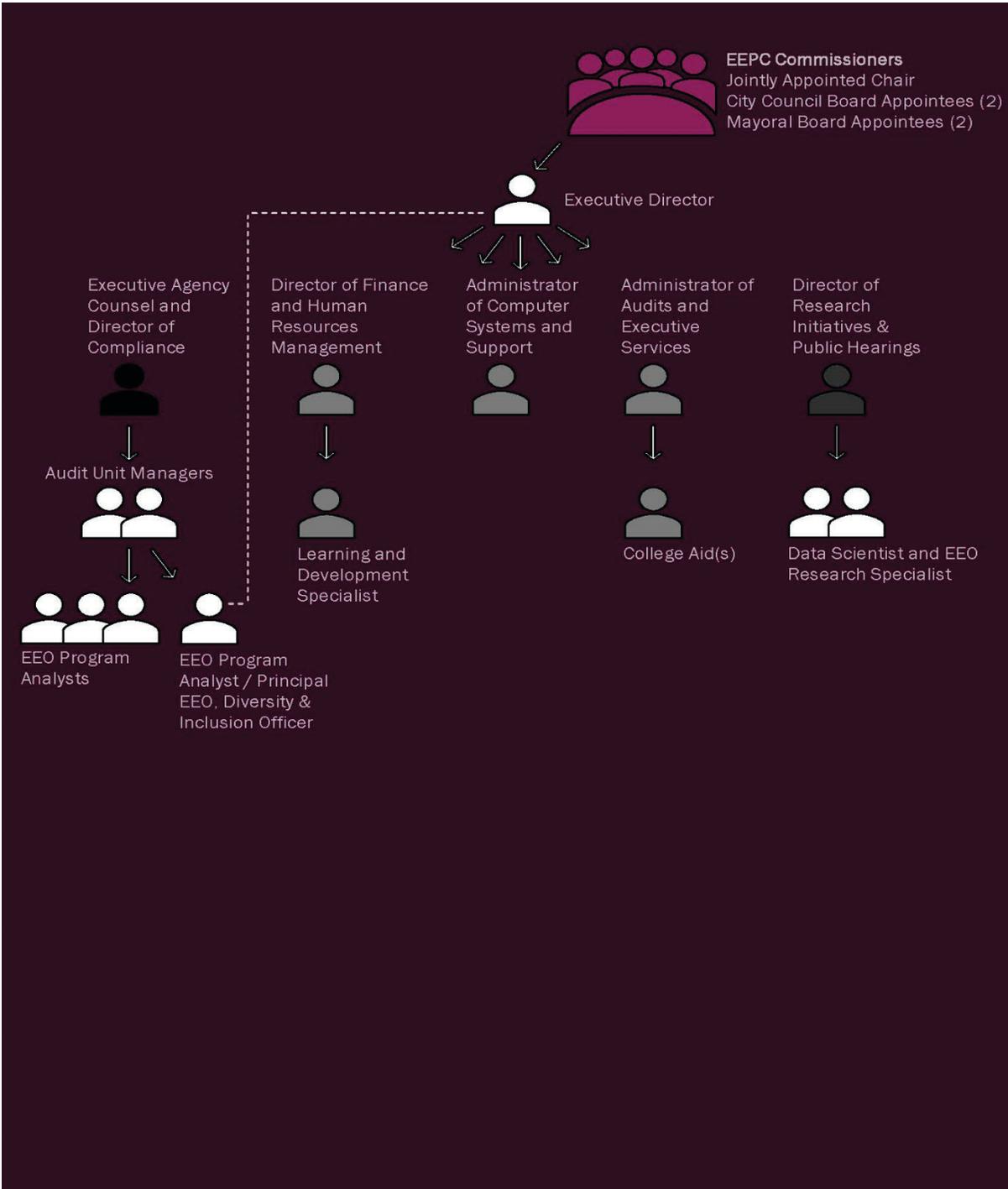
The EEPC has a duty to:

- ✦ audit and evaluate the employment practices and procedures of each City entity at least once every four (4) years, and whenever requested by the City Civil Service Commission or City Human Rights Commission, and recommend procedures, approaches, measures, and standards to be utilized to ensure fair and effective programs of equal employment opportunity;
- ✦ establish a compliance procedure to monitor the implementation of all audit recommendations;
- ✦ review the standards, procedures, and programs established by the New York City Department of Administrative Services (DCAS) to ensure a fair and effective affirmative employment plan of equal employment opportunity for City entities;
- ✦ review each City entity's affirmative employment plan to provide equal employment opportunity and provide appropriate comments and suggestions;
- ✦ advise City entities in their efforts to increase employment of minority group members and women who seek employment with the City;
- ✦ conduct studies and investigations, hold public and private hearings, compel the attendance of witnesses, and administer oaths for the purpose of ascertaining whether City entities are in compliance with equal employment opportunity requirements;
- ✦ establish advisory committees;
- ✦ serve as the City liaison to federal, state, and local entities responsible for

compliance with equal employment opportunity for minority group members and women who are employed by, or who seek employment with, City entities;

- ✦ publish a report to the Mayor and New York City Council (City Council) on the effectiveness of each City entity's affirmative employment efforts, and the efforts by DCAS, to ensure equal employment opportunity;
- ✦ make policy, legislative, and budgetary recommendations to the Mayor, City Council, DCAS, and any City entity to ensure equal employment opportunity for minority group members and women; and
- ✦ conduct a citywide analysis of racial and ethnic classification, in accordance with NYC Local Law 13 (2019), and make policy, legislative, and budgetary recommendations to the Mayor and City Council for correcting chronic or systemic underutilization in the City's workforce, achieving citywide affirmative employment objectives, and increasing diversity in the recruitment, selection, retention, and promotion of City employees.

EEPC Organizational Chart



EEPC Structure

Board of Commissioners

To enable the EEPC to fulfill its mandates, the City Charter calls for the appointment of a Board of five (5) per diem Commissioners. The Board is comprised of two (2) appointees each from the Mayor and City Council, and a Chair jointly appointed by the Mayor and Speaker of the City Council. This arrangement ensures balance and insulation from political influence and facilitates exercise of jurisdiction over the employment practices of mayoral and non-mayoral entities, as well as the offices of elected officials and political appointees.

The EEPC Board of Commissioners (Board) performs the following duties and responsibilities essential to the EEPC's mandate:

- ✦ review and approve the annual audit plan;
- ✦ review the auditing standards used to ensure municipal entities' compliance with the City Charter, New York City Human Rights Law, and other relevant city, state, and federal EEO laws, regulations, procedures, and policies;
- ✦ review, approve, and adopt Final Determinations pursuant to EEO Program Analysts' findings and issue associated resolutions;
- ✦ review and approve entities' implementation of corrective actions, adopt Determinations of Compliance or Non-Compliance at the end of the City Charter-mandated compliance monitoring period, and issue relevant resolutions;
- ✦ deliberate on issues and trends of employment practices pursuant to the audit and evaluation of City entities;
- ✦ publish an annual report to the Mayor

and City Council on the activities of the EEPC, the effectiveness of each City entity's affirmative employment efforts, and the efforts by DCAS to ensure EEO for employees and applicants for employment with City entities;

- ✦ make budgetary, legislative, and policy recommendations to the Mayor, City Council, DCAS or any City entity as the EEPC deems necessary to improve the City's equal employment opportunity programs;
- ✦ conduct public hearings on major EEO topics relevant to the City; and
- ✦ when appropriate, compel the testimony of witnesses and establish advisory committees.

Executive Director

The Board appoints an Executive Director to oversee daily operations and to effectuate the powers and duties delegated to the EEPC in the City Charter, including but not limited to:

- ✦ advise and assist the Board in the development and implementation of strategic plans and initiatives;
- ✦ establish the organizational structure, plans, and methods for the execution of mandated City Charter duties;
- ✦ develop the EEPC's annual audit plans;
- ✦ develop the EEPC's audit, evaluation, and monitoring standards to ensure municipal entities' compliance with the City Charter, New York City Human Rights Law, and other relevant city, state, and federal EEO laws, regulations, procedures, and policies;
- ✦ formulate audit, evaluation, and monitoring protocols according to the Board's decisions and in conformance with the aforementioned laws and policies;

- ✦ manage the audit and evaluation processes for municipal entities under the EEPC's jurisdiction;
- ✦ advise the Board in its deliberations, report issues, and present audit Determinations and Resolutions;
- ✦ present audit findings to Agency Heads;
- ✦ develop public hearings on topics of interest to the EEPC; and
- ✦ testify at relevant City Council hearings.

Legal Unit

The Legal Unit serves to interpret and reinforce the EEPC's authority; support and enhance the EEPC's foundation; ensure the legal application of the EEPC's Uniform Standards for Auditing Municipal Entities to audits of municipal entities, and the City as an employer; and maintain legal compliance with laws and policies.

The Legal Unit consists of an Executive Agency Counsel-/Director of Compliance. The Legal Unit serves as resource for the EEPC by performing the following duties and responsibilities essential to the City Charter mandate:

- ✦ identify municipal entities that are under the EEPC's jurisdiction based on City Charter Chapter 36, New York City Law Department opinions, and legal precedent;
- ✦ interpret legal issues relative to the administration of the responsibilities, duties, and authority of the EEPC;
- ✦ propose policy, legislative and/or regulatory recommendations to the Mayor, City Council, DCAS, and other entities as delineated in the City Charter;
- ✦ provide guidance to ensure audit and

evaluation protocols are verified, sound, and devoid of legal misinterpretation;

- ✦ conduct legal research and investigations relative to compliance within the legal framework of current federal, state, and local EEO laws, regulations, and judicial decisions;
- ✦ approve legal documents for presentation to the Executive Director and Board;
- ✦ manage the City Charter-mandated compliance monitoring process to ensure that municipal entities implement corrective actions appropriately and effectively;
- ✦ inform the Board whether municipal entities have taken appropriate and effective corrective actions to remedy non-compliance, and if not, whether further action is warranted under the City Charter; and
- ✦ research and provide opportunities for training and development of EEPC staff.

Audit Unit

The Audit Unit is comprised of two (2) Managers, and four (4) EEO Program Analysts. The Audit Unit reports to the EEPC's Legal Unit to ensure comprehension of the legal foundation and interpretation of EEO laws and policies, ensure the implementation of Audit Unit protocols, and sustain efficiency in the management of audits. The Audit Unit serves as resource for the EEPC by performing the following duties and responsibilities essential to the City Charter mandate:

- ✦ conduct comprehensive and issue-specific reviews, audits, and evaluations of City entities' employment/EEO programs at least once every four (4) years;

- ✦ administer surveys and interview questionnaires, and conduct follow-up interviews with EEO personnel and others involved in employment and EEO program administration;
- ✦ analyze information and prepare audit Determinations, which include findings and prescribe corrective action to bring entities into compliance with city, state, and federal EEO laws, regulations, procedures, and policies; and
- ✦ serve as a resource to the Director of Compliance, Executive Director, and Board for audit findings and conclusions.

Research Unit

The Research Unit is comprised of the Director of Research Initiatives and Public Hearings, a Data Scientist, and an EEO Research Specialist. The Research Unit performs the following duties and responsibilities essential to the City Charter mandate:

- ✦ conduct longitudinal research projects to develop policy recommendations to the Mayor, City Council, and DCAS for ensuring equal employment opportunities;
- ✦ conduct trend analysis on audit data and information, and research employment/EEO compliance risks within and among municipal entities;
- ✦ analyze recruitment and selection systems, availability, adverse impact, and underutilization;
- ✦ develop advisory committees on pertinent employment/EEO issues for the purpose of ascertaining facts or determining whether entities comply;
- ✦ collaborate with organizations, institutions, and governmental entities to promote research initiatives and recruit interns;

- ✦ develop audit risk assessment indicators and audit impact measurement systems;
- ✦ conduct a citywide analysis of racial and ethnic classification, in accordance with NYC Local Law 13 (2019), and make policy, legislative, and budgetary recommendations to the Mayor and City Council for correcting chronic or systemic underutilization in the City's workforce, achieving citywide affirmative employment objectives, and increasing diversity in the recruitment, selection, retention, and promotion of City employees;
- ✦ develop relevant data collection tools and databases for the EEPC's use; and
- ✦ propose prominent topics for public hearings.

Commission Meetings

The City Charter requires the Board to meet at least once every eight (8) weeks. Consequently, the Board meets eight to ten (8-10) times a year. Notices of the Board's meetings are published in the City Record at least five (5) days prior to each meeting. Three (3) Commissioners constitute a quorum for a meeting. In accordance with the New York Open Meetings Law, Board meetings are open to the public. Additionally, pursuant to Local Law 103 of 2013, Board meetings are recorded and made available to the public online.

During meetings, the Board adopts and approves audit-related *Final Determination* resolutions, which delineate corrective actions; and adopts *Determinations of Compliance or Non-Compliance* and issues relevant resolutions, which reflect entities' implementation of the prescribed corrective actions.

The Board deliberates on whether issues and trends revealed through entity audits are appropriate for further investigation, for public hearings or, consistent with its role as monitor of the City's employment practices, for recommendation to the Mayor, City Council, and DCAS to improve the City's equal employment opportunity policies and programs.

Authority

City Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5) authorize the EEPC to audit, evaluate, and monitor the employment practices, procedures, and programs of City agencies and other municipal entities, and their efforts to ensure fair and effective equal employment opportunity, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities for compliance with federal, state, and local laws and regulations, and policies and procedures designed to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination.

For a comprehensive understanding of the EEPC's mandate, Chapter 36 of the City Charter is provided in its entirety as Appendix 1.

Jurisdiction

City Charter Chapter 36

Chapter 36, Section 831(a) of the City Charter accords EEPC oversight over any "city, county, borough or other office, administration, board, department, division, commission, bureau, corporation, authority, or other agency of government where the majority of the board members of such agency are appointed by the mayor or serve by virtue of being city officers or the expenses of which are paid in whole or in part from the city treasury..."

These entities include, but are not limited to, the offices of elected officials such as the Mayor, City Council, Borough Presidents, City Comptroller, District Attorneys, and Public Advocate; non-pedagogical employees of the Department of Education and the community colleges of the City University of New York; the New York City Housing Authority; and the Pension and Retirement Systems.

New York City Corporation Counsel's Opinion 11-90

The New York City Corporation Counsel (Corporation Counsel) issued Opinion No. 11-90 (Opinion 11-90) to address whether provisions of the 1989 amendment to the City Charter -- regarding conflicts of interest, administrative rule-making procedures, procurement, the budget process, equal employment and economic opportunity requirements, and audit by the Comptroller -- applied to entities established by or pursuant to State law to perform a local governmental function or serve a governmental purpose in New York City. The inquiry sought to determine whether application of the 1989 Charter requirements would frustrate, curtail, impair, or conflict with the provisions of State law that established each entity.

The parameters of the EEPC's jurisdiction are clarified by Opinion No. 11-90, and subsequent Corporation Counsel Opinions. Opinion 11-90 cited the record of the 1989 Charter Revision Commission, which expressed its intention to incorporate as broad a definition of "agency" as legally possible "to widen the effect of the City's anti-discrimination policies [...]" (NYC Corp. Op. 11-90 1990 WL 709125 (WestLaw), December 20, 1990). Thus, Corporation Counsel concluded that "the equal employment opportunity provisions of Chapter 36 ... are a central component of the City's personnel administration[.]"

Opinion 11-90 discusses the EEPC's jurisdiction with respect to the following entities:

New York City Housing Authority

The New York City Housing Authority (NYCHA) is a public benefit corporation established pursuant to the New York State Public Housing Law. NYCHA is required by that law to conform to the personnel standards of the City of New York with regard to employment classifications, salaries, hours of work, and terms and conditions of employment. NYCHA hires employees from the same DCAS-established civil service lists that are used by other City entities. Based on these requirements, Corporation Counsel concluded in Opinion 11-90 that the equal employment opportunity provisions of City Charter Chapter 36 apply to NYCHA.

Department of Education: Non-Pedagogical Employees

The Department of Education (DOE) is funded in part from the City treasury, and is headed by the Chancellor, who is appointed by the Mayor. The DOE is subject to the EEPC's audit, evaluation, and monitoring of its employment practices with regard to its non-teaching (non-pedagogical) employees only. The non-pedagogical employees are within the classified service and are governed by the City Personnel Rules and Regulations. New York State Education Law requires that pedagogical employees, teachers, and teaching supervisors be hired and promoted pursuant to standards and tests prepared and administered by the Chancellor and State Board of Examiners. For this reason, Corporation Counsel concluded the DOE's employment practices regarding Pedagogical employees are not subject to local authority, such as the EEPC's audit, evaluation, and monitoring pursuant to Chapter 36 of the City Charter.

New York City Housing Development Corporation

The New York City Housing Development Corporation (HDC) is a public benefit corporation, created under the New York State Private Housing Finance Law and the New York City Housing Development Corporation Act. It is headed by two (2) mayoral and two (2) gubernatorial appointees; its expenses are not funded by the City treasury; and its employees

are not City employees. HDC is not subject to the 1988 and 1989 City Charter amendments. Nevertheless, Opinion 11-90 concluded that because the HDC follows the provisions of the civil service law and the rules of the City Civil Service Commission, application of Chapter 36 would not be inconsistent with the law governing HDC. On January 30, 1991, HDC issued its subsequent opinion regarding Opinion 11-90, stating that even though HDC is not obliged to adhere to its requirements by law, as a matter of policy HDC agreed to comply with the substance of Chapter 36 of the City Charter. Since 1991, HDC has consented to the EEPC's audit and evaluation of its employment practices, and consistently adopts and implements prescribed corrective actions, if any.

New York City Economic Development Corporation

The New York City Economic Development Corporation (NYCEDC) is a public benefit corporation, which is not funded by the City treasury and its employees are not City employees. Although Opinion 11-90 concluded the predecessor entity to NYCEDC was not subject to the requirements of City Charter Chapter 36, it opined the equal employment opportunity provisions could be applied to its employment practices without conflict or contradiction with its legal foundation. NYCEDC has also voluntarily consented to the EEPC's audit, evaluation, and monitoring of its EEO program. Based on NYCEDC's commitment to ensure that no person is excluded from participation in, or denied the benefits of equal opportunity, NYCEDC consistently adopts and implements EEPC's prescribed corrective actions, if any.

NYC Health + Hospitals

NYC Health + Hospitals (H+H) (formerly the New York City Health and Hospitals Corporation) was established by the New York City Health and Hospitals Corporation Act, a State law, to operate the citywide health and medical services system separate from the City administration. H+H's autonomy includes the authority to establish its own job titles and specifications. Corporation Counsel, in Opinion

11-90, determined that although City Charter Section 831(a) includes H+H among the entities within the EEPC's jurisdiction, because H+H has autonomy in its personnel administration, its employment practices are not subject to operational review by the EEPC.

Board of Elections

Opinion 11-90 determined that although the Board of Elections (BOE) is paid entirely by the City and its employees are City employees, because the New York State Constitution requires that all local boards of elections have equal representation of both major political parties, its employment practices are not subject to the EEPC's review.

School Construction Authority

The School Construction Authority (SCA) was created and is governed by the New York State Public Authorities Law (PAL). The PAL specifically grants the SCA autonomy in personnel matters, including the autonomy to establish its own job titles and civil service lists. With respect to equal employment practices, the PAL states explicitly "no other agency shall have jurisdiction over the compliance by the [SCA] with the requirements of any [EEO] program."

New York City Water Board and Water Finance Authority

The New York City Water Board (WB) and Water Finance Authority (WFA) were established by the PAL for financing expansion of the City's water supply and sewage systems. The seven (7) members of the WB are appointed by the Mayor. All of WB's employees are employees of the New York City Department of Environmental Protection (DEP), with rights and responsibilities under its EEO Program; therefore, the EEPC does not conduct a separate audit and evaluation of the WB's employment practices.

A majority of the WFA's members are City officers or Mayoral appointees. The statute governing the WFA provides that WFA employees are neither city nor state employees during their employment, and that the qualifications, duties, and compensation of the

WFA employees are subject to the state civil service law and the rules of the state civil service commission. Therefore, WFA's employment practices are not subject to the EEPC's audit and evaluation.

New York City Corporation Counsel's Subsequent Opinion

On occasion, the EEPC has requested additional guidance on its jurisdiction from the Office of the Corporation Counsel and received formal as well as informal opinions. One such opinion follows.

Offices of the District Attorneys

In 2003, the Corporation Counsel responded to the EEPC's inquiry regarding whether the Offices of the District Attorneys within New York City were subject to the jurisdiction of the EEPC. Although the District Attorneys are established by State law, they are elected within each county in New York City and the City has jurisdiction over personnel management of county offices. Thus, Corporation Counsel concluded that the District Attorneys are county officers, subject to personnel management by the City of New York, and the EEPC has jurisdiction over the employment practices of Offices of the District Attorneys.

EEO-Related Responsibilities Assigned by the City Charter

City Charter Chapter 35 ascribes EEO-related responsibilities to the DCAS Commissioner and the head of each City entity. In addition, City Charter Chapters 35 and 36 vest the EEPC with specific powers and duties that pertain to their respective equal employment opportunity related responsibilities.

City Charter Chapter 35 Section 812(a) states that the personnel policies and practices of the City government, in furtherance of the City Charter, the civil service law and rules, and other applicable law, shall: (1) preserve and promote merit and fitness in City employment, (2) ensure that appointments and promotions in City service are made, and that wages are

set, without regard to political affiliation, and without unlawful discrimination based on sex, race, color, religion, religious observance, national origin, disability, age, marital status, citizenship status, or sexual orientation; and promote and support the efficient and effective delivery of services to the public.

Included in the EEPCC's powers set forth in City Charter Chapter 36 is the duty "to review the uniform standards, procedures, and programs of [DCAS] pursuant to [sections 814(a)(12) and 814(a)(14).]"

City Charter Chapter 35 Section 814 assigns the following responsibilities concerning equal employment opportunity to the DCAS Commissioner:

- ✦ establish and enforce uniform procedures and standards to be utilized by City entities in establishing measures, programs and plans to ensure equal employment opportunity for minority group members and women who are employed by, or who seek employment with, City entities;
- ✦ set the procedures for each entity to develop its plan for equal employment opportunity (Annual EEO Plan);
- ✦ review and provide comments and suggestions on each entity's draft EEO plan; and
- ✦ provide assistance to minority group members and women employed by, or interested in being employed by, City entities to ensure that they benefit, to the maximum extent possible from City employment and educational assistance programs.

The DCAS Commissioner also has the responsibility to submit an annual report to the EEPCC on DCAS's activities to ensure equal employment opportunity for City employees and those who seek employment with City entities, which must include the following:

- ✦ an analysis of the City government workforce and applicants for such employment by entity;
- ✦ an analysis of the effectiveness of the City's efforts to provide fair and effective affirmative employment practices; and
- ✦ legislative, programmatic, and budgetary recommendations for the development, implementation, or improvement of such activities.

In addition, the DCAS Commissioner has the responsibility to submit a quarterly report to the Mayor, City Council, New York City Civil Service Commission and the EEPCC on the:

- ✦ number of provisional employees specified by entity and by title;
- ✦ length of time such employees have served in their provisional positions; and
- ✦ actions taken by the City to reduce the number of employees serving in provisional positions.

City Chapter 35 Section 815 assigns the following powers and duties concerning equal employment opportunity in personnel management to Agency Heads:

- ✦ ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement;
- ✦ establish measures and programs to ensure fair and effective equal employment opportunity;
- ✦ adopt and implement an annual plan of such measures, standards, and procedures to accomplish this objective;
- ✦ provide assistance to minority group members and women employed, or

interested in being employed, by City entities;

- ✦ ensure that minority group members and women benefit, to the maximum extent possible, from City employment and educational assistance programs; and
- ✦ ensure that their entities do not discriminate against employees or applicants for employment as prohibited by federal, state, and local law.

To effectuate these goals, City Charter Chapter 35 Section 815(h) requires each Agency Head to:

- ✦ establish measures and programs to ensure equal employment opportunity for minority group members and women who are employed by, or who seek employment with, the entity;
- ✦ adopt and implement an annual plan of such measures, standards, and procedures to accomplish this objective;
- ✦ present a draft Annual EEO Plan for review by DCAS and the EEPC;
- ✦ file copies of the Annual EEO Plan with the Mayor, City Council, New York City Civil Service Commission, DCAS and the EEPC; and
- ✦ submit quarterly reports on their entity's efforts during the previous quarter to implement the Annual EEO Plan to the Mayor, City Council, DCAS, and the EEPC.

The EEPC meticulously considers the responsibilities the City Charter assigns to City entities, Agency Heads, and the DCAS Commissioner, in developing its audit, evaluation, and monitoring protocols. The aforementioned duties also play a vital role in any policy, legislative, and budgetary

recommendation the EEPC may make to the Mayor, City Council, and DCAS regarding equal employment opportunities for women, minority group members and other employees and job applicants identified for protection from discrimination.

EEO Policies, Laws and Enforcement

City of New York's EEO Policy

The *Equal Employment Opportunity Policy, City of New York* (Citywide EEO Policy), was established by DCAS in fulfillment of its City Charter mandated duty “[t]o establish ... uniform procedures and standards to be utilized by city agencies ... to ensure a fair and effective ... equal employment opportunity plan for ... minority group members and women who are employed by, or who seek employment with, city agencies.” (Chapter 35 §814(a)(12)). The Citywide EEO Policy also includes the City's EEO training, accountability, and reporting requirements for supervisors, managers, and Agency Heads.

The EEPC evaluates municipal entities for compliance with the following city, state, and federal laws and regulations to provide job applicants and employees equal opportunities, to the various terms, conditions, and privileges of employment in municipal entities.

New York City's EEO Laws

New York City Human Rights Law

New York City Human Rights Law (NYCHRL) (Administrative Code of the City of New York, Title 8) prohibits an employer with four (4) or more employees from refusing to hire or employ; barring or discharging a person from employment; representing that any employment or position is not available when in fact it is available; or discriminating against a person in compensation or in terms, conditions, or privileges of employment based on: actual or perceived age, race, religion/creed, color, national origin, immigration or citizenship status, gender (including sexual harassment), gender identity, disability

(including pregnancy related conditions), marital status, partnership status, caregiver status, sexual orientation, status as a veteran or active military service member, status as a victim of domestic violence, stalking, and sex offenses, consumer credit history, salary history, unemployment status, and sexual and reproductive health decisions; or to deny employment due to pre-employment marijuana testing or arrest or criminal conviction record. Discrimination based on a person's association with a member of a protected class; retaliation for filing a complaint or otherwise opposing discrimination; and bias-related harassment are also prohibited.

The New York City Commission on Human Rights (CCHR) is charged with receiving, investigating, and making determinations on complaints of discrimination, and investigating group tensions, bias, and discrimination against persons or groups of persons. The CCHR has the authority to work with other government entities, groups, and organizations in an effort to reduce or eliminate prejudice and discrimination.

New York State's EEO Laws

New York State Human Rights Law

Under the New York Executive Law, Article 15, Human Rights Law (NYSHRL), it is an unlawful discriminatory practice for an employer with four (4) or more employees to refuse to hire/employ, bar or discharge from employment, or discriminate against an individual in compensation or in terms, conditions or privileges of employment because of an individual's age, race, creed, color, national origin, sexual orientation, gender identity or expression, military status, sex, disability, predisposing genetic characteristics, familial status, marital status, or domestic violence victim status.

The NYSHRL charges the State Division of Human Rights with the authority to investigate and resolve complaints of discrimination; promote human rights through affirmative measures; develop, articulate, and advocate

human rights policy and legislation; and act as a resource to assist public and private entities in preventing or eliminating discrimination.

New York State Civil Service Law Section 55-a

New York State Civil Service Law Section 55-a was enacted to encourage municipal employers to hire and employ qualified persons with disabilities in positions that would be reserved for the competitive class by designation of positions having duties which may be performed by persons with physical or mental disabilities. Civil Service Law Section 55-a requires the municipal employer to treat employees appointed pursuant to section 55-a as if they were employees in the competitive class with regard to abolishment, reduction in rank or salary grade, suspension, or demotion of positions.

New York State Labor Law

In 2018, New York State promulgated laws to combat sexual harassment in the workplace, including requiring all public and private employers in New York State, regardless of the size or nature of the business to establish a sexual harassment prevention policy and sexual harassment prevention training that equals or exceeds the minimum standards provided by the model sexual harassment prevention policy developed by the New York State Department of Labor in consultation with the State Division of Human Rights. The New York State Public Officers Law also requires officers and employees of the state or of any public entity to reimburse the entity for any state or public payment made upon a money judgment of intentional wrongdoing related to a claim of sexual harassment.

The Department of Labor Division of Labor Standards enforces EEO related Labor Laws such as paid family leave and provisions for nursing mothers to receive break time to express breast milk at work.

Federal EEO Laws

Federal laws prohibit workplace discrimination and require that federal, state, and local governments, educational institutions, labor organizations and private employers with fifteen (15) or more employees provide equal opportunities to employees and applicants for employment. Under federal law, discrimination is prohibited in recruitment, selection, promotion, layoffs, benefits, compensation, and other aspects of employment based on:

Race, Color, Religion, Sex, National Origin: Title VII of the Civil Rights Act of 1964, as amended, protects applicants and employees from discrimination in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment, on the basis of race, color, religion, sex (including pregnancy), or national origin. Religious discrimination includes failing to reasonably accommodate an employee's religious practices where the accommodation does not impose undue hardship.

Individuals With Disabilities: Title I of the Americans with Disabilities Act of 1990, as amended, and ADA Amendments Act of 2008, prohibits discrimination "against a qualified individual on the basis of disability in regard to job application procedures, the hiring, advancement, or discharge of employees, employee compensation, job training, and other terms, conditions, and privileges of employment." This includes using qualification standards, employment tests or other selection criteria that screen out or tend to screen out an individual with a disability or a class of individuals with disabilities unless the standard, test, or other selection criteria, as used by the covered entity, is shown to be job-related for the position in question and is consistent with business necessity. Employment discrimination on the basis of disability includes not making reasonable accommodations to known physical or mental limitations of an otherwise qualified individual with a disability who is an applicant or employee, barring undue hardship. The law also prohibits discrimination in retaliation for

asserting one's rights and based on having a relationship with a person with a disability.

Section 503 of the Rehabilitation Act of 1973, as amended, requires that government entities that work on or under federal contracts refrain from discriminating in employment against individuals with disabilities, and requires these employers to take affirmative action to recruit, hire, promote, and retain individuals with disabilities at all levels of employment, including the executive level.

Disabled, Recently Separated, Other Protected, and Armed Forces Service Medal Veterans: The Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, 38 U.S.C. §4212, prohibits job discrimination and requires affirmative action to employ and advance in employment veterans who are disabled or recently separated (within three (3) years of discharge or release from active duty); who served during a war or in a campaign or expedition for which a campaign badge has been authorized; and Armed Forces service medal veterans (veterans who, while on active duty, participated in a U.S. military operation for which an Armed Forces service medal was awarded).

Age: The Age Discrimination in Employment Act of 1967, as amended, protects applicants and employees forty (40) years of age or older from discrimination based on age in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment.

Sex: The Lilly Ledbetter Fair Pay Act of 2009 strengthened the protections against sex discrimination under Title VII of the Civil Rights Act, and the Equal Pay Act of 1963, which prohibits sex-based wage discrimination between men and women in the same establishment who perform jobs that require substantially equal skill, effort, and responsibility under similar working conditions. Under the Lilly Ledbetter Fair Pay Act of 2009, the statutory time period to file a claim for discrimination in compensation is measured not only from the time a discriminatory

compensation decision or practice is adopted, but also when the employee or applicant is affected by application of the discriminatory compensation decision or practice, including each time wages, benefits, or other compensation is paid as a result of such a decision or practice.

Genetics: Title II of the Genetic Information Nondiscrimination Act (GINA) of 2008 protects applicants and employees from discrimination based on genetic information in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment. GINA also restricts employers' acquisition of genetic information and strictly limits disclosure of genetic information. Genetic information includes information about genetic tests of applicants, employees, or their family members; the manifestation of diseases or disorders in family members (family medical history); and requests for or receipt of genetic services by applicants, employees, or their family members.

Retaliation: Federal EEO laws prohibit covered entities from retaliating against a person who files a charge of discrimination, participates in a discrimination proceeding, or otherwise opposes an unlawful employment practice.

Resources for Filing Complaints

The local, state, and federal entities listed below investigate, and enforce laws against, individual claims of discrimination. The statutory time periods for filing of charges are also listed (starting from the date of the last alleged discriminatory action occurred):

New York City Commission on Human Rights

22 Reade Street
New York, NY 10007
(212) 306-7450

Statutory time period: One year (NYC Administrative Code, Title 8, Chapter 1).

New York State Division of Human Rights

One Fordham Plaza, 4th Floor
Bronx, NY, 10458
Phone: (888) 392-3644
TDD: 1-718-741-8300

Statutory time period: One year (New York Executive Law, Article 15 §297(5); see also §297(9)).

United States Equal Employment Opportunity Commission

New York District Office
33 Whitehall Street, 5th Floor
New York, NY 10004
Phone: 1-800-669-4000
Fax: 212-336-3790
TTY: 1-800-669-6820

Statutory time period: 180 days, unless a proceeding involving the same act is instituted first before the SDHR or CCHR. In that case, filing with the EEOC must occur within 300 days (42 U.S.C. 2000e-5(e)).

City employees have the right to file a complaint of employment discrimination with their entity's EEO Professional prior to contacting any of the federal, state, and local entities listed above.

New York City Entities Under Jurisdiction

OFFICES OF ELECTED OFFICIALS

- ✦ Bronx Borough President, Office of the
- ✦ Brooklyn Borough President, Office of the
- ✦ Comptroller, Office of the New York City
- ✦ Council, New York City
- ✦ Manhattan Borough President, Office of the
- ✦ Mayor, Office of the
- ✦ Public Advocate for the City of New York, Office of the
- ✦ Queens Borough President, Office of the
- ✦ Staten Island Borough President, Office of the

OFFICES OF COUNTY OFFICIALS

- ✦ Bronx County District Attorney, Office of the
- ✦ Bronx County Public Administrator, Office of the
- ✦ Kings County District Attorney, Office of the
- ✦ Kings County Public Administrator, Office of the
- ✦ New York County District Attorney, Office of the
- ✦ New York County Public Administrator, Office of the
- ✦ Queens County District Attorney, Office of the
- ✦ Queens County Public Administrator, Office of the
- ✦ Richmond County District Attorney, Office of the
- ✦ Richmond County Public Administrator, Office of the
- ✦ Special Narcotics Prosecutor for the City of New York, Office of the

OFFICES OF COMMUNITY BOARDS

- ✦ Community Boards - Brooklyn (Nos. 1-18)
- ✦ Community Boards - Bronx (Nos. 1-12)
- ✦ Community Boards - Manhattan (Nos. 1-12)
- ✦ Community Boards - Queens (Nos. 1-14)
- ✦ Community Boards – Staten Island (Nos. 1-3)

COMMUNITY COLLEGES

- ✦ Community College, Borough of Manhattan
- ✦ Community College, Bronx
- ✦ Community College, Eugenio Maria De Hostos
- ✦ Community College, Fiorello H. LaGuardia
- ✦ Community College, Kingsborough
- ✦ Community College, Queensborough
- ✦ Community College, Stella and Charles Guttman

MAYORAL ENTITIES

- ✦ Administrative Tax Appeals, New York City Office of
- ✦ Administrative Trials and Hearings, Office of
- ✦ Aging, Department for the
- ✦ Buildings, Department of
- ✦ Business Integrity Commission
- ✦ Children's Services, Administration for
- ✦ City Planning, Department of
- ✦ Citywide Administrative Services, Department of
- ✦ Collective Bargaining, Office of
- ✦ Commission on Human Rights, New York City
- ✦ Consumer and Worker Protection, Department of

- ✦ Correction, Department of
- ✦ Cultural Affairs, Department of
- ✦ Design and Construction, Department of
- ✦ Education, Department of
- ✦ Emergency Management, New York City
- ✦ Environmental Protection, Department of
- ✦ Finance, Department of
- ✦ Financial Information Services Agency
- ✦ Fire Department, New York City
- ✦ Health and Mental Hygiene, Department of
- ✦ Housing Preservation and Development, New York City
- ✦ Information Technology and Telecommunications, Department of
- ✦ Investigation, Department of
- ✦ Labor Relations, New York City Office of
- ✦ Landmarks Preservation Commission
- ✦ Law Department, New York City
- ✦ Management and Budget, Office of
- ✦ Parks and Recreation, Department of
- ✦ Payroll Administration, Office of
- ✦ Police Department, New York City
- ✦ Probation, Department of
- ✦ Records and Information Services, Department of
- ✦ Sanitation, Department of
- ✦ Small Business Services, Department of
- ✦ Social Services, Department of (merger of Homeless Services and Human Resources Administration)
- ✦ Taxi and Limousine Commission
- ✦ Transportation, Department of
- ✦ Veterans' Services, Department of
- ✦ Youth and Community Development, Department of

NON-MAYORAL ENTITIES

- ✦ Actuary, New York City Office of the
- ✦ Campaign Finance Board, New York City
- ✦ City Clerk, Office of the
- ✦ Civic Engagement Commission
- ✦ Civil Service Commission, New York City
- ✦ Civilian Complaint Review Board
- ✦ Conflicts of Interest Board
- ✦ Correction, Board of
- ✦ Economic Development Corporation (by consent), New York City
- ✦ Education Retirement System, Board of
- ✦ Employees' Retirement System, New York City
- ✦ Housing Authority, New York City
- ✦ Housing Development Corporation (by consent), New York City
- ✦ Independent Budget Office of the City of New York
- ✦ Police Pension Fund, New York City
- ✦ Standards and Appeals, Board of
- ✦ Teachers' Retirement System of the City of New York

Audits: Evaluating and Monitoring Procedure

Review and Evaluation

The purpose of an EEPC audit is to analyze and evaluate a municipal entity's employment practices and EEO program to ensure that it fulfills the EEO-related responsibilities assigned by the City Charter.

The EEPC audit examines an entity's efforts to establish and maintain:

- ✦ affirmative plans, measures, and programs to provide equal opportunities for minority group members and women,
- ✦ a firm policy against discriminatory employment practices,
- ✦ a meaningful and responsive procedure for investigating discrimination complaints, and
- ✦ a program to educate employees about unlawful discriminatory practices.

The EEPC adopted uniform standards to review, evaluate, and monitor entities' employment and EEO-related practices, procedures, approaches, measures, standards, programs, and policies for compliance with local, state, and federal laws, regulations, policies, and procedures designed to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination. These standards are founded upon and consistent with federal, state, and local laws, regulations, procedures and policies including but not limited to, the City of New York's Equal Employment Opportunity Policy (Citywide EEO Policy); the employment provisions of the New York City Human Rights Law (NYC Administrative Code, Title 8); New York State Human Rights Law (New York Executive Law, Article 15); the New York State

Civil Service Law, §55-a; the Uniform Guidelines on Employee Selection Procedures (29 CFR §§1607.3 - 1607.7); the Americans with Disabilities Act and its Accessibility Guidelines, as amended; and the equal employment opportunity requirements of the City Charter. Prescribed corrective actions are consistent with the aforementioned parameters.

The EEPC is not authorized to investigate individual complaints of employment discrimination. Instead, the EEPC's mandate is to ensure that the City's employment practices, including EEO policies and programs, are properly structured, efficiently administered, and in compliance with federal, state, and city equal employment opportunity requirements. Programmatic changes resulting from the EEPC's audits provide a mechanism, at an institutional level, that assists City entities in preventing employment discrimination and avoiding costly litigation.

Subject Areas

A typical EEPC audit examines the following aspects of a municipal entity's EEO program: Issuance, Distribution and Posting of EEO Policies; EEO Training; Discrimination and Sexual Harassment Complaint and Investigation Procedures; Review and Analysis of Employment Practices; Discrimination Complaints and Legal Activities; Selection and Recruitment Systems (including Career Counseling, if applicable); EEO and Reasonable Accommodation Procedures for Employees and Applicants for Employment with Disabilities; Responsibility for EEO Plan Implementation (EEO Professionals, Supervisors, and Managers); and EEO-related Reporting Standards for Entity Heads.

Methodology

The EEPC's audit, review and evaluation commences with distribution of an Audit Overview Chart at the initiation of each audit. This document introduces the EEPC Interview Questionnaire Topics, Documents Suggested for Reference/Upload, and the estimated time

needed to complete each questionnaire. The audit proceeds with the collection and analysis of documents, records, and data that an entity provides in response to the EEPC Preliminary Interview Questionnaires (PIQs); review of the entity's Annual EEO Plans and Quarterly EEO Reports; analysis of utilization data from the Citywide Equal Employment Database System (CEEDS); and review of responses to interview questionnaires for EEO professionals and others involved in EEO program administration.

Preliminary Interview Questionnaires

The EEPC utilizes online interview questionnaires referred to as PIQs (Preliminary Interview Questionnaires) to gather the necessary information and data from the relevant employees, including, but not limited to, past or current EEO Officers, Deputy or Co-EEO Officers, EEO Counselors, EEO Trainers, EEO Investigators, Disability Rights Coordinators, Career Counselors, Section 55-a Program Coordinators, and others involved in employment and EEO program administration such as the Entity Counsel and Human Resources/Personnel Directors. The municipal entity is typically given three (3) weeks to complete the individual interview questionnaires regarding their role in their entity's employment practices and programs, complaint investigation procedures, sexual harassment prevention program and EEO program as a whole. The recently revised PIQs were upgraded to include the additional functionality that allowed files (and other relevant documents) to be uploaded simultaneously whilst responding to the questions. The interview questionnaires aim to collect relevant information in the most effective and concise manner for the entity. When necessary, the EEO Program Analysts also conduct follow-up discussions or interviews with EEO personnel.

Citywide Equal Employment Database System (CEEDS) Reports

The EEPC's EEO Program Analysts review data from CEEDS to better understand the municipal entity's workforce. The EEPC utilizes

the CEEDS Reports generated by DCAS. The CEEDS *Workforce Composition Summary Report* provides a snapshot of the entity's workforce by EEO job group category, job title, ethnicity, and gender. This report gives the EEPC the necessary baseline information on the entity's workforce for a specific period. The CEEDS *Ethnic/Gender Summary by Agency, Type, Job Group and Title Report* provides the entity's hires, promotions, and separations by EEO job group, job title, ethnicity, and gender. Such personnel transactions are reviewed to ascertain a municipal entity's employment practices. The *Work Force Compared with Internal & External Pools Report* provides underutilization information by EEO job group, ethnicity, and gender. This report examines the concentrations of race/gender groups within a municipal entity's workforce, and imbalances between the number of employees in a particular job category and the number that would reasonably be expected when compared to their availability in the relevant labor market. Where underutilization is revealed within a municipal entity's workforce, EEO Program Analysts assess whether the entity has undertaken reasonable measures to address it. (CEEDS may be unavailable for certain non-mayoral entities. In such cases, the EEPC requests that these entities submit similar statistics and analyses.) These reports provide the EEPC with tangible data, which, in combination with the responses given by the entity, assists in producing findings that are thorough, detailed, and holistic in nature.

Discrimination

The EEPC's EEO Program Analysts review the complaint and investigation component of a municipal entity's EEO Program to ascertain whether it has established effective, uniform, and responsive procedures for investigating discrimination complaints. EEO Program Analysts examine the number and types of complaints the municipal entity has received; the availability of personnel for complaint intake and investigation; the complaint tracking and monitoring system; documentation of investigations conducted; communications between the municipal entity

and parties to a complaint, and the roles and responsibilities of the EEO personnel, counsel, and Agency Head in the complaint investigation process.

After a review and analysis of documents, records, and data, the EEPC issues its Preliminary and Final Determination Letters, which delineate audit findings and corrective actions, if any, a municipal entity should take to achieve compliance with city, state, federal EEO laws, regulations, policies, and procedures.

Merging of Audit, Evaluation and Compliance Monitoring Procedures

Preliminary/Final Determination

If the EEPC makes a preliminary determination that a municipal entity has adopted or utilized a plan, program, procedure, approach, measure, or standard that does not provide equal employment opportunity; and/or has not provided equal employment opportunity, the EEPC notifies the entity in writing of its findings, prescribes appropriate corrective action, and provides an opportunity for response.

The EEPC then considers the response and consults with the entity. If corrective actions taken or planned by the entity are not sufficient to correct the non-compliance identified in the Preliminary Determination, the EEPC issues a Final Determination that includes any remaining corrective action, to which the entity must respond within thirty (30) days. If the entity opts to forego responding to the Preliminary Determination, that Determination becomes the Final Determination to which the entity is required to respond.

Merging of Audit, Evaluation and Compliance Monitoring Procedures

The EEPC's compliance-driven procedures eliminate findings of non-compliance when a municipal entity demonstrates it has taken corrective activity during the audit. The EEPC issues a Preliminary Determination after its initial EEO program audit and evaluation; the

entity may issue an optional response; if the entity submits a response with attached documentation of corrective activity since the initial analysis, the EEPC revises or eliminates any corresponding corrective action. The Board votes on a Resolution to issue a Final Determination with contemporaneous findings/corrective action, if any, and assigns a period of up to six (6) months for monitoring. The entity is then monitored for a written reply and implementation of the remaining corrective action(s).

Entities that demonstrate implementation of all corrective actions prior to the issuance of, or in response to, a Final Determination are exempt from a period of monitoring for compliance.

Compliance Monitoring Procedure

After receiving the entity's written reply, the EEPC commences monitoring the entity's efforts to achieve compliance for a period of up to six (6) months. During this period, the entity submits monthly compliance monitoring updates on its progress toward implementing any remaining corrective action. Each entity receives an assigned period of up to six (6) months for compliance monitoring; however, implementing corrective actions immediately is encouraged.

Determination of Compliance

At the end of an entity's assigned compliance monitoring period, the Board votes on a Resolution to issue a *Determination of Compliance (or Non-Compliance)*. In order for the EEPC to determine that an entity has satisfactorily completed the compliance monitoring phase of the audit, the EEPC requires the Agency Head to inform employees of the corrective actions that the entity received and implemented as a result of the EEPC's audit.

Because the City Charter mandates that the EEPC recommend actions entities should consider including in their Annual EEO Plans, the EEPC also requires that an entity

incorporate the corrective actions into prospective EEO Plans and its EEO Program.

Determination of Non-Compliance

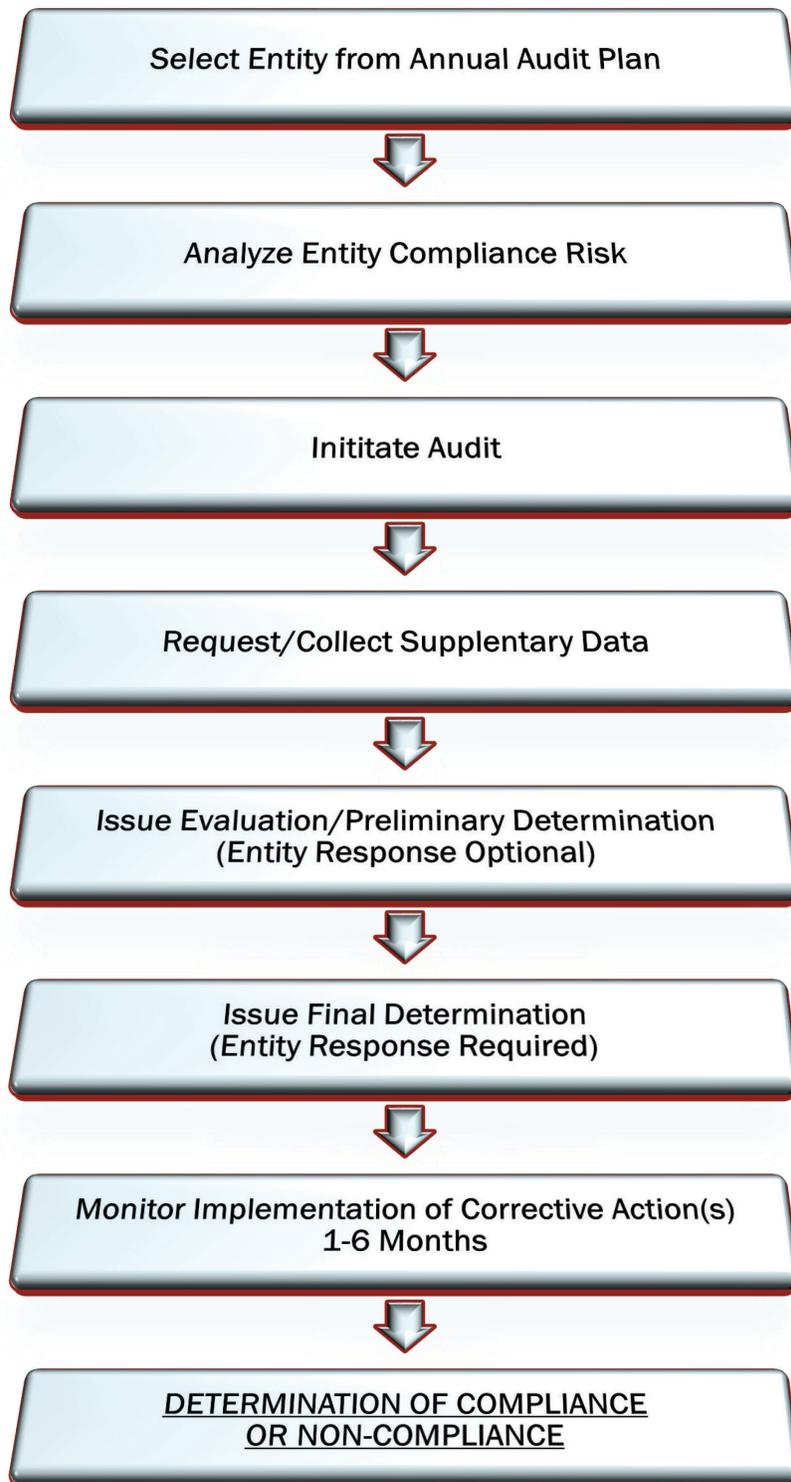
After six (6) months of monitoring, if the EEPC determines that an entity has not taken appropriate and effective corrective action, the entity will receive a *Determination of Non-Compliance*, and will be subject to another audit and evaluation in less than four (4) years. Thereafter, the EEPC will take appropriate steps as outlined in City Charter, Chapter 36, Section 832(c), which include notifying the entity in writing and publishing a report of its findings and prescribed corrective action.

For mayoral entities: In addition to the aforementioned, the EEPC may recommend to the Mayor whatever appropriate corrective action it deems necessary to ensure that the entity's EEO Program provides equal employment opportunity to employees and applicants for employment.

Availability of Audit Determinations

Pursuant to Local Law 11 and Chapter 49, Section 1133(a) of the City Charter, the EEPC electronically publishes each entity's audit Determinations, responses, Resolutions (which include the corrective actions the entity has implemented), and the Agency Head's memorandum to staff on the Open Records portal maintained by the New York City Department of Records and Information Services.

Audit Process: Compliance or Non-Compliance?



Audit Types

An audit is a methodical review and analysis for evaluating the condition of a municipal entity's practices, procedures, and programs, and its efforts to ensure fair and effective equal employment opportunity for women, minority group members and other employees and job applicants identified for protection from discrimination. It concludes upon the implementation of corrective action, if any. The EEPC has developed and uses various audit types as described below.

General Employment and EEO Program Audit

A general employment and EEO program audit is comprehensive in scope and assesses a municipal entity's employment and EEO program, policies and/or practices for compliance with the EEPC's standards and local, state, and federal rules, regulations, laws, and policies designed to increase equal opportunity for employees and job applicants.

Municipal Entities with 150 or more employees

For entities with 150 or more employees, the EEPC uses broad protocols that examine employment practices and the EEO program including, but not limited to personnel, discrimination complaint, and legal activities; issuance, distribution and posting of EEO policies and procedures; EEO and sexual harassment prevention training; discrimination and sexual harassment complaint and investigation procedures; recruitment and selection systems; career counseling; accessibility of facilities for employees and applicants for employment with physical disabilities; reasonable accommodations for employees/applicants for employment with disabilities; responsibility for EEO plan implementation (EEO professionals and supervisors/managers); and reporting standards for Agency Heads.

Municipal Entities with fewer than 150 employees

Specific protocols are used for a general employment and EEO program audit of municipal entities with fewer than 150 employees. These smaller municipal entities are evaluated to ensure that they: issue, distribute, and post EEO and sexual harassment prevention policies and an EEO/sexual harassment prevention Policy Statement; promote EEO in internal/external job advertisements; provide EEO and sexual harassment prevention training to employees; appoint trained and appropriate EEO personnel for complaint intake/investigation (or secure such personnel through a memorandum of agreement with another entity); establish a procedure whereby employees may request and receive consideration for reasonable accommodations; ensure that facilities are accessible for employees and applicants for employment with physical disabilities; and maintain reporting standards for Agency Heads.

Community Boards (five or fewer employees)

The Community Boards are comprised of unsalaried members appointed by the respective Borough Presidents, a full time, salaried District Manager and between one and five (1-5) salaried support staff to administer its District Office. Under the EEPC's protocol for audits of Community Boards, the expectation is that each Community Board adopts and distributes the respective Borough President's EEO policies. (A Community Board may, however, adopt the Citywide EEO Policy.) A typical audit and evaluation of a Community Board evaluates: the issuance, distribution, and posting of EEO Policies; consultation and cooperation with the Borough President's EEO Officer on EEO issues; dissemination of EEO information/EEO training for employees; discrimination complaint system; posting of job vacancies; use of an EEO tagline in advertising; and assessment of facilities for accessibility to applicants/employees with disabilities.

Issue-Specific Audits

The EEPC also developed the following issue-specific audit and evaluation protocols:

Employment Practices Audit (EPA)

The EPA (formerly the Selection and Recruitment Audit) evaluates an entity's workforce data and employment practices (i.e. recruitment, selection, and retention), policies, programs, and procedures to identify whether the entity affords equal opportunities in the terms and conditions of employment by establishing and utilizing tools that eliminate potential barriers.

The EEPC audits, evaluates, and monitors whether the entity has conducted an assessment of its recruitment and selection procedures to determine if there is adverse impact upon any particular racial, ethnic, disability, or gender group; and the entity's development of plans to correct deficiencies (e.g. underutilization) within the entity's selection, recruitment, and retention systems. If underutilization or adverse impact is identified in titles where an entity has discretion in hiring, the EEPC examines the entity's efforts toward remedial measures.

Typical remedial measures would include identifying titles within particular job groups which experience underutilization; targeting recruitment strategies; training personnel involved in the recruitment and selection processes to effectively recruit and identify the most capable candidates; developing a recruitment and/or selection plan to increase employment opportunities for titles closed for recruitment; and establishing and utilizing tools that afford equal opportunity (e.g. annual performance evaluation programs that assess employee and managerial performance and substantiate employment decisions made with regard to probation, promotion, assignments, incentives and training).

The EEPC also examines the entity's EEO obligations as a result of government grants and/or contracts and what, if any, corrective

actions are required under court decrees and/or governmental audits.

Discrimination Complaint and Investigation Procedure Audit (DCIPA)

The DCIPA evaluates the complaint and investigation component of an entity's EEO Program to ascertain whether the entity has established a meaningful and responsive procedure for investigating discrimination complaints. EEO Program Analysts examine the number and types of complaints the entity has received; the entity's complaint intake process, complaint investigation procedures, and complaint files; the timeliness with which complaints are investigated; the availability and training of personnel for complaint intake and investigation; and the roles and responsibilities of EEO Professionals, related personnel, entity counsel, and Agency Head in the entity's complaint investigation process.

Although the EEPC may conduct a DCIPA in cases where a municipal entity has received either excessive discrimination complaints or a saturation of a particular complaint type, these conditions are not prerequisites to this type of audit.

Sexual Harassment Prevention and Response Practices Audit (SHPPRA)

The SHPPRA framework examines and evaluates components of the entity's workforce and workplace structure. The SHPPRA entails review of policies instituted to prevent sexual harassment; procedures for receiving and investigating sexual harassment complaints; review of documentation of complaints investigated, determinations made, and remedial action taken; the roles and responsibilities of EEO professionals, entity counsel, and the Agency Head in sexual harassment complaint intake, investigation, and response procedures; and the entity's sexual harassment prevention awareness and training program.

The corrective actions most frequently issued and implemented during the 2021 SHPRA are included in Appendix 5.

Disability, Accessibility & Reasonable Accommodation Audit (DARAA)

The DARAA examines the policies, practices, procedures, and efforts the entity has made to employ, promote, and/or accommodate qualified individuals with disabilities. This includes availability of trained personnel dedicated to implementation of the reasonable accommodation procedures, and review of reasonable accommodation procedures for compliance with federal, state, and local laws, as well as City and entity policies pertaining to employees, and applicants for employment, with disabilities.

The DARAA also reviews an entity's assessment of accessibility of its facilities, barriers within its facilities and the efforts the entity has taken, or will take, to remove barriers pursuant to the Americans with Disabilities Act Accessibility Guidelines for Buildings and Facilities.

For suggestions on additional audit types, email mpinckney@eeepc.nyc.gov.

YEAR 2021

Audit Evaluation

Audits Initiated

A total of **33** audits were initiated during the calendar year.

Final Determinations Issued

A total of **32** Final Determinations, pertaining to the review and evaluation of entities' Sexual Harassment Prevention and Response Practices, were issued in 2021.¹

Entities that received Final Determinations containing corrective action(s): **32**.

1. Bronx County Public Administrator, Office of the
2. Civic Engagement Commission²
3. Community Board, Manhattan No. 1
4. Community Board, Manhattan No. 2
5. Community Board, Manhattan No. 3
6. Community Board, Manhattan No. 4
7. Community Board, Manhattan No. 5
8. Community Board, Manhattan No. 6
9. Community Board, Manhattan No. 7
10. Community Board, Manhattan No. 8
11. Community Board, Manhattan No. 9
12. Community Board, Manhattan No. 10
13. Community Board, Manhattan No. 11
14. Community Board, Manhattan No. 12
15. Community Board, Queens No. 1
16. Community Board, Queens No. 2
17. Community Board, Queens No. 3
18. Community Board, Queens No. 4
19. Community Board, Queens No. 5
20. Community Board, Queens No. 6

¹ A Memorandum of Understanding (MOU), executed in 2019, designated the New York City Department of Information Technology and Telecommunications (DoITT) to perform administrative, including EEO, functions on behalf of the Civic Engagement Commission (CEC). As part of its 2020 audit plan, the EEPC conducted an audit, review, and evaluation of DoITT's Sexual Harassment Prevention and Response Practices. CEC's EEO data was included in the information and documentation submitted by DoITT and reviewed as part of the EEPC's audit of DoITT. As a result, the EEPC did not conduct a separate audit of the CEC, issue

21. Community Board, Queens No. 7
22. Community Board, Queens No. 8
23. Community Board, Queens No. 9
24. Community Board, Queens No. 10
25. Community Board, Queens No. 11
26. Community Board, Queens No. 12
27. Community Board, Queens No. 13
28. Community Board, Queens No. 14
29. Council, New York City
30. Police Department, New York City
31. Queens County District Attorney, Office of the
32. Richmond County Public Administrator, Office of the
33. Veterans' Services, Department of

As a result of the corrective actions received, the **32** entities were assigned a compliance monitoring period of up to six (6) months.

For specific information on the 2021 final audit determinations, see Appendix 2 or visit the EEPC's website at:

<https://www1.nyc.gov/site/eepc/about/jurisdiction.page>

Select the agency or entity to display its final determination.

Other audit-related documents (i.e., the EEPC Preliminary Determination and Optional Entity Response, and the EEPC Final Determination and Entity Response) are submitted to the New York City Department of Records and Information Services. Audit-related documents are also available via submission of a Freedom of Information Law (FOIL) request. Documents pertaining to an entity's audit are only available upon the EEPC's issuance of a determination of compliance or non-compliance, which is the concluding step in an audit.

preliminary or final audit determinations, or assign a compliance monitoring period. To conclude the CEC's 2021 audit, after the issuance of a *Determination of Compliance* to DoITT, the EEPC approved a resolution that indicated the CEC's compliance with the EEPC's standards. (See Appendix 3)

² See note 1 above.

Compliance Monitoring

City Charter Chapter 36, Section 832(c) authorizes the EEPC to make a determination that any plan, program, procedure, approach, measure, or standard utilized by any municipal entity does not provide equal employment opportunity; require appropriate corrective action; and assign a compliance monitoring period of up to six (6) months to monitor efforts taken to eliminate areas of non-compliance, if any. The entity is required to respond in thirty (30) days and submit a report each month during this period on the progress of efforts taken to correct remaining areas of non-compliance.

At the conclusion of the monitoring period, a *Determination of Compliance* is issued if the EEPC determines that the entity eliminated areas of non-compliance and satisfied the equal employment standards set by the EEPC pursuant to its authority under City Charter Chapters 35 and 36.

Compliance Determinations

The total number of entities that received a *Determination of Compliance*: 50.

Compliance Without Monitoring

If an entity achieved compliance with the prescribed audit standards or implemented the identified corrective actions before the issuance of the Final Determination, a *Determination of Compliance* is issued, and the entity is assigned “Compliance Without Monitoring” status.

Entities issued Determinations indicating **NO** corrective action and **NO** monitoring required: 0

Compliance With Monitoring

If an entity is monitored for up to six (6) months to satisfy the corrective actions prescribed, it is assigned “Compliance With Monitoring” status. Entities that implement the prescribed

corrective action within the assigned compliance monitoring period are issued a *Determination of Compliance*.

Entities that implemented Corrective Actions to obtain a *Determination of Compliance* in 2021: 50.

1. **Administrative Tax Appeals, New York City Office of**
 - Issued/Implemented 11 corrective actions
2. **Administrative Trials and Hearings, Office of**
 - Issued/Implemented 15 corrective actions
3. **Bronx County District Attorney, Office of the**
 - Issued/Implemented 27 corrective actions
4. **Bronx County Public Administrator, Office of the**
 - Issued/Implemented 12 corrective actions
5. **Civilian Complaint Review Board**
 - Issued/Implemented 9 corrective actions
6. **Community Board, Manhattan No. 1**
 - Issued/Implemented 7 corrective actions
7. **Community Board, Manhattan No. 2**
 - Issued/Implemented 7 corrective actions
8. **Community Board, Manhattan No. 3**
 - Issued/Implemented 6 corrective actions
9. **Community Board, Manhattan No. 4**
 - Issued/Implemented 7 corrective actions
10. **Community Board, Manhattan No. 5**
 - Issued/Implemented 6 corrective actions
11. **Community Board, Manhattan No. 6**
 - Issued/Implemented 6 corrective actions
12. **Community Board, Manhattan No. 7**
 - Issued/Implemented 7 corrective actions
13. **Community Board, Manhattan No. 8**
 - Issued/Implemented 4 corrective actions
14. **Community Board, Manhattan No. 9**
 - Issued/Implemented 6 corrective actions
15. **Community Board, Manhattan No. 10**
 - Issued/Implemented 6 corrective actions
16. **Community Board, Manhattan No. 11**
 - Issued/Implemented 6 corrective actions
17. **Community Board, Manhattan No. 12**
 - Issued/Implemented 3 corrective actions
18. **Community Board, Queens No. 1**
 - Issued/Implemented 5 corrective actions
19. **Community Board, Queens No. 2**
 - Issued/Implemented 2 corrective actions
20. **Community Board, Queens No. 3**
 - Issued/Implemented 4 corrective actions
21. **Community Board, Queens No. 4**
 - Issued/Implemented 6 corrective actions
22. **Community Board, Queens No. 5**
 - Issued/Implemented 1 corrective action
23. **Community Board, Queens No. 6**
 - Issued/Implemented 5 corrective actions

- 24. **Community Board, Queens No. 7**
 - Issued/Implemented 7 corrective actions
- 25. **Community Board, Queens No. 8**
 - Issued/Implemented 3 corrective actions
- 26. **Community Board, Queens No. 9**
 - Issued/Implemented 5 corrective actions
- 27. **Community Board, Queens No. 10**
 - Issued/Implemented 3 corrective actions
- 28. **Community Board, Queens No. 11**
 - Issued/Implemented 5 corrective actions
- 29. **Community Board, Queens No. 12**
 - Issued/Implemented 5 corrective actions
- 30. **Community Board, Queens No. 13**
 - Issued/Implemented 6 corrective actions
- 31. **Community Board, Queens No. 14**
 - Issued/Implemented 7 corrective actions
- 32. **Community College, Eugenio Maria De Hostos**
 - Issued/Implemented 5 corrective actions
- 33. **Community College, Fiorello H. LaGuardia**
 - Issued/Implemented 7 corrective actions
- 34. **Correction, Department of**
 - Issued/Implemented 11 corrective actions
- 35. **Education Retirement System, Board of**
 - Issued/Implemented 18 corrective actions
- 36. **Education, Department of**
 - Issued/Implemented 14 corrective actions
- 37. **Environmental Protection, Department of**
 - Issued/Implemented 16 corrective actions
- 38. **Independent Budget Office of the City of New York**
 - Issued/Implemented 11 corrective actions
- 39. **Information Technology and Telecommunications, Department of**
 - Issued/Implemented 9 corrective actions
- 40. **Kings County Public Administrator, Office of the**
 - Issued/Implemented 7 corrective actions
- 41. **Labor Relations, New York City Office of**
 - Issued/Implemented 13 corrective actions
- 42. **Law Department, New York City**
 - Issued/Implemented 14 corrective actions
- 43. **Police Department, New York City**
 - Issued/Implemented 8 corrective actions
- 44. **Public Advocate for the City of New York, Office of the**
 - Issued/Implemented 29 corrective actions
- 45. **Queens County District Attorney, Office of the**
 - Issued/Implemented 14 corrective actions
- 46. **Richmond County District Attorney, Office of the**
 - Issued/Implemented 12 corrective actions
- 47. **Richmond County Public Administrator, Office of the**
 - Issued/Implemented 5 corrective actions
- 48. **Special Narcotics Prosecutor for the City of New York, Office of the**
 - Issued/Implemented 12 corrective actions
- 49. **Transportation, Department of**
 - Issued/Implemented 5 corrective actions
- 50. **Veterans' Services, Department of**
 - Issued/Implemented 12 corrective action

For specific information on the 2021 compliance determinations, see Appendix 3 or visit the EEPC's website at:

<https://www1.nyc.gov/site/eepc/about/jurisdiction.page>

Select the agency or entity to display its compliance determination.

Entities Undergoing Compliance Monitoring at the Conclusion of 2021: 1			
Agency	Compliance Monitoring Start Date	Corrective Actions (CAs) Issued	CAs Implemented as of 12.31.2021
Council, New York City	July 2021	21	14

Non-Compliance

At the end of the assigned monitoring period, if the EEPC determines that compliance with the prescribed corrective actions has not been accomplished, or compliance with only some of the corrective actions has been accomplished, a *Determination of Non-Compliance* or *Determination of Partial-Compliance* is issued, respectively.

In 2021, one (1) municipal entity received a *Determination of Partial-Compliance*.

1. **Kings County District Attorney, Office of the RESOLUTION #2020AP/251-903-(2021)PC47**
Issued 15 corrective actions
Implemented 9 corrective actions

The EEPC initiates a follow-up audit within one (1) year for any entity that has received a *Determination of Non-Compliance* or *Determination of Partial-Compliance*.

For specific information on the 2021 non-compliance determinations, see Appendix 4 or visit the EEPC's website at:

<https://www1.nyc.gov/site/eepc/about/jurisdiction.page>

Select the agency or entity to display its non-compliance determination.

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Meeting Calendar 2021

The EEPC Board held eight (8) meetings in 2021. The dates are as follows:

Thursday, January 28 @ 10:30 AM
Thursday, February 25 @ 10:30 AM
Thursday, April 22 @ 10:30 AM
Thursday, June 10 @ 10:30 AM
Thursday, July 22 @ 10:30 AM
Wednesday, September 15 @ 10:30 AM
Thursday, November 4 @ 10:30 AM
Thursday, December 16 @ 11:30 AM

Due to the COVID-19 public health crisis of 2021, most meetings were conducted via videoconference and typically commenced

between 10:15 and 10:30 am and adjourned by 11:30am.

As required by Local Law 103 of 2013, since April 3, 2015, the Board's meetings have been recorded and made available to the public online at:

<https://www.youtube.com/channel/UCdGAE4p-esdjymDTdGScfA>

2022 and Beyond

The EEPC audits each municipal entity once every four (4) years, at a minimum. To meet the City Charter mandate, annual audit plans are developed to ensure entities not audited within the previous four (4) years receive priority. In 2022, the EEPC will conduct the *Employment Practices Audit* (Focus on Underutilization) of thirty-three (33) municipal entities, and a follow-up *Sexual Harassment Prevention and Response Practices Audit* for one (1) municipal entity.

Upcoming Audits:

- Bronx Borough President, Office of the
- Brooklyn Borough President, Office of the
- Buildings, Department of
- Business Integrity Commission
- Campaign Finance Board, New York City
- City Clerk, Office of the
- Collective Bargaining, Office of
- Community Board, Bronx No. 1
- Community Board, Bronx No. 2
- Community Board, Bronx No. 3
- Community Board, Bronx No. 4
- Community Board, Bronx No. 5
- Community Board, Bronx No. 6
- Community Board, Bronx No. 7
- Community Board, Bronx No. 8
- Community Board, Bronx No. 9
- Community Board, Bronx No. 10
- Community Board, Bronx No. 11
- Community Board, Bronx No. 12
- Community Board, Staten Island No. 1
- Community Board, Staten Island No. 2

- Community Board, Staten Island No. 3
- Comptroller, Office of the New York City
- Cultural Affairs, Department of
- Emergency Management, Department of
- Financial Information Services Agency
- Health and Mental Hygiene, Department of
- Kings County District Attorney, Office of the (Follow-Up)
- Landmarks Preservation Commission
- Manhattan Borough President, Office of the
- Payroll Administration, Office of
- Records and Information Services, Department of
- Social Services, Department of
- Staten Island Borough President, Office of the

Meeting Calendar 2022

Nine (9) EEPC Board meetings are scheduled for the following dates in 2022:

Thursday, January 27 @ 10:30 AM
 Thursday, February 24 @ 10:30 AM
 Thursday, April 7 @ 10:30 AM
 Thursday, May 12 @ 10:30 AM
 Thursday, June 23 @ 10:30 AM
 Thursday, July 28 @ 10:30 AM
 Thursday, September 22 @ 10:30 AM
 Thursday, November 3 @ 10:30 AM
 Thursday, December 15 @ 10:30 AM

This Meeting Calendar is subject to revision. Public notice of the Board's meetings is published in the City Record for five (5) successive days prior to the date of the meeting.

EEPC Conference/Hearing

To suggest a topic for an EEPC Conference/Hearing, or to volunteer for an Advisory Committee, send an email to mpinckney@eepc.nyc.gov.

NYC Open Data

New York City Local Law 11 of 2012 (Open Data Law) mandates that all “public” data be made freely available on a single web portal. According to the Open Data Law, a “public dataset” is any comprehensive collection of data that is maintained on a computer system by, or on behalf of, a City entity. *NYC Open Data*, which is the free public data published by New York City entities, provides an opportunity to engage New Yorkers in the information that is produced and used by City government.

The EEPC is committed to *NYC Open Data* for all to increase transparency, accountability, and accessibility within City government. To that end, the EEPC appointed an Open Data Coordinator, who serves as the main point of contact for the public, and works to identify, document, structure, and manage the EEPC's public datasets. In 2020, the EEPC continued to identify and develop datasets, with accompanying data dictionaries, to be published on the NYC Open Data Portal. For additional information on *NYC Open Data*, please visit: <https://opendata.cityofnewyork.us/>

Appendix 1: Chapter 36

§830 of the New York City Charter [Equal Employment Practices Commission]

- a. There shall be an equal employment practices commission which shall review, evaluate and monitor the employment procedures, practices and programs of any city agency and the department of citywide administrative services to maintain an effective affirmative employment program of equal employment opportunity for minority group members and women who are employed by or who seek employment with city agencies.
- b. The commission shall consist of five members who, shall be compensated on a per diem basis. The mayor and the council shall each appoint two members. In addition, the mayor and the speaker of the council shall appoint a fifth member to serve as the chair of the commission for a term of four years.
- c. A vacancy in the commission shall not impair the right of the remaining members to exercise all the powers of the commission and three members thereof shall constitute a quorum.
- d. Members shall be appointed for four-year terms except that of the members first appointed, one of those appointed by the mayor and one of those appointed by the council shall serve for terms expiring on the thirtieth day of June, nineteen hundred ninety-two, one of those appointed by the mayor and one of those appointed by the council shall serve for terms expiring on the thirtieth day of June nineteen hundred ninety-five; and the chair shall serve for a term expiring on the thirtieth day of June, nineteen hundred ninety-four.
- e. The commission may, within the appropriations available therefor, appoint an executive director and such deputies, assistants, and other employees as may be needed for the performance of the duties prescribed herein.
- f. The commission may meet as necessary to implement the provisions of this chapter provided that the commission shall meet at least once every eight weeks.

§ 831 Duties and powers of the New York City equal employment practices commission.

- a. The commission: (i) shall monitor the employment policies, programs and practices of each city, county, borough or other office, administration, board, department, division, commission, bureau, corporation, authority, or other agency of government, where the majority of the board members of such agency are appointed by the mayor or serve by virtue of being city officers or the expenses of which are paid in whole or in part from the city treasury, including the board of education, city and community colleges, the financial services corporation, the health and hospital corporation, the public development corporation, and the city housing authority; and (ii) monitor the coordination and implementation of any city affirmative employment program of equal employment opportunity for minority group members and women who are employed by or who seek employment with city agencies, including the activities of the department of citywide administrative services, and the civil service commission, pursuant to chapter thirty-five, and any other agency designated by the mayor to assist in the implementation or coordination of such efforts, and all city agencies required by section eight hundred fifteen to establish agency programs
- b. The commission may request and shall receive from any city agency such information, other than information which is required by law to be kept confidential or which is privileged as attorney-client communications, attorney work products or material prepared for litigation, and such assistance as may be necessary to carry out the provisions of this chapter.
- c. The commission shall communicate to the commission on human rights any information regarding

suspected or alleged violations of chapter one of title eight of the administrative code.

- d. The commission shall have the following powers and duties:
 1. to review the uniform standards, procedures, and programs of the department of citywide administrative services pursuant to paragraphs twelve and fourteen of subdivision a of section eight hundred, fourteen, and to review the plans adopted by city agencies in accordance with the provisions of paragraph nineteen of subdivision a of section eight hundred fifteen, and to provide any such agency or the department of citywide administrative services with such comments and suggestions as the commission deems necessary and appropriate;
 2. to recommend to the department of citywide administrative services, all city agencies, or any one or more particular agencies, procedures, approaches, measures, standards and programs to be utilized by such agencies in their efforts to ensure a fair and effective affirmative employment program of equal employment opportunity for minority group members and women who are employed by or seek employment with city agencies;
 3. to recommend to any city agency actions which such agency should consider including in its next annual plan as required by paragraph nineteen of subdivision a of section eight hundred fifteen;
 4. to advise and, if requested, assist city agencies in their efforts to increase employment of minority group members and women who are employed by or who seek employment with city agencies;
 5. to audit and evaluate the employment practices and procedures of each city agency and their efforts to ensure fair and effective equal employment opportunity for minority group members and women at least once every four years and whenever requested by the civil service commission or the human rights commission or whenever otherwise deemed necessary by this commission;
 6. to make such policy, legislative and budgetary recommendations to the mayor, council, the department of citywide administrative services or any city agency as the commission deems necessary to ensure equal employment opportunity for minority group members and women;
 7. to publish by the fifteenth of February of each year a report to the mayor and the council on the activities of the commission and the effectiveness of each city agency's affirmative employment efforts and the efforts by the department of citywide administrative services to ensure equal employment opportunity for minority group members and women who are employed by or seek to be employed by city agencies;
 8. to establish appropriate advisory committees;
 9. to serve with such other agencies or officials as shall be designated by the mayor as the city liaison to federal, state and local agencies responsible for compliance with equal employment opportunity for minority group members and women who are employed by or who seek to be employed by city agencies; and
 10. to take such other actions as are appropriate to effectuate the provisions and purposes of this chapter.

§ 832 Compliance Procedures.

- a. The commission shall conduct such study or investigations and hold such hearings as may be necessary to determine whether agencies are in compliance with the equal employment opportunity requirements of this chapter and chapter thirty-five.
- b. For the purpose of ascertaining facts in connection with any study or investigation authorized by this chapter, the commission shall have power to compel the attendance of witnesses, to administer oaths and to examine such persons as they may deem necessary. The commission or any agent or employee thereof duly designated in writing by them for such purposes may administer oaths or affirmations, examine witnesses in public or private hearing, receive evidence and preside at or conduct any such study or investigation.

- c. If the commission makes a preliminary determination pursuant to subdivision d of section eight hundred thirty-one, that any plan, program, procedure, approach, measures or standard adopted or utilized by any city agency or the department of citywide administrative services does not provide equal employment opportunity; and/or if the commission makes a preliminary determination pursuant to this chapter and chapter thirty-five, that an agency has not provided equal employment opportunity, the commission shall notify the agency in writing of this determination and provide an opportunity for the agency to respond. If the commission, after consideration of any such response and after consulting with the agency, concludes that the corrective actions, if any, taken or planned by the agency are not sufficient to correct the non-compliance identified in the preliminary determination, it should make a final determination in writing, including such recommended corrective action as the commission may deem appropriate. The agency shall within thirty days thereafter respond to the commission on any corrective action it intends to make and shall make monthly reports to such commission on the progress of such corrective action. If the commission, after a period not to exceed six months, determines that the agency has not taken appropriate and effective corrective action, the commission shall notify the agency in writing of this determination and the commission may thereafter publish a report and recommend to the mayor whatever appropriate corrective action the commission deems necessary to ensure compliance with equal employment opportunity pursuant to the requirements of this chapter and chapter thirty-five. Within thirty days of such determination the agency shall submit a written response to the commission and the mayor. The mayor after reviewing the commission's findings and the agency's response, if any, shall order and publish such action as he or she deems appropriate.

Appendix 2: Audit and Evaluation Resolutions

Pursuant to the City Charter mandate, at least once every four (4) years, the EEPC audits and evaluates each City entity's employment practices and procedures and their efforts to ensure fair and effective equal employment opportunity for minority group members and women; issues a *Preliminary Determination*; and, after considering the entity's response, approves, and adopts a *Final Determination* for the audit period. The following pages contain the EEPC's Resolutions pertaining to entities' audits and evaluations in 2021. Each entity's Resolution specifies the audit period, corrective action prescribed, if any, and compliance monitoring period assigned. Upon the adoption of a Resolution, the EEPC issues a *Final Determination*, which is sent to the Agency Head.

Entities that received a *Final Determination* in 2021 are listed below (in alphabetical order). These Resolutions are also accessible via the EEPC's website at:

http://www.nyc.gov/html/eepc/html/about/eepc_jurisdiction.shtml.

Bronx County Public Administrator, Office of the • RESOLUTION #2021AP/249-942-(2021)
Community Board, Manhattan No. 1 • RESOLUTION #2021AP/248-341-(2021)
Community Board, Manhattan No. 2 • RESOLUTION #2021AP/248-342-(2021)
Community Board, Manhattan No. 3 • RESOLUTION #2021AP/248-343-(2021)
Community Board, Manhattan No. 4 • RESOLUTION #2021AP/248-344-(2021)
Community Board, Manhattan No. 5 • RESOLUTION #2021AP/247-345-(2021)
Community Board, Manhattan No. 6 • RESOLUTION #2021AP/248-346-(2021)
Community Board, Manhattan No. 7 • RESOLUTION #2021AP/247-347-(2021)
Community Board, Manhattan No. 8 • RESOLUTION #2021AP/248-348-(2021)
Community Board, Manhattan No. 9 • RESOLUTION #2021AP/248-349-(2021)
Community Board, Manhattan No. 10 • RESOLUTION #2021AP/247-350-(2021)
Community Board, Manhattan No. 11 • RESOLUTION #2021AP/247-351-(2021)
Community Board, Manhattan No. 12 • RESOLUTION #2021AP/247-352-(2021)
Community Board, Queens No. 1 • RESOLUTION #2021AP/247-431-(2021)
Community Board, Queens No. 2 • RESOLUTION #2021AP/248-432-(2021)
Community Board, Queens No. 3 • RESOLUTION #2021AP/248-433-(2021)
Community Board, Queens No. 4 • RESOLUTION #2021AP/248-434-(2021)
Community Board, Queens No. 5 • RESOLUTION #2021AP/248-435-(2021)
Community Board, Queens No. 6 • RESOLUTION #2021AP/248-436-(2021)
Community Board, Queens No. 7 • RESOLUTION #2021AP/247-437-(2021)
Community Board, Queens No. 8 • RESOLUTION #2021AP/247-438-(2021)
Community Board, Queens No. 9 • RESOLUTION #2021AP/247-439-(2021)
Community Board, Queens No. 10 • RESOLUTION #2021AP/248-440-(2021)
Community Board, Queens No. 11 • RESOLUTION #2021AP/248-441-(2021)
Community Board, Queens No. 12 • RESOLUTION #2021AP/248-442-(2021)
Community Board, Queens No. 13 • RESOLUTION #2021AP/248-443-(2021)
Community Board, Queens No. 14 • RESOLUTION #2021AP/248-444-(2021)
Council, New York City • RESOLUTION #2021AP/250-102-(2021)
Police Department, New York City • RESOLUTION #2021AP/250-056-(2021)
Queens County District Attorney, Office of the • RESOLUTION #2021AP/249-904-(2021)
Richmond County Public Administrator, Office of the • RESOLUTION #2021AP/249-945-(2021)
Veterans' Services, Department of • RESOLUTION #2021AP/249-063-(2021)

**RESOLUTION NO.
2021AP/249-942-(2021)
Office of the Bronx County Public Administrator
Public Administrator Matilde B. Sanchez, Esq.
Sexual Harassment Prevention and Response Practices
DETERMINATION: FINAL**

S Y N O P S I S

Corrective Action(s):	Total: 12	
Period Audit Covered:	January 1, 2019 to December 31, 2020	
Preliminary Determination Issued:	May 5, 2021	No Response Received
Final Determination Issued:	May 24, 2021	Response Received June 8, 2021
Compliance-Monitoring:	Required	June 1, 2021 to November 30, 2021

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Office of the Bronx County Public Administrator’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Office of the Bronx County Public Administrator’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated May 5, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Issue a Policy Statement or memorandum reiterating commitment to the prevention of sexual harassment annually.
2. Establish and implement a training plan for new and existing employees to ensure that all individuals who work within the agency, including managers and supervisors, receive training on the prevention of sexual harassment as well as discrimination complaint and investigation procedures.
3. Ensure that the General Counsel assists the agency head in identifying and determining appropriate responses to sexual harassment; works with the principal EEO Professional in the implementation of the City's policies and procedures pertaining to sexual harassment; informs the principal EEO Professional when external complaints or litigation involving sexual harassment is brought against the agency; is available to consult on internal sexual harassment complaint investigations; and is responsible for the investigation of, and response to, external sexual harassment complaints.
4. Ensure that the principal EEO Professional, HR Professional, and General Counsel, review the number of sexual harassment complaints, and the agency's employment practices, policies and programs on an annual basis to identify whether there are barriers to employment opportunities that may be related to sexual harassment and determine what, if any, actions are required to correct deficiencies.
5. Appoint a principal EEO Professional to implement EEO policies and standards within the agency. Ensure the principal EEO Professional is trained regarding city, state, federal EEO laws; the requirements of the agency's EEO policies, standards and procedures; and the prevention, investigation, and resolution of discrimination and sexual harassment complaints.
6. Ensure that the responsibilities of the principal EEO Professional are competently discharged by providing adequate resources such as opportunities for continuing education and professional development, and/ or support staff to meet EEO obligations.
7. Ensure that the principal EEO Professional works cooperatively and closely with the General Counsel in the implementation of policies and procedures concerning EEO and sexual harassment.
8. Assign the principal EEO Professional (or EEO-related designee) the responsibility to supervise the activities of EEO professionals, and ensure that: the policies against sexual harassment and complaint procedures are distributed/posted at all agency locations; employees/managers receive sexual harassment prevention training; EEO-related policies are made available in alternative formats (i.e., large print, audio recording and/or Braille) upon request; managers, supervisors and human resource professionals receive guidance on issues pertaining to sexual harassment; and allegations of sexual harassment are promptly investigated.
9. Maintain documentation regarding directives or decisions between the agency head (or a direct report other than the General Counsel) and the principal EEO Professional that impact the administration and operation of programs, policies or procedures concerning sexual harassment.

10. Ensure that managers and supervisors are held accountable for enforcing the agency's sexual harassment prevention policies and complaint procedures. Document this expectation and its implementation.
11. Ensure the managerial performance evaluation form contains a rating for EEO (which covers responsibilities and processes for assuring their ability to make employment decisions based on merit and equal consideration, or treat others in an equitable and impartial manner).
12. Submit to the EEPC an Annual Plan of measures and programs to provide equal employment opportunity, and quarterly reports on efforts to implement the Plan within 30 days following each quarter. Include a breakout of sexual harassment complaint activity in each quarterly report.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity did not submit a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on May 24, 2021, which indicated that the following areas required corrective action: no(s). 1 - 12; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from June 1, 2021 to November 30, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on May 24, 2021, the entity was required to issue a response to the EEPC's Final Determination; Now Therefore,

Be It Resolved, that pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the EEPC approves the issuance of this Final Determination to Public Administrator Matilde B. Sanchez, Esq. to assign compliance-monitoring.

Approved unanimously on June 10, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

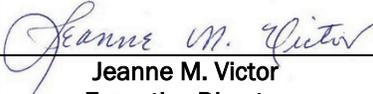
/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

/s/Aldrin Rafael Bonilla
Aldrin Rafael Bonilla
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,


Jeanne M. Victor
Executive Director

**RESOLUTION NO.
2021AP/248-341-(2021)
Manhattan Community Board No. 1
Chairperson Tammy Meltzer
Sexual Harassment Prevention and Response Practices
DETERMINATION: FINAL**

S Y N O P S I S

Corrective Action(s):	Total: 7		
Period Audit Covered:	January 1, 2020 to December 31, 2020		
Preliminary Determination Issued:	February 12, 2021	Response Received	February 26, 2021
Final Determination Issued:	March 15, 2021	Response Due	April 14, 2021
Compliance-Monitoring:	Required	April 1, 2021 to May 31, 2021	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Manhattan Community Board No. 1’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Manhattan Community Board No. 1’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated February 12, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Follow, distribute and post the Borough President's policy(ies) against sexual harassment.
3. Ensure that all individuals who work within the board receive training and/or a guide on the prevention of sexual harassment and their related rights and responsibilities.
4. Ensure that all individuals who work within the board receive information regarding the Borough President's complaint investigation procedures.
5. Maintain a summary of annual complaint activity.
6. Direct employees to utilize the Borough President's Equal Employment Opportunity (EEO) Office to file an internal complaint.
7. Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on March 15, 2021, which indicated that the following areas required corrective action: no(s). 1, 2, 3, 4, 5, 6, and 7; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from April 1, 2021 to May 31, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on March 15, 2021, the entity was required to issue a response to the EEPC's Final Determination; Now Therefore,

Be It Resolved, that pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the EEPC approves the issuance of this Final Determination to Chairperson Tammy Meltzer to assign compliance-monitoring.

Approved unanimously on April 22, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

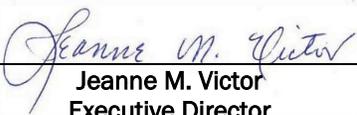
/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,



Jeanne M. Victor
Executive Director

**RESOLUTION NO.
2021AP/248-342-(2021)
Manhattan Community Board No. 2
Chairperson Carter Booth
Sexual Harassment Prevention and Response Practices
DETERMINATION: FINAL**

S Y N O P S I S

Corrective Action(s):	Total: 7		
Period Audit Covered:	January 1, 2020 to December 31, 2020		
Preliminary Determination Issued:	February 5, 2021	Response Received	February 19, 2021
Final Determination Issued:	March 3, 2021	Response Due	April 2, 2021
Compliance-Monitoring:	Required	April 1, 2021 to May 31, 2021	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEOC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEOC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEOC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEOC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEOC conducted an audit, review, and evaluation of the Manhattan Community Board No. 2’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Manhattan Community Board No. 2’s Sexual Harassment Prevention and Response Practices, the EEOC issued a Preliminary Determination, dated February 5, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Follow, distribute and post the Borough President's policy(ies) against sexual harassment.
3. Ensure that all individuals who work within the board receive training and/or a guide on the prevention of sexual harassment and their related rights and responsibilities.
4. Ensure that all individuals who work within the board receive information regarding the Borough President's complaint investigation procedures.
5. Maintain a summary of annual complaint activity.
6. Direct employees to utilize the Borough President's Equal Employment Opportunity (EEO) Office to file an internal complaint.
7. Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on March 3, 2021, which indicated that the following areas required corrective action: no(s). 1, 2, 3, 4, 6, and 7; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from April 1, 2021 to May 31, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on March 3, 2021, the entity was required to issue a response to the EEPC's Final Determination; Now Therefore,

Be It Resolved, that pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the EEPC approves the issuance of this Final Determination to Chairperson Carter Booth to assign compliance-monitoring.

Approved unanimously on April 22, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

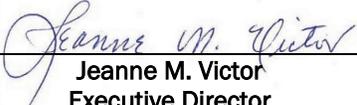
/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,



Jeanne M. Victor
Executive Director

**RESOLUTION NO.
2021AP/248-343-(2021)
Manhattan Community Board No. 3
Chairperson Alysha Lewis-Coleman
Sexual Harassment Prevention and Response Practices
DETERMINATION: FINAL**

S Y N O P S I S

Corrective Action(s):	Total: 6		
Period Audit Covered:	January 1, 2020 to December 31, 2020		
Preliminary Determination Issued:	March 5, 2021	Response Received	March 19, 2021
Final Determination Issued:	March 30, 2021	Exempt	
Compliance-Monitoring:	Required	April 1, 2021 to May 31, 2021	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Manhattan Community Board No. 3’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Manhattan Community Board No. 3’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated March 5, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Follow, distribute and post the Borough President's policy(ies) against sexual harassment.
3. Ensure that all individuals who work within the board receive training and/or a guide on the prevention of sexual harassment and their related rights and responsibilities.
4. Ensure that all individuals who work within the board receive information regarding the Borough President's complaint investigation procedures.
5. Direct employees to utilize the Borough President's Equal Employment Opportunity (EEO) Office to file an internal complaint.
6. Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on March 30, 2021, which indicated that no areas required corrective action; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from April 1, 2021 to May 31, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on March 30, 2021, the entity was exempt from issuing a response to the EEPC's Final Determination; Now Therefore,

Be It Resolved, that pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the EEPC approves the issuance of this Final Determination to Chairperson Alysha Lewis-Coleman to assign compliance-monitoring.

Approved unanimously on April 22, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

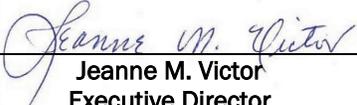
/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,



Jeanne M. Victor
Executive Director

**RESOLUTION NO.
2021AP/248-344-(2021)
Manhattan Community Board No. 4
Chairperson Lowell Kern
Sexual Harassment Prevention and Response Practices
DETERMINATION: FINAL**

S Y N O P S I S

Corrective Action(s):	Total:	7
Period Audit Covered:	January 1, 2020 to December 31, 2020	
Preliminary Determination Issued:	March 23, 2021	Response Received April 5, 2021
Final Determination Issued:	April 14, 2021	Exempt
Compliance-Monitoring:	Required	May 1, 2021 to June 30, 2021

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Manhattan Community Board No. 4’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Manhattan Community Board No. 4’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated March 23, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Follow, distribute and post the Borough President's policy(ies) against sexual harassment.
3. Ensure that all individuals who work within the board receive training and/or a guide on the prevention of sexual harassment and their related rights and responsibilities.
4. Ensure that all individuals who work within the board receive information regarding the Borough President's complaint investigation procedures.
5. Maintain a summary of annual complaint activity.
6. Direct employees to utilize the Borough President's Equal Employment Opportunity (EEO) Office to file an internal complaint.
7. Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on April 14, 2021, which indicated that no areas required corrective action; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from May 1, 2021 to June 30, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on April 14, 2021, the entity was exempt from issuing a response to the EEPC's Final Determination; Now Therefore,

Be It Resolved, that pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the EEPC approves the issuance of this Final Determination to Chairperson Lowell Kern to assign compliance-monitoring.

Approved unanimously on April 22, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

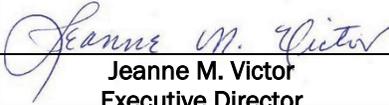
/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,



Jeanne M. Victor
Executive Director

**RESOLUTION NO.
2021AP/247-345-(2021)
Manhattan Community Board No. 5
Chairperson Vikki Barbero
Sexual Harassment Prevention and Response Practices
DETERMINATION: FINAL**

S Y N O P S I S

Corrective Action(s):	Total: 6
Period Audit Covered:	January 1, 2020 to December 31, 2020
Preliminary Determination Issued:	February 5, 2021 No Response Received
Final Determination Issued:	February 23, 2021 Response Due March 25, 2021
Compliance-Monitoring:	Required March 1, 2021 to April 30, 2021

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Manhattan Community Board No. 5’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Manhattan Community Board No. 5’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated February 5, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating

commitment to the prevention of sexual harassment.

2. Follow, distribute and post the Borough President's policy(ies) against sexual harassment.
3. Ensure that all individuals who work within the board receive training and/or a guide on the prevention of sexual harassment and their related rights and responsibilities.
4. Ensure that all individuals who work within the board receive information regarding the Borough President's complaint investigation procedures.
5. Direct employees to utilize the Borough President's Equal Employment Opportunity (EEO) Office to file an internal complaint.
6. Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity did not submit a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on February 23, 2021, which indicated that the following areas required corrective action: no(s). 1, 2, 3, 4, 5, and 6; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from March 1, 2021 to April 30, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on February 23, 2021, the entity was required to issue a response to the EEPC's Final Determination; Now Therefore,

Be It Resolved, that pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the EEPC approves the issuance of this Final Determination to Chairperson Vikki Barbero to assign compliance-monitoring.

Approved unanimously on February 25, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

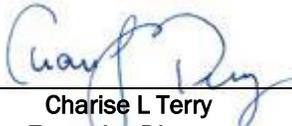
/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,



Charise L Terry
Executive Director

**RESOLUTION NO.
2021AP/248-346-(2021)
Manhattan Community Board No. 6
Chairperson Kyle Athayde
Sexual Harassment Prevention and Response Practices
DETERMINATION: FINAL**

S Y N O P S I S

Corrective Action(s):	Total: 6		
Period Audit Covered:	January 1, 2021 to December 31, 2020		
Preliminary Determination Issued:	February 4, 2021	Response Received	February 18, 2021
Final Determination Issued:	February 26, 2021	Response Due	March 28, 2021
Compliance-Monitoring:	Required	March 1, 2021 to April 30, 2021	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEOC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEOC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEOC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEOC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEOC conducted an audit, review, and evaluation of the Manhattan Community Board No. 6’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Manhattan Community Board No. 6’s Sexual Harassment Prevention and Response Practices, the EEOC issued a Preliminary Determination, dated February 4, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Follow, distribute and post the Borough President's policy(ies) against sexual harassment.
3. Ensure that all individuals who work within the board receive training and/or a guide on the prevention of sexual harassment and their related rights and responsibilities.
4. Ensure that all individuals who work within the board receive information regarding the Borough President's complaint investigation procedures.
5. Direct employees to utilize the Borough President's Equal Employment Opportunity (EEO) Office to file an internal complaint.
6. Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on February 26, 2021, which indicated that the following areas required corrective action: no(s). 3 and 6; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from March 1, 2021 to April 30, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on February 26, 2021, the entity was required to issue a response to the EEPC's Final Determination; Now Therefore,

Be It Resolved, that pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the EEPC approves the issuance of this Final Determination to Chairperson Kyle Athayde to assign compliance-monitoring.

Approved unanimously on April 22, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

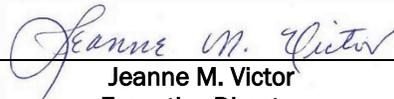
/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,


Jeanne M. Victor
Jeanne M. Victor
Executive Director

**RESOLUTION NO.
2021AP/247-347-(2021)
Manhattan Community Board No. 7
Chairperson Steven M. Brown
Sexual Harassment Prevention and Response Practices
DETERMINATION: FINAL**

S Y N O P S I S

Corrective Action(s):	Total: 7		
Period Audit Covered:	January 1, 2020 to December 31, 2020		
Preliminary Determination Issued:	February 1, 2021	Response Received	February 12, 2021
Final Determination Issued:	February 23, 2021	Response Due	March 25, 2021
Compliance-Monitoring:	Required	March 1, 2021 to April 30, 2021	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Manhattan Community Board No. 7’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Manhattan Community Board No. 7’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated February 1, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Follow, distribute and post the Borough President's policy(ies) against sexual harassment.
3. Ensure that all individuals who work within the board receive training and/or a guide on the prevention of sexual harassment and their related rights and responsibilities.
4. Ensure that all individuals who work within the board receive information regarding the Borough President's complaint investigation procedures.
5. Maintain a summary of annual complaint activity.
6. Direct employees to utilize the Borough President's Equal Employment Opportunity (EEO) Office to file an internal complaint.
7. Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on February 23, 2021, which indicated that the following areas required corrective action: no(s). 6; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from March 1, 2021 to April 30, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on February 23, 2021, the entity was required to issue a response to the EEPC's Final Determination; Now Therefore,

Be It Resolved, that pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the EEPC approves the issuance of this Final Determination to Chairperson Steven M. Brown to assign compliance-monitoring.

**RESOLUTION NO.
2021AP/248-348-(2021)
Manhattan Community Board No. 8
Chairperson Russell Squire
Sexual Harassment Prevention and Response Practices
DETERMINATION: FINAL**

S Y N O P S I S

Corrective Action(s):	Total: 4		
Period Audit Covered:	January 1, 2020 to December 31, 2020		
Preliminary Determination Issued:	February 12, 2021	Response Received	February 26, 2021
Final Determination Issued:	March 30, 2021	Response Due	April 29, 2021
Compliance-Monitoring:	Required	April 1, 2021 to May 31, 2021	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Manhattan Community Board No. 8’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Manhattan Community Board No. 8’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated February 12, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Follow, distribute and post the Borough President's policy(ies) against sexual harassment.
3. Direct employees to utilize the Borough President's Equal Employment Opportunity (EEO) Office to file an internal complaint.
4. Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professionals on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on March 30, 2021, which indicated that the following areas required corrective action: no(s). 4; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from April 1, 2021 to May 31, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on March 30, 2021, the entity was required to issue a response to the EEPC's Final Determination; Now Therefore,

Be It Resolved, that pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the EEPC approves the issuance of this Final Determination to Chairperson Russell Squire to assign compliance-monitoring.

Approved unanimously on April 22, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

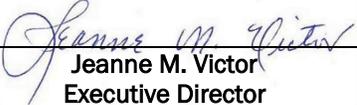
/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,


Jeanne M. Victor
Executive Director

**RESOLUTION NO.
2021AP/248-349-(2021)
Manhattan Community Board No. 9
Chairperson Barry Weinberg
Sexual Harassment Prevention and Response Practices
DETERMINATION: FINAL**

S Y N O P S I S

Corrective Action(s):	Total: 6		
Period Audit Covered:	January 1, 2020 to December 31, 2020		
Preliminary Determination Issued:	February 10, 2021	No Response Received	
Final Determination Issued:	March 5, 2021	Response Due	April 4, 2021
Compliance-Monitoring:	Required	April 1, 2021 to May 31, 2021	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEOC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEOC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEOC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEOC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEOC conducted an audit, review, and evaluation of the Manhattan Community Board No. 9’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Manhattan Community Board No. 9’s Sexual Harassment Prevention and Response Practices, the EEOC issued a Preliminary Determination, dated February 10, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating

commitment to the prevention of sexual harassment.

2. Follow, distribute and post the Borough President's policy(ies) against sexual harassment.
3. Ensure that all individuals who work within the board receive training and/or a guide on the prevention of sexual harassment and their related rights and responsibilities.
4. Ensure that all individuals who work within the board receive information regarding the Borough President's complaint investigation procedures.
5. Direct employees to utilize the Borough President's Equal Employment Opportunity (EEO) Office to file an internal complaint.
6. Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity did not submit a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on March 5, 2021, which indicated that the following areas required corrective action: no(s). 1, 2, 3, 4, 5, and 6; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from April 1, 2021 to May 31, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on March 5, 2021, the entity was required to issue a response to the EEPC's Final Determination; Now Therefore,

Be It Resolved, that pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the EEPC approves the issuance of this Final Determination to Chairperson Barry Weinberg to assign compliance-monitoring.

Approved unanimously on April 22, 2021.

**RESOLUTION NO.
2021AP/247-350-(2021)
Manhattan Community Board No. 10
Chair Cicely Harris
Sexual Harassment Prevention and Response Practices
DETERMINATION: FINAL**

S Y N O P S I S

Corrective Action(s):	Total: 6		
Period Audit Covered:	January 1, 2020 to December 31, 2020		
Preliminary Determination Issued:	February 4, 2021	No Response Received	
Final Determination Issued:	February 23, 2021	Response Due	March 25, 2021
Compliance-Monitoring :	Required	March 1, 2021 to April 30, 2021	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEOC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEOC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEOC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEOC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEOC conducted an audit, review, and evaluation of the Manhattan Community Board No. 10’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Manhattan Community Board No. 10’s Sexual Harassment Prevention and Response Practices, the EEOC issued a Preliminary Determination, dated February 4, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/Post an annual Policy statement or memorandum by the Chairperson reiterating

commitment to the prevention of sexual harassment.

2. Follow, distribute, and post the Borough President's policy(ies) against sexual harassment.
3. Ensure that all individuals who work within the board receive training and/or a guide on the prevention of sexual harassment and their related rights and responsibilities.
4. Ensure that all individuals who work within the board receive information regarding the Borough President's complaint investigation procedures.
5. Direct employees to utilize the Borough President's Equal Employment Opportunity (EEO) Office to file an internal complaint.
6. Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity did not submit a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on February 23, 2021, which indicated that the following areas required corrective action: no(s). 1, 2, 3, 4, 5, and 6; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from March 1, 2021 to April 30, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on February 23, 2021, the entity was required to issue a response to the EEPC's Final Determination; Now Therefore,

Be It Resolved, that pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the EEPC approves the issuance of this Final Determination to Chair Cicely Harris to assign compliance-monitoring.

Approved unanimously on February 25, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

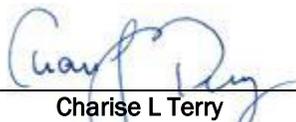
/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,



Charise L Terry
Executive Director

**RESOLUTION NO.
2021AP/247-351-(2021)
Manhattan Community Board No. 11
Chair Nilsa Orama
Sexual Harassment Prevention and Response Practices
DETERMINATION: FINAL**

S Y N O P S I S

Corrective Action(s):	Total: 6		
Period Audit Covered:	January 1, 2020 to December 31, 2020		
Preliminary Determination Issued:	February 9, 2021	No Response Received	
Final Determination Issued:	February 25, 2021	Response Due	March 27, 2021
Compliance-Monitoring:	Required	March 1, 2021 to April 30, 2021	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEOC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEOC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEOC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEOC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEOC conducted an audit, review, and evaluation of the Manhattan Community Board No. 11’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Manhattan Community Board No. 11’s Sexual Harassment Prevention and Response Practices, the EEOC issued a Preliminary Determination, dated February 9, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/Post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Follow, distribute, and post the Borough President's policy(ies) against sexual harassment.
3. Ensure that all individuals who work within the board receive training and/or a guide on the prevention of sexual harassment and their related rights and responsibilities.
4. Ensure that all individuals who work within the board receive information regarding the Borough President's complaint investigation procedures.
5. Direct employees to utilize the Borough President's Equal Employment Opportunity (EEO) Office to file an internal complaint.
6. Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity did not submit a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on February 25, 2021, which indicated that the following areas required corrective action: no(s). 1 - 6; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from March 1, 2021 to April 30, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on February 25, 2021, the entity was required to issue a response to the EEPC's Final Determination; Now Therefore,

Be It Resolved, that pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the EEPC approves the issuance of this Final Determination to Chair Nilsa Orama to assign compliance-monitoring.

Approved unanimously on February 25, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,



Charise L Terry
Executive Director

**RESOLUTION NO.
2021AP/247-352-(2021)
Manhattan Community Board No. 12
Chair Eleazar Bueno
Sexual Harassment Prevention and Response Practices
DETERMINATION: FINAL**

S Y N O P S I S

Corrective Action(s):	Total: 3
Period Audit Covered:	January 1, 2020 to December 31, 2020
Preliminary Determination Issued:	February 5, 2021 No Response Received
Final Determination Issued:	February 23, 2021 Response Due March 25, 2021
Compliance-Monitoring:	Required March 1, 2021 to April 30, 2021

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Manhattan Community Board No. 12’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Manhattan Community Board No. 12’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated February 5, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/Post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Ensure that all individuals who work within the board receive training and/or a guide on the prevention of sexual harassment and their related rights and responsibilities.
3. Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity did not submit a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on February 23, 2021, which indicated that the following areas required corrective action: no(s). 1, 2, and 3; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from March 1, 2021 to April 30, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on February 23, 2021, the entity was required to issue a response to the EEPC's Final Determination; Now Therefore,

Be It Resolved, that pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the EEPC approves the issuance of this Final Determination to Chair Eleazar Bueno to assign compliance-monitoring.

Approved unanimously on February 25, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,



Charise L Terry
Executive Director

**RESOLUTION NO.
2021AP/247-431-(2021)
Queens Community Board No. 1
Chairperson Marie Torniali
Sexual Harassment Prevention and Response Practices
DETERMINATION: FINAL**

S Y N O P S I S

Corrective Action(s):	Total: 5		
Period Audit Covered:	January 1, 2020 to December 31, 2020		
Preliminary Determination Issued:	February 8, 2021	Response Received	February 9, 2021
Final Determination Issued:	February 25, 2021	Response Due	March 27, 2021
Compliance-Monitoring:	Required	March 1, 2021 to April 30, 2021	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Office of the Queens Community Board No. 1’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Office of the Queens Community Board No. 1’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated February 8, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Follow, distribute and post the Borough Presidents' policy(ies) against sexual harassment.
3. Ensure that all individuals who work within the board receive information regarding the Borough President's complaint investigation procedures.
4. Direct employees to utilize the Borough President's Equal Employment Opportunity (EEO) Office to file an internal complaint.
5. Community Board Chairpersons, or their designees, must consult and cooperate with Borough President's principal EEO Professional on prevention, investigation and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on February 25, 2021, which indicated that the following areas required corrective action: no(s). 1, 2, 3, 4 and 5.

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from March 1, 2021 to April 30, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on February 25, 2021, the entity was required to issue a response to the EEPC's Final Determination; Now Therefore,

Be It Resolved, that pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the EEPC approves the issuance of this Final Determination to Chairperson Marie Torniali to assign compliance-monitoring.

Approved unanimously on February 25, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,


Charise L Terry
Executive Director

**RESOLUTION NO.
2021AP/248-432-(2021)
Queens Community Board No. 2
Chairperson Lisa Deller
Sexual Harassment Prevention and Response Practices
DETERMINATION: FINAL**

S Y N O P S I S

Corrective Action(s):	Total: 2		
Period Audit Covered:	January 1, 2020 to December 31, 2020		
Preliminary Determination Issued:	February 5, 2021	Response Received	February 18, 2021
Final Determination Issued:	February 26, 2021	Response Due	March 28, 2021
Compliance-Monitoring:	Required	March 1, 2021 to April 30, 2021	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Office of the Queens Community Board No. 2’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Office of the Queens Community Board No. 2’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated February 5, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Follow, distribute and post the Borough Presidents' policy(ies) against sexual harassment.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on February 26, 2021, which indicated that the following areas required corrective action: no(s). 1 and 2.

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from March 1, 2021 to April 30, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on February 26, 2021, the entity was required to issue a response to the EEPC's Final Determination; Now Therefore,

Be It Resolved, that pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the EEPC approves the issuance of this Final Determination to Chairperson Lisa Deller to assign compliance-monitoring.

Approved unanimously on April 22, 2021.

/s/ Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

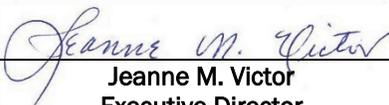
/s/ Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/ Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,



Jeanne M. Victor
Executive Director

**RESOLUTION NO.
2021AP/248-433-(2021)
Queens Community Board No. 3
Chairperson Renetta English
Sexual Harassment Prevention and Response Practices
DETERMINATION: FINAL**

S Y N O P S I S

Corrective Action(s):	Total: 4		
Period Audit Covered:	January 1, 2020 to December 31, 2020		
Preliminary Determination Issued:	February 12, 2021	No Response Received	
Final Determination Issued:	March 8, 2021	Response Due	April 7, 2021
Compliance-Monitoring:	Required	April 1, 2021 to May 31, 2021	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Office of the Queens Community Board No. 3’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Office of the Queens Community Board No. 3’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated February 12, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Follow, distribute and post the Borough Presidents' policy(ies) against sexual harassment.
3. Ensure that all individuals who work within the board receive training and/or a guide on the prevention of sexual harassment and their related rights and responsibilities.
4. Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity did not submit a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on March 8, 2021, which indicated that the following areas required corrective action: no(s). 1, 2, 3 and 4.

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from April 1, 2021 to May 31, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on March 8, 2021, the entity was required to issue a response to the EEPC's Final Determination; Now Therefore,

Be It Resolved, that pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the EEPC approves the issuance of this Final Determination to Chairperson Renetta English to assign compliance-monitoring.

Approved unanimously on April 22, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

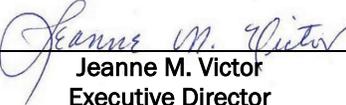
/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,


Jeanne M. Victor
Jeanne M. Victor
Executive Director

**RESOLUTION NO.
2021AP/248-434-(2021)
Queens Community Board No. 4
Chairperson Marialena Giampino
Sexual Harassment Prevention and Response Practices
DETERMINATION: FINAL**

S Y N O P S I S

Corrective Action(s):	Total: 6		
Period Audit Covered:	January 1, 2020 to December 31, 2020		
Preliminary Determination Issued:	February 9, 2021	Response Received	February 23, 2021
Final Determination Issued:	February 26, 2021	Response Due	March 28, 2021
Compliance-Monitoring:	Required	March 1, 2021 to April 30, 2021	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Queens Community Board No. 4’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Queens Community Board No. 4’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated February 9, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Follow, distribute and post the Borough Presidents' policy(ies) against sexual harassment.
3. Ensure that all individuals who work within the board receive training and/or a guide on the prevention of sexual harassment and their related rights and responsibilities.
4. Ensure that all individuals who work within the board receive information regarding the Borough President's complaint investigation procedures.
5. Direct employees to utilize the Borough President's Equal Employment Opportunity (EEO) Office to file an internal complaint.
6. Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on February 26, 2021, which indicated that the following areas required corrective action: no(s). 1 and 6.

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from March 1, 2021 to April 30, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on February 26, 2021, the entity was required to issue a response to the EEPC's Final Determination; Now Therefore,

Be It Resolved, that pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the EEPC approves the issuance of this Final Determination to Chairperson Marialena Giampino to assign compliance-monitoring.

Approved unanimously on April 22, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

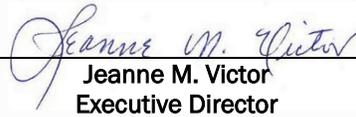
/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,


Jeanne M. Victor
Executive Director

**RESOLUTION NO.
2021AP/248-435-(2021)
Queens Community Board No. 5
Chairperson Vincent Arcuri
Sexual Harassment Prevention and Response Practices
DETERMINATION: FINAL**

S Y N O P S I S

Corrective Action(s):	Total: 1		
Period Audit Covered:	January 1, 2020 to December 31, 2020		
Preliminary Determination Issued:	February 12, 2021	Response Received	February 24, 2021
Final Determination Issued:	March 5, 2021	Response Due	April 4, 2021
Compliance-Monitoring:	Required	April 1, 2021 to May 31, 2021	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Queens Community Board No. 5’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Queens Community Board No. 5’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated February 12, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on March 5, 2021, which indicated that the following areas required corrective action: no(s). 1.

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from April 1, 2021 to May 31, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on March 5, 2021, the entity was required to issue a response to the EEPC's Final Determination; Now Therefore,

Be It Resolved, that pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the EEPC approves the issuance of this Final Determination to Chairperson Vincent Arcuri to assign compliance-monitoring.

Approved unanimously on April 22, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

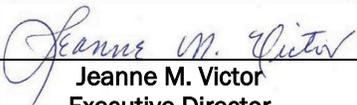
/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,



Jeanne M. Victor
Executive Director

**RESOLUTION NO.
2021AP/248-436-(2021)
Queens Community Board No. 6
Chairperson Alexa Weitzman
Sexual Harassment Prevention and Response Practices
DETERMINATION: FINAL**

S Y N O P S I S

Corrective Action(s):	Total: 5
Period Audit Covered:	January 1, 2020 to December 31, 2020
Preliminary Determination Issued:	February 12, 2021 No Response Received
Final Determination Issued:	March 15, 2021 Response Due April 14, 2021
Compliance-Monitoring:	Required April 1, 2021 to May 31, 2021

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Queens Community Board No. 6’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Queens Community Board No. 6’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated February 12, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Follow, distribute and post the Borough Presidents' policy(ies) against sexual harassment.
3. Ensure that all individuals who work within the board receive information regarding the Borough President's complaint investigation procedures.
4. Direct employees to utilize the Borough President's Equal Employment Opportunity (EEO) Office to file an internal complaint.
5. Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity did not submit a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on March 15, 2021, which indicated that the following areas required corrective action: no(s). 1, 2, 3, 4 and 5.

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from April 1, 2021 to May 31, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on March 15, 2021, the entity was required to issue a response to the EEPC's Final Determination; Now Therefore,

Be It Resolved, that pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the EEPC approves the issuance of this Final Determination to Chairperson Alexa Weitzman to assign compliance-monitoring.

Approved unanimously on April 22, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

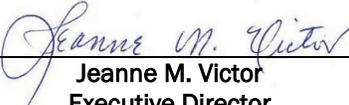
/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,


Jeanne M. Victor
Executive Director

**RESOLUTION NO.
2021AP/247-437-(2021)
Queens Community Board No. 7
Chairperson Eugene T. Kelty
Sexual Harassment Prevention and Response Practices
DETERMINATION: FINAL**

S Y N O P S I S

Corrective Action(s):	Total: 7
Period Audit Covered:	January 1, 2020 to December 31, 2020
Preliminary Determination Issued:	February 4, 2021 No Response Received
Final Determination Issued:	February 23, 2021 Response Due March 25, 2021
Compliance-Monitoring:	Required March 1, 2021 to April 30, 2021

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Office of the Queens Community Board No. 7’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Office of the Queens Community Board No. 7’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated February 4, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Follow, distribute and post the Borough Presidents' policy(ies) against sexual harassment.
3. Ensure that all individuals who work within the board receive training and/or a guide on the prevention of sexual harassment and their related rights and responsibilities.
4. Ensure that all individuals who work within the board receive information regarding the Borough President's complaint investigation procedures.
5. Maintain a summary of annual complaint activity.
6. Direct employees to utilize the Borough President's Equal Employment Opportunity (EEO) Office to file an internal complaint.
7. Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity did not submit a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on February 23, 2021, which indicated that the following areas required corrective action: no(s). 1, 2, 3, 4, 5, 6 and 7.

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from March 1, 2021 to April 30, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on February 23, 2021, the entity was required to issue a response to the EEPC's Final Determination; Now Therefore,

Be It Resolved, that pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the EEPC approves the issuance of this Final Determination to Chairperson Eugene T. Kelly to assign compliance-monitoring.

Approved unanimously on February 25, 2021.

**RESOLUTION NO.
2021AP/247-438-(2021)
Queens Community Board No. 8
Chairperson Martha Taylor
Sexual Harassment Prevention and Response Practices
DETERMINATION: FINAL**

S Y N O P S I S

Corrective Action(s):	Total: 3		
Period Audit Covered:	January 1, 2020 to December 31, 2020		
Preliminary Determination Issued:	January 28, 2021	Response Received	February 11, 2021
Final Determination Issued:	February 18, 2021	Response Due	March 22, 2021
Compliance-Monitoring:	Required	March 1, 2021 to April 30, 2021	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEOC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEOC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEOC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEOC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEOC conducted an audit, review, and evaluation of the Queens Community Board No. 8’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Queens Community Board No. 8’s Sexual Harassment Prevention and Response Practices, the EEOC issued a Preliminary Determination, dated January 28, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Follow, distribute and post the Borough President's policy(ies) against sexual harassment.
3. Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on February 18, 2021, which indicated that no areas required corrective action; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from March 1, 2021 to April 30, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on February 18, 2021, the entity was required to issue a response to the EEPC's Final Determination; Now Therefore,

Be It Resolved, that pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the EEPC approves the issuance of this Final Determination to Chairperson Martha Taylor to assign compliance-monitoring.

Approved unanimously on February 25, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,


Charise L Terry
Executive Director

**RESOLUTION NO.
2021AP/247-439-(2021)
Queens Community Board No. 9
Chairperson Kenichi Wilson
Sexual Harassment Prevention and Response Practices
DETERMINATION: FINAL**

S Y N O P S I S

Corrective Action(s):	Total: 5		
Period Audit Covered:	January 1, 2020 to December 31, 2020		
Preliminary Determination Issued:	January 29, 2021	Response Received	February 12, 2021
Final Determination Issued:	February 23, 2021	Response Due	March 25, 2021
Compliance-Monitoring:	Required	March 1, 2021 to April 30, 2021	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Queens Community Board No. 9’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Queens Community Board No. 9’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated January 29, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Follow, distribute and post the Borough President's policy(ies) against sexual harassment.
3. Ensure that all individuals who work within the board receive information regarding the Borough President's complaint investigation procedures.
4. Direct employees to utilize the Borough President's Equal Employment Opportunity (EEO) Office to file an internal complaint.
5. Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on February 23, 2021, which indicated that the following areas required corrective action: no(s). 1, 2, 3, 4, and 5; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from March 1, 2021 to April 30, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on February 23, 2021, the entity was required to issue a response to the EEPC's Final Determination; Now Therefore,

Be It Resolved, that pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the EEPC approves the issuance of this Final Determination to Chairperson Kenichi Wilson to assign compliance-monitoring.

Approved unanimously on February 25, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

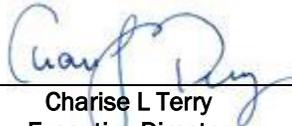
/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,



Charise L Terry
Executive Director

**RESOLUTION NO.
2021AP/248-440-(2021)
Queens Community Board No. 10
Chairperson Betty Braton
Sexual Harassment Prevention and Response Practices
DETERMINATION: FINAL**

S Y N O P S I S

Corrective Action(s):	Total: 3		
Period Audit Covered:	January 1, 2020 to December 31, 2020		
Preliminary Determination			
Issued:	February 22, 2021	Response Received	March 4, 2021
Final Determination Issued:	March 8, 2021	Response Due	April 7, 2021
Compliance-Monitoring:	Required	April 1, 2021 to May 31, 2021	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEOC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEOC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEOC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEOC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEOC conducted an audit, review, and evaluation of the Queens Community Board No. 10’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Queens Community Board No. 10’s Sexual Harassment Prevention and Response Practices, the EEOC issued a Preliminary Determination, dated February 22, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Follow, distribute and post the Borough President's policy(ies) against sexual harassment.
3. Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on March 8, 2021, which indicated that no areas required corrective action; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from April 1, 2021 to May 31, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on March 8, 2021, the entity was required to issue a response to the EEPC's Final Determination; Now Therefore,

Be It Resolved, that pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the EEPC approves the issuance of this Final Determination to Chairperson Betty Braton to assign compliance-monitoring.

Approved unanimously on April 22, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

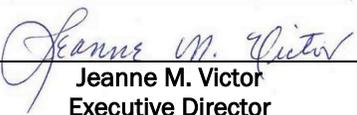
/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,



Jeanne M. Victor
Executive Director

**RESOLUTION NO.
2021AP/248-441-(2021)
Queens Community Board No. 11
Chairperson Michael Budabin
Sexual Harassment Prevention and Response Practices
DETERMINATION: FINAL**

S Y N O P S I S

Corrective Action(s):	Total: 5		
Period Audit Covered:	January 1, 2020 to December 31, 2020		
Preliminary Determination			
	Issued:	February 23, 2021	No Response Received
Final Determination Issued:	March 15, 2021	Response Due	April 14, 2021
Compliance-Monitoring:	Required	April 1, 2021 to May 31, 2021	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEOC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEOC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEOC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEOC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEOC conducted an audit, review, and evaluation of the Queens Community Board No. 11’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Queens Community Board No. 11’s Sexual Harassment Prevention and Response Practices, the EEOC issued a Preliminary Determination, dated February 23, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Follow, distribute and post the Borough President's policy(ies) against sexual harassment.
3. Ensure that all individuals who work within the board receive information regarding the Borough President's complaint investigation procedures.
4. Direct employees to utilize the Borough President's Equal Employment Opportunity (EEO) Office to file an internal complaint.
5. Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity did not submit a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on March 15, 2021, which indicated that the following areas required corrective action: no(s). 1, 2, 3, 4, and 5; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from April 1, 2021 to May 31, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on March 15, 2021, the entity was required to issue a response to the EEPC's Final Determination; Now Therefore,

Be It Resolved, that pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the EEPC approves the issuance of this Final Determination to Chairperson Michael Budabin to assign compliance-monitoring.

Approved unanimously on April 22, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

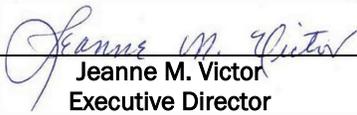
/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,



Jeanne M. Victor
Executive Director

**RESOLUTION NO.
2021AP/248-442-(2021)
Queens Community Board No. 12
Chairperson Carlene Thorbs
Sexual Harassment Prevention and Response Practices
DETERMINATION: FINAL**

S Y N O P S I S

Corrective Action(s):	Total: 5		
Period Audit Covered:	January 1, 2020 to December 31, 2020		
Preliminary Determination Issued:	February 11, 2021	Response Received	February 25, 2021
Final Determination Issued:	March 5, 2021	Response Due	April 4, 2021
Compliance-Monitoring:	Required	April 1, 2021 to May 31, 2021	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEOC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEOC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEOC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEOC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEOC conducted an audit, review, and evaluation of the Queens Community Board No. 12’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Queens Community Board No. 12’s Sexual Harassment Prevention and Response Practices, the EEOC issued a Preliminary Determination, dated February 11, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Follow, distribute and post the Borough President's policy(ies) against sexual harassment.
3. Ensure that all individuals who work within the board receive training and/or a guide on the prevention of sexual harassment and their related rights and responsibilities.
4. Maintain a summary of annual complaint activity.
5. Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on March 5, 2021, which indicated that the following areas required corrective action: no(s). 1, 3, and 5; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from April 1, 2021 to May 31, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on March 5, 2021, the entity was required to issue a response to the EEPC's Final Determination; Now Therefore,

Be It Resolved, that pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the EEPC approves the issuance of this Final Determination to Chairperson Carlene Thorbs to assign compliance-monitoring.

Approved unanimously on April 22, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

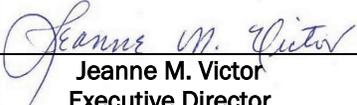
/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,



Jeanne M. Victor
Executive Director

**RESOLUTION NO.
2021AP/248-443-(2021)
Queens Community Board No. 13
Chairperson Bryan Block
Sexual Harassment Prevention and Response Practices
DETERMINATION: FINAL**

S Y N O P S I S

Corrective Action(s):	Total: 6		
Period Audit Covered:	January 1, 2020 to December 31, 2020		
Preliminary Determination Issued:	February 11, 2021	Response Received	February 25, 2021
Final Determination Issued:	March 8, 2021	Response Due	April 7, 2021
Compliance-Monitoring:	Required	April 1, 2021 to May 31, 2021	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Queens Community Board No. 13’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Queens Community Board No. 13’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated February 11, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Follow, distribute and post the Borough President's policy(ies) against sexual harassment.
3. Ensure that all individuals who work within the board receive information regarding the Borough President's complaint investigation procedures.
4. Maintain a summary of annual complaint activity.
5. Direct employees to utilize the Borough President's Equal Employment Opportunity (EEO) Office to file an internal complaint.
6. Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on March 8, 2021, which indicated that the following areas required corrective action: no(s). 1, 2, 3, 5, and 6; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from April 1, 2021 to May 31, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on March 8, 2021, the entity was required to issue a response to the EEPC's Final Determination; Now Therefore,

Be It Resolved, that pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the EEPC approves the issuance of this Final Determination to Chairperson Bryan Block to assign compliance-monitoring.

Approved unanimously on April 22, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

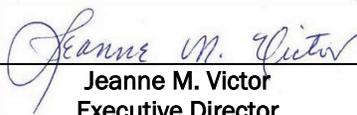
/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,



Jeanne M. Victor
Executive Director

**RESOLUTION NO.
2021AP/248-444-(2021)
Queens Community Board No. 14
Chairperson Dolores Orr
Sexual Harassment Prevention and Response Practices
DETERMINATION: FINAL**

S Y N O P S I S

Corrective Action(s):	Total: 7		
Period Audit Covered:	January 1, 2020 to December 31, 2020		
Preliminary Determination Issued:	February 12, 2021	Response Received	February 25, 2021
Final Determination Issued:	March 8, 2021	Response Due	April 7, 2021
Compliance-Monitoring:	Required	April 1, 2021 to May 31, 2021	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEOC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEOC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEOC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEOC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEOC conducted an audit, review, and evaluation of the Queens Community Board No. 14’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Queens Community Board No. 14’s Sexual Harassment Prevention and Response Practices, the EEOC issued a Preliminary Determination, dated February 12, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Follow, distribute and post the Borough President's policy(ies) against sexual harassment.
3. Ensure that all individuals who work within the board receive training and/or a guide on the prevention of sexual harassment and their related rights and responsibilities.
4. Ensure that all individuals who work within the board receive information regarding the Borough President's complaint investigation procedures.
5. Maintain a summary of annual complaint activity.
6. Direct employees to utilize the Borough President's Equal Employment Opportunity (EEO) Office to file an internal complaint
7. Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on March 8, 2021, which indicated that the following areas required corrective action: no(s). 1; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from April 1, 2021 to May 31, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on March 8, 2021, the entity was required to issue a response to the EEPC's Final Determination; Now Therefore,

Be It Resolved, that pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the EEPC approves the issuance of this Final Determination to Chairperson Dolores Orr to assign compliance-monitoring.

Approved unanimously on April 22, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

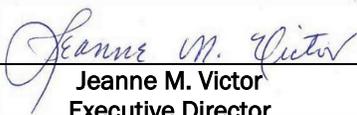
/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,



Jeanne M. Victor
Executive Director



**RESOLUTION NO.
2021AP/250-102-(2021)
New York City Council
Speaker Corey Johnson
Sexual Harassment Prevention and Response Practices
DETERMINATION: FINAL**

SYNOPSIS

Corrective Action(s):	Total: 21		
Period Audit Covered:	March 5, 2020 to December 31, 2020		
Preliminary Determination Issued:	June 7, 2021	No Response Received	
Final Determination Issued:	June 24, 2021	Response Due	July 24, 2021
Compliance-Monitoring:	Required	July 1, 2021 to December 31, 2021	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the New York City Council’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the New York City Council’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated June 7, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/Post a paper or electronic copy of the Equal Employment Opportunity Policy, Standards and Procedures to Be Utilized by City Agencies – or an agency Policy that conforms to city, state and federal laws against sexual harassment– for use by managers, supervisors, and legal, human resources and EEO professionals. Include, or attach as addenda: uniform and responsive procedures for investigating discrimination/sexual harassment complaints, and current contact information for the agency's EEO professionals as well as federal, state and local agencies that enforce laws against discrimination/sexual harassment.
2. Establish and implement a training plan for new and existing employees to ensure that all individuals who work within the agency, including managers and supervisors, receive training on the prevention of sexual harassment as well as discrimination complaint and investigation procedures.
3. Provide the option to file a complaint anonymously.
4. Serve the respondent with a notice of the complaint that includes the respondent's right to respond to the allegations and right to be accompanied by a representative of his/her choice. Maintain in the complaint file documentation regarding the service of notice on the respondent.
5. Issue/maintain written confirmation when an internal complaint/mediation is terminated, withdrawn or resolved by agreement of the parties or EEO Office.
6. Take thorough notes, of words spoken and facts provided, during each interview. Include these notes in each complaint file.
7. Issue a conclusive report within 90 days of the date the complaint was filed. Commence an investigation immediately if allegations raised sufficiently warrant an investigation.
8. In rare circumstances where a complaint investigation cannot commence immediately, or where a conclusive report cannot be issued within 90 days, specify in the complaint file the reason for the delay and project a time frame for completion of the report. Notify the complainant and respondent of the delay.
9. Generate at the end of each complaint investigation, a conclusive confidential report which includes a summary of the allegations and responses, a summary of the procedural history of the investigation, a statement of the relevant facts gathered, a determination, a recommendation and documentation of the Agency Head's Review.
10. Maintain complaint files in a secure area and ensure that they can be located and reviewed by the agency head, agency general counsel, and other appropriate staff identified by the agency head.
11. Establish and implement a policy whereby the agency head (or an approved direct report other than the General Counsel) reviews the principal investigator's conclusive report; issues a written/electronic determination adopting, rejecting, or modifying the recommended action; and signs each determination, via writing or electronically, to indicate it has been reviewed and adopted.

12. Inform each complainant and respondent of the conclusion and outcome of their complaint investigation in writing as part of the agency's complaint procedure.
13. Ensure each internal discrimination complaint file contains a written determination of its outcome and corrective action(s) taken as a result.
14. Notify the complainant and respondent in writing when the investigation by the EEO professional has been transferred because of the filing of an external complaint.
15. Ensure that the General Counsel assists the agency head in identifying and determining appropriate responses to sexual harassment; works with the principal EEO Professional in the implementation of the City's policies and procedures pertaining to sexual harassment; informs the principal EEO Professional when external complaints or litigation involving sexual harassment is brought against the agency; is available to consult on internal sexual harassment complaint investigations; and is responsible for the investigation of, and response to, external sexual harassment complaints.
16. Ensure that the principal EEO Professional, HR Professional, and General Counsel, review the number of sexual harassment complaints, and the agency's employment practices, policies and programs on an annual basis to identify whether there are barriers to employment opportunities that may be related to sexual harassment and determine what, if any, actions are required to correct deficiencies.
17. Assign the principal EEO Professional (or EEO-related designee) the responsibility to supervise the activities of EEO professionals, and ensure that: the policies against sexual harassment and complaint procedures are distributed/posted at all agency locations; employees/managers receive sexual harassment prevention training; EEO-related policies are made available in alternative formats (i.e., large print, audio recording and/or Braille) upon request; managers, supervisors and human resource professionals receive guidance on issues pertaining to sexual harassment; and allegations of sexual harassment are promptly investigated.
18. Maintain documentation regarding directives or decisions between the agency head (or a direct report other than the General Counsel) and the principal EEO Professional that impact the administration and operation of programs, policies or procedures concerning sexual harassment.
19. Ensure that managers and supervisors are held accountable for enforcing the agency's sexual harassment prevention policies and complaint procedures. Document this expectation and its implementation.
20. Ensure the managerial performance evaluation form contains a rating for EEO (which covers responsibilities and processes for assuring their ability to make employment decisions based on merit and equal consideration, or treat others in an equitable and impartial manner).
21. Submit to the EEPC an Annual Plan of measures and programs to provide equal employment opportunity, and quarterly reports on efforts to implement the Plan within 30 days following each quarter. Include a breakout of sexual harassment complaint activity in each quarterly report.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity did not submit a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on June 24, 2021, which indicated that the following areas required corrective action: no(s). 1, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, and 21; and

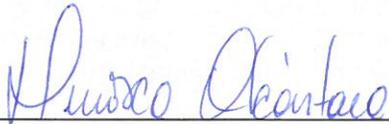
Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from July 1, 2021 to December 31, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on June 24, 2021, the entity was required to issue a response to the EEPC's Final Determination; Now Therefore,

Be It Resolved, that pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the EEPC approves the issuance of this Final Determination to Speaker Corey Johnson to assign compliance-monitoring.

Approved unanimously on July 22, 2021.



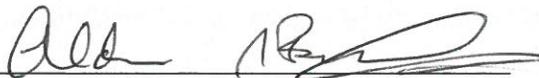
Minosca Alcantara
Commissioner/Mayoral Appointee



Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee



Aldrin Rafael Bonilla
Chair/Commissioner/Joint Appointee



**RESOLUTION NO.
2021AP/250-056-(2021)
New York City Police Department
Commissioner Dermot Shea
Sexual Harassment Prevention and Response Practices
DETERMINATION: FINAL**

S Y N O P S I S

Corrective Action(s):	Total: 8		
Period Audit Covered:	January 1, 2019 to December 31, 2020		
Preliminary Determination Issued:	June 7, 2021	Response Received	June 21, 2021
Final Determination Issued:	June 30, 2021	Response Due	July 30, 2021
Compliance-Monitoring:	Required	July 1, 2021 to December 31, 2021	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the New York City Police Department’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the New York City Police Department’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated June 7, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/Post a paper or electronic copy of the Equal Employment Opportunity Policy, Standards and Procedures to Be Utilized by City Agencies – or an agency Policy that conforms to city, state and federal laws against sexual harassment– for use by managers, supervisors, and legal, human resources and EEO professionals. Include, or attach as addenda: uniform and responsive procedures for investigating discrimination/sexual harassment complaints, and current contact information for the agency's EEO professionals as well as federal, state and local agencies that enforce laws against discrimination/sexual harassment.
2. Serve the respondent with a notice of the complaint that includes the respondent's right to respond to the allegations and right to be accompanied by a representative of his/her choice. Maintain in the complaint file documentation regarding the service of notice on the respondent.
3. Inform each complainant and respondent of the conclusion and outcome of their complaint investigation in writing as part of the agency's complaint procedure.
4. Ensure that the General Counsel assists the agency head in identifying and determining appropriate responses to sexual harassment; works with the principal EEO Professional in the implementation of the City's policies and procedures pertaining to sexual harassment; informs the principal EEO Professional when external complaints or litigation involving sexual harassment is brought against the agency; is available to consult on internal sexual harassment complaint investigations; and is responsible for the investigation of, and response to, external sexual harassment complaints.
5. Where the agency's organizational structure necessitates multiple EEO professionals, select such individuals from different office locations and, where possible, from a variety of levels within the organizational structure. Appoint EEO professionals who are trained in EEO laws and procedures, and their responsibilities under the EEO Policy.
6. Maintain documentation regarding directives or decisions between the agency head (or a direct report other than the General Counsel) and the principal EEO Professional that impact the administration and operation of programs, policies or procedures concerning sexual harassment.
7. Ensure the managerial performance evaluation form contains a rating for EEO (which covers responsibilities and processes for assuring their ability to make employment decisions based on merit and equal consideration, or treat others in an equitable and impartial manner).
8. Submit to the EEPC an Annual Plan of measures and programs to provide equal employment opportunity, and quarterly reports on efforts to implement the Plan within 30 days following each quarter. Include a breakout of sexual harassment complaint activity in each quarterly report.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the

EEPC issued a Final Determination on June 30, 2021, which indicated that the following areas required corrective action: no(s). 1; and

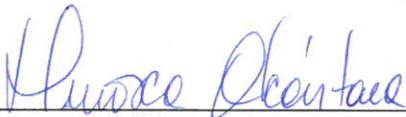
Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from July 1, 2021 to December 31, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

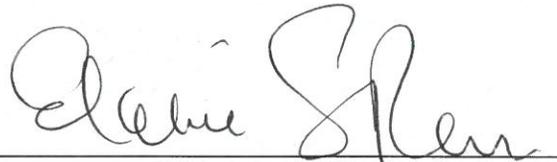
Whereas, in accordance with Charter Chapter 36, Section 832(c), on June 30, 2021, the entity was required to issue a response to the EEPC's Final Determination; Now Therefore,

Be It Resolved, that pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the EEPC approves the issuance of this Final Determination to Commissioner Dermot Shea to assign compliance-monitoring.

Approved unanimously on July 22, 2021.



Minosca Alcantara
Commissioner/Mayoral Appointee



Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee



Aldrin Rafael Bonilla
Chair/Commissioner/Joint Appointee

**RESOLUTION NO.
2021AP/249-904-(2021)
Office of the Queens County District Attorney
District Attorney Melinda Katz
Sexual Harassment Prevention and Response Practices
DETERMINATION: FINAL**

S Y N O P S I S

Corrective Action(s):	Total: 14		
Period Audit Covered:	January 1, 2019 to December 31, 2020		
Preliminary Determination Issued:	April 16, 2021	No Response Received	
Final Determination Issued:	May 12, 2021	Response Due	June 11, 2021
Compliance-Monitoring:	Required	June 1, 2021 to November 30, 2021	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEOC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEOC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEOC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEOC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEOC conducted an audit, review, and evaluation of the Office of the Queens County District Attorney’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Office of the Queens County District Attorney’s Sexual Harassment Prevention and Response Practices, the EEOC issued a Preliminary Determination, dated April 16, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Issue a Policy Statement or memorandum reiterating commitment to the prevention of sexual harassment annually.
2. Distribute/Post a paper or electronic copy of the Equal Employment Opportunity Policy, Standards and Procedures to Be Utilized by City Agencies – or an agency Policy that conforms to city, state and federal laws against sexual harassment– for use by managers, supervisors, and legal, human resources and EEO professionals. Include, or attach as addenda: uniform and responsive procedures for investigating discrimination/sexual harassment complaints, and current contact information for the agency’s EEO professionals as well as federal, state and local agencies that enforce laws against discrimination/sexual harassment.
3. Establish and implement a training plan for new and existing employees to ensure that all individuals who work within the agency, including managers and supervisors, receive training on the prevention of sexual harassment as well as discrimination complaint and investigation procedures.
4. Establish and utilize a complaint tracking and monitoring system that permits the agency to identify the location, status, and length of time elapsed in the complaint investigation process, the issues and the bases of the complaints, the aggrieved individuals, and other information necessary to analyze complaint activity to identify trends.
5. Ensure that the General Counsel assists the agency head in identifying and determining appropriate responses to sexual harassment; works with the principal EEO Professional in the implementation of the City’s policies and procedures pertaining to sexual harassment; informs the principal EEO Professional when external complaints or litigation involving sexual harassment is brought against the agency; is available to consult on internal sexual harassment complaint investigations; and is responsible for the investigation of, and response to, external sexual harassment complaints.
6. Ensure that the principal EEO Professional, HR Professional, and General Counsel, review the number of sexual harassment complaints, and the agency’s employment practices, policies and programs on an annual basis to identify whether there are barriers to employment opportunities that may be related to sexual harassment and determine what, if any, actions are required to correct deficiencies.
7. Appoint a principal EEO Professional to implement EEO policies and standards within the agency. Ensure the principal EEO Professional is trained regarding city, state, federal EEO laws; the requirements of the agency’s EEO policies, standards and procedures; and the prevention, investigation, and resolution of discrimination and sexual harassment complaints.
8. Where the agency’s organizational structure necessitates multiple EEO professionals, select such individuals from different office locations and, where possible, from a variety of levels within the organizational structure. Appoint EEO professionals who are trained in EEO laws and procedures, and their responsibilities under the EEO Policy.
9. Ensure that the principal EEO Professional works cooperatively and closely with the General Counsel in the implementation of policies and procedures concerning EEO and sexual harassment.

10. Assign the principal EEO Professional (or EEO-related designee) the responsibility to supervise the activities of EEO professionals, and ensure that: the policies against sexual harassment and complaint procedures are distributed/posted at all agency locations; employees/managers receive sexual harassment prevention training; EEO-related policies are made available in alternative formats (i.e., large print, audio recording and/or Braille) upon request; managers, supervisors and human resource professionals receive guidance on issues pertaining to sexual harassment; and allegations of sexual harassment are promptly investigated.
11. Maintain documentation regarding directives or decisions between the agency head (or a direct report other than the General Counsel) and the principal EEO Professional that impact the administration and operation of programs, policies or procedures concerning sexual harassment.
12. Ensure that managers and supervisors are held accountable for enforcing the agency's sexual harassment prevention policies and complaint procedures. Document this expectation and its implementation.
13. Ensure the managerial performance evaluation form contains a rating for EEO (which covers responsibilities and processes for assuring their ability to make employment decisions based on merit and equal consideration, or treat others in an equitable and impartial manner).
14. Submit to the EEPC an Annual Plan of measures and programs to provide equal employment opportunity, and quarterly reports on efforts to implement the Plan within 30 days following each quarter. Include a breakout of sexual harassment complaint activity in each quarterly report.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity did not submit a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on May 12, 2021, which indicated that the following areas required corrective action: no(s). 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, and 14; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from June 1, 2021 to November 30, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on May 12, 2021, the entity was required to issue a response to the EEPC's Final Determination; Now Therefore,

Be It Resolved, that pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for

minority group members and women, the EEPC approves the issuance of this Final Determination to District Attorney Melinda Katz to assign compliance-monitoring.

Approved unanimously on June 10, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

/s/Aldrin Rafael Bonilla
Aldrin Rafael Bonilla
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,

Jeanne M. Victor
Jeanne M. Victor
Executive Director

**RESOLUTION NO.
2021AP/249-945-(2021)
Office of the Richmond County Public Administrator
Public Administrator Edwina Frances Martin
Sexual Harassment Prevention and Response Practices
DETERMINATION: FINAL**

S Y N O P S I S

Corrective Action(s):	Total: 5		
Period Audit Covered:	January 1, 2019 to December 31, 2020		
Preliminary Determination Issued:	May 12, 2021	Response Received	May 27, 2021
Final Determination Issued:	June 8, 2021	Response Due	July 8, 2021
Compliance-Monitoring:	Required	July 1, 2021 to December 31, 2021	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEOC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEOC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEOC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEOC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEOC conducted an audit, review, and evaluation of the Office of the Richmond County Public Administrator’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Office of the Richmond County Public Administrator’s Sexual Harassment Prevention and Response Practices, the EEOC issued a Preliminary Determination, dated May 12, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/Post a paper or electronic copy of the Equal Employment Opportunity Policy, Standards and Procedures to Be Utilized by City Agencies – or an agency Policy that conforms to city, state and federal laws against sexual harassment– for use by managers, supervisors, and legal, human resources and EEO professionals. Include, or attach as addenda: uniform and responsive procedures for investigating discrimination/sexual harassment complaints, and current contact information for the agency’s EEO professionals as well as federal, state and local agencies that enforce laws against discrimination/sexual harassment.
2. Establish and implement a training plan for new and existing employees to ensure that all individuals who work within the agency, including managers and supervisors, receive training on the prevention of sexual harassment as well as discrimination complaint and investigation procedures.
3. Ensure that the General Counsel assists the agency head in identifying and determining appropriate responses to sexual harassment; works with the principal EEO Professional in the implementation of the City’s policies and procedures pertaining to sexual harassment; informs the principal EEO Professional when external complaints or litigation involving sexual harassment is brought against the agency; is available to consult on internal sexual harassment complaint investigations; and is responsible for the investigation of, and response to, external sexual harassment complaints.
4. Ensure that the General Counsel assists the agency head in identifying and determining appropriate responses to sexual harassment; works with the principal EEO Professional in the implementation of the City’s policies and procedures pertaining to sexual harassment; informs the principal EEO Professional when external complaints or litigation involving sexual harassment is brought against the agency; is available to consult on internal sexual harassment complaint investigations; and is responsible for the investigation of, and response to, external sexual harassment complaints.
5. Submit to the EEPC an Annual Plan of measures and programs to provide equal employment opportunity, and quarterly reports on efforts to implement the Plan within 30 days following each quarter. Include a breakout of sexual harassment complaint activity in each quarterly report.

Whereas, within a two-week deadline following the EEPC’s Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on June 8, 2021, which indicated that the following areas required corrective action: no(s). 2, 3, 4 and 5; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from July 1, 2021 to December 31, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on June 8, 2021, the entity was required to issue a response to the EEPC's Final Determination; Now Therefore,

Be It Resolved, that pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the EEPC approves the issuance of this Final Determination to Public Administrator Edwina Frances Martin to assign compliance-monitoring.

Approved unanimously on June 10, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

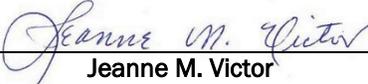
/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

/s/Aldrin Rafael Bonilla
Aldrin Rafael Bonilla
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,


Jeanne M. Victor
Executive Director

**RESOLUTION NO.
2021AP/249-063-(2021)
New York City Department of Veterans' Services
Commissioner James W. Hendon
Sexual Harassment Prevention and Response Practices
DETERMINATION: FINAL**

S Y N O P S I S

Corrective Action(s):	Total: 12		
Period Audit Covered:	January 1, 2019 to December 31, 2020		
Preliminary Determination Issued:	April 16, 2021	Response Received	April 30, 2021
Final Determination Issued:	May 13, 2021	Response Due	June 12, 2021
Compliance-Monitoring:	Required	June 1, 2021 to November 30, 2021	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEOC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter "entities") and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEOC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities' practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEOC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEOC's determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEOC conducted an audit, review, and evaluation of the New York City Department of Veterans' Services' Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the New York City Department of Veterans' Services' Sexual Harassment Prevention and Response Practices, the EEOC issued a Preliminary Determination, dated April 16, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Issue a Policy Statement or memorandum reiterating commitment to the prevention of sexual harassment annually.
2. Distribute/Post a paper or electronic copy of the Equal Employment Opportunity Policy, Standards and Procedures to Be Utilized by City Agencies – or an agency Policy that conforms to city, state and federal laws against sexual harassment– for use by managers, supervisors, and legal, human resources and EEO professionals. Include, or attach as addenda: uniform and responsive procedures for investigating discrimination/sexual harassment complaints, and current contact information for the agency’s EEO professionals as well as federal, state and local agencies that enforce laws against discrimination/sexual harassment.
3. Ensure that the General Counsel assists the agency head in identifying and determining appropriate responses to sexual harassment; works with the principal EEO Professional in the implementation of the City’s policies and procedures pertaining to sexual harassment; informs the principal EEO Professional when external complaints or litigation involving sexual harassment is brought against the agency; is available to consult on internal sexual harassment complaint investigations; and is responsible for the investigation of, and response to, external sexual harassment complaints.
4. Ensure that the principal EEO Professional, HR Professional, and General Counsel, review the number of sexual harassment complaints, and the agency’s employment practices, policies and programs on an annual basis to identify whether there are barriers to employment opportunities that may be related to sexual harassment and determine what, if any, actions are required to correct deficiencies.
5. Appoint a principal EEO Professional to implement EEO policies and standards within the agency. Ensure the principal EEO Professional is trained regarding city, state, federal EEO laws; the requirements of the agency’s EEO policies, standards and procedures; and the prevention, investigation, and resolution of discrimination and sexual harassment complaints.
6. Where the agency’s organizational structure necessitates multiple EEO professionals, select such individuals from different office locations and, where possible, from a variety of levels within the organizational structure. Appoint EEO professionals who are trained in EEO laws and procedures, and their responsibilities under the EEO Policy.
7. Ensure that the principal EEO Professional works cooperatively and closely with the General Counsel in the implementation of policies and procedures concerning EEO and sexual harassment.
8. Assign the principal EEO Professional (or EEO-related designee) the responsibility to supervise the activities of EEO professionals, and ensure that: the policies against sexual harassment and complaint procedures are distributed/posted at all agency locations; employees/managers receive sexual harassment prevention training; EEO-related policies are made available in alternative formats (i.e., large print, audio recording and/or Braille) upon request; managers, supervisors and human resource professionals receive guidance on issues pertaining to sexual harassment; and allegations of sexual harassment are promptly investigated.
9. Maintain documentation regarding directives or decisions between the agency head (or a direct report other than the General Counsel) and the principal EEO Professional that impact

the administration and operation of programs, policies or procedures concerning sexual harassment.

10. Ensure that managers and supervisors are held accountable for enforcing the agency's sexual harassment prevention policies and complaint procedures. Document this expectation and its implementation.
11. Ensure the managerial performance evaluation form contains a rating for EEO (which covers responsibilities and processes for assuring their ability to make employment decisions based on merit and equal consideration, or treat others in an equitable and impartial manner).
12. Submit to the EEPC an Annual Plan of measures and programs to provide equal employment opportunity, and quarterly reports on efforts to implement the Plan within 30 days following each quarter. Include a breakout of sexual harassment complaint activity in each quarterly report.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on May 13, 2021, which indicated that the following areas required corrective action: no(s). 1, 2, 3, 4, 6, 7, 8, 9, 10, 11, and 12; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from June 1, 2021 to November 30, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on May 13, 2021, the entity was required to issue a response to the EEPC's Final Determination; Now Therefore,

Be It Resolved, that pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the EEPC approves the issuance of this Final Determination to Commissioner James W. Hendon to assign compliance-monitoring.

Approved unanimously on June 10, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

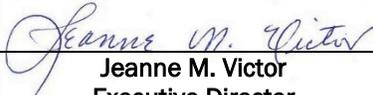
/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

/s/Aldrin Rafael Bonilla
Aldrin Rafael Bonilla
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,


Jeanne M. Victor
Executive Director

Appendix 3: Determination of Compliance Resolutions

Pursuant to the City Charter-mandated compliance-monitoring procedure and period, the EEPC considers, in consultation with an entity, whether programs, or procedures utilized by the entity are in compliance with the equal employment opportunity standards of the EEPC and requirements of Chapters 35 and 36 of the City Charter; and reviews, approves, and adopts a *Determination of Compliance* or a *Determination of Non-Compliance* at the end of an assigned monitoring period. The following pages contain the EEPC's Resolutions pertaining to entities' compliance in 2021. Each entity's Resolution specifies the corrective action prescribed, the compliance-monitoring period assigned, the corrective actions implemented, and the entity's final disposition. Upon the adoption of a Resolution indicating a disposition of compliance, the EEPC issues and mails a *Determination of Compliance* to the head of the entity.

Entities that received a *Determination of Compliance* are listed below (in alphabetical order, when applicable). These Resolutions are also accessible via the EEPC's website at:
http://www.nyc.gov/html/eepc/html/about/eepc_jurisdiction.shtml.

Administrative Tax Appeals, New York City Office of • RESOLUTION #2020AP/246-021-(2021)C3
Administrative Trials and Hearings, Office of • RESOLUTION #2020AP/247-820-(2021)C5
Bronx County District Attorney, Office of the • RESOLUTION #2020AP/250-902-(2021)C46
Bronx County Public Administrator, Office of the • RESOLUTION #2021AP/253-942-(2021)C51
Civic Engagement Commission • RESOLUTION #2021AP/249-006-(2021)C22
Civilian Complaint Review Board • RESOLUTION #2020AP/248-054-(2021)C9
Community Board, Manhattan No. 1 • RESOLUTION #2021AP/250-341-(2021)C43
Community Board, Manhattan No. 2 • RESOLUTION #2021AP/250-342-(2021)C44
Community Board, Manhattan No. 3 • RESOLUTION #2021AP/249-343-(2021)C30
Community Board, Manhattan No. 4 • RESOLUTION #2021AP/249-344-(2021)C31
Community Board, Manhattan No. 5 • RESOLUTION #2021AP/249-345-(2021)C32
Community Board, Manhattan No. 6 • RESOLUTION #2021AP/249-346-(2021)C24
Community Board, Manhattan No. 7 • RESOLUTION #2021AP/248-347-(2021)C11
Community Board, Manhattan No. 8 • RESOLUTION #2021AP/249-348-(2021)C33
Community Board, Manhattan No. 9 • RESOLUTION #2021AP/249-349-(2021)C36
Community Board, Manhattan No. 10 • RESOLUTION #2021AP/249-350-(2021)C25
Community Board, Manhattan No. 11 • RESOLUTION #2021AP/249-351-(2021)C26
Community Board, Manhattan No. 12 • RESOLUTION #2021AP/249-352-(2021)C35
Community Board, Queens No. 1 • RESOLUTION #2021AP/248-431-(2021)C17
Community Board, Queens No. 2 • RESOLUTION #2021AP/249-432-(2021)C23
Community Board, Queens No. 3 • RESOLUTION #2021AP/250-433-(2021)C45
Community Board, Queens No. 4 • RESOLUTION #2021AP/249-434-(2021)C37
Community Board, Queens No. 5 • RESOLUTION #2021AP/249-435-(2021)C28
Community Board, Queens No. 6 • RESOLUTION #2021AP/249-436-(2021)C29
Community Board, Queens No. 7 • RESOLUTION #2021AP/248-437-(2021)C19
Community Board, Queens No. 8 • RESOLUTION #2021AP/248-438-(2021)C15
Community Board, Queens No. 9 • RESOLUTION #2021AP/250-439-(2021)C41
Community Board, Queens No. 10 • RESOLUTION #2021AP/248-440-(2021)C14
Community Board, Queens No. 11 • RESOLUTION #2021AP/250-441-(2021)C40
Community Board, Queens No. 12 • RESOLUTION #2021AP/249-442-(2021)C39

Community Board, Queens No. 13 • RESOLUTION #2021AP/249-443-(2021)C38
Community Board, Queens No. 14 • RESOLUTION #2021AP/249-444-(2021)C27
Community College, Eugenio Maria De Hostos • RESOLUTION #2020AP/247-468-(2021)C7
Community College, Fiorello H. LaGuardia • RESOLUTION #2020AP/250-469-(2021)C42
Correction, Department of • RESOLUTION • RESOLUTION #2020AP/248-072-(2021)C16
Education Retirement System, Board of • RESOLUTION #2020AP/248-521-(2021)C13
Education, Department of • RESOLUTION #2020AP/248-740-(2021)C18
Environmental Protection, Department of • RESOLUTION #2020AP/248-826-(2021)C8
Independent Budget Office of the City of New York • RESOLUTION #2020AP/246-132-(2021)C1
Information Technology and Telecommunications, Department of • RESOLUTION #2020AP/248-858-(2021)C21
Kings County Public Administrator, Office of the • RESOLUTION #2020AP/246-943-(2021)C2
Labor Relations, New York City Office of • RESOLUTION #2020AP/247-214-(2021)C6
Law Department, New York City • RESOLUTION #2020AP/248-025-(2021)C10
Police Department, New York City • RESOLUTION #2021AP/251-056-(2021)C48
Public Advocate for the City of New York, Office of the • RESOLUTION #2020AP/248-101-(2021)C20
Queens County District Attorney, Office of the • RESOLUTION #2021AP/253-904-(2021)C50
Richmond County District Attorney, Office of the • RESOLUTION #2020AP/249-905-(2021)C34
Richmond County Public Administrator, Office of the • RESOLUTION #2021AP/254-945-(2021)C52
Special Narcotics Prosecutor for the City of New York, Office of the • RESOLUTION #2020AP/248-906-(2021)C12
Transportation, Department of • RESOLUTION #2020AP/247-841-(2021)C4
Veterans' Services, Department of • RESOLUTION #2021AP/253-063-(2021)C49

**Monitoring of Sexual Harassment Prevention and Response Practices
RESOLUTION NO.
2020AP/246-021-(2021)C3
Office of Administrative Tax Appeals
President Frances J. Henn
DETERMINATION: COMPLIANCE**

S Y N O P S I S

Corrective Action(s)	Total: 11		
Period Audit Covered	January 1, 2018 to December 31, 2019		
Preliminary Determination Issued	June 9, 2020	Response Received	June 23, 2020
Final Determination Issued	June 29, 2020	Response Received	July 29, 2020
Compliance-Monitoring	Required	July 1, 2020 to January 31, 2021	
		with extension	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Office of Administrative Tax Appeals’ Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Office of Administrative Tax Appeals’ Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated June 9, 2020, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Issue a Policy Statement or memorandum reiterating commitment to the prevention of sexual harassment annually.

2. Distribute/Post a paper or electronic copy of the Equal Employment Opportunity Policy, Standards and Procedures to Be Utilized by City Agencies – or an agency Policy that conforms to city, state and federal laws against sexual harassment– for use by managers, supervisors, and legal, human resources and EEO professionals. Include, or attach as addenda: uniform and responsive procedures for investigating discrimination/sexual harassment complaints, and current contact information for the agency’s EEO professionals as well as federal, state and local agencies that enforce laws against discrimination/sexual harassment.
3. Establish and implement a training plan for new and existing employees to ensure that all individuals who work within the agency, including managers and supervisors, receive training on the prevention of sexual harassment as well as discrimination complaint and investigation procedures.
4. Ensure that the principal EEO Professional, HR Professional, and General Counsel, review the number of sexual harassment complaints, and the agency’s employment practices, policies and programs on an annual basis to identify whether there are barriers to employment opportunities that may be related to sexual harassment and determine what, if any, actions are required to correct deficiencies.
5. Appoint a principal EEO Professional to implement EEO policies and standards within the agency. Ensure the principal EEO Professional is trained regarding city, state, federal EEO laws; the requirements of the agency’s EEO policies, standards and procedures; and the prevention, investigation, and resolution of discrimination and sexual harassment complaints.
6. Where the agency’s organizational structure necessitates multiple EEO professionals, select such individuals from different office locations and, where possible, from a variety of levels within the organizational structure. Appoint EEO professionals who are trained in EEO laws and procedures, and their responsibilities under the EEO Policy.
7. Assign the principal EEO Professional (or EEO-related designee) the responsibility to supervise the activities of EEO professionals, and ensure that: the policies against sexual harassment and complaint procedures are distributed/posted at all agency locations; employees/managers receive sexual harassment prevention training; EEO-related policies are made available in alternative formats (i.e., large print, audio recording and/or Braille) upon request; managers, supervisors and human resource professionals receive guidance on issues pertaining to sexual harassment; and allegations of sexual harassment are promptly investigated.
8. Ensure that the principal EEO Professional reports directly to the agency head (or a direct report other than the General Counsel) in order to exercise the necessary authority and independent judgment to fulfill EEO responsibilities.
9. Maintain documentation regarding directives or decisions between the agency head (or a direct report other than the General Counsel) and the principal EEO Professional that impact the administration and operation of programs, policies or procedures concerning sexual harassment.

10. Ensure that managers and supervisors are held accountable for enforcing the agency's sexual harassment prevention policies and complaint procedures. Document this expectation and its implementation.
11. Ensure the managerial performance evaluation form contains a rating for EEO (which covers responsibilities and processes for assuring their ability to make employment decisions based on merit and equal consideration, or treat others in an equitable and impartial manner).

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on June 29, 2020, which indicated that the following areas required corrective action: no(s). 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, and 11; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from July 1, 2020 to December 31, 2020, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on July 29, 2020, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Office of Administrative Tax Appeals was monitored until January 27, 2021; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the President submitted a copy of a memorandum to staff dated January 27, 2021, which recognized the EEPC's audit and reiterated commitment to the Office of Administrative Tax Appeals' equal employment practices; Now Therefore,

Be It Resolved, that the Office of Administrative Tax Appeals has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to President Frances J. Henn of the Office of Administrative Tax Appeals.

Approved unanimously on January 28, 2021.

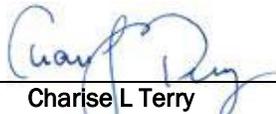
/s/Sasha Neha Ahuja
Sasha Neha Ahuja
Chair

/s/Angela Cabrera
Angela Cabrera
Commissioner

/s/Arva R. Rice
Arva R. Rice
Commissioner

/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner

On behalf all Commissioners in attendance,



Charise L Terry
Executive Director

**Monitoring of Sexual Harassment Prevention and Response Practices
RESOLUTION NO.
2020AP/247-820-(2021)C5
Office of Administrative Trials and Hearings
Commissioner and Chief Administrative Law Judge Joni Kletter
DETERMINATION: COMPLIANCE**

S Y N O P S I S

Corrective Action(s):	Total: 15		
Period Audit Covered:	January 1, 2018 to December 31, 2019		
Preliminary Determination Issued:	July 17, 2020	Response Received	July 31, 2020
Final Determination Issued:	August 11, 2020	Response Received	September 11, 2020
Compliance-Monitoring:	Required	September 1, 2020 to February 28, 2021 without extension	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Office of Administrative Trials and Hearings’ Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Office of Administrative Trials and Hearings’ Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated July 17, 2020, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Establish and implement a training plan for new and existing employees to ensure that all individuals who work within the agency, including managers and supervisors, receive training on the prevention of sexual harassment as well as discrimination complaint and investigation procedures.
2. Serve the respondent with a notice of the complaint that includes the respondent's right to respond to the allegations and right to be accompanied by a representative of his/her choice. Maintain in the complaint file documentation regarding the service of notice on the respondent.
3. Issue/maintain written confirmation when an internal complaint/mediation is terminated, withdrawn or resolved by agreement of the parties or EEO Office.
4. Issue a conclusive report within 90 days of the date the complaint was filed. Commence an investigation immediately if allegations raised sufficiently warrant an investigation.
5. In rare circumstances where a complaint investigation cannot commence immediately, or where a conclusive report cannot be issued within 90 days, specify in the complaint file the reason for the delay and project a time frame for completion of the report. Notify the complainant and respondent of the delay.
6. Generate at the end of each complaint investigation, a conclusive confidential report which includes a summary of the allegations and responses, a summary of the procedural history of the investigation, a statement of the relevant facts gathered, a determination, a recommendation and documentation of the Agency Head's Review.
7. Establish and implement a policy whereby the agency head (or an approved direct report other than the General Counsel) reviews the principal investigator's conclusive report; issues a written/electronic determination adopting, rejecting, or modifying the recommended action; and signs each determination, via writing or electronically, to indicate it has been reviewed and adopted.
8. Establish and utilize a complaint tracking and monitoring system that permits the agency to identify the location, status, and length of time elapsed in the complaint investigation process, the issues and the bases of the complaints, the aggrieved individuals, and other information necessary to analyze complaint activity to identify trends.
9. Ensure that the principal EEO Professional, HR Professional, and General Counsel, review the number of sexual harassment complaints, and the agency's employment practices, policies and programs on an annual basis to identify whether there are barriers to employment opportunities that may be related to sexual harassment and determine what, if any, actions are required to correct deficiencies.
10. Where the agency's organizational structure necessitates multiple EEO professionals, select such individuals from different office locations and, where possible, from a variety of levels within the organizational structure. Appoint EEO professionals who are trained in EEO laws and procedures, and their responsibilities under the EEO Policy.

11. Assign the principal EEO Professional (or EEO-related designee) the responsibility to supervise the activities of EEO professionals, and ensure that: the policies against sexual harassment and complaint procedures are distributed/posted at all agency locations; employees/managers receive sexual harassment prevention training; EEO-related policies are made available in alternative formats (i.e., large print, audio recording and/or Braille) upon request; managers, supervisors and human resource professionals receive guidance on issues pertaining to sexual harassment; and allegations of sexual harassment are promptly investigated.
12. Ensure that the principal EEO Professional reports directly to the agency head (or a direct report other than the General Counsel) in order to exercise the necessary authority and independent judgment to fulfill EEO responsibilities.
13. Ensure that managers and supervisors are held accountable for enforcing the agency's sexual harassment prevention policies and complaint procedures. Document this expectation and its implementation.
14. Ensure the managerial performance evaluation form contains a rating for EEO (which covers responsibilities and processes for assuring their ability to make employment decisions based on merit and equal consideration, or treat others in an equitable and impartial manner).
15. Submit to the EEPC an Annual Plan of measures and programs to provide equal employment opportunity, and quarterly reports on efforts to implement the Plan within 30 days following each quarter. Include a breakout of sexual harassment complaint activity in each quarterly report.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on August 11, 2020, which indicated that the following areas required corrective action: no(s). 2, 6, 7, 8, 9, 10, 11, 13, 14, and 15; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from September 1, 2020 to February 28, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on September 11, 2020, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Office of Administrative Trials and Hearings was monitored until January 27, 2021; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and

effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Commissioner and Chief Administrative Law Judge submitted a copy of a memorandum to staff dated January 27, 2021, which recognized the EEPC's audit and reiterated commitment to the Office of Administrative Trials and Hearings' equal employment practices; Now Therefore,

Be It Resolved, that the Office of Administrative Trials and Hearings has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Commissioner and Chief Administrative Law Judge Joni Kletter of the Office of Administrative Trials and Hearings.

Approved unanimously on February 25, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

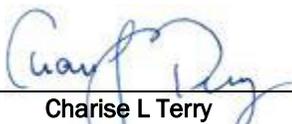
/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,



Charise L Terry
Executive Director



Monitoring of Sexual Harassment Prevention and Response Practices

RESOLUTION NO.

2020AP/250-902-(2021)C46

Office of the Bronx County District Attorney

District Attorney Darcel D. Clark

DETERMINATION: COMPLIANCE

SYNOPSIS

Corrective Action(s):	Total: 27		
Period Audit Covered:	January 1, 2018 to December 31, 2019		
Preliminary Determination Issued:	September 10, 2020	Response Received	September 24, 2020
Final Determination Issued:	October 5, 2020	Response Received	November 4, 2020
Compliance-Monitoring:	Required	November 1, 2020 to June 30, 2021	with extension

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEOC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter "entities") and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEOC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities' practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEOC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEOC's determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEOC conducted an audit, review, and evaluation of the Office of the Bronx County District Attorney's Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Office of the Bronx County District Attorney's Sexual Harassment Prevention and Response Practices, the EEOC issued a Preliminary Determination, dated September 10, 2020, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Issue a Policy Statement or memorandum reiterating commitment to the prevention of sexual harassment annually.
2. Distribute/Post a paper or electronic copy of the Equal Employment Opportunity Policy, Standards and Procedures to Be Utilized by City Agencies – or an agency policy that conforms to city, state and federal laws against sexual harassment– for use by managers, supervisors, and legal, human resources and EEO professionals. Include, or attach as addenda: uniform and responsive procedures for investigating discrimination/sexual harassment complaints, and current contact information for the agency's EEO professionals as well as federal, state and local agencies that enforce laws against discrimination/sexual harassment.
3. Establish and implement a training plan for new and existing employees to ensure that all individuals who work within the agency, including managers and supervisors, receive training on the prevention of sexual harassment as well as discrimination complaint and investigation procedures.
4. Include in the complaint file a completed Complaint Intake Form, or a written complaint that captures facts (including pertinent dates) that identify the respondent(s) with reasonable specificity and provide the essence of the circumstances which gave rise to the complaint.
5. Provide the option to file a complaint anonymously.
6. Serve the respondent with a notice of the complaint that includes the respondent's right to respond to the allegations and right to be accompanied by a representative of his/her choice. Maintain in the complaint file documentation regarding the service of notice on the respondent.
7. Issue/maintain written confirmation when an internal complaint/mediation is terminated, withdrawn or resolved by agreement of the parties or EEO Office.
8. Take thorough notes, of words spoken and facts provided, during each interview. Include these notes in each complaint file.
9. Issue a conclusive report within 90 days of the date the complaint was filed. Commence an investigation immediately if allegations raised sufficiently warrant an investigation.
10. In rare circumstances where a complaint investigation cannot commence immediately, or where a conclusive report cannot be issued within 90 days, specify in the complaint file the reason for the delay and project a time frame for completion of the report. Notify the complainant and respondent of the delay.
11. Generate at the end of each complaint investigation, a conclusive confidential report which includes a summary of the allegations and responses, a summary of the procedural history of the investigation, a statement of the relevant facts gathered, a determination, a recommendation and documentation of the Agency Head's Review.

12. Maintain complaint files in a secure area and ensure that they can be located and reviewed by the agency head, agency general counsel, and other appropriate staff identified by the agency head.
13. Establish and implement a policy whereby the agency head (or an approved direct report other than the General Counsel) reviews the principal investigator's conclusive report; issues a written/electronic determination adopting, rejecting, or modifying the recommended action; and signs each determination, via writing or electronically, to indicate it has been reviewed and adopted.
14. Inform each complainant and respondent of the conclusion and outcome of their complaint investigation in writing as part of the agency's complaint procedure.
15. Ensure each internal discrimination complaint file contains a written determination of its outcome and corrective action(s) taken as a result.
16. Notify the complainant and respondent in writing when the investigation by the EEO professional has been transferred because of the filing of an external complaint.
17. Establish and utilize a complaint tracking and monitoring system that permits the agency to identify the location, status, and length of time elapsed in the complaint investigation process, the issues and the bases of the complaints, the aggrieved individuals, and other information necessary to analyze complaint activity to identify trends.
18. Ensure that the General Counsel assists the agency head in identifying and determining appropriate responses to sexual harassment; works with the principal EEO Professional in the implementation of the City's policies and procedures pertaining to sexual harassment; informs the principal EEO Professional when external complaints or litigation involving sexual harassment is brought against the agency; is available to consult on internal sexual harassment complaint investigations; and is responsible for the investigation of, and response to, external sexual harassment complaints.
19. Ensure that the principal EEO Professional, HR Professional, and General Counsel, review the number of sexual harassment complaints, and the agency's employment practices, policies and programs on an annual basis to identify whether there are barriers to employment opportunities that may be related to sexual harassment and determine what, if any, actions are required to correct deficiencies.
20. Where the agency's organizational structure necessitates multiple EEO professionals, select such individuals from different office locations and, where possible, from a variety of levels within the organizational structure. Appoint EEO professionals who are trained in EEO laws and procedures, and their responsibilities under the EEO Policy.
21. Ensure that the principal EEO Professional works cooperatively and closely with the General Counsel in the implementation of policies and procedures concerning EEO and sexual harassment.

22. Assign the principal EEO Professional (or EEO-related designee) the responsibility to supervise the activities of EEO professionals, and ensure that: the policies against sexual harassment and complaint procedures are distributed/posted at all agency locations; employees/managers receive sexual harassment prevention training; EEO-related policies are made available in alternative formats (i.e., large print, audio recording and/or Braille) upon request; managers, supervisors and human resource professionals receive guidance on issues pertaining to sexual harassment; and allegations of sexual harassment are promptly investigated.
23. Ensure that the principal EEO Professional reports directly to the agency head (or a direct report other than the General Counsel) in order to exercise the necessary authority and independent judgment to fulfill EEO responsibilities.
24. Maintain documentation regarding directives or decisions between the agency head (or a direct report other than the General Counsel) and the principal EEO Professional that impact the administration and operation of programs, policies or procedures concerning sexual harassment.
25. Ensure that managers and supervisors are held accountable for enforcing the agency's sexual harassment prevention policies and complaint procedures. Document this expectation and its implementation.
26. Ensure the managerial performance evaluation form contains a rating for EEO (which covers responsibilities and processes for assuring their ability to make employment decisions based on merit and equal consideration or treat others in an equitable and impartial manner).
27. Submit to the EEPCC an Annual Plan of measures and programs to provide equal employment opportunity, and quarterly reports on efforts to implement the Plan within 30 days following each quarter. Include a breakout of sexual harassment complaint activity in each quarterly report.

Whereas, within a two-week deadline following the EEPCC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPCC issued a Final Determination on October 5, 2020, which indicated that the following areas required corrective action: no(s). 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, and 27; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPCC assigned a monitoring period from November 1, 2020 to April 30, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on November 4, 2020, the

entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Office of the Bronx County District Attorney was monitored until July 7, 2021; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the District Attorney submitted a copy of a memorandum to staff dated July 7, 2021, which recognized the EEPC's audit and reiterated commitment to the Office of the Bronx County District Attorney's equal employment practices; Now Therefore,

Be It Resolved, that the Office of the Bronx County District Attorney has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to District Attorney Darcel D. Clark of Office of the Bronx County District Attorney.

Approved unanimously on July 22, 2021.



Minosca Alcantara
Commissioner/Mayoral Appointee



Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee



Aldrin Rafael Bonilla
Chair/Commissioner/Joint Appointee

**Monitoring of Sexual Harassment Prevention and Response Practices
 RESOLUTION NO.
 2021AP/253-942-(2021)C51
 Office of the Bronx County Public Administrator
 Public Administrator Matilde B. Sanchez, Esq.
 DETERMINATION: COMPLIANCE**

S Y N O P S I S

Corrective Action(s):	Total: 12		
Period Audit Covered:	January 1, 2019 to December 31, 2020		
Preliminary Determination Issued:	May 5, 2021	No Response Received	
Final Determination Issued:	May 24, 2021	Response Received	June 8, 2021
Compliance-Monitoring:	Required	June 1, 2021 to November 30, 2021	
		without extension	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Office of the Bronx County Public Administrator’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Office of the Bronx County Public Administrator’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated May 5, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Issue a Policy Statement or memorandum reiterating commitment to the prevention of sexual harassment annually.
2. Establish and implement a training plan for new and existing employees to ensure that all individuals who work within the agency, including managers and supervisors, receive training on the prevention of sexual harassment as well as discrimination complaint and investigation procedures.
3. Ensure that the General Counsel assists the agency head in identifying and determining appropriate responses to sexual harassment; works with the principal EEO Professional in the implementation of the City's policies and procedures pertaining to sexual harassment; informs the principal EEO Professional when external complaints or litigation involving sexual harassment is brought against the agency; is available to consult on internal sexual harassment complaint investigations; and is responsible for the investigation of, and response to, external sexual harassment complaints.
4. Ensure that the principal EEO Professional, HR Professional, and General Counsel, review the number of sexual harassment complaints, and the agency's employment practices, policies and programs on an annual basis to identify whether there are barriers to employment opportunities that may be related to sexual harassment and determine what, if any, actions are required to correct deficiencies.
5. Appoint a principal EEO Professional to implement EEO policies and standards within the agency. Ensure the principal EEO Professional is trained regarding city, state, federal EEO laws; the requirements of the agency's EEO policies, standards and procedures; and the prevention, investigation, and resolution of discrimination and sexual harassment complaints.
6. Ensure that the responsibilities of the principal EEO Professional are competently discharged by providing adequate resources such as opportunities for continuing education and professional development, and/ or support staff to meet EEO obligations.
7. Ensure that the principal EEO Professional works cooperatively and closely with the General Counsel in the implementation of policies and procedures concerning EEO and sexual harassment.
8. Assign the principal EEO Professional (or EEO-related designee) the responsibility to supervise the activities of EEO professionals, and ensure that: the policies against sexual harassment and complaint procedures are distributed/posted at all agency locations; employees/managers receive sexual harassment prevention training; EEO-related policies are made available in alternative formats (i.e., large print, audio recording and/or Braille) upon request; managers, supervisors and human resource professionals receive guidance on issues pertaining to sexual harassment; and allegations of sexual harassment are promptly investigated.
9. Maintain documentation regarding directives or decisions between the agency head (or a direct report other than the General Counsel) and the principal EEO Professional that impact the administration and operation of programs, policies or procedures concerning sexual harassment.

10. Ensure that managers and supervisors are held accountable for enforcing the agency's sexual harassment prevention policies and complaint procedures. Document this expectation and its implementation.
11. Ensure the managerial performance evaluation form contains a rating for EEO (which covers responsibilities and processes for assuring their ability to make employment decisions based on merit and equal consideration, or treat others in an equitable and impartial manner).
12. Submit to the EEPC an Annual Plan of measures and programs to provide equal employment opportunity, and quarterly reports on efforts to implement the Plan within 30 days following each quarter. Include a breakout of sexual harassment complaint activity in each quarterly report.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity did not submit a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on May 24, 2021, which indicated that the following areas required corrective action: no(s). 1 - 12; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from June 1, 2021 to November 30, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on June 8, 2021, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Office of the Bronx County Public Administrator was monitored until December 1, 2021; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Public Administrator submitted a copy of a memorandum to staff dated December 1, 2021, which recognized the EEPC's audit and reiterated commitment to the Office of the Bronx County Public Administrator's equal employment practices; Now Therefore,

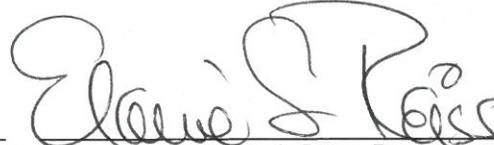
Be It Resolved, that the Office of the Bronx County Public Administrator has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Public Administrator Matilde B. Sanchez, Esq. of the Office of the Bronx County Public Administrator.

Approved unanimously on December 16, 2021.



Minosca Alcantara
Commissioner/Mayoral Appointee



Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee



Aldrin Rafael Bonilla
Chair/Commissioner/Joint Appointee

Monitoring of Sexual Harassment Prevention and Response Practices
RESOLUTION NO.
2021AP/249-006(2021)C22
New York City Civic Engagement Commission
Chair and Executive Director Sarah Sayeed
DETERMINATION: COMPLIANCE

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEOC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of City agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Chapter 36, Section 831(a), the EEOC’s authority to audit, review, evaluate, and monitor the employment practices of New York City entities extends to those entities where the majority of the board members are appointed by the Mayor of the City of New York (Mayor), or serve by virtue of being City officers, or the expenses of which are paid in whole or in part from the City treasury; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEOC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEOC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEOC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in November 2018, New York City voters approved a ballot initiative that established the New York City Civic Engagement Commission (CEC); and

Whereas, the New York City Civic Engagement Commission’s purpose, membership, jurisdiction, powers, and duties are set forth in Charter Chapter 76; and

Whereas, the New York City Civic Engagement Commission consists of fifteen members, eight appointed by the Mayor, one of whom is designated by the Mayor as the New York City Civic Engagement Commission’s Chair; and

Whereas, the New York City Civic Engagement Commission’s mission is to enhance civic participation, to enhance civic trust, and strengthen democracy in New York City, including through the

CEC's own initiatives and partnership with public and private entities related to civic service, volunteerism, stewardship of public spaces, civic education, participatory budgeting, participation in community boards, civic organizations and community groups, and other related activities, and to support and encourage New Yorkers to meaningfully participate in civic life; and

Whereas, to effectuate its goals, the New York City Civic Engagement Commission plans to run a Citywide participatory budgeting program with guidance from a participatory budgeting advisory committee; partner with community-based organizations and civic leaders; increase awareness of City services; assist New York City entities in developing civic engagement initiatives; develop a plan to consider the language access needs of limited English proficient New Yorkers with regards to the CEC's programs and services; provide language interpreters at poll sites by the 2020 general election, with advice from a language assistance advisory committee; and provide assistance to community boards; and

Whereas, the EEPC initiated an audit, review, and evaluation of the New York City Civic Engagement Commission's Sexual Harassment Prevention and Response Practices as part of the EEPC's 2021 audit plan; and

Whereas, in response to the EEPC's Audit Initiation Letter, the New York City Civic Engagement Commission advised the EEPC that, as a new agency with limited capacity, many of its infrastructure functions are performed in coordination with the New York City Department of Information Technology and Telecommunications (DoITT); and

Whereas, the New York City Civic Engagement Commission provided the EEPC with a Memorandum of Understanding (MOU), executed in May 2019, regarding the designation of the New York City Department of Information Technology and Telecommunications to perform administrative functions on behalf of the New York City Civic Engagement Commission, as permitted by Section 1121 of the Charter; and

Whereas, pursuant to that MOU, the New York City Civic Engagement Commission designated the New York City Department of Information Technology and Telecommunications to perform specified administrative functions, on behalf of and in coordination with the CEC, including functions related to equal employment opportunity (EEO); and

Whereas, as set forth in the MOU, New York City Department of Information Technology and Telecommunications staff, in coordination with responsible New York City Civic Engagement Commission personnel, will be substantially responsible for the CEC's EEO functions, which are designated as all services provided by an agency EEO office including promoting equal opportunity in agency employment decisions, responding to employee requests for reasonable accommodations, and investigating allegations of discrimination, harassment, and retaliation filed by agency employees or applicants; and

Whereas, the New York City Civic Engagement Commission advised the EEPC that in accordance with the MOU, the New York City Department of Information Technology and Telecommunications conducts all EEO functions for the New York City Civic Engagement Commission, including reporting CEC's EEO data in the DoITT quarterly reports and annual EEO plans, disseminating EEO information to CEC staff, and providing and tracking all EEO training for the CEC staff; and

Whereas, as part of its 2020 audit plan, the EEPC conducted an audit, review, and evaluation of the New York City Department of Information Technology and Telecommunications' Sexual Harassment Prevention and Response Practices; and

Whereas, the New York City Civic Engagement Commission's EEO data was included in the information and documentation provided to the EEPC by New York City Department of Information Technology and Telecommunications as part of its 2020 audit; and

Whereas, during its 2020 audit of the New York City Department of Information Technology and Telecommunications, the EEPC issued a Preliminary Determination, dated August 11, 2020, setting forth findings and nine (9) corrective actions required to remedy areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration of the New York City Department of Information Technology and Telecommunications' response to the EEPC's Preliminary Determination, the EEPC issued a Final Determination on September 9, 2020, which indicated that eight (8) areas needed corrective action; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from October 1, 2020 to March 31, 2021, to determine whether the New York City Department of Information Technology and Telecommunications eliminated these areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the New York City Department of Information Technology and Telecommunications issued a response to the EEPC's Final Determination on October 9, 2020, and made monthly reports thereafter on the progress of its efforts to correct remaining areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the New York City Department of Information Technology and Telecommunications was monitored until March 31, 2021; and

Whereas, on April 22, 2021, the EEPC's Board of Commissioners approved the issuance of a Determination of Compliance, Resolution No. 2020AP/248-858-(2021)C21, to Commissioner Jessica S. Tisch of the New York City Department of Information Technology and Telecommunications; Now Therefore,

Be It Resolved, that the EEPC has determined that that in accordance with the relationship set forth in the MOU between the New York City Department of Information Technology and Telecommunications and the New York City Civic Engagement Commission, a separate audit of the New York City Civic Engagement Commission's Sexual Harassment Prevention and Response Practices would be redundant and an inefficient use of the EEPC's limited resources; and

Be It Resolved, that in accordance with this decision, the EEPC will not issue preliminary or final audit determinations or assign a compliance monitoring period to the New York City Civic Engagement Commission; and

Be It Resolved, that in lieu of receiving a Determination of Compliance for its 2021 audit, the EEPC approves the issuance of this resolution to Chair and Executive Director Sarah Sayeed of the New York City Civic Engagement Commission; and

Be It Resolved, that the New York City Civic Engagement Commission will remain on the EEPC's quadrennial audit plan; and

Be It Resolved, that upon the EEPC's initiation of future audits of the New York City Civic

Engagement Commission, the EEPC will assess the New York City Civic Engagement Commission’s relationship with the New York City Department of Information Technology and Telecommunications as it pertains to EEO functions to determine if conducting a separate audit of the New York City Civic Engagement Commission is warranted; and

Be It Resolved, that the EEPC may at any future time exercise its authority, pursuant to Chapter 36 of the Charter, to audit, review, evaluate, and monitor the employment procedures, practices and programs of the New York City Civic Engagement Commission and its efforts to ensure fair and effective equal employment opportunity for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by the New York City Civic Engagement Commission in these efforts.

Approved unanimously on June 10, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

/s/Aldrin Rafael Bonilla
Aldrin Rafael Bonilla
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,

Jeanne M. Victor
Jeanne M. Victor
Executive Director

Monitoring of Sexual Harassment Prevention and Response Practices
RESOLUTION NO.
2020AP/248-054-(2021)C9
Civilian Complaint Review Board
Executive Director Jonathan Darche, Esq.
DETERMINATION: COMPLIANCE

S Y N O P S I S

Corrective Action(s):	Total: 9
Period Audit Covered:	January 1, 2018 to December 31, 2019
Preliminary Determination Issued:	July 8, 2020 No Response Received
Final Determination Issued:	July 24, 2020 Response Received October 1, 2020
Compliance-Monitoring:	Required August 1, 2020 to January 31, 2021 without extension

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Civilian Complaint Review Board’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Civilian Complaint Review Board’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated July 8, 2020, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/Post a paper or electronic copy of the Equal Employment Opportunity Policy, Standards and Procedures to Be Utilized by City Agencies -- or an agency Policy that conforms to city, state and federal laws against sexual harassment-- for use by managers, supervisors, and legal, human resources and EEO professionals. Include, or attach as addenda: uniform and responsive procedures for investigating discrimination/sexual harassment complaints, and current contact information for the agency's EEO professionals as well as federal, state and local agencies that enforce laws against discrimination/sexual harassment.
2. Establish and implement a training plan for new and existing employees to ensure that all individuals who work within the agency, including managers and supervisors, receive training on the prevention of sexual harassment as well as discrimination complaint and investigation procedures.
3. Establish and utilize a complaint tracking and monitoring system that permits the agency to identify the location, status, and length of time elapsed in the complaint investigation process, the issues and the bases of the complaints, the aggrieved individuals, and other information necessary to analyze complaint activity to identify trends.
4. Appoint a principal EEO Professional to implement EEO policies and standards within the agency. Ensure the principal EEO Professional is trained regarding city, state, federal EEO laws; the requirements of the agency's EEO policies, standards and procedures; and the prevention, investigation, and resolution of discrimination and sexual harassment complaints.
5. Where the agency's organizational structure necessitates multiple EEO professionals, select such individuals from different office locations and, where possible, from a variety of levels within the organizational structure. Appoint EEO professionals who are trained in EEO laws and procedures, and their responsibilities under the EEO Policy.
6. Assign the principal EEO Professional (or EEO-related designee) the responsibility to supervise the activities of EEO professionals, and ensure that: the policies against sexual harassment and complaint procedures are distributed/posted at all agency locations; employees/managers receive sexual harassment prevention training; EEO-related policies are made available in alternative formats (i.e., large print, audio recording and/or Braille) upon request; managers, supervisors and human resource professionals receive guidance on issues pertaining to sexual harassment; and allegations of sexual harassment are promptly investigated.
7. Ensure that the principal EEO Professional reports directly to the agency head (or a direct report other than the General Counsel) in order to exercise the necessary authority and independent judgment to fulfill EEO responsibilities.
8. Maintain documentation regarding directives or decisions between the agency head (or a direct report other than the General Counsel) and the principal EEO Professional that impact the administration and operation of programs, policies or procedures concerning sexual harassment.

9. Submit to the EEPC an Annual Plan of measures and programs to provide equal employment opportunity, and quarterly reports on efforts to implement the Plan within 30 days following each quarter. Include a breakout of sexual harassment complaint activity in each quarterly report.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity did not submit a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on July 24, 2020, which indicated that the following areas required corrective action: no(s). 1, 2, 3, 4, 5, 6, 7, 8, and 9; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from August 1, 2020 to January 31, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on October 1, 2020, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Civilian Complaint Review Board was monitored until February 24, 2021; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Executive Director submitted a copy of a memorandum to staff dated March 1, 2021, which recognized the EEPC's audit and reiterated commitment to the Civilian Complaint Review Board's equal employment practices; Now Therefore,

Be It Resolved, that the Civilian Complaint Review Board has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Executive Director Jonathan Darche, Esq. of the Civilian Complaint Review Board.

Approved unanimously on April 22, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

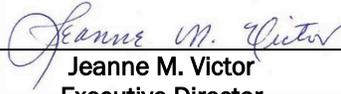
/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,


Jeanne M. Victor
Executive Director



Monitoring of Sexual Harassment Prevention and Response Practices

RESOLUTION NO.

2021AP/250-341-(2021)C43

Manhattan Community Board No. 1

Chairperson Tammy Meltzer

DETERMINATION: COMPLIANCE

SYNOPSIS

Corrective Action(s):	Total: 7		
Period Audit Covered:	January 1, 2020 to December 31, 2020		
Preliminary Determination Issued:	February 12, 2021	Response Received	February 26, 2021
Final Determination Issued:	March 15, 2021	Response Received	April 13, 2021
Compliance-Monitoring:	Required	April 1, 2021 to May 31, 2021 without extension	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter "entities") and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities' practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC's determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Manhattan Community Board No. 1's Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Manhattan Community Board No. 1's Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated February 12, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Follow, distribute and post the Borough President's policy(ies) against sexual harassment.
3. Ensure that all individuals who work within the board receive training and/or a guide on the prevention of sexual harassment and their related rights and responsibilities.
4. Ensure that all individuals who work within the board receive information regarding the Borough President's complaint investigation procedures.
5. Maintain a summary of annual complaint activity.
6. Direct employees to utilize the Borough President's Equal Employment Opportunity (EEO) Office to file an internal complaint.
7. Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on March 15, 2021, which indicated that the following areas required corrective action: no(s). 1, 2, 3, 4, 5, 6 and 7; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from April 1, 2021 to May 31, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on April 13, 2021, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Manhattan Community Board No. 1 was monitored until May 21, 2021; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Chairperson submitted a copy of a memorandum to staff dated May 24, 2021, which recognized the EEPC's audit and reiterated commitment to the Manhattan Community Board No. 1's equal employment practices; Now Therefore,

Be It Resolved, that the Manhattan Community Board No. 1 has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters

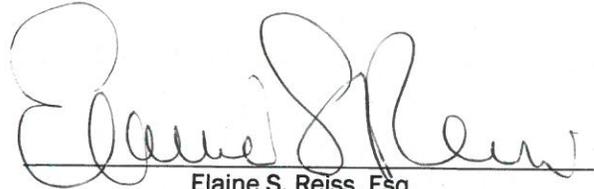
35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Chairperson Tammy Meltzer of the Manhattan Community Board No. 1.

Approved unanimously on July 22, 2021.



Minosca Alcantara
Commissioner/Mayoral Appointee



Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee



Aldrin Rafael Bonilla
Chair/Commissioner/Joint Appointee

Monitoring of Sexual Harassment Prevention and Response Practices

RESOLUTION NO.

2021AP/250-342-(2021)C44

Manhattan Community Board No. 2

Chairperson Jeannine Kiely

DETERMINATION: COMPLIANCE

SYNOPSIS

Corrective Action(s):	Total: 7		
Period Audit Covered:	January 1, 2020 to December 31, 2020		
Preliminary Determination Issued:	February 5, 2021	Response Received	February 19, 2021
Final Determination Issued:	March 3, 2021	Response Received	April 3, 2021
Compliance-Monitoring:	Required	April 1, 2021 to May 31, 2021	
		without extension	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter "entities") and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities' practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC's determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Manhattan Community Board No. 2's Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Manhattan Community Board No. 2's Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated February 5, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Follow, distribute and post the Borough President's policy(ies) against sexual harassment.
3. Ensure that all individuals who work within the board receive training and/or a guide on the prevention of sexual harassment and their related rights and responsibilities.
4. Ensure that all individuals who work within the board receive information regarding the Borough President's complaint investigation procedures.
5. Maintain a summary of annual complaint activity.
6. Direct employees to utilize the Borough President's Equal Employment Opportunity (EEO) Office to file an internal complaint.
7. Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on March 3, 2021, which indicated that the following areas required corrective action: no(s). 1, 2, 3, 4, 6 and 7; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from April 1, 2021 to May 31, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on April 3, 2021, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Manhattan Community Board No. 2 was monitored until May 26, 2021; and

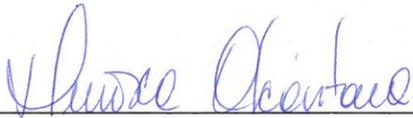
Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Chairperson submitted a copy of a memorandum to staff dated May 26, 2021, which recognized the EEPC's audit and reiterated commitment to the Manhattan Community Board No. 2's equal employment practices; Now Therefore,

Be It Resolved, that the Manhattan Community Board No. 2 has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters

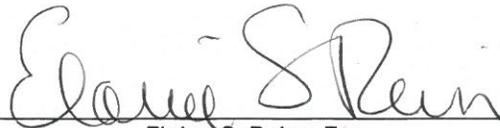
35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Chairperson Jeannine Kiely of the Manhattan Community Board No. 2.

Approved unanimously on July 22, 2021.



Minosca Alcantara
Commissioner/Mayoral Appointee



Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee



Aldrin Rafael Bonilla
Chair/Commissioner/Joint Appointee

Monitoring of Sexual Harassment Prevention and Response Practices
RESOLUTION NO.
2021AP/249-343-(2021)C30
Manhattan Community Board No. 3
Chairperson Alysha Lewis-Coleman
DETERMINATION: COMPLIANCE

S Y N O P S I S

Corrective Action(s):	Total: 6
Period Audit Covered:	January 1, 2020 to December 31, 2020
Preliminary Determination Issued:	March 5, 2021 Response Received March 19, 2021
Final Determination Issued:	March 30, 2021 Exempt
Compliance-Monitoring:	Required April 1, 2021 to May 31, 2021 without extension

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Manhattan Community Board No. 3’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Manhattan Community Board No. 3’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated March 5, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Follow, distribute and post the Borough President's policy(ies) against sexual harassment.
3. Ensure that all individuals who work within the board receive training and/or a guide on the prevention of sexual harassment and their related rights and responsibilities.
4. Ensure that all individuals who work within the board receive information regarding the Borough President's complaint investigation procedures.
5. Direct employees to utilize the Borough President's Equal Employment Opportunity (EEO) Office to file an internal complaint.
6. Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on March 30, 2021, which indicated that no areas required corrective action; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from April 1, 2021 to May 31, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on March 30, 2021, the entity was exempt from issuing a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Manhattan Community Board No. 3 was monitored until April 15, 2021; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Chairperson submitted a copy of a memorandum to staff dated April 15, 2021, which recognized the EEPC's audit and reiterated commitment to the Manhattan Community Board No. 3's equal employment practices; Now Therefore,

Be It Resolved, that the Manhattan Community Board No. 3 has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Chairperson Alysha Lewis-Coleman of the Manhattan Community Board No. 3.

Approved unanimously on June 10, 2021.

<hr/> <i>/s/Angela Cabrera</i> Angela Cabrera Commissioner/Mayoral Appointee	<hr/> <i>/s/Elaine S. Reiss</i> Elaine S. Reiss, Esq. Commissioner/Mayoral Appointee
<hr/> <i>/s/Arva R. Rice</i> Arva R. Rice Commissioner/City Council Appointee	<hr/> Vacant Commissioner/City Council Appointee
<hr/> <i>/s/Aldrin Rafael Bonilla</i> Aldrin Rafael Bonilla Chair/Commissioner/Joint Appointee	

On behalf of all Commissioners in attendance,

Jeanne M. Victor
Jeanne M. Victor
Executive Director

Monitoring of Sexual Harassment Prevention and Response Practices

RESOLUTION NO.

2021AP/249-344-(2021)C31

Manhattan Community Board No. 4

Chairperson Lowell Kern

DETERMINATION: COMPLIANCE

SYNOPSIS

Corrective Action(s):	Total: 7
Period Audit Covered:	January 1, 2020 to December 31, 2020
Preliminary Determination Issued:	March 23, 2021 Response Received April 5, 2021
Final Determination Issued:	April 14, 2021 Exempt
Compliance-Monitoring:	Required May 1, 2021 to June 30, 2021 without extension

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Manhattan Community Board No. 4’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Manhattan Community Board No. 4’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated March 23, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Follow, distribute and post the Borough President's policy(ies) against sexual harassment.
3. Ensure that all individuals who work within the board receive training and/or a guide on the prevention of sexual harassment and their related rights and responsibilities.
4. Ensure that all individuals who work within the board receive information regarding the Borough President's complaint investigation procedures.
5. Maintain a summary of annual complaint activity.
6. Direct employees to utilize the Borough President's Equal Employment Opportunity (EEO) Office to file an internal complaint.
7. Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on April 14, 2021, which indicated that no areas required corrective action; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from May 1, 2021 to June 30, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on April 14, 2021, the entity was exempt from issuing a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Manhattan Community Board No. 4 was monitored until April 28, 2021; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Chairperson submitted a copy of a memorandum to staff dated April 28, 2021, which recognized the EEPC's audit and reiterated commitment to the Manhattan Community Board No. 4's equal employment practices; Now Therefore,

Be It Resolved, that the Manhattan Community Board No. 4 has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters

35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Chairperson Lowell Kern of the Manhattan Community Board No. 4.

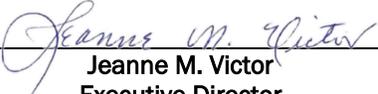
Approved unanimously on June 10, 2021.

<hr/> <i>/s/Angela Cabrera</i> Angela Cabrera Commissioner/Mayoral Appointee	<hr/> <i>/s/Elaine S. Reiss</i> Elaine S. Reiss, Esq. Commissioner/Mayoral Appointee
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<hr/> <i>/s/Arva R. Rice</i> Arva R. Rice Commissioner/City Council Appointee	<hr/> Vacant Commissioner/City Council Appointee
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/s/Aldrin Rafael Bonilla
Aldrin Rafael Bonilla
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,


Jeanne M. Victor
Executive Director

Monitoring of Sexual Harassment Prevention and Response Practices

RESOLUTION NO.

2021AP/249-345-(2021)C32

Manhattan Community Board No. 5

Chairperson Vikki Barbero

DETERMINATION: COMPLIANCE

SYNOPSIS

Corrective Action(s):	Total: 6	
Period Audit Covered:	January 1, 2020 to December 31, 2020	
Preliminary Determination Issued:	February 5, 2021	No Response Received
Final Determination Issued:	February 23, 2021	Response Received March 24, 2021
Compliance-Monitoring:	Required	March 1, 2021 to April 30, 2021 without extension

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Manhattan Community Board No. 5’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Manhattan Community Board No. 5’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated February 5, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Follow, distribute and post the Borough President's policy(ies) against sexual harassment.
3. Ensure that all individuals who work within the board receive training and/or a guide on the prevention of sexual harassment and their related rights and responsibilities.
4. Ensure that all individuals who work within the board receive information regarding the Borough President's complaint investigation procedures.
5. Direct employees to utilize the Borough President's Equal Employment Opportunity (EEO) Office to file an internal complaint.
6. Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity did not submit a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on February 23, 2021, which indicated that the following areas required corrective action: no(s). 1, 2, 3, 4, 5, and 6; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from March 1, 2021 to April 30, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on March 24, 2021, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Manhattan Community Board No. 5 was monitored until April 29, 2021; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Chairperson submitted a copy of a memorandum to staff dated May 7, 2021, which recognized the EEPC's audit and reiterated commitment to the Manhattan Community Board No. 5's equal employment practices; Now Therefore,

Be It Resolved, that the Manhattan Community Board No. 5 has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Chairperson Vikki Barbero of the Manhattan Community Board No. 5.

Approved unanimously on June 10, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

/s/Aldrin Rafael Bonilla
Aldrin Rafael Bonilla
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,

Jeanne M. Victor
Jeanne M. Victor
Executive Director

Monitoring of Sexual Harassment Prevention and Response Practices

RESOLUTION NO.

2021AP/249-346-(2021)C24

Manhattan Community Board No. 6

Chairperson Kyle Athayde

DETERMINATION: COMPLIANCE

SYNOPSIS

Corrective Action(s):	Total: 6		
Period Audit Covered:	January 1, 2020 to December 31, 2020		
Preliminary Determination Issued:	February 4, 2021	Response Received	February 18, 2021
Final Determination Issued:	February 26, 2021	Response Received	March 25, 2021
Compliance-Monitoring:	Required	March 1, 2021 to April 30, 2021	without extension

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Manhattan Community Board No. 6’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Manhattan Community Board No. 6’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated February 4, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Follow, distribute and post the Borough President's policy(ies) against sexual harassment.
3. Ensure that all individuals who work within the board receive training and/or a guide on the prevention of sexual harassment and their related rights and responsibilities.
4. Ensure that all individuals who work within the board receive information regarding the Borough President's complaint investigation procedures.
5. Direct employees to utilize the Borough President's Equal Employment Opportunity (EEO) Office to file an internal complaint.
6. Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on February 26, 2021, which indicated that the following areas required corrective action: no(s). 3 and 6; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from March 1, 2021 to April 30, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on March 25, 2021, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Manhattan Community Board No. 6 was monitored until April 1, 2021; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Chairperson submitted a copy of a memorandum to staff dated April 2, 2021, which recognized the EEPC's audit and reiterated commitment to the Manhattan Community Board No. 6's equal employment practices; Now Therefore,

Be It Resolved, that the Manhattan Community Board No. 6 has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Chairperson Kyle Athayde of the Manhattan Community Board No. 6.

Approved unanimously on June 10, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

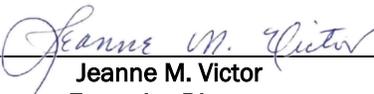
/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

/s/Aldrin Rafael Bonilla
Aldrin Rafael Bonilla
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,


Jeanne M. Victor
Executive Director

Monitoring of Sexual Harassment Prevention and Response Practices

RESOLUTION NO.

2021AP/248-347-(2021)C11

Manhattan Community Board No. 7

Chairperson Steven M. Brown

DETERMINATION: COMPLIANCE

S Y N O P S I S

Corrective Action(s):	Total: 7
Period Audit Covered:	January 1, 2020 to December 31, 2020
Preliminary Determination Issued:	February 1, 2021 Response Received February 12, 2021
Final Determination Issued:	February 23, 2021 Response Received March 23, 2021
Compliance-Monitoring:	Required March 1, 2021 to April 30, 2021 without extension

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Manhattan Community Board No. 7’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Manhattan Community Board No. 7’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated February 1, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Follow, distribute and post the Borough President's policy(ies) against sexual harassment.
3. Ensure that all individuals who work within the board receive training and/or a guide on the prevention of sexual harassment and their related rights and responsibilities.
4. Ensure that all individuals who work within the board receive information regarding the Borough President's complaint investigation procedures.
5. Maintain a summary of annual complaint activity.
6. Direct employees to utilize the Borough President's Equal Employment Opportunity (EEO) Office to file an internal complaint.
7. Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on February 23, 2021, which indicated that the following areas required corrective action: no(s). 6; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from March 1, 2021 to April 30, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on March 23, 2021, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Manhattan Community Board No. 7 was monitored until March 23, 2021; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Chairperson submitted a copy of a memorandum to staff dated March 24, 2021, which recognized the EEPC's audit and reiterated commitment to the Manhattan Community Board No. 7's equal employment practices; Now Therefore,

Be It Resolved, that the Manhattan Community Board No. 7 has satisfied the equal

employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Chairperson Steven M. Brown of the Manhattan Community Board No. 7.

Approved unanimously on April 22, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

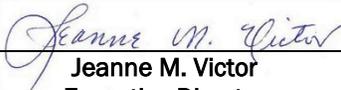
/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,


Jeanne M. Victor
Executive Director

Monitoring of Sexual Harassment Prevention and Response Practices

RESOLUTION NO.

2021AP/249-348-(2021)C33

Manhattan Community Board No. 8

Chairperson Russell Squire

DETERMINATION: COMPLIANCE

SYNOPSIS

Corrective Action(s):	Total: 4		
Period Audit Covered:	January 1, 2020 to December 31, 2020		
Preliminary Determination Issued:	February 12, 2021	Response Received	February 26, 2021
Final Determination Issued:	March 30, 2021	Response Received	April 29, 2021
Compliance-Monitoring:	Required	April 1, 2021 to May 31, 2021	
		without extension	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Manhattan Community Board No. 8’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Manhattan Community Board No. 8’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated February 12, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Follow, distribute and post the Borough President's policy(ies) against sexual harassment.
3. Direct employees to utilize the Borough President's Equal Employment Opportunity (EEO) Office to file an internal complaint.
4. Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professionals on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on March 30, 2021, which indicated that the following areas required corrective action: no(s). 4; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from April 1, 2021 to May 31, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on April 29, 2021, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Manhattan Community Board No. 8 was monitored until April 29, 2021; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Chairperson submitted a copy of a memorandum to staff dated May 4, 2021, which recognized the EEPC's audit and reiterated commitment to the Manhattan Community Board No. 8's equal employment practices; Now Therefore,

Be It Resolved, that the Manhattan Community Board No. 8 has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Chairperson Russell Squire of the Manhattan Community Board No. 8.

Approved unanimously on June 10, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

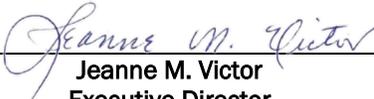
/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

/s/Aldrin Rafael Bonilla
Aldrin Rafael Bonilla
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,


Jeanne M. Victor
Executive Director

Monitoring of Sexual Harassment Prevention and Response Practices

RESOLUTION NO.

2021AP/249-349-(2021)C36

Manhattan Community Board No. 9

Chairperson Barry Weinberg

DETERMINATION: COMPLIANCE

SYNOPSIS

Corrective Action(s):	Total: 6
Period Audit Covered:	January 1, 2020 to December 31, 2020
Preliminary Determination Issued:	February 10, 2021 No Response Received
Final Determination Issued:	March 5, 2021 Response Received April 3, 2021
Compliance-Monitoring:	Required April 1, 2021 to May 31, 2021 without extension

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Manhattan Community Board No. 9’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Manhattan Community Board No. 9’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated February 10, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Follow, distribute and post the Borough President's policy(ies) against sexual harassment.
3. Ensure that all individuals who work within the board receive training and/or a guide on the prevention of sexual harassment and their related rights and responsibilities.
4. Ensure that all individuals who work within the board receive information regarding the Borough President's complaint investigation procedures.
5. Direct employees to utilize the Borough President's Equal Employment Opportunity (EEO) Office to file an internal complaint.
6. Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity did not submit a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on March 5, 2021, which indicated that the following areas required corrective action: no(s). 1, 2, 3, 4, 5, and 6; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from April 1, 2021 to May 31, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on April 3, 2021, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Manhattan Community Board No. 9 was monitored until May 26, 2021; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Chairperson submitted a copy of a memorandum to staff dated May 27, 2021, which recognized the EEPC's audit and reiterated commitment to the Manhattan Community Board No. 9's equal employment practices; Now Therefore,

Monitoring of Sexual Harassment Prevention and Response Practices
RESOLUTION NO.
2021AP/249-350-(2021)C25
Manhattan Community Board No. 10
Chairperson Cicely Harris
DETERMINATION: COMPLIANCE

S Y N O P S I S

Corrective Action(s):	Total: 6		
Period Audit Covered:	January 1, 2020 to December 31, 2020		
Preliminary Determination Issued:	February 4, 2021	No Response Received	
Final Determination Issued:	February 23, 2021	Response Received	March 25, 2021
Compliance-Monitoring:	Required	March 1, 2021 to April 30, 2021	
		without extension	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEOC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEOC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEOC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEOC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEOC conducted an audit, review, and evaluation of the Manhattan Community Board No. 10’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Manhattan Community Board No. 10’s Sexual Harassment Prevention and Response Practices, the EEOC issued a Preliminary Determination, dated February 4, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/Post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Follow, distribute, and post the Borough President's policy(ies) against sexual harassment.
3. Ensure that all individuals who work within the board receive training and/or a guide on the prevention of sexual harassment and their related rights and responsibilities.
4. Ensure that all individuals who work within the board receive information regarding the Borough President's complaint investigation procedures.
5. Direct employees to utilize the Borough President's Equal Employment Opportunity (EEO) Office to file an internal complaint.
6. Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity did not submit a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on February 23, 2021, which indicated that the following areas required corrective action: no(s). 1 - 6; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from March 1, 2021 to April 30, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on March 25, 2021, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Manhattan Community Board No. 10 was monitored until April 8, 2021; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Chairperson submitted a copy of a memorandum to staff dated April 8, 2021, which recognized the EEPC's audit and reiterated commitment to the Manhattan Community Board No. 10's equal employment practices; Now Therefore,

Be It Resolved, that the Manhattan Community Board No. 10 has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Chairperson Cicely Harris of the Manhattan Community Board No. 10.

Approved unanimously on June 10, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

/s/Aldrin Rafael Bonilla
Aldrin Rafael Bonilla
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,

Jeanne M. Victor
Jeanne M. Victor
Executive Director

**Monitoring of Sexual Harassment Prevention and Response Practices
RESOLUTION NO.
2021AP/249-351-(2021)C26
Manhattan Community Board No. 11
Chairperson Nilsa Orama
DETERMINATION: COMPLIANCE**

S Y N O P S I S

Corrective Action(s):	Total: 6		
Period Audit Covered:	January 1, 2020 to December 31, 2020		
Preliminary Determination Issued:	February 9, 2021	No Response Received	
Final Determination Issued:	February 25, 2021	Response Received	March 8, 2021
Compliance-Monitoring:	Required	March 1, 2021 to April 30, 2021	
		without extension	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Manhattan Community Board No. 11’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Manhattan Community Board No. 11’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated February 9, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/Post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Follow, distribute, and post the Borough President's policy(ies) against sexual harassment.
3. Ensure that all individuals who work within the board receive training and/or a guide on the prevention of sexual harassment and their related rights and responsibilities.
4. Ensure that all individuals who work within the board receive information regarding the Borough President's complaint investigation procedures.
5. Direct employees to utilize the Borough President's Equal Employment Opportunity (EEO) Office to file an internal complaint.
6. Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity did not submit a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on February 25, 2021, which indicated that the following areas required corrective action: no(s). 1 - 6; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from March 1, 2021 to April 30, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on March 8, 2021, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Manhattan Community Board No. 11 was monitored until May 5, 2021; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Chairperson submitted a copy of a memorandum to staff dated May 5, 2021, which recognized the EEPC's audit and reiterated commitment to the Manhattan Community Board No. 11's equal employment practices; Now Therefore,

Be It Resolved, that the Manhattan Community Board No. 11 has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPIC's Board of Commissioners approves the issuance of this Determination of Compliance to Chairperson Nilsa Orama of the Manhattan Community Board No. 11.

Approved unanimously on June 10, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

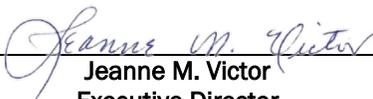
/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

/s/Aldrin Rafael Bonilla
Aldrin Rafael Bonilla
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,


Jeanne M. Victor
Executive Director

Monitoring of Sexual Harassment Prevention and Response Practices
RESOLUTION NO.
2021AP/249-352-(2021)C35
Manhattan Community Board No. 12
Chairperson Eleazar Bueno
DETERMINATION: COMPLIANCE

S Y N O P S I S

Corrective Action(s):	Total: 3
Period Audit Covered:	January 1, 2020 to December 31, 2020
Preliminary Determination Issued:	February 5, 2021 No Response Received
Final Determination Issued:	February 23, 2021 Response Received March 25, 2021
Compliance-Monitoring:	Required March 1, 2021 to April 30, 2021 without extension

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Manhattan Community Board No. 12’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Manhattan Community Board No. 12’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated February 5, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/Post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Ensure that all individuals who work within the board receive training and/or a guide on the prevention of sexual harassment and their related rights and responsibilities.
3. Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity did not submit a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on February 23, 2021, which indicated that the following areas required corrective action: no(s). 1, 2, and 3; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from March 1, 2021 to April 30, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on March 25, 2021, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Manhattan Community Board No. 12 was monitored until May 24, 2021; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Chairperson submitted a copy of a memorandum to staff dated May 24, 2021, which recognized the EEPC's audit and reiterated commitment to the Manhattan Community Board No. 12's equal employment practices; Now Therefore,

Be It Resolved, that the Manhattan Community Board No. 12 has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Chairperson Eleazar Bueno of the Manhattan Community Board No. 12.

Approved unanimously on June 10, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

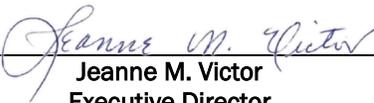
/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

/s/Aldrin Rafael Bonilla
Aldrin Rafael Bonilla
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,


Jeanne M. Victor
Executive Director

Monitoring of Sexual Harassment Prevention and Response Practices
RESOLUTION NO.
2021AP/248-431-(2021)C17
Queens Community Board No. 1
Chairperson Marie Torniali
DETERMINATION: COMPLIANCE

S Y N O P S I S

Corrective Action(s):	Total: 5		
Period Audit Covered:	January 1, 2020 to December 31, 2020		
Preliminary Determination Issued:	February 8, 2021	Response Received	February 9, 2021
Final Determination Issued:	February 25, 2021	Response Received	March 1, 2021
Compliance-Monitoring:	Required	March 1, 2021 to April 30, 2021	
		without extension	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Queens Community Board No. 1’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Queens Community Board No. 1’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated February 8, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Follow, distribute and post the Borough Presidents' policy(ies) against sexual harassment.
3. Ensure that all individuals who work within the board receive information regarding the Borough President's complaint investigation procedures.
4. Direct employees to utilize the Borough President's Equal Employment Opportunity (EEO) Office to file an internal complaint.
5. Consult and cooperate with Borough President's principal EEO Professional on prevention, investigation and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on February 25, 2021, which indicated that the following areas required corrective action: no(s). 1, 2, 3, 4 and 5; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from March 1, 2021 to April 30, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on March 1, 2021, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Queens Community Board No. 1 was monitored until April 14, 2021; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Chairperson submitted a copy of a memorandum to staff dated April 15, 2021, which recognized the EEPC's audit and reiterated commitment to the Queens Community Board No. 1's equal employment practices; Now Therefore,

Be It Resolved, that the Queens Community Board No. 1 has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Chairperson Marie Torniali of the Queens Community Board No. 1.

Approved unanimously on April 22, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

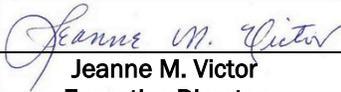
/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,



Jeanne M. Victor
Executive Director

Monitoring of Sexual Harassment Prevention and Response Practices

RESOLUTION NO.

2021AP/249-432-(2021)C23

Queens Community Board No. 2

Chairperson Lisa Deller

DETERMINATION: COMPLIANCE

SYNOPSIS

Corrective Action(s):	Total: 2		
Period Audit Covered:	January 1, 2020 to December 31, 2020		
Preliminary Determination Issued:	February 5, 2021	Response Received	February 18, 2021
Final Determination Issued:	February 26, 2021	Response Received	April 29, 2021
Compliance-Monitoring:	Required	March 1, 2021 to April 30, 2021	without extension

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Queens Community Board No. 2’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Queens Community Board No. 2’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated February 5, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Follow, distribute and post the Borough Presidents' policy(ies) against sexual harassment.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on February 26, 2021, which indicated that the following areas required corrective action: no(s). 1 and 2; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from March 1, 2021 to April 30, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on April 29, 2021, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Queens Community Board No. 2 was monitored until April 28, 2021; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Chairperson submitted a copy of a memorandum to staff dated May 17, 2021, which recognized the EEPC's audit and reiterated commitment to the Queens Community Board No. 2's equal employment practices; Now Therefore,

Be It Resolved, that the Queens Community Board No. 2 has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Chairperson Lisa Deller of the Queens Community Board No. 2.

Approved unanimously on June 10, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

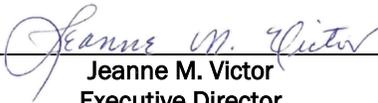
/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

/s/Aldrin Rafael Bonilla
Aldrin Rafael Bonilla
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,


Jeanne M. Victor
Executive Director



Monitoring of Sexual Harassment Prevention and Response Practices

RESOLUTION NO.

2021AP/250-433-(2021)C45

Queens Community Board No. 3

Chairperson Renetta English

DETERMINATION: COMPLIANCE

SYNOPSIS

Corrective Action(s):	Total: 4		
Period Audit Covered:	January 1, 2020 to December 31, 2020		
Preliminary Determination Issued:	February 12, 2021	No Response Received	
Final Determination Issued:	March 8, 2021	Response Received	March 30, 2021
Compliance-Monitoring:	Required	April 1, 2021 to May 31, 2021	
		without extension	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter "entities") and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities' practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC's determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Queens Community Board No. 3's Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Queens Community Board No. 3's Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated February 12, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Follow, distribute and post the Borough President's policy(ies) against sexual harassment.
3. Ensure that all individuals who work within the board receive training and/or a guide on the prevention of sexual harassment and their related rights and responsibilities.
4. Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity did not submit a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on March 8, 2021, which indicated that the following areas required corrective action: no(s). 1, 2, 3 and 4; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from April 1, 2021 to May 31, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on March 30, 2021, the entity issued a response to the EEPC's Final Determination; and

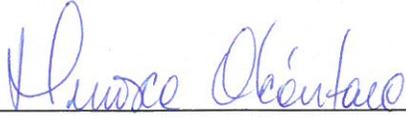
Whereas, in accordance with Charter Chapter 36, Section 832(c), the Queens Community Board No. 3 was monitored until July 2, 2021; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Chairperson submitted a copy of a memorandum to staff dated July 2, 2021, which recognized the EEPC's audit and reiterated commitment to the Queens Community Board No. 3's equal employment practices; Now Therefore,

Be It Resolved, that the Queens Community Board No. 3 has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Chairperson Renetta English of the Queens Community Board No. 3.

Approved unanimously on July 22, 2021.



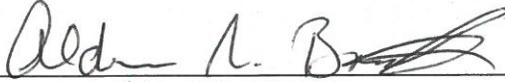
Minosca Alcantara
Commissioner/Mayoral Appointee



Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee



Aldrin Rafael Bonilla
Chair/Commissioner/Joint Appointee

Monitoring of Sexual Harassment Prevention and Response Practices

RESOLUTION NO.

2021AP/249-434-(2021)C37

Queens Community Board No. 4

Chairperson Marialena Giampino

DETERMINATION: COMPLIANCE

S Y N O P S I S

Corrective Action(s):	Total: 6		
Period Audit Covered:	January 1, 2020 to December 31, 2020		
Preliminary Determination Issued:	February 9, 2021	Response Received	February 23, 2021
Final Determination Issued:	February 26, 2021	Response Received	June 8, 2021
Compliance-Monitoring:	Required	March 1, 2021 to April 30, 2021 without extension	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Queens Community Board No. 4’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Queens Community Board No. 4’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated February 9, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Follow, distribute and post the Borough Presidents' policy(ies) against sexual harassment.
3. Ensure that all individuals who work within the board receive training and/or a guide on the prevention of sexual harassment and their related rights and responsibilities.
4. Ensure that all individuals who work within the board receive information regarding the Borough President's complaint investigation procedures.
5. Direct employees to utilize the Borough President's Equal Employment Opportunity (EEO) Office to file an internal complaint.
6. Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on February 26, 2021, which indicated that the following areas required corrective action: no(s). 1 and 6; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from March 1, 2021 to April 30, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on June 8, 2021, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Queens Community Board No. 4 was monitored until April 20, 2021; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Chairperson submitted a copy of a memorandum to staff dated April 20, 2021, which recognized the EEPC's audit and reiterated commitment to the Queens Community Board No. 4's equal employment practices; Now Therefore,

Be It Resolved, that the Queens Community Board No. 4 has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36;

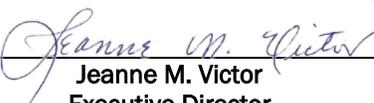
and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Chairperson Marialena Giampino of the Queens Community Board No. 4.

Approved unanimously on June 10, 2021.

<hr/> <p>/s/Angela Cabrera Angela Cabrera Commissioner/Mayoral Appointee</p>	<hr/> <p>/s/Elaine S. Reiss Elaine S. Reiss, Esq. Commissioner/Mayoral Appointee</p>
<hr/> <p>/s/Arva R. Rice Arva R. Rice Commissioner/City Council Appointee</p>	<hr/> <p>Vacant Commissioner/City Council Appointee</p>
<hr/> <p>/s/Aldrin Rafael Bonilla Aldrin Rafael Bonilla Chair/Commissioner/Joint Appointee</p>	

On behalf of all Commissioners in attendance,



Jeanne M. Victor
Executive Director

Monitoring of Sexual Harassment Prevention and Response Practices

RESOLUTION NO.

2021AP/249-435-(2021)C28

Queens Community Board No. 5

Chairperson Vincent Arcuri

DETERMINATION: COMPLIANCE

S Y N O P S I S

Corrective Action(s):	Total: 1		
Period Audit Covered:	January 1, 2020 to December 31, 2020		
Preliminary Determination Issued:	February 12, 2021	Response Received	February 24, 2021
Final Determination Issued:	March 5, 2021	Response Received	April 27, 2021
Compliance-Monitoring:	Required	April 1, 2021 to May 31, 2021 without extension	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Queens Community Board No. 5’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Queens Community Board No. 5’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated February 12, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on March 5, 2021, which indicated that the following areas required corrective action: no(s). 1; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from April 1, 2021 to May 31, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on April 27, 2021, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Queens Community Board No. 5 was monitored until April 6, 2021; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Chairperson submitted a copy of a memorandum to staff dated February 24, 2021, which recognized the EEPC's audit and reiterated commitment to the Queens Community Board No. 5's equal employment practices; Now Therefore,

Be It Resolved, that the Queens Community Board No. 5 has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Chairperson Vincent Arcuri of the Queens Community Board No. 5.

Approved unanimously on June 10, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

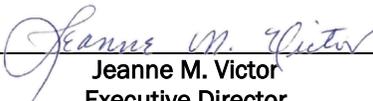
/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

/s/Aldrin Rafael Bonilla
Aldrin Rafael Bonilla
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,


Jeanne M. Victor
Executive Director

Monitoring of Sexual Harassment Prevention and Response Practices
RESOLUTION NO.
2021AP/249-436-(2021)C29
Queens Community Board No. 6
Chairperson Alexa Weitzman
DETERMINATION: COMPLIANCE

S Y N O P S I S

Corrective Action(s):	Total: 5
Period Audit Covered:	January 1, 2020 to December 31, 2020
Preliminary Determination Issued:	February 12, 2021 No Response Received
Final Determination Issued:	March 15, 2021 Response Received April 1, 2021
Compliance-Monitoring:	Required April 1, 2021 to May 31, 2021 without extension

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Queens Community Board No. 6’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Queens Community Board No. 6’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated February 12, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Follow, distribute and post the Borough Presidents' policy(ies) against sexual harassment.
3. Ensure that all individuals who work within the board receive information regarding the Borough President's complaint investigation procedures.
4. Direct employees to utilize the Borough President's Equal Employment Opportunity (EEO) Office to file an internal complaint.
5. Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity did not submit a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on March 15, 2021, which indicated that the following areas required corrective action: no(s). 1, 2, 3, 4, and 5; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from April 1, 2021 to May 31, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on April 1, 2021, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Queens Community Board No. 6 was monitored until April 1, 2021; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Chairperson submitted a copy of a memorandum to staff dated May 12, 2021, which recognized the EEPC's audit and reiterated commitment to the Queens Community Board No. 6's equal employment practices; Now Therefore,

Be It Resolved, that the Queens Community Board No. 6 has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Chairperson Alexa Weitzman of the Queens Community Board No. 6.

Approved unanimously on June 10, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

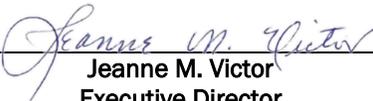
/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

/s/Aldrin Rafael Bonilla
Aldrin Rafael Bonilla
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,


Jeanne M. Victor
Executive Director

Monitoring of Sexual Harassment Prevention and Response Practices
RESOLUTION NO.
2021AP/248-437-(2021)C19
Queens Community Board No. 7
Chairperson Eugene T. Kelty
DETERMINATION: COMPLIANCE

S Y N O P S I S

Corrective Action(s):	Total: 7		
Period Audit Covered:	January 1, 2020 to December 31, 2020		
Preliminary Determination Issued:	February 4, 2021	No Response Received	
Final Determination Issued:	February 23, 2021	Response Received	February 26, 2021
Compliance-Monitoring:	Required	March 1, 2021 to April 30, 2021	
		without extension	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Queens Community Board No. 7’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Queens Community Board No. 7’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated February 4, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/post an annual policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Follow, distribute and post the Borough Presidents' policy(ies) against sexual harassment.
3. Ensure that all individuals who work within the board receive training and/or a guide on the prevention of sexual harassment and their related rights and responsibilities.
4. Ensure that all individuals who work within the board receive information regarding the Borough President's complaint investigation procedures.
5. Maintain a summary of annual complaint activity.
6. Direct employees to utilize the Borough President's Equal Employment Opportunity (EEO) Office to file an internal complaint.
7. Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity did not submit a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on February 23, 2021, which indicated that the following areas required corrective action: no(s). 1, 2, 3, 4, 5, 6 and 7; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from March 1, 2021 to April 30, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on February 26, 2021, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Queens Community Board No. 7 was monitored until April 9, 2021; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Chairperson submitted a copy of a memorandum to staff dated April 9, 2021, which recognized the EEPC's audit and reiterated commitment to the Queens Community Board No. 7's equal employment practices; Now Therefore,

Be It Resolved, that the Queens Community Board No. 7 has satisfied the equal employment

standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Chairperson Eugene T. Kelly of the Queens Community Board No. 7.

Approved unanimously on April 22, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,

Jeanne M. Victor
Jeanne M. Victor
Executive Director

Monitoring of Sexual Harassment Prevention and Response Practices
RESOLUTION NO.
2021AP/248-438-(2021)C15
Queens Community Board No. 8
Chairperson Martha Taylor
DETERMINATION: COMPLIANCE

S Y N O P S I S

Corrective Action(s):	Total: 3
Period Audit Covered:	January 1, 2020 to December 31, 2020
Preliminary Determination Issued:	January 28, 2021 Response Received February 11, 2021
Final Determination Issued:	February 18, 2021 Exempt
Compliance-Monitoring:	Required March 1, 2021 to April 30, 2021 without extension

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Queens Community Board No. 8’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Queens Community Board No. 8’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated January 28, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Follow, distribute and post the Borough President's policy(ies) against sexual harassment.
3. Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on February 18, 2021, which indicated that no areas required corrective action; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from March 1, 2021 to April 30, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on February 18, 2021, the entity was exempt from issuing a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Queens Community Board No. 8 was monitored until March 18, 2021; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Chairperson submitted a copy of a memorandum to staff dated March 16, 2021, which recognized the EEPC's audit and reiterated commitment to the Queens Community Board No. 8's equal employment practices; Now Therefore,

Be It Resolved, that the Queens Community Board No. 8 has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Chairperson Martha Taylor of the Queens Community Board No. 8.

Approved unanimously on April 22, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

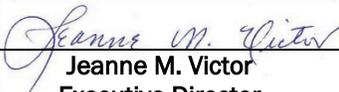
/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,


Jeanne M. Victor
Executive Director

Monitoring of Sexual Harassment Prevention and Response Practices

**RESOLUTION NO.
 2021AP/250-439-(2021)C41
 Queens Community Board No. 9
 Chairperson Kenichi Wilson
 DETERMINATION: COMPLIANCE**

SYNOPSIS

Corrective Action(s):	Total: 5		
Period Audit Covered:	January 1, 2020 to December 31, 2020		
Preliminary Determination Issued:	January 29, 2021	Response Received	February 12, 2021
Final Determination Issued:	February 23, 2021	Response Received	March 25, 2021
Compliance-Monitoring:	Required	March 1, 2021 to April 30, 2021	
		without extension	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Queens Community Board No. 9’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Queens Community Board No. 9’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated January 29, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Follow, distribute and post the Borough President's policy(ies) against sexual harassment.
3. Ensure that all individuals who work within the board receive information regarding the Borough President's complaint investigation procedures.
4. Direct employees to utilize the Borough President's Equal Employment Opportunity (EEO) Office to file an internal complaint.
5. Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on February 23, 2021, which indicated that the following areas required corrective action: no(s). 1, 2, 3, 4, and 5; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from March 1, 2021 to April 30, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on March 25, 2021, the entity issued a response to the EEPC's Final Determination; and

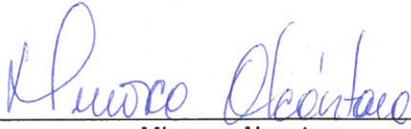
Whereas, in accordance with Charter Chapter 36, Section 832(c), the Queens Community Board No. 9 was monitored until April 20, 2021; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Chairperson submitted a copy of a memorandum to staff dated April 20, 2021, which recognized the EEPC's audit and reiterated commitment to the Queens Community Board No. 9's equal employment practices; Now Therefore,

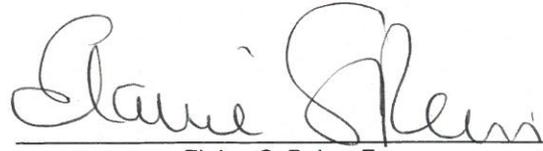
Be It Resolved, that the Queens Community Board No. 9 has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Chairperson Kenichi Wilson of the Queens Community Board No. 9.

Approved unanimously on July 22, 2021.



Minosca Alcantara
Commissioner/Mayoral Appointee



Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee



Aldrin Rafael Bonilla
Chair/Commissioner/Joint Appointee

Monitoring of Sexual Harassment Prevention and Response Practices

RESOLUTION NO.

2021AP/248-440-(2021)C14

Queens Community Board No. 10

Chairperson Betty Braton

DETERMINATION: COMPLIANCE

S Y N O P S I S

Corrective Action(s):	Total: 3
Period Audit Covered:	January 1, 2020 to December 31, 2020
Preliminary Determination Issued:	February 22, 2021 Response Received March 4, 2021
Final Determination Issued:	March 8, 2021 Exempt
Compliance-Monitoring:	Required April 1, 2021 to May 31, 2021 without extension

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Queens Community Board No. 10’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Queens Community Board No. 10’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated February 22, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Follow, distribute and post the Borough President's policy(ies) against sexual harassment.
3. Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on March 8, 2021, which indicated that no areas required corrective action; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from April 1, 2021 to May 31, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on March 8, 2021, the entity was exempt from issuing a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Queens Community Board No. 10 was monitored until March 22, 2021; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Chairperson submitted a copy of a memorandum to staff dated March 17, 2021, which recognized the EEPC's audit and reiterated commitment to the Queens Community Board No. 10's equal employment practices; Now Therefore,

Be It Resolved, that the Queens Community Board No. 10 has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Chairperson Betty Braton of the Queens Community Board No. 10.

Approved unanimously on April 22, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

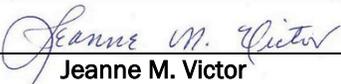
/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,


Jeanne M. Victor
Executive Director

Monitoring of Sexual Harassment Prevention and Response Practices

RESOLUTION NO.
2021AP/250-441-(2021)C40
Queens Community Board No. 11
Chairperson Michael Budabin
DETERMINATION: COMPLIANCE

SYNOPSIS

Corrective Action(s):	Total: 5		
Period Audit Covered:	January 1, 2020 to December 31, 2020		
Preliminary Determination Issued:	February 23, 2021	No Response Received	
Final Determination Issued:	March 15, 2021	Response Received	April 13, 2021
Compliance-Monitoring:	Required	April 1, 2021 to May 31, 2021 without extension	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Queens Community Board No. 11’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Queens Community Board No. 11’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated February 23, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Follow, distribute and post the Borough President's policy(ies) against sexual harassment.
3. Ensure that all individuals who work within the board receive information regarding the Borough President's complaint investigation procedures.
4. Direct employees to utilize the Borough President's Equal Employment Opportunity (EEO) Office to file an internal complaint.
5. Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity did not submit a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on March 15, 2021, which indicated that the following areas required corrective action: no(s). 1, 2, 3, 4, and 5; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from April 1, 2021 to May 31, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on April 13, 2021, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Queens Community Board No. 11 was monitored until June 3, 2021; and

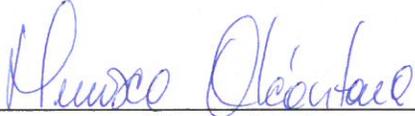
Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Chairperson submitted a copy of a memorandum to staff dated June 9, 2021, which recognized the EEPC's audit and reiterated commitment to the Queens Community Board No. 11's equal employment practices; Now Therefore,

Be It Resolved, that the Queens Community Board No. 11 has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

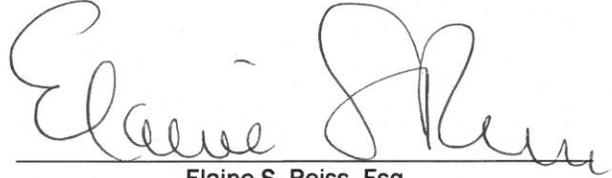
Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this

Determination of Compliance to Chairperson Michael Budabin of the Queens Community Board No. 11.

Approved unanimously on July 22, 2021.



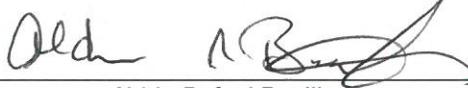
Minosca Alcantara
Commissioner/Mayoral Appointee



Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee



Aldrin Rafael Bonilla
Chair/Commissioner/Joint Appointee

Monitoring of Sexual Harassment Prevention and Response Practices

RESOLUTION NO.

2021AP/249-442-(2021)C39

Queens Community Board No. 12

Chairperson Carlene Thorbs

DETERMINATION: COMPLIANCE

S Y N O P S I S

Corrective Action(s):	Total: 5		
Period Audit Covered:	January 1, 2020 to December 31, 2020		
Preliminary Determination Issued:	February 11, 2021	Response Received	February 25, 2021
Final Determination Issued:	March 5, 2021	Response Received	April 29, 2021
Compliance-Monitoring:	Required	April 1, 2021 to May 31, 2021 without extension	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Queens Community Board No. 12’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Queens Community Board No. 12’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated February 11, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Follow, distribute and post the Borough President's policy(ies) against sexual harassment.
3. Ensure that all individuals who work within the board receive training and/or a guide on the prevention of sexual harassment and their related rights and responsibilities.
4. Maintain a summary of annual complaint activity.
5. Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on March 5, 2021, which indicated that the following areas required corrective action: no(s). 1, 3, and 5; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from April 1, 2021 to May 31, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on April 29, 2021, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Queens Community Board No. 12 was monitored until June 3, 2021; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Chairperson submitted a copy of a memorandum to staff dated June 3, 2021, which recognized the EEPC's audit and reiterated commitment to the Queens Community Board No. 12's equal employment practices; Now Therefore,

Be It Resolved, that the Queens Community Board No. 12 has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Chairperson Carlene Thorbs of the Queens Community Board No. 12.

Approved unanimously on June 10, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

/s/Aldrin Rafael Bonilla
Aldrin Rafael Bonilla
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,

Jeanne M. Victor
Jeanne M. Victor
Executive Director

Monitoring of Sexual Harassment Prevention and Response Practices

RESOLUTION NO.

2021AP/249-443-(2021)C38

Queens Community Board No. 13

Chairperson Bryan Block

DETERMINATION: COMPLIANCE

S Y N O P S I S

Corrective Action(s):	Total: 6		
Period Audit Covered:	January 1, 2020 to December 31, 2020		
Preliminary Determination Issued:	February 11, 2021	Response Received	February 25, 2021
Final Determination Issued:	March 8, 2021	Response Received	April 7, 2021
Compliance-Monitoring:	Required	April 1, 2021 to May 31, 2021 without extension	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Queens Community Board No. 13’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Queens Community Board No. 13’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated February 11, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Follow, distribute and post the Borough President's policy(ies) against sexual harassment.
3. Ensure that all individuals who work within the board receive information regarding the Borough President's complaint investigation procedures.
4. Maintain a summary of annual complaint activity.
5. Direct employees to utilize the Borough President's Equal Employment Opportunity (EEO) Office to file an internal complaint.
6. Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on March 8, 2021, which indicated that the following areas required corrective action: no(s). 1, 2, 3, 5, and 6; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from April 1, 2021 to May 31, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on April 7, 2021, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Queens Community Board No. 13 was monitored until May 28, 2021; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Chairperson submitted a copy of a memorandum to staff dated May 28, 2021, which recognized the EEPC's audit and reiterated commitment to the Queens Community Board No. 13's equal employment practices; Now Therefore,

Be It Resolved, that the Queens Community Board No. 13 has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Chairperson Bryan Block of the Queens Community Board No. 13.

Approved unanimously on June 10, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

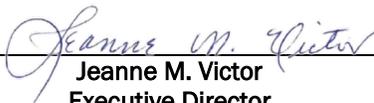
/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

/s/Aldrin Rafael Bonilla
Aldrin Rafael Bonilla
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,


Jeanne M. Victor
Executive Director

Monitoring of Sexual Harassment Prevention and Response Practices

RESOLUTION NO.

2021AP/249-444-(2021)C27

Queens Community Board No. 14

Chairperson Dolores Orr

DETERMINATION: COMPLIANCE

S Y N O P S I S

Corrective Action(s):	Total: 7		
Period Audit Covered:	January 1, 2020 to December 31, 2020		
Preliminary Determination Issued:	February 12, 2021	Response Received	February 25, 2021
Final Determination Issued:	March 8, 2021	Response Received	April 6, 2021
Compliance-Monitoring:	Required	April 1, 2021 to May 31, 2021 without extension	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Queens Community Board No. 14’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Queens Community Board No. 14’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated February 12, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Follow, distribute and post the Borough President's policy(ies) against sexual harassment.
3. Ensure that all individuals who work within the board receive training and/or a guide on the prevention of sexual harassment and their related rights and responsibilities.
4. Ensure that all individuals who work within the board receive information regarding the Borough President's complaint investigation procedures.
5. Maintain a summary of annual complaint activity.
6. Direct employees to utilize the Borough President's Equal Employment Opportunity (EEO) Office to file an internal complaint
7. Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on March 8, 2021, which indicated that the following areas required corrective action: no(s). 1; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from April 1, 2021 to May 31, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on April 6, 2021, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Queens Community Board No. 14 was monitored until May 1, 2021; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Chairperson submitted a copy of a memorandum to staff dated April 16, 2021, which recognized the EEPC's audit and reiterated commitment to the Queens Community Board No. 14's equal employment practices; Now Therefore,

Be It Resolved, that the Queens Community Board No. 14 has satisfied the equal employment

standards set by the EEPCC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPCC's Board of Commissioners approves the issuance of this Determination of Compliance to Chairperson Dolores Orr of the Queens Community Board No. 14.

Approved unanimously on June 10, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

/s/Aldrin Rafael Bonilla
Aldrin Rafael Bonilla
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,

Jeanne M. Victor
Jeanne M. Victor
Executive Director

**Monitoring of Sexual Harassment Prevention and Response Practices
RESOLUTION NO.
2020AP/247-468-(2021)C7
Eugenio María de Hostos Community College
Interim President Daisy Cocco De Fillippis
DETERMINATION: COMPLIANCE**

S Y N O P S I S

Corrective Action(s)	Total: 5		
Period Audit Covered	January 1, 2018 to December 31, 2019		
Preliminary Determination Issued	August 4, 2020	Response Received	August 18, 2020
Final Determination Issued	August 26, 2020	Response Received	September 24, 2020
Compliance-Monitoring	Required	September 1, 2020 to February 28, 2021 without extension	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEOC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEOC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEOC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEOC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEOC conducted an audit, review, and evaluation of the Eugenio María de Hostos Community College’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Eugenio María de Hostos Community College’s Sexual Harassment Prevention and Response Practices, the EEOC issued a Preliminary Determination, dated August 4, 2020, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/Post a paper or electronic copy of the Equal Employment Opportunity Policy, Standards and Procedures to Be Utilized by City Agencies – or an agency Policy that conforms to city, state and federal laws against sexual harassment– for use by managers, supervisors, and legal, human resources and EEO professionals. Include, or attach as addenda: uniform and responsive procedures for investigating discrimination/sexual harassment complaints, and current contact information for the agency’s EEO professionals as well as federal, state and local agencies that enforce laws against discrimination/sexual harassment.
2. Serve the respondent with a notice of the complaint that includes the respondent’s right to respond to the allegations and right to be accompanied by a representative of his/her choice. Maintain in the complaint file documentation regarding the service of notice on the respondent.
3. Issue a conclusive report within 90 days of the date the complaint was filed. Commence an investigation immediately if allegations raised sufficiently warrant an investigation.
4. In rare circumstances where a complaint investigation cannot commence immediately, or where a conclusive report cannot be issued within 90 days, specify in the complaint file the reason for the delay and project a time frame for completion of the report. Notify the complainant and respondent of the delay.
5. Ensure that managers and supervisors are held accountable for enforcing the agency’s sexual harassment prevention policies and complaint procedures. Document this expectation and its implementation.

Whereas, within a two-week deadline following the EEPC’s Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on August 26, 2020, which indicated that the following areas required corrective action: no(s). 2, 3, 4, and 5; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from September 1, 2020 to February 28, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on September 24, 2020, the entity issued a response to the EEPC’s Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Eugenio María de Hostos Community College was monitored until January 29, 2021; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Interim President submitted a copy of a memorandum to staff dated

February 10, 2021, which recognized the EEPC's audit and reiterated commitment to the Eugenio María de Hostos Community College's equal employment practices; Now Therefore,

Be It Resolved, that the Eugenio María de Hostos Community College has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Interim President Daisy Cocco De Fillippis of the Eugenio María de Hostos Community College.

Approved unanimously on February 25, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,



Charise L Terry
Executive Director



Monitoring of Sexual Harassment Prevention and Response Practices
RESOLUTION NO.

2020AP/250-469-(2021)C42

Fiorello H. LaGuardia Community College

President Kenneth Adams

DETERMINATION: COMPLIANCE

SYNOPSIS

Corrective Action(s):	Total: 7		
Period Audit Covered:	January 1, 2018 to December 31, 2019		
Preliminary Determination Issued:	September 11, 2020	Response Received	September 24, 2020
Final Determination Issued:	September 30, 2020	Response Received	October 30, 2020
Compliance-Monitoring:	Required	October 1, 2020 to May 31, 2021 with extension	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter "entities") and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities' practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC's determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Fiorello H. LaGuardia Community College's Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Fiorello H. LaGuardia Community College's Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated September 11, 2020, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/Post a paper or electronic copy of the Equal Employment Opportunity Policy, Standards and Procedures to Be Utilized by City Agencies – or an agency Policy that conforms to city, state and federal laws against sexual harassment– for use by managers, supervisors, and legal, human resources and EEO professionals. Include, or attach as addenda: uniform and responsive procedures for investigating discrimination/sexual harassment complaints, and current contact information for the agency's EEO professionals as well as federal, state and local agencies that enforce laws against discrimination/sexual harassment.
2. Issue a conclusive report within 90 days of the date the complaint was filed. Commence an investigation immediately if allegations raised sufficiently warrant an investigation.
3. In rare circumstances where a complaint investigation cannot commence immediately, or where a conclusive report cannot be issued within 90 days, specify in the complaint file the reason for the delay and project a time frame for completion of the report. Notify the complainant and respondent of the delay.
4. Ensure that the General Counsel assists the agency head in identifying and determining appropriate responses to sexual harassment; works with the principal EEO Professional in the implementation of the City's policies and procedures pertaining to sexual harassment; informs the principal EEO Professional when external complaints or litigation involving sexual harassment is brought against the agency; is available to consult on internal sexual harassment complaint investigations; and is responsible for the investigation of, and response to, external sexual harassment complaints.
5. Ensure that the principal EEO Professional, HR Professional, and General Counsel, review the number of sexual harassment complaints, and the agency's employment practices, policies and programs on an annual basis to identify whether there are barriers to employment opportunities that may be related to sexual harassment and determine what, if any, actions are required to correct deficiencies.
6. Maintain documentation regarding directives or decisions between the agency head (or a direct report other than the General Counsel) and the principal EEO Professional that impact the administration and operation of programs, policies or procedures concerning sexual harassment.
7. Submit to the EEPC an Annual Plan of measures and programs to provide equal employment opportunity, and quarterly reports on efforts to implement the Plan within 30 days following each quarter. Include a breakout of sexual harassment complaint activity in each quarterly report.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on September 30, 2020, which indicated that the following areas required corrective action: no(s). 2, 3, 5, 6, and 7; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from October 1, 2020 to March 31, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on

the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on October 30, 2020, the entity issued a response to the EEPC's Final Determination; and

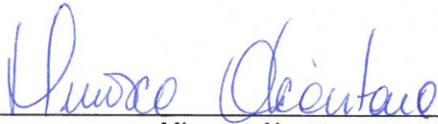
Whereas, in accordance with Charter Chapter 36, Section 832(c), the Fiorello H. LaGuardia Community College was monitored until May 28, 2021; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the President submitted a copy of a memorandum to staff dated July 1, 2021, which recognized the EEPC's audit and reiterated commitment to the Fiorello H. LaGuardia Community College's equal employment practices; Now Therefore,

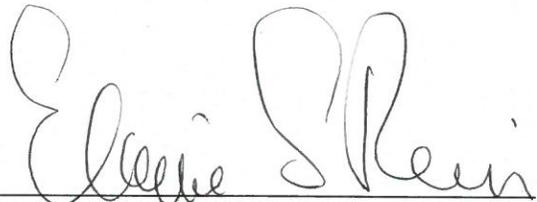
Be It Resolved, that the Fiorello H. LaGuardia Community College has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to President Kenneth Adams of the Fiorello H. LaGuardia Community College.

Approved unanimously on July 22, 2021.



Minosca Alcantara
Commissioner/Mayoral Appointee



Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee



Aldrin Rafael Bonilla
Chair/Commissioner/Joint Appointee

Monitoring of Sexual Harassment Prevention and Response Practices
RESOLUTION NO.
2020AP/248-072-(2021)C16
Department of Correction
Commissioner Cynthia Brann
DETERMINATION: COMPLIANCE

S Y N O P S I S

Corrective Action(s):	Total: 11		
Period Audit Covered:	January 1, 2018 to December 31, 2019		
Preliminary Determination Issued:	July 23, 2020	Response Received	August 6, 2020
Final Determination Issued:	August 31, 2020	Response Received	September 29, 2020
Compliance-Monitoring:	Required	September 1, 2020 to February 28, 2021 without extension	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Department of Correction’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Department of Correction’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated July 23, 2020, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Establish and implement a training plan for new and existing employees to ensure that all individuals who work within the agency, including managers and supervisors, receive training on the prevention of sexual harassment as well as discrimination complaint and investigation procedures.
2. Issue a conclusive report within 90 days of the date the complaint was filed. Commence an investigation immediately if allegations raised sufficiently warrant an investigation.
3. In rare circumstances where a complaint investigation cannot commence immediately, or where a conclusive report cannot be issued within 90 days, specify in the complaint file the reason for the delay and project a time frame for completion of the report. Notify the complainant and respondent of the delay.
4. Maintain complaint files in a secure area and ensure that they can be located and reviewed by the agency head, agency general counsel, and other appropriate staff identified by the agency head.
5. Inform each complainant and respondent of the conclusion and outcome of their complaint investigation in writing as part of the agency's complaint procedure for all complaint cases.
6. Establish and utilize a complaint tracking and monitoring system that permits the agency to identify the location, status, and length of time elapsed in the complaint investigation process, the issues and the bases of the complaints, the aggrieved individuals, and other information necessary to analyze complaint activity to identify trends.
7. Ensure that the principal EEO Professional, HR Professional, and General Counsel, review the number of sexual harassment complaints, and the agency's employment practices, policies and programs on an annual basis to identify whether there are barriers to employment opportunities that may be related to sexual harassment and determine what, if any, actions are required to correct deficiencies.
8. Where the agency's organizational structure necessitates multiple EEO professionals, select such individuals from different office locations and, where possible, from a variety of levels within the organizational structure. Appoint EEO professionals who are trained in EEO laws and procedures, and their responsibilities under the EEO Policy.
9. Maintain documentation regarding directives or decisions between the agency head (or a direct report other than the General Counsel) and the principal EEO Professional that impact the administration and operation of programs, policies or procedures concerning sexual harassment.
10. Ensure that managers and supervisors are held accountable for enforcing the agency's sexual harassment prevention policies and complaint procedures. Document this expectation and its implementation.
11. Ensure the managerial performance evaluation form contains a rating for EEO (which covers responsibilities and processes for assuring their ability to make employment decisions based on merit and equal consideration or treat others in an equitable and impartial manner).

Whereas, within a two-week deadline following the EEP's Preliminary Determination, the

entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on August 31, 2020, which indicated that the following areas required corrective action: no(s). 1, 3, 8, 10; and 11

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from September 1, 2020 to February 28, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on September 29, 2020, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Department of Correction was monitored until April 15, 2021; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Commissioner submitted a copy of a memorandum to staff dated April 15, 2021, which recognized the EEPC's audit and reiterated commitment to the Department of Correction's equal employment practices; Now Therefore,

Be It Resolved, that the Department of Correction has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Commissioner Cynthia Brann of the New York City Department of Correction.

Approved unanimously on April 22, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

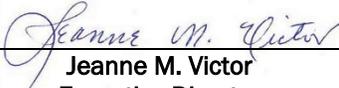
/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,



Jeanne M. Victor
Executive Director

Monitoring of Sexual Harassment Prevention and Response Practices

RESOLUTION NO.

2020AP/248-740-(2021)C18

Department of Education

Chancellor Meisha Porter

DETERMINATION: COMPLIANCE

SYNOPSIS

Corrective Action(s):	Total: 14
Period Audit Covered:	January 1, 2018 to December 31, 2019
Preliminary Determination Issued:	July 29, 2020 No Response Received
Final Determination Issued:	August 13, 2020 Response Received September 22, 2020
Compliance-Monitoring:	Required September 1, 2020 to February 28, 2021 without extension

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Department of Education’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Department of Education’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated July 29, 2020, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Issue a Policy Statement or memorandum reiterating commitment to the prevention of sexual harassment annually.
2. Distribute/Post a paper or electronic copy of the Equal Employment Opportunity Policy, Standards and Procedures to Be Utilized by City Agencies – or an agency Policy that conforms to city, state and federal laws against sexual harassment– for use by managers, supervisors, and legal, human resources and EEO professionals. Include, or attach as addenda: uniform and responsive procedures for investigating discrimination/sexual harassment complaints, and current contact information for the agency’s EEO professionals as well as federal, state and local agencies that enforce laws against discrimination/sexual harassment.
3. Establish and implement a training plan for new and existing employees to ensure that all individuals who work within the agency, including managers and supervisors, receive training on the prevention of sexual harassment as well as discrimination complaint and investigation procedures.
4. Serve the respondent with a notice of the complaint that includes the respondent’s right to respond to the allegations and right to be accompanied by a representative of his/her choice. Maintain in the complaint file documentation regarding the service of notice on the respondent.
5. Issue a conclusive report within 90 days of the date the complaint was filed. Commence an investigation immediately if allegations raised sufficiently warrant an investigation.
6. In rare circumstances where a complaint investigation cannot commence immediately, or where a conclusive report cannot be issued within 90 days, specify in the complaint file the reason for the delay and project a time frame for completion of the report. Notify the complainant and respondent of the delay.
7. Ensure that the principal EEO Professional, HR Professional, and General Counsel, review the number of sexual harassment complaints, and the agency’s employment practices, policies and programs on an annual basis to identify whether there are barriers to employment opportunities that may be related to sexual harassment and determine what, if any, actions are required to correct deficiencies.
8. Appoint a principal EEO Professional to implement EEO policies and standards within the agency. Ensure the principal EEO Professional is trained regarding city, state, federal EEO laws; the requirements of the agency’s EEO policies, standards and procedures; and the prevention, investigation, and resolution of discrimination and sexual harassment complaints.
9. Where the agency’s organizational structure necessitates multiple EEO professionals, select such individuals from different office locations and, where possible, from a variety of levels within the organizational structure. Appoint EEO professionals who are trained in EEO laws and procedures, and their responsibilities under the EEO Policy.
10. Ensure that the principal EEO Professional reports directly to the agency head (or a direct report other than the General Counsel) in order to exercise the necessary authority and independent judgment to fulfill EEO responsibilities.

11. Maintain documentation regarding directives or decisions between the agency head (or a direct report other than the General Counsel) and the principal EEO Professional that impact the administration and operation of programs, policies or procedures concerning sexual harassment.
12. Ensure that managers and supervisors are held accountable for enforcing the agency's sexual harassment prevention policies and complaint procedures. Document this expectation and its implementation.
13. Ensure the managerial performance evaluation form contains a rating for EEO (which covers responsibilities and processes for assuring their ability to make employment decisions based on merit and equal consideration, or treat others in an equitable and impartial manner).
14. Submit to the EEPC an Annual Plan of measures and programs to provide equal employment opportunity, and quarterly reports on efforts to implement the Plan within 30 days following each quarter. Include a breakout of sexual harassment complaint activity in each quarterly report.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity did not submit a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on August 13, 2020, which indicated that the following areas required corrective action: no(s). 1 - 14; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from September 1, 2020 to February 28, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on September 22, 2020, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Department of Education was monitored until March 23, 2021; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Chancellor submitted a copy of a memorandum to staff dated April 15, 2021, which recognized the EEPC's audit and reiterated commitment to the Department of Education's equal employment practices; Now Therefore,

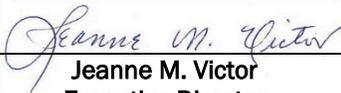
Be It Resolved, that the Department of Education has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Chancellor Meisha Porter of the Department of Education.

Approved unanimously on April 22, 2021.

<hr/> <i>/s/Angela Cabrera</i> Angela Cabrera Commissioner/Mayoral Appointee	<hr/> <i>/s/Elaine S. Reiss</i> Elaine S. Reiss, Esq. Commissioner/Mayoral Appointee
<hr/> <i>/s/Arva R. Rice</i> Arva R. Rice Commissioner/City Council Appointee	<hr/> Vacant Commissioner/City Council Appointee
<hr/> Vacant Chair/Commissioner/Joint Appointee	

On behalf of all Commissioners in attendance,



Jeanne M. Victor
Executive Director

Monitoring of Sexual Harassment Prevention and Response Practices
RESOLUTION NO.
2020AP/248-521-(2021)C13
Board of Education Retirement System
Executive Director Sanford Rich
DETERMINATION: COMPLIANCE

S Y N O P S I S

Corrective Action(s):	Total: 18		
Period Audit Covered:	January 1, 2018 to December 31, 2019		
Preliminary Determination Issued:	July 21, 2020	No Response Received	
Final Determination Issued:	August 6, 2020	Response Received	September 3, 2020
Compliance-Monitoring:	Required	September 1, 2020 to February 28, 2021	
		with extension	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Board of Education Retirement System’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Board of Education Retirement System’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated July 21, 2020, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/Post a paper or electronic copy of the Equal Employment Opportunity Policy, Standards and Procedures to Be Utilized by City Agencies – or an agency Policy that conforms to city, state and federal laws against sexual harassment – for use by managers, supervisors, and legal, human resources and EEO professionals. Include, or attach as addenda: uniform and responsive procedures for investigating discrimination/sexual harassment complaints, and current contact information for the agency’s EEO professionals as well as federal, state and local agencies that enforce laws against discrimination/sexual harassment.
2. Serve the respondent with a notice of the complaint that includes the respondent’s right to respond to the allegations and right to be accompanied by a representative of his/her choice. Maintain in the complaint file documentation regarding the service of notice on the respondent.
3. Issue a conclusive report within 90 days of the date the complaint was filed. Commence an investigation immediately if allegations raised sufficiently warrant an investigation.
4. In rare circumstances where a complaint investigation cannot commence immediately, or where a conclusive report cannot be issued within 90 days, specify in the complaint file the reason for the delay and project a time frame for completion of the report. Notify the complainant and respondent of the delay.
5. Generate at the end of each complaint investigation, a conclusive confidential report which includes a summary of the allegations and responses, a summary of the procedural history of the investigation, a statement of the relevant facts gathered, a determination, a recommendation and documentation of the Agency Head’s Review.
6. Establish and implement a policy whereby the agency head (or an approved direct report other than the General Counsel) reviews the principal investigator's conclusive report; issues a written/electronic determination adopting, rejecting, or modifying the recommended action; and signs each determination, via writing or electronically, to indicate it has been reviewed and adopted.
7. Inform each complainant and respondent of the conclusion and outcome of their complaint investigation in writing as part of the agency's complaint procedure.
8. Ensure each internal discrimination complaint file contains a written determination of its outcome and corrective action(s) taken as a result.
9. Establish and utilize a complaint tracking and monitoring system that permits the agency to identify the location, status, and length of time elapsed in the complaint investigation process, the issues and the bases of the complaints, the aggrieved individuals, and other information necessary to analyze complaint activity to identify trends.
10. Ensure that the General Counsel assists the agency head in identifying and determining appropriate responses to sexual harassment; works with the principal EEO Professional in the implementation of the City’s policies and procedures pertaining to sexual harassment; informs the principal EEO Professional when external complaints or litigation involving sexual harassment is brought against the agency; is available to consult on internal sexual harassment complaint investigations; and is responsible for the investigation of, and response to, external sexual harassment complaints.

11. Ensure that the principal EEO Professional, HR Professional, and General Counsel, review the number of sexual harassment complaints, and the agency's employment practices, policies and programs on an annual basis to identify whether there are barriers to employment opportunities that may be related to sexual harassment and determine what, if any, actions are required to correct deficiencies.
12. Appoint a principal EEO Professional to implement EEO policies and standards within the agency. Ensure the principal EEO Professional is trained regarding city, state, federal EEO laws; the requirements of the agency's EEO policies, standards and procedures; and the prevention, investigation, and resolution of discrimination and sexual harassment complaints.
13. Ensure that the principal EEO Professional works cooperatively and closely with the General Counsel in the implementation of policies and procedures concerning EEO and sexual harassment.
14. Assign the principal EEO Professional (or EEO-related designee) the responsibility to supervise the activities of EEO professionals, and ensure that: the policies against sexual harassment and complaint procedures are distributed/posted at all agency locations; employees/managers receive sexual harassment prevention training; EEO-related policies are made available in alternative formats (i.e., large print, audio recording and/or Braille) upon request; managers, supervisors and human resource professionals receive guidance on issues pertaining to sexual harassment; and allegations of sexual harassment are promptly investigated.
15. Maintain documentation regarding directives or decisions between the agency head (or a direct report other than the General Counsel) and the principal EEO Professional that impact the administration and operation of programs, policies or procedures concerning sexual harassment.
16. Ensure that managers and supervisors are held accountable for enforcing the agency's sexual harassment prevention policies and complaint procedures. Document this expectation and its implementation.
17. Ensure the managerial performance evaluation form contains a rating for EEO (which covers responsibilities and processes for assuring their ability to make employment decisions based on merit and equal consideration, or treat others in an equitable and impartial manner).
18. Submit to the EEPC an Annual Plan of measures and programs to provide equal employment opportunity, and quarterly reports on efforts to implement the Plan within 30 days following each quarter. Include a breakout of sexual harassment complaint activity in each quarterly report.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity did not submit a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on August 6, 2020, which indicated that the following areas required corrective action: no(s). 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, and 18; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination,

the EEPC assigned a monitoring period from September 1, 2020 to February 28, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on September 3, 2020, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Board of Education Retirement System was monitored until March 31, 2021; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Executive Director submitted a copy of a memorandum to staff dated March 31, 2021, which recognized the EEPC's audit and reiterated commitment to the Board of Education Retirement System's equal employment practices; Now Therefore,

Be It Resolved, that the Board of Education Retirement System has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Executive Director Sanford Rich of the Board of Education Retirement System.

Approved unanimously on April 22, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

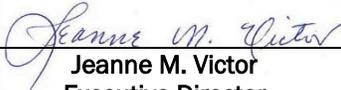
/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,


Jeanne M. Victor
Jeanne M. Victor
Executive Director

Monitoring of Sexual Harassment Prevention and Response Practices
RESOLUTION NO.
2020AP/248-826-(2021)C8
Department of Environmental Protection
Commissioner Vincent Sapienza
DETERMINATION: COMPLIANCE

S Y N O P S I S

Corrective Action(s):	Total: 16		
Period Audit Covered:	January 1, 2018 to December 31, 2019		
Preliminary Determination Issued:	July 10, 2020	Response Received	July 24, 2020
Final Determination Issued:	August 12, 2020	Response Received	September 15, 2020
Compliance-Monitoring:	Required	September 1, 2020 to February 28, 2021 without extension	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Department of Environmental Protection’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Department of Environmental Protection’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated July 10, 2020, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Establish and implement a training plan for new and existing employees to ensure that all individuals who work within the agency, including managers and supervisors, receive training on the prevention of sexual harassment as well as discrimination complaint and investigation procedures.
2. Serve the respondent with a notice of the complaint that includes the respondent's right to respond to the allegations and right to be accompanied by a representative of his/her choice. Maintain in the complaint file documentation regarding the service of notice on the respondent.
3. Take thorough notes, of words spoken and facts provided, during each interview. Include these notes in each complaint file.
4. Issue a conclusive report within 90 days of the date the complaint was filed. Commence an investigation immediately if allegations raised sufficiently warrant an investigation.
5. In rare circumstances where a complaint investigation cannot commence immediately, or where a conclusive report cannot be issued within 90 days, specify in the complaint file the reason for the delay and project a time frame for completion of the report. Notify the complainant and respondent of the delay.
6. Generate at the end of each complaint investigation, a conclusive confidential report which includes a summary of the allegations and responses, a summary of the procedural history of the investigation, a statement of the relevant facts gathered, a determination, a recommendation and documentation of the Agency Head's Review for all complaint files.
7. Maintain complaint files in a secure area and ensure that they can be located and reviewed by the agency head, agency general counsel, and other appropriate staff identified by the agency head.
8. Establish and implement a policy whereby the agency head (or an approved direct report other than the General Counsel) reviews the principal investigator's conclusive report; issues a written/electronic determination adopting, rejecting, or modifying the recommended action; and signs each determination, via writing or electronically, to indicate it has been reviewed and adopted for all complaint files.
9. Inform each complainant and respondent of the conclusion and outcome of their complaint investigation in writing as part of the agency's complaint procedure for all complaint cases.
10. Ensure each internal discrimination complaint file contains a written determination of its outcome and corrective action taken as a result.
11. Establish and utilize a complaint tracking and monitoring system that permits the agency to identify the location, status, and length of time elapsed in the complaint investigation process, the issues and the bases of the complaints, the aggrieved individuals, and other information necessary to analyze complaint activity to identify trends.
12. Ensure that the principal EEO Professional, HR Professional, and General Counsel, review the number of sexual harassment complaints, and the agency's employment practices, policies and programs on an annual basis to identify whether there are barriers to employment opportunities

that may be related to sexual harassment and determine what, if any, actions are required to correct deficiencies.

13. Ensure the principal EEO Professional is trained regarding city, state, federal EEO laws; the requirements of the agency's EEO policies, standards and procedures; and the prevention, investigation, and resolution of discrimination and sexual harassment complaints.
14. Where the agency's organizational structure necessitates multiple EEO professionals, select such individuals from different office locations and, where possible, from a variety of levels within the organizational structure. Appoint EEO professionals who are trained in EEO laws and procedures, and their responsibilities under the EEO Policy.
15. Maintain documentation regarding directives or decisions between the agency head (or a direct report other than the General Counsel) and the principal EEO Professional that impact the administration and operation of programs, policies or procedures concerning sexual harassment.
16. Submit to the EEPC an Annual Plan of measures and programs to provide equal employment opportunity, and quarterly reports on efforts to implement the Plan within 30 days following each quarter. Include a breakout of sexual harassment complaint activity in each quarterly report.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on August 12, 2020, which indicated that the following areas required corrective action: no(s). 1, 2, 4, 5, 9, 12, 15 and 16.

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from September 1, 2020 to February 28, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on September 15, 2020, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Department of Environmental Protection was monitored until February 26, 2021; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Commissioner submitted a copy of a memorandum to staff dated February 26, 2021, which recognized the EEPC's audit and reiterated commitment to the Department of Environmental Protection's equal employment practices; Now Therefore,

Be It Resolved, that the Department of Environmental Protection has satisfied the equal

employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Commissioner Vincent Sapienza of the New York City Department of Environmental Protection.

Approved unanimously on April 22, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

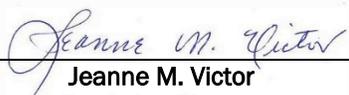
/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,



Jeanne M. Victor
Executive Director

**Monitoring of Sexual Harassment Prevention and Response Practices
RESOLUTION NO.
2020AP/246-132-(2021)C1
Independent Budget Office
Director Ronnie Lowenstein
DETERMINATION: COMPLIANCE**

S Y N O P S I S

Corrective Action(s)	Total: 11		
Period Audit Covered	January 1, 2018 to December 31, 2019		
Preliminary Determination Issued	June 3, 2020	No Response Received	
Final Determination Issued	June 18, 2020	Response Received	July 18, 2020
Compliance-Monitoring	Required	July 1, 2020 to December 31, 2020	
		without extension	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEOC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEOC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEOC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEOC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEOC conducted an audit, review, and evaluation of the Independent Budget Office’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Independent Budget Office’s Sexual Harassment Prevention and Response Practices, the EEOC issued a Preliminary Determination, dated June 3, 2020, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/Post a paper or electronic copy of the Equal Employment Opportunity Policy, Standards and Procedures to Be Utilized by City Agencies – or an agency Policy that conforms to city, state and federal laws against sexual harassment– for use by managers, supervisors, and legal, human resources and EEO professionals. Include, or attach as addenda: uniform and responsive procedures for investigating discrimination/sexual harassment complaints, and current contact information for the agency’s EEO professionals as well as federal, state and local agencies that enforce laws against discrimination/sexual harassment.
2. Serve the respondent with a notice of the complaint that includes the respondent’s right to respond to the allegations and right to be accompanied by a representative of his/her choice. Maintain in the complaint file documentation regarding the service of notice on the respondent.
3. Issue/maintain written confirmation when an internal complaint/mediation is terminated, withdrawn or resolved by agreement of the parties or EEO Office.
4. Take thorough notes, of words spoken and facts provided, during each interview. Include these notes in each complaint file.
5. Inform each complainant and respondent of the conclusion and outcome of their complaint investigation in writing as part of the agency's complaint procedure.
6. Ensure each internal discrimination complaint file contains a written determination of its outcome and corrective action(s) taken as a result.
7. Establish and utilize a complaint tracking and monitoring system that permits the agency to identify the location, status, and length of time elapsed in the complaint investigation process, the issues and the bases of the complaints, the aggrieved individuals, and other information necessary to analyze complaint activity to identify trends.
8. Where the agency’s organizational structure necessitates multiple EEO professionals, select such individuals from different office locations and, where possible, from a variety of levels within the organizational structure. Appoint EEO professionals who are trained in EEO laws and procedures, and their responsibilities under the EEO Policy.
9. Ensure that managers and supervisors are held accountable for enforcing the agency’s sexual harassment prevention policies and complaint procedures. Document this expectation and its implementation.
10. Ensure the managerial performance evaluation form contains a rating for EEO (which covers responsibilities and processes for assuring their ability to make employment decisions based on merit and equal consideration, or treat others in an equitable and impartial manner).
11. Submit to the EEPC an Annual Plan of measures and programs to provide equal employment opportunity, and quarterly reports on efforts to implement the Plan within 30 days following each quarter. Include a breakout of sexual harassment complaint activity in each quarterly report.

Whereas, within a two-week deadline following the EEPC’s Preliminary Determination, the entity did not submit a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on June 18, 2020, which indicated that the following areas required corrective action: no(s). 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, and 11; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from July 1, 2020 to December 31, 2020, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on July 18, 2020, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Independent Budget Office was monitored until December 23, 2020; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Director submitted a copy of a memorandum to staff dated January 6, 2021, which recognized the EEPC's audit and reiterated commitment to the Independent Budget Office's equal employment practices; Now Therefore,

Be It Resolved, that the Independent Budget Office has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Director Ronnie Lowenstein of the Independent Budget Office.

Approved unanimously on January 28, 2021.

/s/Sasha Neha Ahuja
Sasha Neha Ahuja
Chair

/s/Angela Cabrera
Angela Cabrera
Commissioner

/s/Arva R. Rice
Arva R. Rice
Commissioner

/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner

On behalf all Commissioners in attendance,



Charise L Terry
Executive Director

Monitoring of Sexual Harassment Prevention and Response Practices
RESOLUTION NO.
2020AP/248-858-(2021)C21
New York City Department of Information Technology and Telecommunications
Commissioner Jessica S. Tisch
DETERMINATION: COMPLIANCE

S Y N O P S I S

Corrective Action(s):	Total: 9		
Period Audit Covered:	January 1, 2018 to December 31, 2019		
Preliminary Determination Issued:	August 11, 2020	Response Received	August 25, 2020
Final Determination Issued:	September 9, 2020	Response Received	October 9, 2020
Compliance-Monitoring:	Required	October 1, 2020 to March 31, 2021	without extension

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEOC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEOC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEOC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEOC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEOC conducted an audit, review, and evaluation of the New York City Department of Information Technology and Telecommunications’ Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the New York City Department of Information Technology and Telecommunications’ Sexual Harassment Prevention and Response Practices, the EEOC issued a Preliminary Determination, dated August 11, 2020, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/Post a paper or electronic copy of the Equal Employment Opportunity Policy, Standards and Procedures to Be Utilized by City Agencies – or an agency Policy that conforms to city, state and federal laws against sexual harassment– for use by managers, supervisors, and legal, human resources and EEO professionals. Include, or attach as addenda: uniform and responsive procedures for investigating discrimination/sexual harassment complaints, and current contact information for the agency’s EEO professionals as well as federal, state and local agencies that enforce laws against discrimination/sexual harassment.
2. Serve the respondent with a notice of the complaint that includes the respondent’s right to respond to the allegations and right to be accompanied by a representative of his/her choice. Maintain in the complaint file documentation regarding the service of notice on the respondent.
3. Establish and implement a policy whereby the agency head (or an approved direct report other than the General Counsel) reviews the principal investigator's conclusive report; issues a written/electronic determination adopting, rejecting, or modifying the recommended action; and signs each determination, via writing or electronically, to indicate it has been reviewed and adopted.
4. Ensure that the principal EEO Professional, HR Professional, and General Counsel, review the number of sexual harassment complaints, and the agency’s employment practices, policies and programs on an annual basis to identify whether there are barriers to employment opportunities that may be related to sexual harassment and determine what, if any, actions are required to correct deficiencies.
5. Appoint a principal EEO Professional to implement EEO policies and standards within the agency. Ensure the principal EEO Professional is trained regarding city, state, federal EEO laws; the requirements of the agency’s EEO policies, standards and procedures; and the prevention, investigation, and resolution of discrimination and sexual harassment complaints.
6. Where the agency’s organizational structure necessitates multiple EEO professionals, select such individuals from different office locations and, where possible, from a variety of levels within the organizational structure. Appoint EEO professionals who are trained in EEO laws and procedures, and their responsibilities under the EEO Policy.
7. Maintain documentation regarding directives or decisions between the agency head (or a direct report other than the General Counsel) and the principal EEO Professional that impact the administration and operation of programs, policies or procedures concerning sexual harassment.
8. Ensure that managers and supervisors are held accountable for enforcing the agency’s sexual harassment prevention policies and complaint procedures. Document this expectation and its implementation.

9. Submit to the EEPC an Annual Plan of measures and programs to provide equal employment opportunity, and quarterly reports on efforts to implement the Plan within 30 days following each quarter. Include a breakout of sexual harassment complaint activity in each quarterly report.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on September 9, 2020, which indicated that the following areas required corrective action: no(s). 1, 2, 3, 4, 5, 7, 8, and 9; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from October 1, 2020 to March 31, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on October 9, 2020, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the New York City Department of Information Technology and Telecommunications was monitored until March 31, 2021; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Commissioner submitted a copy of a memorandum to staff dated March 31, 2021, which recognized the EEPC's audit and reiterated commitment to the New York City Department of Information Technology and Telecommunications' equal employment practices; Now Therefore,

Be It Resolved, that the New York City Department of Information Technology and Telecommunications has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Commissioner Jessica S. Tisch of the New York City Department of Information Technology and Telecommunications.

Approved unanimously on April 22, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

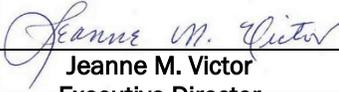
/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,


Jeanne M. Victor
Executive Director

Monitoring of Sexual Harassment Prevention and Response Practices
RESOLUTION NO.
2020AP/246-943-(2021)C2
Office of the Kings County Public Administrator
Public Administrator Richard Buckheit
DETERMINATION: COMPLIANCE

S Y N O P S I S

Corrective Action(s)	Total: 7		
Period Audit Covered	January 1, 2018 to December 31, 2019		
Preliminary Determination Issued	July 20, 2020	No Response Received	
Final Determination Issued	July 31, 2020	Response Received	August 31, 2020
Compliance-Monitoring	Required	August 1, 2020 to January 31, 2021 without extension	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEOC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEOC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEOC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEOC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEOC conducted an audit, review, and evaluation of the Office of the Kings County Public Administrator’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Office of the Kings County Public Administrator’s Sexual Harassment Prevention and Response Practices, the EEOC issued a Preliminary Determination, dated July 20, 2020, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Issue a Policy Statement or memorandum reiterating commitment to the prevention of sexual harassment annually.
2. Distribute/Post a paper or electronic copy of the Equal Employment Opportunity Policy, Standards and Procedures to Be Utilized by City Agencies – or an agency Policy that conforms to city, state and federal laws against sexual harassment– for use by managers, supervisors, and legal, human resources and EEO professionals. Include, or attach as addenda: uniform and responsive procedures for investigating discrimination/sexual harassment complaints, and current contact information for the agency’s EEO professionals as well as federal, state and local agencies that enforce laws against discrimination/sexual harassment.
3. Establish and implement a training plan for new and existing employees to ensure that all individuals who work within the agency, including managers and supervisors, receive training on the prevention of sexual harassment as well as discrimination complaint and investigation procedures.
4. Ensure that the principal EEO Professional, HR Professional, and General Counsel, review the number of sexual harassment complaints, and the agency’s employment practices, policies and programs on an annual basis to identify whether there are barriers to employment opportunities that may be related to sexual harassment and determine what, if any, actions are required to correct deficiencies.
5. Assign the principal EEO Professional (or EEO-related designee) the responsibility to supervise the activities of EEO professionals, and ensure that: the policies against sexual harassment and complaint procedures are distributed/posted at all agency locations; employees/managers receive sexual harassment prevention training; EEO-related policies are made available in alternative formats (i.e., large print, audio recording and/or Braille) upon request; managers, supervisors and human resource professionals receive guidance on issues pertaining to sexual harassment; and allegations of sexual harassment are promptly investigated.
6. Maintain documentation regarding directives or decisions between the agency head (or a direct report other than the General Counsel) and the principal EEO Professional that impact the administration and operation of programs, policies or procedures concerning sexual harassment.
7. Submit to the EEPC an Annual Plan of measures and programs to provide equal employment opportunity, and quarterly reports on efforts to implement the Plan within 30 days following each quarter. Include a breakout of sexual harassment complaint activity in each quarterly report.

Whereas, within a two-week deadline following the EEPC’s Preliminary Determination, the entity did not submit a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on July 31, 2020, which indicated that the following areas required corrective action: no(s). 1, 2, 3, 4, 5, 6, and 7; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from August 1, 2020 to January 31, 2021, to determine

whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on August 31, 2020, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Office of the Kings County Public Administrator was monitored until January 14, 2021; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Public Administrator submitted a copy of a memorandum to staff dated January 25, 2021, which recognized the EEPC's audit and reiterated commitment to the Office of the Kings County Public Administrator's equal employment practices; Now Therefore,

Be It Resolved, that the Office of the Kings County Public Administrator has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Public Administrator Richard Buckheit of the Office of the Kings County Public Administrator.

Approved unanimously on January 28, 2021.

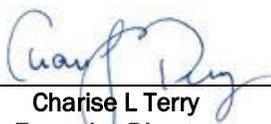
/s/Sasha Neha Ahuja
Sasha Neha Ahuja
Chair

/s/Angela Cabrera
Angela Cabrera
Commissioner

/s/Arva R. Rice
Arva R. Rice
Commissioner

/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner

On behalf all Commissioners in attendance,


Charise L Terry
Executive Director

**Monitoring of Sexual Harassment Prevention and Response Practices
RESOLUTION NO.
2020AP/247-214-(2021)C6
Office of Labor Relations
Commissioner Renee Campion
DETERMINATION: COMPLIANCE**

S Y N O P S I S

Corrective Action(s):	Total: 13		
Period Audit Covered:	January 1, 2018 to December 31, 2019		
Preliminary Determination Issued:	June 29, 2020	Response Received	July 13, 2020
Final Determination Issued:	July 31, 2020	Response Received	August 31, 2020
Compliance-Monitoring:	Required	August 1, 2020 to January 31, 2021 without extension	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Office of Labor Relations’ Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Office of Labor Relations’ Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated June 29, 2020, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Issue a Policy Statement or memorandum reiterating commitment to the prevention of sexual harassment annually.
2. Distribute/Post a paper or electronic copy of the Equal Employment Opportunity Policy, Standards and Procedures to Be Utilized by City Agencies – or an agency Policy that conforms to city, state and federal laws against sexual harassment– for use by managers, supervisors, and legal, human resources and EEO professionals. Include, or attach as addenda: uniform and responsive procedures for investigating discrimination/sexual harassment complaints, and current contact information for the agency’s EEO professionals as well as federal, state and local agencies that enforce laws against discrimination/sexual harassment.
3. Establish and implement a training plan for new and existing employees to ensure that all individuals who work within the agency, including managers and supervisors, receive training on the prevention of sexual harassment as well as discrimination complaint and investigation procedures.
4. Establish and utilize a complaint tracking and monitoring system that permits the agency to identify the location, status, and length of time elapsed in the complaint investigation process, the issues and the bases of the complaints, the aggrieved individuals, and other information necessary to analyze complaint activity to identify trends.
5. Ensure that the General Counsel assists the agency head in identifying and determining appropriate responses to sexual harassment; works with the principal EEO Professional in the implementation of the City’s policies and procedures pertaining to sexual harassment; informs the principal EEO Professional when external complaints or litigation involving sexual harassment is brought against the agency; is available to consult on internal sexual harassment complaint investigations; and is responsible for the investigation of, and response to, external sexual harassment complaints.
6. Ensure that the principal EEO Professional, HR Professional, and General Counsel, review the number of sexual harassment complaints, and the agency’s employment practices, policies and programs on an annual basis to identify whether there are barriers to employment opportunities that may be related to sexual harassment and determine what, if any, actions are required to correct deficiencies.
7. Appoint a principal EEO Professional to implement EEO policies and standards within the agency. Ensure the principal EEO Professional is trained regarding city, state, federal EEO laws; the requirements of the agency’s EEO policies, standards and procedures; and the prevention, investigation, and resolution of discrimination and sexual harassment complaints.
8. Where the agency’s organizational structure necessitates multiple EEO professionals, select such individuals from different office locations and, where possible, from a variety of levels within the organizational structure. Appoint EEO professionals who are trained in EEO laws and procedures, and their responsibilities under the EEO Policy.

9. Ensure that the principal EEO Professional works cooperatively and closely with the General Counsel in the implementation of policies and procedures concerning EEO and sexual harassment.
10. Assign the principal EEO Professional (or EEO-related designee) the responsibility to supervise the activities of EEO professionals, and ensure that: the policies against sexual harassment and complaint procedures are distributed/posted at all agency locations; employees/managers receive sexual harassment prevention training; EEO-related policies are made available in alternative formats (i.e., large print, audio recording and/or Braille) upon request; managers, supervisors and human resource professionals receive guidance on issues pertaining to sexual harassment; and allegations of sexual harassment are promptly investigated.
11. Maintain documentation regarding directives or decisions between the agency head (or a direct report other than the General Counsel) and the principal EEO Professional that impact the administration and operation of programs, policies or procedures concerning sexual harassment.
12. Ensure that managers and supervisors are held accountable for enforcing the agency's sexual harassment prevention policies and complaint procedures. Document this expectation and its implementation.
13. Submit to the EEPC an Annual Plan of measures and programs to provide equal employment opportunity, and quarterly reports on efforts to implement the Plan within 30 days following each quarter. Include a breakout of sexual harassment complaint activity in each quarterly report.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on July 31, 2020, which indicated that the following areas required corrective action: no(s). 1, 2, 5, 6, 8, 9, 10, 11, 12, and 13; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from August 1, 2020 to January 31, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on August 31, 2020, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Office of Labor Relations was monitored until February 5, 2021; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of

wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Commissioner submitted a copy of a memorandum to staff dated February 5, 2021, which recognized the EEPC's audit and reiterated commitment to the Office of Labor Relations' equal employment practices; Now Therefore,

Be It Resolved, that the Office of Labor Relations has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Commissioner Renee Campion of the Office of Labor Relations.

Approved unanimously on February 25, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

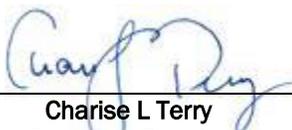
/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,



Charise L Terry
Executive Director

Monitoring of Sexual Harassment Prevention and Response Practices
RESOLUTION NO.
2020AP/248-025-(2021)C10
New York City Law Department
Corporation Counsel James E. Johnson
DETERMINATION: COMPLIANCE

S Y N O P S I S

Corrective Action(s):	Total: 14		
Period Audit Covered:	January 1, 2018 to December 31, 2019		
Preliminary Determination Issued:	August 20, 2020	Response Received	September 3, 2020
Final Determination Issued:	September 9, 2020	Response Received	October 8, 2020
Compliance-Monitoring:	Required	October 1, 2020 to March 31, 2021	without extension

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the New York City Law Department’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the New York City Law Department’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated August 20, 2020, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Establish and implement a training plan for new and existing employees to ensure that all individuals who work within the agency, including managers and supervisors, receive training on the prevention of sexual harassment as well as discrimination complaint and investigation procedures.
2. Serve the respondent with a notice of the complaint that includes the respondent's right to respond to the allegations and right to be accompanied by a representative of his/her choice. Maintain in the complaint file documentation regarding the service of notice on the respondent.
3. Take thorough notes, of words spoken and facts provided, during each interview. Include these notes in each complaint file.
4. Issue a conclusive report within 90 days of the date the complaint was filed. Commence an investigation immediately if allegations raised sufficiently warrant an investigation.
5. In rare circumstances where a complaint investigation cannot commence immediately, or where a conclusive report cannot be issued within 90 days, specify in the complaint file the reason for the delay and project a time frame for completion of the report. Notify the complainant and respondent of the delay.
6. Generate at the end of each complaint investigation, a conclusive confidential report which includes a summary of the allegations and responses, a summary of the procedural history of the investigation, a statement of the relevant facts gathered, a determination, a recommendation and documentation of the Agency Head's Review.
7. Maintain complaint files in a secure area and ensure that they can be located and reviewed by the agency head, agency general counsel, and other appropriate staff identified by the agency head.
8. Establish and implement a policy whereby the agency head (or an approved direct report other than the General Counsel) reviews the principal investigator's conclusive report; issues a written/electronic determination adopting, rejecting, or modifying the recommended action; and signs each determination, via writing or electronically, to indicate it has been reviewed and adopted.
9. Inform each complainant and respondent of the conclusion and outcome of their complaint investigation in writing as part of the agency's complaint procedure.
10. Ensure that the principal EEO Professional, HR Professional, and General Counsel, review the number of sexual harassment complaints, and the agency's employment practices, policies and programs on an annual basis to identify whether there are barriers to employment opportunities that may be related to sexual harassment and determine what, if any, actions are required to correct deficiencies.
11. Where the agency's organizational structure necessitates multiple EEO professionals, select such individuals from different office locations and, where possible, from a variety of levels within the organizational structure. Appoint EEO professionals who are trained in EEO laws and procedures, and their responsibilities under the EEO Policy.

12. Assign the principal EEO Professional (or EEO-related designee) the responsibility to supervise the activities of EEO professionals, and ensure that: the policies against sexual harassment and complaint procedures are distributed/posted at all agency locations; employees/managers receive sexual harassment prevention training; EEO-related policies are made available in alternative formats (i.e., large print, audio recording and/or Braille) upon request; managers, supervisors and human resource professionals receive guidance on issues pertaining to sexual harassment; and allegations of sexual harassment are promptly investigated.
13. Maintain documentation regarding directives or decisions between the agency head (or a direct report other than the General Counsel) and the principal EEO Professional that impact the administration and operation of programs, policies or procedures concerning sexual harassment.
14. Submit to the EEPC an Annual Plan of measures and programs to provide equal employment opportunity, and quarterly reports on efforts to implement the Plan within 30 days following each quarter. Include a breakout of sexual harassment complaint activity in each quarterly report.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on September 9, 2020, which indicated that the following areas required corrective action: no(s). 1, 4, 5, 8, 10, 11, 12, 13; and 14 and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from October 1, 2020 to March 31, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on October 8, 2020, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the New York City Law Department was monitored until March 3, 2021; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Corporation Counsel submitted a copy of a memorandum to staff dated March 29, 2021, which recognized the EEPC's audit and reiterated commitment to the New York City Law Department's equal employment practices; Now Therefore,

Be It Resolved, that the New York City Law Department has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Corporation Counsel James E. Johnson of the New York City Law Department.

Approved unanimously on April 22, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,

Jeanne M. Victor
Jeanne M. Victor
Executive Director

Monitoring of Sexual Harassment Prevention and Response Practices

RESOLUTION NO.

**2021AP/251-056-(2021)C48
New York City Police Department
Police Commissioner Dermot Shea
DETERMINATION: COMPLIANCE**

SYNOPSIS

Corrective Action(s):	Total: 8		
Period Audit Covered:	January 1, 2019 to December 31, 2020		
Preliminary Determination Issued:	June 7, 2021	Response Received	June 21, 2021
Final Determination Issued:	June 30, 2021	Response Received	July 26, 2021
Compliance-Monitoring:	Required	July 1, 2021 to December 31, 2021	
		without extension	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter "entities") and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities' practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC's determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the New York City Police Department's Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the New York City Police Department's Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated June 7, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/Post a paper or electronic copy of the Equal Employment Opportunity Policy, Standards and Procedures to Be Utilized by City Agencies – or an agency Policy that conforms to city, state and federal laws against sexual harassment– for use by managers, supervisors, and legal, human resources and EEO professionals. Include, or attach as addenda: uniform and responsive procedures for investigating discrimination/sexual harassment complaints, and current contact information for the agency's EEO professionals as well as federal, state and local agencies that enforce laws against discrimination/sexual harassment.
2. Serve the respondent with a notice of the complaint that includes the respondent's right to respond to the allegations and right to be accompanied by a representative of his/her choice. Maintain in the complaint file documentation regarding the service of notice on the respondent.
3. Inform each complainant and respondent of the conclusion and outcome of their complaint investigation in writing as part of the agency's complaint procedure.
4. Ensure that the General Counsel assists the agency head in identifying and determining appropriate responses to sexual harassment; works with the principal EEO Professional in the implementation of the City's policies and procedures pertaining to sexual harassment; informs the principal EEO Professional when external complaints or litigation involving sexual harassment is brought against the agency; is available to consult on internal sexual harassment complaint investigations; and is responsible for the investigation of, and response to, external sexual harassment complaints.
5. Where the agency's organizational structure necessitates multiple EEO professionals, select such individuals from different office locations and, where possible, from a variety of levels within the organizational structure. Appoint EEO professionals who are trained in EEO laws and procedures, and their responsibilities under the EEO Policy.
6. Maintain documentation regarding directives or decisions between the agency head (or a direct report other than the General Counsel) and the principal EEO Professional that impact the administration and operation of programs, policies or procedures concerning sexual harassment.
7. Ensure the managerial performance evaluation form contains a rating for EEO (which covers responsibilities and processes for assuring their ability to make employment decisions based on merit and equal consideration, or treat others in an equitable and impartial manner).
8. Submit to the EEPC an Annual Plan of measures and programs to provide equal employment opportunity, and quarterly reports on efforts to implement the Plan within 30 days following each quarter. Include a breakout of sexual harassment complaint activity in each quarterly report.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on June 30, 2021, which indicated that the following areas required

corrective action: no(s). 1; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from July 1, 2021 to December 31, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on July 26, 2021, the entity issued a response to the EEPC's Final Determination; and

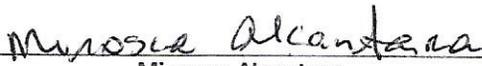
Whereas, in accordance with Charter Chapter 36, Section 832(c), the New York City Police Department was monitored until August 17, 2021; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Police Commissioner submitted a copy of a memorandum to staff dated August 27, 2021, which recognized the EEPC's audit and reiterated commitment to the New York City Police Department's equal employment practices; Now Therefore,

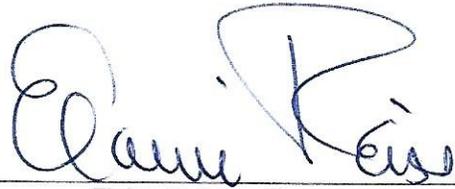
Be It Resolved, that the New York City Police Department has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Police Commissioner Dermot Shea of the New York City Police Department.

Approved unanimously on September 15, 2021.



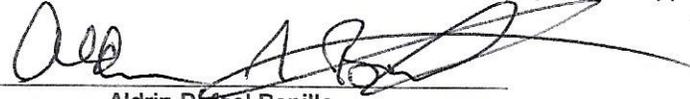
Mynosca Alcantara
Commissioner/Mayoral Appointee



Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee



Aldrin Rafael Bonilla
Chair/Commissioner/Joint Appointee

Monitoring of Sexual Harassment Prevention and Response Practices
RESOLUTION NO.
2020AP/248-101-(2021)C20
Office of the New York City Public Advocate
Public Advocate Jumaane Williams
DETERMINATION: COMPLIANCE

S Y N O P S I S

Corrective Action(s):	Total: 29		
Period Audit Covered:	January 1, 2018 to December 31, 2019		
Preliminary Determination Issued:	August 6, 2020	Response Received	August 20, 2020
Final Determination Issued:	September 4, 2020	Response Received	October 14, 2020
Compliance-Monitoring:	Required	October 1, 2020 to March 31, 2021 without extension	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEOC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEOC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEOC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEOC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEOC conducted an audit, review, and evaluation of the Office of the New York City Public Advocate’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Office of the New York City Public Advocate’s Sexual Harassment Prevention and Response Practices, the EEOC issued a Preliminary Determination, dated August 6, 2020, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Issue a Policy Statement or memorandum reiterating commitment to the prevention of sexual harassment annually.
2. Distribute/Post a paper or electronic copy of the Equal Employment Opportunity Policy, Standards and Procedures to Be Utilized by City Agencies – or an agency Policy that conforms to city, state and federal laws against sexual harassment – for use by managers, supervisors, and legal, human resources and EEO professionals. Include, or attach as addenda: uniform and responsive procedures for investigating discrimination/sexual harassment complaints, and current contact information for the agency’s EEO professionals as well as federal, state and local agencies that enforce laws against discrimination/sexual harassment.
3. Establish and implement a training plan for new and existing employees to ensure that all individuals who work within the agency, including managers and supervisors, receive training on the prevention of sexual harassment as well as discrimination complaint and investigation procedures.
4. Include in the complaint file a completed Complaint Intake Form, or a written complaint that captures facts (including pertinent dates) that identify the respondent(s) with reasonable specificity and provide the essence of the circumstances which gave rise to the complaint.
5. Provide the option to file a complaint anonymously.
6. Serve the respondent with a notice of the complaint that includes the respondent’s right to respond to the allegations and right to be accompanied by a representative of his/her choice. Maintain in the complaint file documentation regarding the service of notice on the respondent.
7. Issue/maintain written confirmation when an internal complaint/mediation is terminated, withdrawn or resolved by agreement of the parties or EEO Office.
8. Take thorough notes, of words spoken and facts provided, during each interview. Include these notes in each complaint file.
9. Issue a conclusive report within 90 days of the date the complaint was filed. Commence an investigation immediately if allegations raised sufficiently warrant an investigation.
10. In rare circumstances where a complaint investigation cannot commence immediately, or where a conclusive report cannot be issued within 90 days, specify in the complaint file the reason for the delay and project a time frame for completion of the report. Notify the complainant and respondent of the delay.
11. Generate at the end of each complaint investigation, a conclusive confidential report which includes a summary of the allegations and responses, a summary of the procedural history of the

investigation, a statement of the relevant facts gathered, a determination, a recommendation and documentation of the Agency Head's Review.

12. Maintain complaint files in a secure area and ensure that they can be located and reviewed by the agency head, agency general counsel, and other appropriate staff identified by the agency head.
13. Establish and implement a policy whereby the agency head (or an approved direct report other than the General Counsel) reviews the principal investigator's conclusive report; issues a written/electronic determination adopting, rejecting, or modifying the recommended action; and signs each determination, via writing or electronically, to indicate it has been reviewed and adopted.
14. Inform each complainant and respondent of the conclusion and outcome of their complaint investigation in writing as part of the agency's complaint procedure.
15. Ensure each internal discrimination complaint file contains a written determination of its outcome and corrective action(s) taken as a result.
16. Notify the complainant and respondent in writing when the investigation by the EEO professional has been transferred because of the filing of an external complaint.
17. Establish and utilize a complaint tracking and monitoring system that permits the agency to identify the location, status, and length of time elapsed in the complaint investigation process, the issues and the bases of the complaints, the aggrieved individuals, and other information necessary to analyze complaint activity to identify trends.
18. Ensure that the General Counsel assists the agency head in identifying and determining appropriate responses to sexual harassment; works with the principal EEO Professional in the implementation of the City's policies and procedures pertaining to sexual harassment; informs the principal EEO Professional when external complaints or litigation involving sexual harassment is brought against the agency; is available to consult on internal sexual harassment complaint investigations; and is responsible for the investigation of, and response to, external sexual harassment complaints.
19. Ensure that the principal EEO Professional, HR Professional, and General Counsel, review the number of sexual harassment complaints, and the agency's employment practices, policies and programs on an annual basis to identify whether there are barriers to employment opportunities that may be related to sexual harassment and determine what, if any, actions are required to correct deficiencies.
20. Appoint a principal EEO Professional to implement EEO policies and standards within the agency. Ensure the principal EEO Professional is trained regarding city, state, federal EEO laws; the requirements of the agency's EEO policies, standards and procedures; and the prevention, investigation, and resolution of discrimination and sexual harassment complaints.

21. Ensure that the responsibilities of the principal EEO Professional are competently discharged by providing adequate resources such as opportunities for continuing education and professional development, and/or support staff to meet EEO obligations.
22. Where the agency's organizational structure necessitates multiple EEO professionals, select such individuals from different office locations and, where possible, from a variety of levels within the organizational structure. Appoint EEO professionals who are trained in EEO laws and procedures, and their responsibilities under the EEO Policy.
23. Ensure that the principal EEO Professional works cooperatively and closely with the General Counsel in the implementation of policies and procedures concerning EEO and sexual harassment.
24. Assign the principal EEO Professional (or EEO-related designee) the responsibility to supervise the activities of EEO professionals, and ensure that: the policies against sexual harassment and complaint procedures are distributed/posted at all agency locations; employees/managers receive sexual harassment prevention training; EEO-related policies are made available in alternative formats (i.e., large print, audio recording and/or Braille) upon request; managers, supervisors and human resource professionals receive guidance on issues pertaining to sexual harassment; and allegations of sexual harassment are promptly investigated.
25. Ensure that the principal EEO Professional reports directly to the agency head (or a direct report other than the General Counsel) in order to exercise the necessary authority and independent judgment to fulfill EEO responsibilities.
26. Maintain documentation regarding directives or decisions between the agency head (or a direct report other than the General Counsel) and the principal EEO Professional that impact the administration and operation of programs, policies or procedures concerning sexual harassment.
27. Ensure that managers and supervisors are held accountable for enforcing the agency's sexual harassment prevention policies and complaint procedures. Document this expectation and its implementation.
28. Ensure the managerial performance evaluation form contains a rating for EEO (which covers responsibilities and processes for assuring their ability to make employment decisions based on merit and equal consideration, or treat others in an equitable and impartial manner).
29. Submit to the EEPCC an Annual Plan of measures and programs to provide equal employment opportunity, and quarterly reports on efforts to implement the Plan within 30 days following each quarter. Include a breakout of sexual harassment complaint activity in each quarterly report.

Whereas, within a two-week deadline following the EEPCC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPCC issued a Final Determination on September 4, 2020, which indicated that the following areas

required corrective action: no(s). 1, 2, 4, 5, 6, 7, 8, 9, 10, 11, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, and 29; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from October 1, 2020 to March 31, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on October 14, 2020, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Office of the New York City Public Advocate was monitored until April 6, 2021; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Public Advocate submitted a copy of a memorandum to staff dated April 7, 2021, which recognized the EEPC's audit and reiterated commitment to the Office of the New York City Public Advocate's equal employment practices; Now Therefore,

Be It Resolved, that the Office of the New York City Public Advocate has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Public Advocate Jumaane Williams of the Office of the New York City Public Advocate.

Approved unanimously on April 22, 2021.

/s/Angela Cabrera

Angela Cabrera
Commissioner/Mayoral Appointee

/s/Elaine S. Reiss

Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice

Arva R. Rice
Commissioner/City Council Appointee

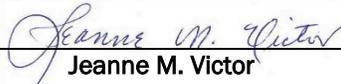
Vacant

Vacant
Commissioner/City Council Appointee

Vacant

Vacant
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,


Jeanne M. Victor
Jeanne M. Victor
Executive Director

**Monitoring of Sexual Harassment Prevention and Response Practices
 RESOLUTION NO.**

2021AP/253-904-(2021)C50

Office of the Queens County District Attorney

District Attorney Melinda Katz

DETERMINATION: COMPLIANCE

S Y N O P S I S

Corrective Action(s):	Total: 14		
Period Audit Covered:	January 1, 2019 to December 31, 2020		
Preliminary Determination Issued:	April 16, 2021	No Response Received	
Final Determination Issued:	May 12, 2021	Response Received	June 11, 2021
Compliance-Monitoring:	Required	June 1, 2021 to November 30, 2021	
		without extension	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Office of the Queens County District Attorney’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Office of the Queens County District Attorney’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated April 16, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Issue a Policy Statement or memorandum reiterating commitment to the prevention of sexual harassment annually.
2. Distribute/Post a paper or electronic copy of the Equal Employment Opportunity Policy, Standards and Procedures to Be Utilized by City Agencies -- or an agency Policy that conforms to city, state and federal laws against sexual harassment-- for use by managers, supervisors, and legal, human resources and EEO professionals. Include, or attach as addenda: uniform and responsive procedures for investigating discrimination/sexual harassment complaints, and current contact information for the agency's EEO professionals as well as federal, state and local agencies that enforce laws against discrimination/sexual harassment.
3. Establish and implement a training plan for new and existing employees to ensure that all individuals who work within the agency, including managers and supervisors, receive training on the prevention of sexual harassment as well as discrimination complaint and investigation procedures.
4. Establish and utilize a complaint tracking and monitoring system that permits the agency to identify the location, status, and length of time elapsed in the complaint investigation process, the issues and the bases of the complaints, the aggrieved individuals, and other information necessary to analyze complaint activity to identify trends.
5. Ensure that the General Counsel assists the agency head in identifying and determining appropriate responses to sexual harassment; works with the principal EEO Professional in the implementation of the City's policies and procedures pertaining to sexual harassment; informs the principal EEO Professional when external complaints or litigation involving sexual harassment is brought against the agency; is available to consult on internal sexual harassment complaint investigations; and is responsible for the investigation of, and response to, external sexual harassment complaints.
6. Ensure that the principal EEO Professional, HR Professional, and General Counsel, review the number of sexual harassment complaints, and the agency's employment practices, policies and programs on an annual basis to identify whether there are barriers to employment opportunities that may be related to sexual harassment and determine what, if any, actions are required to correct deficiencies.
7. Appoint a principal EEO Professional to implement EEO policies and standards within the agency. Ensure the principal EEO Professional is trained regarding city, state, federal EEO laws; the requirements of the agency's EEO policies, standards and procedures; and the prevention, investigation, and resolution of discrimination and sexual harassment complaints.
8. Where the agency's organizational structure necessitates multiple EEO professionals, select such individuals from different office locations and, where possible, from a variety of levels within the organizational structure. Appoint EEO professionals who are trained in EEO laws and procedures, and their responsibilities under the EEO Policy.
9. Ensure that the principal EEO Professional works cooperatively and closely with the General Counsel in the implementation of policies and procedures concerning EEO and sexual harassment.
10. Assign the principal EEO Professional (or EEO-related designee) the responsibility to supervise the activities of EEO professionals, and ensure that: the policies against sexual harassment and complaint procedures are distributed/posted at all agency locations;

employees/managers receive sexual harassment prevention training; EEO-related policies are made available in alternative formats (i.e., large print, audio recording and/or Braille) upon request; managers, supervisors and human resource professionals receive guidance on issues pertaining to sexual harassment; and allegations of sexual harassment are promptly investigated

11. Maintain documentation regarding directives or decisions between the agency head (or a direct report other than the General Counsel) and the principal EEO Professional that impact the administration and operation of programs, policies or procedures concerning sexual harassment.
12. Ensure that managers and supervisors are held accountable for enforcing the agency's sexual harassment prevention policies and complaint procedures. Document this expectation and its implementation.
13. Ensure the managerial performance evaluation form contains a rating for EEO (which covers responsibilities and processes for assuring their ability to make employment decisions based on merit and equal consideration, or treat others in an equitable and impartial manner).
14. Submit to the EEPC an Annual Plan of measures and programs to provide equal employment opportunity, and quarterly reports on efforts to implement the Plan within 30 days following each quarter. Include a breakout of sexual harassment complaint activity in each quarterly report.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity did not submit a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on May 12, 2021, which indicated that the following areas required corrective action: no(s). 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, and 14; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from June 1, 2021 to November 30, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on June 11, 2021, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Office of the Queens County District Attorney was monitored until November 30, 2021; and

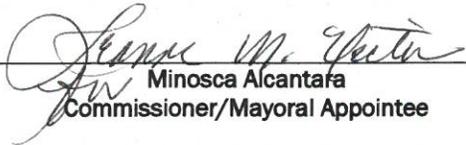
Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the District Attorney submitted a copy of a memorandum to staff dated November 30, 2021, which recognized the EEPC's audit and reiterated commitment to the Office of

the Queens County District Attorney's equal employment practices; Now Therefore,

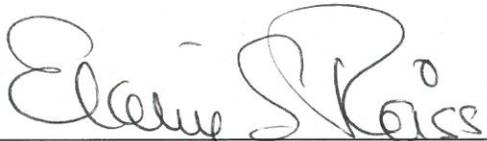
Be It Resolved, that the Office of the Queens County District Attorney has satisfied the equal employment standards set by the EEPD pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPD's Board of Commissioners approves the issuance of this Determination of Compliance to District Attorney Melinda Katz of the Office of the Queens County District Attorney.

Approved unanimously on December 16, 2021.



Minosca Alcantara
Commissioner/Mayoral Appointee



Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee



Aldrin Rafael Bonilla
Chair/Commissioner/Joint Appointee

Monitoring of Sexual Harassment Prevention and Response Practices
RESOLUTION NO.
2020AP/249-905-(2021)C34
Office of the Richmond County District Attorney
District Attorney Michael E. McMahon
DETERMINATION: COMPLIANCE

S Y N O P S I S

Corrective Action(s):	Total: 12
Period Audit Covered:	January 1, 2018 to December 31, 2019
Preliminary Determination Issued:	September 24, 2020 Response Received October 8, 2020
Final Determination Issued:	October 19, 2020 Response Received November 18, 2020
Compliance-Monitoring:	Required November 1, 2020 to April 30, 2021 without extension

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEOC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEOC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEOC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEOC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEOC conducted an audit, review, and evaluation of the Office of the Richmond County District Attorney’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Office of the Richmond County District Attorney’s Sexual Harassment Prevention and Response Practices, the EEOC issued a Preliminary Determination, dated September 24, 2020, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Issue a Policy Statement or memorandum reiterating commitment to the prevention of sexual harassment annually.
2. Distribute/Post a paper or electronic copy of the Equal Employment Opportunity Policy, Standards and Procedures to Be Utilized by City Agencies – or an agency Policy that conforms to city, state and federal laws against sexual harassment– for use by managers, supervisors, and legal, human resources and EEO professionals. Include, or attach as addenda: uniform and responsive procedures for investigating discrimination/sexual harassment complaints, and current contact information for the agency’s EEO professionals as well as federal, state and local agencies that enforce laws against discrimination/sexual harassment.
3. Establish and implement a training plan for new and existing employees to ensure that all individuals who work within the agency, including managers and supervisors, receive training on the prevention of sexual harassment as well as discrimination complaint and investigation procedures.
4. Ensure that the principal EEO Professional, HR Professional, and General Counsel, review the number of sexual harassment complaints, and the agency’s employment practices, policies and programs on an annual basis to identify whether there are barriers to employment opportunities that may be related to sexual harassment and determine what, if any, actions are required to correct deficiencies.
5. Appoint a principal EEO Professional to implement EEO policies and standards within the agency. Ensure the principal EEO Professional is trained regarding city, state, federal EEO laws; the requirements of the agency’s EEO policies, standards and procedures; and the prevention, investigation, and resolution of discrimination and sexual harassment complaints.
6. Where the agency’s organizational structure necessitates multiple EEO professionals, select such individuals from different office locations and, where possible, from a variety of levels within the organizational structure. Appoint EEO professionals who are trained in EEO laws and procedures, and their responsibilities under the EEO Policy.
7. Assign the principal EEO Professional (or EEO-related designee) the responsibility to supervise the activities of EEO professionals, and ensure that: the policies against sexual harassment and complaint procedures are distributed/posted at all agency locations; employees/managers receive sexual harassment prevention training; EEO-related policies are made available in alternative formats (i.e., large print, audio recording and/or Braille) upon request; managers, supervisors and human resource professionals receive guidance on issues pertaining to sexual harassment; and allegations of sexual harassment are promptly investigated.
8. Ensure that the principal EEO Professional reports directly to the agency head (or a direct report other than the General Counsel) in order to exercise the necessary authority and independent judgment to fulfill EEO responsibilities.
9. Maintain documentation regarding directives or decisions between the agency head (or a direct report other than the General Counsel) and the principal EEO Professional that impact the administration and operation of programs, policies or procedures concerning sexual harassment.

10. Ensure that managers and supervisors are held accountable for enforcing the agency's sexual harassment prevention policies and complaint procedures. Document this expectation and its implementation.
11. Ensure the managerial performance evaluation form contains a rating for EEO (which covers responsibilities and processes for assuring their ability to make employment decisions based on merit and equal consideration, or treat others in an equitable and impartial manner).
12. Submit to the EEPC an Annual Plan of measures and programs to provide equal employment opportunity, and quarterly reports on efforts to implement the Plan within 30 days following each quarter. Include a breakout of sexual harassment complaint activity in each quarterly report.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on October 19, 2020, which indicated that the following areas required corrective action: no(s). 1, 2, 3, 4, 5, 7, 10, 11, and 12; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from November 1, 2020 to April 30, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on November 18, 2020, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Office of the Richmond County District Attorney was monitored until April 27, 2021; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the District Attorney submitted a copy of a memorandum to staff dated May 24, 2021, which recognized the EEPC's audit and reiterated commitment to the Office of the Richmond County District Attorney's equal employment practices; Now Therefore,

Be It Resolved, that the Office of the Richmond County District Attorney has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to District Attorney Michael E. McMahon of the Office of the Richmond County District Attorney.

Approved unanimously on June 10, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

/s/Aldrin Rafael Bonilla
Aldrin Rafael Bonilla
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,

Jeanne M. Victor
Jeanne M. Victor
Executive Director



Monitoring of Sexual Harassment Prevention and Response Practices
RESOLUTION NO.
2021AP/254-945-(2021)C52
Office of the Richmond County Public Administrator
Public Administrator Edwina Frances Martin
DETERMINATION: COMPLIANCE

SYNOPSIS

Corrective Action(s):	Total: 5		
Period Audit Covered:	January 1, 2019 to December 31, 2020		
Preliminary Determination Issued:	May 12, 2021	Response Received	May 27, 2021
Final Determination Issued:	June 8, 2021	Response Received	July 8, 2021
Compliance-Monitoring:	Required	July 1, 2021 to December 31, 2021 without extension	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Office of the Richmond County Public Administrator’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Office of the Richmond County Public Administrator’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated May 12, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/Post a paper or electronic copy of the Equal Employment Opportunity Policy, Standards and Procedures to Be Utilized by City Agencies – or an agency Policy that conforms to city, state and federal laws against sexual harassment– for use by managers, supervisors, and legal, human resources and EEO professionals. Include, or attach as addenda: uniform and responsive procedures for investigating discrimination/sexual harassment complaints, and current contact information for the agency’s EEO professionals as well as federal, state and local agencies that enforce laws against discrimination/sexual harassment.
2. Establish and implement a training plan for new and existing employees to ensure that all individuals who work within the agency, including managers and supervisors, receive training on the prevention of sexual harassment as well as discrimination complaint and investigation procedures.
3. Ensure that the General Counsel assists the agency head in identifying and determining appropriate responses to sexual harassment; works with the principal EEO Professional in the implementation of the City’s policies and procedures pertaining to sexual harassment; informs the principal EEO Professional when external complaints or litigation involving sexual harassment is brought against the agency; is available to consult on internal sexual harassment complaint investigations; and is responsible for the investigation of, and response to, external sexual harassment complaints.
4. Ensure that the principal EEO Professional, HR Professional, and General Counsel, review the number of sexual harassment complaints, and the agency’s employment practices, policies and programs on an annual basis to identify whether there are barriers to employment opportunities that may be related to sexual harassment and determine what, if any, actions are required to correct deficiencies.
5. Submit to the EEPC an Annual Plan of measures and programs to provide equal employment opportunity, and quarterly reports on efforts to implement the Plan within 30 days following each quarter. Include a breakout of sexual harassment complaint activity in each quarterly report.

Whereas, within a two-week deadline following the EEPC’s Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on June 8, 2021, which indicated that the following areas required corrective action: no(s). 2, 3, 4 and 5; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from July 1, 2021 to December 31, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on July 8, 2021, the entity issued a response to the EEPC’s Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Office of the Richmond

County Public Administrator was monitored until December 16, 2021; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Public Administrator submitted a copy of a memorandum to staff dated December 16, 2021, which recognized the EEPC's audit and reiterated commitment to the Office of the Richmond County Public Administrator's equal employment practices; Now Therefore,

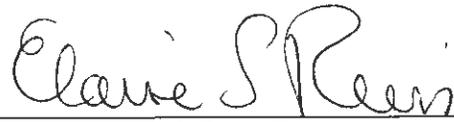
Be It Resolved, that the Office of the Richmond County Public Administrator has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Public Administrator Edwina Frances Martinof the Office of the Richmond County Public Administrator.

Approved unanimously on January 27, 2022.



Minosca Alcantara
Commissioner/Mayoral Appointee



Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee



Aldrin Rafael Bonilla
Chair/Commissioner/Joint Appointee

**Monitoring of Sexual Harassment Prevention and Response Practices
RESOLUTION NO.
2020AP/248-906-(2021)C12
Office of the Special Narcotics Prosecutor for the City of New York
Special Narcotics Prosecutor Bridget G. Brennan
DETERMINATION: COMPLIANCE**

S Y N O P S I S

Corrective Action(s):	Total: 12		
Period Audit Covered:	January 1, 2018 to December 31, 2019		
Preliminary Determination Issued:	September 14, 2020	Response Received	September 28, 2020
Final Determination Issued:	September 30, 2020	Response Received	November 13, 2020
Compliance-Monitoring:	Required	October 1, 2020 to March 31, 2021	
		without extension	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Office of the Special Narcotics Prosecutor for the City of New York’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Office of the Special Narcotics Prosecutor for the City of New York’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated September 14, 2020, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/Post a paper or electronic copy of the Equal Employment Opportunity Policy, Standards and Procedures to Be Utilized by City Agencies – or an agency Policy that confirms to city, state and federal laws against sexual harassment – for use by managers, supervisors, and legal, human resources and EEO professionals. Include, or attach as addenda: uniform and responsive procedures for investigating discrimination/sexual harassment complaints, and current contact information for the agency’s EEO professionals as well as federal, state and local agencies that enforce laws against discrimination/sexual harassment.
2. Establish and implement a training plan for new and existing employees to ensure that all individuals who work within the agency, including managers and supervisors, receive training on the prevention of sexual harassment as well as discrimination complaint and investigation procedures.
3. Include in the complaint file a completed Complaint Intake Form, or written complaint that captures facts (including pertinent dates) that identify the respondent(s) with reasonable specificity and provide the essence of the circumstances which gave rise to the complaint.
4. Maintain complaint files in a secure area and ensure that they can be located and reviewed by the agency head, agency general counsel, and other appropriate staff identified by the agency head.
5. Ensure that the General Counsel assists the agency head in identifying and determining appropriate responses to sexual harassment; works with the principal EEO Professional in the implementation of the City’s policies and procedures pertaining to sexual harassment; informs the principal EEO Professional when external complaints or litigation involving sexual harassment is brought against the agency; is available to consult on internal sexual harassment complaint investigations; and is responsible for the investigation of, and response to, external sexual harassment complaints.
6. Ensure that the principal EEO Professional, HR Professional, and General Counsel, review the number of sexual harassment complaints, and the agency’s employment practices, policies and programs on an annual basis to identify whether there are barriers to employment opportunities that may be related to sexual harassment and determine what, if any, actions are required to correct deficiencies.
7. Appoint a principal EEO Professional to implement EEO Policies and standards within the agency. Ensure the principal EEO Professional is trained regarding city, state, federal EEO laws; the requirements of the agency’s EEO policies, standards and procedures; and the prevention, investigation, and resolution of discrimination and sexual harassment complaints.
8. Where the agency’s organizational structure necessitates multiple EEO professionals, select such individuals from different office locations and, where possible, from a variety of levels within the organizational structure. Appoint EEO professionals who are trained in EEO laws and procedures, and their responsibilities under the EEO Policy.
9. Ensure that the principal EEO Professional works cooperative and closely with the General Counsel in the implementation of policies and procedures concerning EEO and sexual harassment.

10. Assign the principal EEO Professional (or EEO-related designee) the responsibility to supervise the activities of EEO professionals, and ensure that: the policies against sexual harassment and complaint procedures are distributed/posted at all agency locations; employees/managers receive sexual harassment prevention training; EEO-related policies are made available in alternative formats (i.e., large print, audio recording and/or Braille) upon request; manager, supervisors and human resource professionals receive guidance on issues pertaining to sexual harassment; and allegations of sexual harassment are promptly investigated.
11. Maintain documentation regarding directives or decisions between the agency head (or a direct report other than the General Counsel) and the principal EEO Professional that impact the administration and operation of programs, policies or procedures concerning sexual harassment.
12. Submit to the EEPC an Annual Plan of measures and programs to provide equal employment opportunity, and quarterly reports on efforts to implement the Plan within 30 days following each quarter. Include a breakout of sexual harassment complaint activity in each quarterly report.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on September 30, 2020, which indicated that the following areas required corrective action: no(s). 1, 2, 3, 5, 6, 7, 8, 9, 10 and 12; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from October 1, 2020 to March 31, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on November 13, 2020, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Office of the Special Narcotics Prosecutor for the City of New York was monitored until March 31, 2021; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Special Narcotics Prosecutor submitted a copy of a memorandum to staff dated April 1, 2021, which recognized the EEPC's audit and reiterated commitment to the Office of the Special Narcotics Prosecutor for the City of New York's equal employment practices; Now Therefore,

Be It Resolved, that the Office of the Special Narcotics Prosecutor for the City of New York has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York

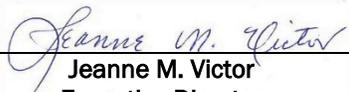
City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Special Narcotics Prosecutor Bridget G. Brennan of the Office of the Special Narcotics Prosecutor for the City of New York.

Approved unanimously on April 22, 2021.

<hr/> <p>/s/Angela Cabrera Angela Cabrera Commissioner/Mayoral Appointee</p>	<hr/> <p>/s/Elaine S. Reiss Elaine S. Reiss, Esq. Commissioner/Mayoral Appointee</p>
<hr/> <p>/s/Arva R. Rice Arva R. Rice Commissioner/City Council Appointee</p>	<hr/> <p>Vacant Commissioner/City Council Appointee</p>
<hr/> <p>Vacant Chair/Commissioner/Joint Appointee</p>	

On behalf of all Commissioners in attendance,



Jeanne M. Victor
Executive Director

**Monitoring of Sexual Harassment Prevention and Response Practices
RESOLUTION NO.
2020AP/247-841-(2021)C4
Department of Transportation
Commissioner Henry Gutman
DETERMINATION: COMPLIANCE**

S Y N O P S I S

Corrective Action(s):	Total: 5		
Period Audit Covered:	January 1, 2018 to December 31, 2019		
Preliminary Determination Issued:	June 17, 2020	Response Received	July 1, 2020
Final Determination Issued:	July 13, 2020	Response Received	August 17, 2020
Compliance-Monitoring:	Required	August 1, 2020 to January 31, 2021 without extension	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Department of Transportation’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Department of Transportation’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated June 17, 2020, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Issue a conclusive report within 90 days of the date the complaint was filed. Commence and investigation immediately if allegations raised sufficiently warrant an investigation.
2. In rare circumstances where a complaint investigation cannot commence immediately, or where a conclusive report cannot be issued within 90 days, specify in the complaint file the reason for the delay and project a time frame for completion of the report. Notify the complainant and respondent of the delay.
3. Ensure that managers and supervisors are held accountable for enforcing the agency's sexual harassment prevention policies and complaint procedures. Document this expectation and its implementation.
4. Ensure the managerial performance evaluation form contains a rating for EEO (which covers responsibilities and processes for assuring their ability to make employment decisions based on merit and equal consideration, or treat others in an equitable and impartial manner).
5. Submit to the EEPC an Annual Plan of measures and programs to provide equal employment opportunity, and quarterly reports on efforts to implement the Plan within 30 days following each quarter. Include a breakout of sexual harassment complaint activity in each quarterly report.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on July 13, 2020, which indicated that the following areas required corrective action: no(s). 1, 3, and 4; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from August 1, 2020 to January 31, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on July 13, 2020, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Department of Transportation was monitored until January 29, 2021; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Acting Commissioner & Chief Operations Officer submitted a copy of a memorandum to staff dated January 28, 2021, which recognized the EEPC's audit and reiterated commitment to the Department of Transportation's equal employment practices; Now Therefore,

Be It Resolved, that the Department of Transportation has satisfied the equal employment

standards set by the EEPD pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPD's Board of Commissioners approves the issuance of this Determination of Compliance to Commissioner Henry Gutman of the Department of Transportation.

Approved unanimously on February 25, 2021.

/s/Angela Cabrera
Angela Cabrera
Commissioner/Mayoral Appointee

/s/Elaine S. Reiss
Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

/s/Arva R. Rice
Arva R. Rice
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Chair/Commissioner/Joint Appointee

On behalf of all Commissioners in attendance,



Charise L Terry
Executive Director



Monitoring of Sexual Harassment Prevention and Response Practices
RESOLUTION NO.
2021AP/253-063-(2021)C49
New York City Department of Veterans' Services
Commissioner James W. Hendon
DETERMINATION: COMPLIANCE

S Y N O P S I S

Corrective Action(s):	Total: 12		
Period Audit Covered:	January 1, 2019 to December 31, 2020		
Preliminary Determination Issued:	April 16, 2021	Response Received	April 30, 2021
Final Determination Issued:	May 13, 2021	Response Received	June 11, 2021
Compliance-Monitoring:	Required	June 1, 2021 to November 30, 2021	without extension

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the New York City Department of Veterans’ Services’ Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the New York City Department of Veterans’ Services’ Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated April 16, 2021, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Issue a Policy Statement or memorandum reiterating commitment to the prevention of sexual harassment annually.
2. Distribute/Post a paper or electronic copy of the Equal Employment Opportunity Policy, Standards and Procedures to Be Utilized by City Agencies – or an agency Policy that conforms to city, state and federal laws against sexual harassment– for use by managers, supervisors, and legal, human resources and EEO professionals. Include, or attach as addenda: uniform and responsive procedures for investigating discrimination/sexual harassment complaints, and current contact information for the agency’s EEO professionals as well as federal, state and local agencies that enforce laws against discrimination/sexual harassment.
3. Ensure that the General Counsel assists the agency head in identifying and determining appropriate responses to sexual harassment; works with the principal EEO Professional in the implementation of the City’s policies and procedures pertaining to sexual harassment; informs the principal EEO Professional when external complaints or litigation involving sexual harassment is brought against the agency; is available to consult on internal sexual harassment complaint investigations; and is responsible for the investigation of, and response to, external sexual harassment complaints.
4. Ensure that the principal EEO Professional, HR Professional, and General Counsel, review the number of sexual harassment complaints, and the agency’s employment practices, policies and programs on an annual basis to identify whether there are barriers to employment opportunities that may be related to sexual harassment and determine what, if any, actions are required to correct deficiencies.
5. Appoint a principal EEO Professional to implement EEO policies and standards within the agency. Ensure the principal EEO Professional is trained regarding city, state, federal EEO laws; the requirements of the agency’s EEO policies, standards and procedures; and the prevention, investigation, and resolution of discrimination and sexual harassment complaints.
6. Where the agency’s organizational structure necessitates multiple EEO professionals, select such individuals from different office locations and, where possible, from a variety of levels within the organizational structure. Appoint EEO professionals who are trained in EEO laws and procedures, and their responsibilities under the EEO Policy.
7. Ensure that the principal EEO Professional works cooperatively and closely with the General Counsel in the implementation of policies and procedures concerning EEO and sexual harassment.
8. Assign the principal EEO Professional (or EEO-related designee) the responsibility to supervise the activities of EEO professionals, and ensure that: the policies against sexual harassment and complaint procedures are distributed/posted at all agency locations; employees/managers receive sexual harassment prevention training; EEO-related policies are made available in alternative formats (i.e., large print, audio recording and/or Braille) upon request; managers, supervisors and human resource professionals receive guidance

on issues pertaining to sexual harassment; and allegations of sexual harassment are promptly investigated.

9. Maintain documentation regarding directives or decisions between the agency head (or a direct report other than the General Counsel) and the principal EEO Professional that impact the administration and operation of programs, policies or procedures concerning sexual harassment.
10. Ensure that managers and supervisors are held accountable for enforcing the agency's sexual harassment prevention policies and complaint procedures. Document this expectation and its implementation.
11. Ensure the managerial performance evaluation form contains a rating for EEO (which covers responsibilities and processes for assuring their ability to make employment decisions based on merit and equal consideration, or treat others in an equitable and impartial manner).
12. Submit to the EEPC an Annual Plan of measures and programs to provide equal employment opportunity, and quarterly reports on efforts to implement the Plan within 30 days following each quarter. Include a breakout of sexual harassment complaint activity in each quarterly report.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on May 13, 2021, which indicated that the following areas required corrective action: no(s). 1, 2, 3, 4, 6, 7, 8, 9, 10, 11, and 12; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from June 1, 2021 to November 30, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on June 11, 2021, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the New York City Department of Veterans' Services was monitored until November 18, 2021; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Commissioner submitted a copy of a memorandum to staff dated November

18, 2021, which recognized the EEPC's audit and reiterated commitment to the New York City Department of Veterans' Services' equal employment practices; Now Therefore,

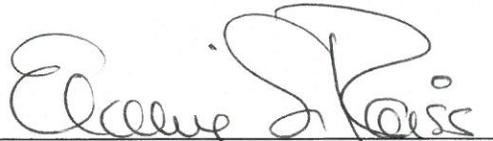
Be It Resolved, that the New York City Department of Veterans' Services has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Commissioner James W. Hendon of the New York City Department of Veterans' Services.

Approved unanimously on December 16, 2021.



Minosca Alcantara
Commissioner/Mayoral Appointee



Elaine S. Reiss, Esq.
Commissioner/Mayoral Appointee

Vacant
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee



Aldrin Rafael Bonilla
Chair/Commissioner/Joint Appointee

Appendix 4: Determination of Non-Compliance Resolutions

Pursuant to the City Charter-mandated compliance monitoring procedure and period, the EEPCC determines, in consultation with an entity, whether programs, or procedures utilized by the entity are in compliance with the equal employment opportunity standards of the EEPCC and requirements of Chapters 35 and 36 of the City Charter. For entities that implement none or some of the prescribed corrective actions, the EEPCC approves and adopts a *Determination of Non-Compliance* or a *Determination of Partial-Compliance* at the end of an assigned monitoring period. The following pages contain the EEPCC's Resolutions pertaining to entities' full or partial non-compliance in 2021. Each entity's Resolution specifies the corrective action prescribed, the compliance monitoring period assigned, the corrective actions implemented and/or unimplemented, and the entity's final disposition. Upon the adoption of a Resolution indicating a disposition of non-compliance or partial-compliance, the EEPCC issues a *Determination of Non-Compliance* or *Determination of Partial-Compliance*, which is sent to the Agency Head. Within one (1) year, the EEPCC conducts a follow-up audit focusing on previously unimplemented corrective actions.

Entities that received a *Determination of Non-Compliance* or *Determination of Partial-Compliance* are listed below. These Resolutions are also accessible via the EEPCC's website at:

 [://www.nyc.gov/html/eepcc/html/about/eepcc_jurisdiction.shtml](http://www.nyc.gov/html/eepcc/html/about/eepcc_jurisdiction.shtml).

Kings County District Attorney, Office of the • RESOLUTION #2020AP/251-903-(2021)PC47



Monitoring of Sexual Harassment Prevention and Response Practices

RESOLUTION NO.

2020AP/251-903-(2021)PC47

Office of the Kings County District Attorney

District Attorney Eric Gonzalez

DETERMINATION: PARTIAL-COMPLIANCE

SYNOPSIS

Corrective Action(s):	Total: 15		
Period Audit Covered:	January 1, 2018 to December 31, 2019		
Preliminary Determination Issued:	October 21, 2020	No Response Received	
Final Determination Issued:	November 10, 2020	Response Received	December 10, 2020
Compliance-Monitoring:	Required	December 1, 2020 to July 31, 2021	
		with extension	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter "entities") and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities' practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC's determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Office of the Kings County District Attorney's Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Office of the Kings County District Attorney's Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated October 21, 2020, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/Post a paper or electronic copy of the Equal Employment Opportunity Policy, Standards and Procedures to Be Utilized by City Agencies – or an agency Policy that conforms to city, state and federal laws against sexual harassment– for use by managers, supervisors, and legal, human resources and EEO professionals. Include, or attach as addenda: uniform and responsive procedures for investigating discrimination/sexual harassment complaints, and current contact information for the agency’s EEO professionals as well as federal, state and local agencies that enforce laws against discrimination/sexual harassment.
2. Establish and implement a training plan for new and existing employees to ensure that all individuals who work within the agency, including managers and supervisors, receive training on the prevention of sexual harassment as well as discrimination complaint and investigation procedures.
3. Include in the complaint file a completed Complaint Intake Form, or a written complaint that captures facts (including pertinent dates) that identify the respondent(s) with reasonable specificity and provide the essence of the circumstances which gave rise to the complaint.
4. Serve the respondent with a notice of the complaint that includes the respondent’s right to respond to the allegations and right to be accompanied by a representative of his/her choice. Maintain in the complaint file documentation regarding the service of notice on the respondent.
5. Issue a conclusive report within 90 days of the date the complaint was filed. Commence an investigation immediately if allegations raised sufficiently warrant an investigation.
6. In rare circumstances where a complaint investigation cannot commence immediately, or where a conclusive report cannot be issued within 90 days, specify in the complaint file the reason for the delay and project a time frame for completion of the report. Notify the complainant and respondent of the delay.
7. Generate at the end of each complaint investigation, a conclusive confidential report which includes a summary of the allegations and responses, a summary of the procedural history of the investigation, a statement of the relevant facts gathered, a determination, a recommendation and documentation of the Agency Head’s Review.
8. Establish and implement a policy whereby the agency head (or an approved direct report other than the General Counsel) reviews the principal investigator's conclusive report; issues a written/electronic determination adopting, rejecting, or modifying the recommended action; and signs each determination, via writing or electronically, to indicate it has been reviewed and adopted.
9. Inform each complainant and respondent of the conclusion and outcome of their complaint investigation in writing as part of the agency's complaint procedure.
10. Ensure that the General Counsel assists the agency head in identifying and determining appropriate responses to sexual harassment; works with the principal EEO Professional in the implementation of the City’s policies and procedures pertaining to sexual harassment; informs the principal EEO Professional when external complaints or litigation involving sexual harassment is brought against the agency; is available to consult on internal sexual harassment complaint investigations; and is responsible for the investigation of, and response to, external sexual harassment complaints.

11. Ensure that the principal EEO Professional, HR Professional, and General Counsel, review the number of sexual harassment complaints, and the agency's employment practices, policies and programs on an annual basis to identify whether there are barriers to employment opportunities that may be related to sexual harassment and determine what, if any, actions are required to correct deficiencies.
12. Appoint a principal EEO Professional to implement EEO policies and standards within the agency. Ensure the principal EEO Professional is trained regarding city, state, federal EEO laws; the requirements of the agency's EEO policies, standards and procedures; and the prevention, investigation, and resolution of discrimination and sexual harassment complaints.
13. Where the agency's organizational structure necessitates multiple EEO professionals, select such individuals from different office locations and, where possible, from a variety of levels within the organizational structure. Appoint EEO professionals who are trained in EEO laws and procedures, and their responsibilities under the EEO Policy.
14. Maintain documentation regarding directives or decisions between the agency head (or a direct report other than the General Counsel) and the principal EEO Professional that impact the administration and operation of programs, policies or procedures concerning sexual harassment.
15. Submit to the EEPC an Annual Plan of measures and programs to provide equal employment opportunity, and quarterly reports on efforts to implement the Plan within 30 days following each quarter. Include a breakout of sexual harassment complaint activity in each quarterly report.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity did not submit a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on November 10, 2020, which indicated that the following areas required corrective action: no(s). 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, and 15; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from December 1, 2020 to May 31, 2021, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on December 10, 2020, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Office of the Kings County District Attorney's compliance-monitoring period was scheduled to end on May 31, 2021; and

Whereas, via two (2) letters to representatives at the Office of the Kings County District Attorney, the EEPC expressed its concern at the entity's progress toward implementing the assigned

fifteen (15) corrective actions; and

Whereas, after a remote meeting with representatives of the Office of the Kings County District Attorney, and at the entity's request, the compliance-monitoring period was extended to July 31, 2021; and

Whereas, to date, the Office of the Kings County District Attorney demonstrated its implementation of nine (9) corrective actions and had not remedied six (6) areas of non-compliance; Now Therefore,

Be It Resolved, that the Office of the Kings County District Attorney has not satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which require agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the EEPC's Board of Commissioners approves the issuance of this **Determination of Partial-Compliance** to District Attorney Eric Gonzalez of the Office of the Kings County District Attorney; and

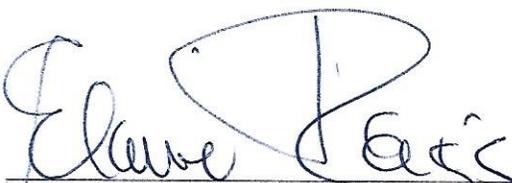
Be It Resolved, that pursuant to Charter Chapter 36, Section 832(c), the EEPC may publish a report regarding the Office of the Kings County District Attorney's Partial-Compliance with the EEPC's equal employment opportunity standards and the requirements of Charter Chapter 36; and

Be It Resolved, that pursuant to Charter Chapter 36, Section 831(d)(5), the EEPC will initiate a follow-up audit within one (1) year to assess the Office of the Kings County District Attorney's implementation of the assigned corrective actions pertaining to its sexual harassment prevention and response practices.

Approved unanimously on September 15, 2021.



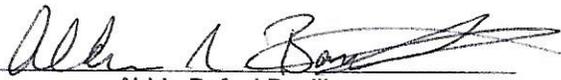
Minosca Alcantara
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Elaine S. Reiss, Esq.
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Vacant
Commissioner/City Council Appointee

Vacant
Commissioner/City Council Appointee



Aldrin Rafael Bonilla
Chair/Commissioner/Joint Appointee

Appendix 5: Most Frequently Issued Corrective Actions – 2021AP

Chapter 36 of the City Charter authorizes the EEPC to audit, review, evaluate, and monitor the employment practices, procedures, and programs of City agencies and other municipal entities, and their efforts to ensure fair and effective EEO for women and minority employees. The EEPC has adopted uniform standards³ for auditing municipal entities and minimum standards for auditing Community Boards to this end. Chapter 36 also authorizes the EEPC to make a determination that any plan, program, procedure, approach, measure, or standard does not provide equal employment opportunity, require appropriate corrective action, and monitor the implementation of the corrective action prescribed.

For each group below, the five (5) corrective actions most frequently issued and implemented during the 2021 Sexual Harassment Prevention and Response Practices Audit (SHPPRA) are listed, in addition to the entities to which they were assigned. The entities are grouped according to the applicable EEPC standards, by which they were evaluated.

A) SHPPRA Uniform Standards for Auditing Municipal Entities

2021AP-942 Bronx County Public Administrator, Office of the
2021AP-102 Council, New York City
2021AP-056 Police Department, New York City
2021AP-904 Queens County District Attorney, Office of the
2021AP-945 Richmond County Public Administrator, Office of the
2021AP-063 Veterans' Services, Department of

B) SHPPRA Minimum Standards for Auditing Community Boards

2021AP-341 Community Board, Manhattan No. 1	2021AP-432 Community Board, Queens No. 2
2021AP-342 Community Board, Manhattan No. 2	2021AP-433 Community Board, Queens No. 3
2021AP-343 Community Board, Manhattan No. 3	2021AP-434 Community Board, Queens No. 4
2021AP-344 Community Board, Manhattan No. 4	2021AP-435 Community Board, Queens No. 5
2021AP-345 Community Board, Manhattan No. 5	2021AP-436 Community Board, Queens No. 6
2021AP-346 Community Board, Manhattan No. 6	2021AP-437 Community Board, Queens No. 7
2021AP-347 Community Board, Manhattan No. 7	2021AP-438 Community Board, Queens No. 8
2021AP-348 Community Board, Manhattan No. 8	2021AP-439 Community Board, Queens No. 9
2021AP-349 Community Board, Manhattan No. 9	2021AP-440 Community Board, Queens No. 10
2021AP-350 Community Board, Manhattan No. 10	2021AP-441 Community Board, Queens No. 11
2021AP-351 Community Board, Manhattan No. 11	2021AP-442 Community Board, Queens No. 12
2021AP-352 Community Board, Manhattan No. 12	2021AP-443 Community Board, Queens No. 13
2021AP-431 Community Board, Queens No. 1	2021AP-444 Community Board, Queens No. 14

³ The EEPC's uniform standards for auditing municipal entities and minimum standards for auditing community boards (collectively "Uniform Standards") are founded upon, and consistent with, federal, state, and local laws and regulations, and policies and procedures, including, but not limited to, *the City of New York's Equal Employment Opportunity Policy*, 2021; New York City Human Rights Law (Title 8 of the Administrative Code of the City of New York); New York State Human Rights Law (New York Executive Law, Article 15); New York State Civil Service Law §55-a; and the equal employment opportunity requirements of the New York City Charter.

<u>Rank</u>	<u>5 Most Frequently Issued Corrective Actions to Municipal Entities</u> Evaluated in accordance with the EEPC's Uniform Standards	<u># and % of Entities</u>
1	<p><u>ASP/ Quarterly Report Submissions</u> Submit to the EEPC an Annual Plan of measures and programs to provide equal employment opportunity, and quarterly reports on efforts to implement the Plan within 30 days following each quarter. Include a breakout of sexual harassment complaint activity in each quarterly report.</p> <p><u>General Counsel Responsibilities</u> Ensure that the General Counsel assists the agency head in identifying and determining appropriate responses to sexual harassment; works with the principal EEO Professional in the implementation of the City's policies and procedures pertaining to sexual harassment; informs the principal EEO Professional when external complaints or litigation involving sexual harassment is brought against the agency; is available to consult on internal sexual harassment complaint investigations; and is responsible for the investigation of, and response to, external sexual harassment complaints.</p>	6 (100%)
2	<p><u>Communication: Entity Head & EEO Professional</u> Maintain documentation regarding directives or decisions between the entity head (or a direct report other than the General Counsel) and the principal EEO Professional that impact the administration and operation of programs, policies or procedures concerning sexual harassment.</p> <p><u>Distribution/Posting of Policy</u> Distribute/Post a paper or electronic copy of the Equal Employment Opportunity Policy, Standards and Procedures to Be Utilized by City Entities – or an entity Policy that conforms to city, state and federal laws against sexual harassment– for use by managers, supervisors, and legal, human resources and EEO professionals. Include, or attach as addenda: uniform and responsive procedures for investigating discrimination/sexual harassment complaints, and current contact information for the entity's EEO professionals as well as federal, state and local entities that enforce laws against discrimination/sexual harassment.</p> <p><u>EEO Rating</u> Ensure the managerial performance evaluation form contains a rating for EEO (which covers responsibilities and processes for assuring their ability to make employment decisions based on merit and equal consideration, or treat others in an equitable and impartial manner).</p> <p><u>Review Statistical Information</u> Ensure that the principal EEO Professional, HR Professional, and General Counsel, review the number of sexual harassment complaints, and the agency's employment practices, policies and programs on an annual basis to identify whether there are barriers to employment opportunities that may be related to sexual harassment and determine what, if any, actions are required to correct deficiencies.</p>	5 (83.3%)
3	<p><u>Agency-wide Training</u> Establish and implement a training plan for new and existing employees to ensure that all individuals who work within the agency, including managers and supervisors, receive training on the prevention of sexual harassment as well as discrimination complaint and investigation procedures.</p>	4 (66.7%)

	<p><u>EEO Professional Responsibilities</u> Assign the principal EEO Professional (or EEO-related designee) the responsibility to supervise the activities of EEO professionals, and ensure that: the policies against sexual harassment and complaint procedures are distributed/posted at all agency locations; employees/managers receive sexual harassment prevention training; EEO-related policies are made available in alternative formats (i.e., large print, audio recording and/or Braille) upon request; managers, supervisors and human resource professionals receive guidance on issues pertaining to sexual harassment; and allegations of sexual harassment are promptly investigated.</p> <p><u>Supervisor/Manager Responsibilities</u> Ensure that managers and supervisors are held accountable for enforcing the agency’s sexual harassment prevention policies and complaint procedures. Document this expectation and its implementation.</p>	
4	<p><u>Annual Sexual Harassment Policy Statement</u> Issue a Policy Statement or memorandum reiterating commitment to the prevention of sexual harassment annually.</p> <p><u>Appoint EEO Professional</u> Appoint a principal EEO Professional to implement EEO policies and standards within the agency. Ensure the principal EEO Professional is trained regarding city, state, federal EEO laws; the requirements of the agency’s EEO policies, standards and procedures; and the prevention, investigation, and resolution of discrimination and sexual harassment complaints.</p> <p><u>Criteria for Multiple EEO Professionals</u> Where the agency’s organizational structure necessitates multiple EEO professionals, select such individuals from different office locations and, where possible, from a variety of levels within the organizational structure. Appoint EEO professionals who are trained in EEO laws and procedures, and their responsibilities under the EEO Policy.</p> <p><u>EEO Professional & General Counsel Relationship</u> Ensure that the principal EEO Professional works cooperatively and closely with the General Counsel in the implementation of policies and procedures concerning EEO and sexual harassment.</p>	3 (50%)
5	<p><u>Communicate Investigation Outcome/Conclusion</u> Inform each complainant and respondent of the conclusion and outcome of their complaint investigation in writing as part of the agency's complaint procedure.</p> <p><u>Notice of Complaint</u> Serve the respondent with a notice of the complaint that includes the respondent’s right to respond to the allegations and right to be accompanied by a representative of his/her choice. Maintain in the complaint file documentation regarding the service of notice on the respondent.</p>	2 (33.3%)

RANK 1: ASP/Quarterly Report Submission (6) TIE

2021AP-942 Bronx County Public Administrator, Office of the
2021AP-102 Council, New York City
2021AP-056 Police Department, New York City

2021AP-904 Queens County District Attorney, Office of the
2021AP-945 Richmond County Public Administrator, Office of the
2021AP-063 Veterans' Services, Department of

RANK 1: General Counsel Responsibilities (6) TIE

2021AP-942 Bronx County Public Administrator, Office of the
2021AP-102 Council, New York City
2021AP-056 Police Department, New York City
2021AP-904 Queens County District Attorney, Office of the
2021AP-945 Richmond County Public Administrator, Office of the
2021AP-063 Veterans' Services, Department of

RANK 2: Communication: Agency Head & EEO Professional (5) TIE

2021AP-942 Bronx County Public Administrator, Office of the
2021AP-102 Council, New York City
2021AP-056 Police Department, New York City
2021AP-904 Queens County District Attorney, Office of the
2021AP-063 Veterans' Services, Department of

RANK 2: Distribution/Posting of Policy (5) TIE

2021AP-102 Council, New York City
2021AP-056 Police Department, New York City
2021AP-904 Queens County District Attorney, Office of the
2021AP-945 Richmond County Public Administrator, Office of the
2021AP-063 Veterans' Services, Department of

RANK 2: EEO Rating (5) TIE

2021AP-942 Bronx County Public Administrator, Office of the
2021AP-102 Council, New York City
2021AP-056 Police Department, New York City
2021AP-904 Queens County District Attorney, Office of the
2021AP-063 Veterans' Services, Department of

RANK 2: Review Statistical Information (5) TIE

2021AP-942 Bronx County Public Administrator, Office of the
2021AP-102 Council, New York City
2021AP-904 Queens County District Attorney, Office of the
2021AP-945 Richmond County Public Administrator, Office of the
2021AP-063 Veterans' Services, Department of

RANK 3: Agency-wide Training (4) TIE

2021AP-942 Bronx County Public Administrator, Office of the
2021AP-102 Council, New York City
2021AP-904 Queens County District Attorney, Office of the
2021AP-945 Richmond County Public Administrator, Office of the

RANK 3: EEO Professional Responsibilities (4) TIE

2021AP-942 Bronx County Public Administrator, Office of the
2021AP-102 Council, New York City
2021AP-904 Queens County District Attorney, Office of the
2021AP-063 Veterans' Services, Department of

RANK 3: Supervisor/Manager Responsibilities (4) TIE

2021AP-942 Bronx County Public Administrator, Office of the
2021AP-102 Council, New York City
2021AP-904 Queens County District Attorney, Office of the
2021AP-063 Veterans' Services, Department of

RANK 4: Annual Sexual Harassment Policy Statement (3) TIE

2021AP-942 Bronx County Public Administrator, Office of the
2021AP-904 Queens County District Attorney, Office of the
2021AP-063 Veterans' Services, Department of

RANK 4: Appoint EEO Professional (3) TIE

2021AP-942 Bronx County Public Administrator, Office of the
2021AP-904 Queens County District Attorney, Office of the
2021AP-063 Veterans' Services, Department of

RANK 4: Criteria for Multiple EEO Professionals (3) TIE

2021AP-056 Police Department, New York City
2021AP-904 Queens County District Attorney, Office of the
2021AP-063 Veterans' Services, Department of

RANK 4: EEO Professional & General Counsel Relationship (3) TIE

2021AP-942 Bronx County Public Administrator, Office of the
2021AP-904 Queens County District Attorney, Office of the
2021AP-063 Veterans' Services, Department of

RANK 5: Communicate Investigation Outcome/Conclusion (2) TIE

2021AP-102 Council, New York City
2021AP-056 Police Department, New York City

RANK 5: Notice of Complaint (2) TIE

2021AP-102 Council, New York City
2021AP-056 Police Department, New York City

Rank	<u>5 Most Frequently Issued Corrective Actions to Community Boards (CB)</u> <i>Evaluated in accordance with the EEP's Minimum Standards</i>	<u># and % of CB's</u>
1	<u>Distribution/Posting of Statement</u> Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment	26 (100%)
2	<u>Cooperate with Borough President EEO</u> Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints. <u>Follow, Distribute and Post EEO Policies</u> Follow, distribute and post the Borough President's policy(ies) against sexual harassment.	24 (92.3%)
3	<u>Internal Complaints</u> Direct employees to utilize the Borough President's Equal Employment Opportunity (EEO) Office to file an internal complaint.	19 (73.1%)
4	<u>Notice of Investigation Procedures</u> Ensure that all individuals who work within the board receive information regarding the Borough President's complaint investigation procedures.	18 (69.2%)
5	<u>Agency-wide Training</u> Ensure that all individuals who work within the board receive training and/or a guide on the prevention of sexual harassment and their related rights and responsibilities.	16 (61.5%)

RANK 1: Distribution/Posting of Statement (26)

- 2021AP-341 Community Board, Manhattan No. 1
- 2021AP-342 Community Board, Manhattan No. 2
- 2021AP-343 Community Board, Manhattan No. 3
- 2021AP-344 Community Board, Manhattan No. 4
- 2021AP-345 Community Board, Manhattan No. 5
- 2021AP-346 Community Board, Manhattan No. 6
- 2021AP-347 Community Board, Manhattan No. 7
- 2021AP-348 Community Board, Manhattan No. 8
- 2021AP-349 Community Board, Manhattan No. 9
- 2021AP-350 Community Board, Manhattan No. 10
- 2021AP-351 Community Board, Manhattan No. 11
- 2021AP-352 Community Board, Manhattan No. 12
- 2021AP-431 Community Board, Queens No. 1
- 2021AP-432 Community Board, Queens No. 2
- 2021AP-433 Community Board, Queens No. 3
- 2021AP-434 Community Board, Queens No. 4
- 2021AP-435 Community Board, Queens No. 5
- 2021AP-436 Community Board, Queens No. 6
- 2021AP-437 Community Board, Queens No. 7
- 2021AP-438 Community Board, Queens No. 8
- 2021AP-439 Community Board, Queens No. 9
- 2021AP-440 Community Board, Queens No. 10

2021AP-441 Community Board, Queens No. 11
2021AP-442 Community Board, Queens No. 12
2021AP-443 Community Board, Queens No. 13
2021AP-444 Community Board, Queens No. 14

RANK 2: Cooperate with Borough President EEO (24) TIE

2021AP-341 Community Board, Manhattan No. 1
2021AP-342 Community Board, Manhattan No. 2
2021AP-343 Community Board, Manhattan No. 3
2021AP-344 Community Board, Manhattan No. 4
2021AP-345 Community Board, Manhattan No. 5
2021AP-346 Community Board, Manhattan No. 6
2021AP-347 Community Board, Manhattan No. 7
2021AP-348 Community Board, Manhattan No. 8
2021AP-349 Community Board, Manhattan No. 9
2021AP-350 Community Board, Manhattan No. 10
2021AP-351 Community Board, Manhattan No. 11
2021AP-352 Community Board, Manhattan No. 12
2021AP-431 Community Board, Queens No. 1
2021AP-433 Community Board, Queens No. 3
2021AP-434 Community Board, Queens No. 4
2021AP-436 Community Board, Queens No. 6
2021AP-437 Community Board, Queens No. 7
2021AP-438 Community Board, Queens No. 8
2021AP-439 Community Board, Queens No. 9
2021AP-440 Community Board, Queens No. 10
2021AP-441 Community Board, Queens No. 11
2021AP-442 Community Board, Queens No. 12
2021AP-443 Community Board, Queens No. 13
2021AP-444 Community Board, Queens No. 14

RANK 2: Follow, Distribute and Post EEO Policies (24) TIE

2021AP-341 Community Board, Manhattan No. 1
2021AP-342 Community Board, Manhattan No. 2
2021AP-343 Community Board, Manhattan No. 3
2021AP-344 Community Board, Manhattan No. 4
2021AP-345 Community Board, Manhattan No. 5
2021AP-346 Community Board, Manhattan No. 6
2021AP-347 Community Board, Manhattan No. 7
2021AP-348 Community Board, Manhattan No. 8
2021AP-349 Community Board, Manhattan No. 9
2021AP-350 Community Board, Manhattan No. 10
2021AP-351 Community Board, Manhattan No. 11
2021AP-431 Community Board, Queens No. 1
2021AP-432 Community Board, Queens No. 2
2021AP-433 Community Board, Queens No. 3
2021AP-434 Community Board, Queens No. 4
2021AP-436 Community Board, Queens No. 6
2021AP-437 Community Board, Queens No. 7
2021AP-438 Community Board, Queens No. 8
2021AP-439 Community Board, Queens No. 9

2021AP-440 Community Board, Queens No. 10
2021AP-441 Community Board, Queens No. 11
2021AP-442 Community Board, Queens No. 12
2021AP-443 Community Board, Queens No. 13
2021AP-444 Community Board, Queens No. 14

RANK 3: Internal Complaints (19)

2021AP-341 Community Board, Manhattan No. 1
2021AP-342 Community Board, Manhattan No. 2
2021AP-343 Community Board, Manhattan No. 3
2021AP-344 Community Board, Manhattan No. 4
2021AP-345 Community Board, Manhattan No. 5
2021AP-346 Community Board, Manhattan No. 6
2021AP-347 Community Board, Manhattan No. 7
2021AP-348 Community Board, Manhattan No. 8
2021AP-349 Community Board, Manhattan No. 9
2021AP-350 Community Board, Manhattan No. 10
2021AP-351 Community Board, Manhattan No. 11
2021AP-431 Community Board, Queens No. 1
2021AP-434 Community Board, Queens No. 4
2021AP-436 Community Board, Queens No. 6
2021AP-437 Community Board, Queens No. 7
2021AP-439 Community Board, Queens No. 9
2021AP-441 Community Board, Queens No. 11
2021AP-443 Community Board, Queens No. 13
2021AP-444 Community Board, Queens No. 14

RANK 4: Notice of Investigation Procedures (18)

2021AP-341 Community Board, Manhattan No. 1
2021AP-342 Community Board, Manhattan No. 2
2021AP-343 Community Board, Manhattan No. 3
2021AP-344 Community Board, Manhattan No. 4
2021AP-345 Community Board, Manhattan No. 5
2021AP-346 Community Board, Manhattan No. 6
2021AP-347 Community Board, Manhattan No. 7
2021AP-349 Community Board, Manhattan No. 9
2021AP-350 Community Board, Manhattan No. 10
2021AP-351 Community Board, Manhattan No. 11
2021AP-431 Community Board, Queens No. 1
2021AP-434 Community Board, Queens No. 4
2021AP-436 Community Board, Queens No. 6
2021AP-437 Community Board, Queens No. 7
2021AP-439 Community Board, Queens No. 9
2021AP-441 Community Board, Queens No. 11
2021AP-443 Community Board, Queens No. 13
2021AP-444 Community Board, Queens No. 14

RANK 5: Agency-wide Training (16)

2021AP-341 Community Board, Manhattan No. 1
2021AP-342 Community Board, Manhattan No. 2
2021AP-343 Community Board, Manhattan No. 3

2021AP-344 Community Board, Manhattan No. 4
2021AP-345 Community Board, Manhattan No. 5
2021AP-346 Community Board, Manhattan No. 6
2021AP-347 Community Board, Manhattan No. 7
2021AP-349 Community Board, Manhattan No. 9
2021AP-350 Community Board, Manhattan No. 10
2021AP-351 Community Board, Manhattan No. 11
2021AP-352 Community Board, Manhattan No. 12
2021AP-433 Community Board, Queens No. 3
2021AP-434 Community Board, Queens No. 4
2021AP-437 Community Board, Queens No. 7
2021AP-442 Community Board, Queens No. 12
2021AP-444 Community Board, Queens No. 14



**2021
ANNUAL REPORT**

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