

EQUAL EMPLOYMENT PRACTICES COMMISSION

ANNUAL REPORT

CALENDAR YEAR 2004

**EQUAL EMPLOYMENT PRACTICES COMMISSION
CITY OF NEW YORK**

Calendar Year 2004

Manuel A. Méndez
Vice-Chair/Commissioner

Chereé A. Buggs, Esq.
Commissioner

Angela Cabrera
Commissioner

Veronica Villanueva, Esq.
Commissioner

STAFF

Abraham May, Jr., Executive Director

Eric Matusewitch, PHR, CAAP, Deputy Director

Lisa Badner, Esq., Counsel

Olutayo Ajayi, College Aide II

Favel George, Executive Secretary

Charise Hendricks, EEO Auditor II

Paul Laguerre, EEO Auditor I

Michelle Marecheau-Antoine, Compliance Coordinator

Aaron Salinas, EEO Auditor I

Adrianne Smith, EEO Auditor I

Michelle Soler, Budget/Personnel Coordinator

EEPC ANNUAL REPORT/CALENDAR YEAR 2004

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EXECUTIVE SUMMARY

Introduction

Created in Chapter 36 of the New York City Charter, As Amended, the Equal Employment Practices Commission (EEPC) is an independent city agency responsible for monitoring and auditing the equal employment practices, programs, policies and procedures of all city agencies. To address its mandate, the Commission is authorized to perform a number of tasks. Among them are the following:

1. Review the uniform standards, procedures and programs of the Department of Citywide Administrative Services and every city agency's affirmative employment program, policy, plan or procedure to provide equal employment opportunity of minority group members and women employed by, or seeking employment with, city agencies;
2. Recommend to the Department of Citywide Administrative Services and all other city agencies, procedures, approaches, measures, standards and programs to be utilized to ensure fair and effective equal employment opportunity for minority group members and women;
3. Audit and evaluate the employment practices and procedures of every city agency at least once every four years and whenever requested by the Civil Service Commission or the Human Rights Commission;
4. Publish a report to the Mayor with recommendations, if the Commission determines that an audited agency's corrective actions are not appropriate and effective to achieve compliance;
5. Hold public and private hearings, and compel the attendance of witnesses, if necessary, and administer oaths;
6. Establish appropriate advisory committees to assist the Commission in addressing its mandate; and
7. Publish an annual report to the Mayor and the City Council on the activities of the Commission.

The Commissioners

The Charter authorizes the appointment of two Commissioners by the Mayor, two by the City Council and the joint appointment of the Chair by the City Council Speaker and the Mayor. All Commissioners serve part-time, four-year, staggered terms. At the beginning of the year, the

Mayoral appointees on the Commission were Vice-Chair Manuel Méndez, and Angela Cabrera. The City Council appointees were Veronica Villanueva, Esq. and C. Catherine Rimokh, Esq. In the Spring Commissioner Rimokh resigned. She was replaced by former EEPC Commissioner Chereé A. Buggs, Esq. In the Fall the Council re-appointed Commissioner Villanueva to a full four-year term. There was no appointment of a Chair. The Commission has not had a Chair since May 1999.

Program Accomplishments

Although the Equal Employment Practices Commission has a City Charter mandate to audit every city agency at least once every four years (a minimum of forty city agencies annually), it has never had sufficient staff to address the mandate. This requires a permanent headcount of fifteen--including eight auditors and two compliance coordinators. At the beginning of calendar year 2004 the Commission's permanent head count was only nine; three of these positions were full-time auditor positions.

Audits

During calendar year 2004, Commission staff initiated audits of sixteen, and completed audits of fifteen agencies. Audits of the following six agencies were initiated and completed during the year: the Business Integrity Commission, Financial Information Services Agency, Office of Labor Relations, Department of Design and Construction, Richmond County District Attorney's Office, and the Office of Payroll Administration. Audits of the following nine agencies were completed last year but initiated previously: the Department of Housing Preservation and Development, New York City Law Department, Office of Collective Bargaining; Department of Environmental Protection, Department of Buildings, City Commission on Human Rights, Department of Probation, Department of Cultural Affairs, and the Department of Sanitation. Audits of the following ten agencies were in progress at the end of the year: the Human Resources Administration, Bronx County District Attorney's Office, Kings County District Attorney's Office, Campaign Finance Board; Department of Consumer Affairs; Department of Correction; Department of Small Business Services, Department of Health and Mental Hygiene, Housing Development Corporation, and the Economic Development Corporation.

Compliance

After an audit is completed there is a Charter-mandated maximum term of six months for an audited agency to comply with the audit recommendations. Last year Commission staff initiated audit compliance with the following fourteen city agencies: the Department for the Aging, Department of Finance, Department of Juvenile Justice, Landmarks Preservation Commission, Department of Housing Preservation and Development, Department of Sanitation, Office of Collective Bargaining, New York City Law Department, Department of Environmental Protection, Department of Buildings, Department of Cultural Affairs, Business Integrity Commission, Department of Probation, and the Office of Labor Relations. Audit compliance was completed with the following seventeen agencies: the Department of Finance, Department of Juvenile Justice, Department for the Aging, Office of Collective Bargaining, Independent Budget Office, Queens Borough President's Office, Office of Administrative Trials and Hearings, Manhattan Borough President's Office, Civilian Complaint Review Board, Department of Investigation, Conflict of Interest Board, New York City Employee Retirement System, Staten Island Borough President's Office, Board of Standards and Appeals, Office of the Actuary, Public Advocates Office, and the Borough President's Office. At the end of the year audit compliance was in progress with the following ten agencies: Landmarks Preservation Commission, Department of Housing Preservation and Development, Department of Sanitation, NYC Law Department, Department of Buildings, Department of Environmental Protection, Department of Cultural Affairs, Business Integrity Commission, Department of Probation, and the Office of Labor Relations.

Public Hearings

On May 10th the Commission sponsored a public hearing on: Implementation of the Amendments to the New York City Human Rights Law Concerning Domestic Violence and Gender Identity. Deputy Commissioner Avery Mehlman of the New York City Commission on Human Rights (representing Commissioner/Chair Patricia Gatling) and Monique Embert, Deputy Commissioner of the Mayor's Office to Combat Domestic Violence (representing Commissioner Yolanda Jimenez) testified. Additional testimony was provided by: Attorney Dean Spade, founder of the Sylvia Rivera Law Project; Attorney Wendy Weiser of Legal Momentum; and Attorney Michael Silverman, Executive Director of the Transgender Legal Defense and Education Fund.

Administrative Issues

Pursuant to the audit findings and compliance process during calendar year 2004, the Commission has identified the following administrative issues in need of resolution:

- **Agencies Without EEO Programs**

Last year, EEPC audits revealed that two city agencies, the Business Integrity Commission (mayoral agency) and the Richmond County District Attorney's Office (non-mayoral agency), had no formal EEO Programs. The same situation existed with the Office of the Actuary (non-mayoral agency) and the Board of Standards and Appeal (mayoral agency), which were audited in calendar year 2003.

- **Agencies in Violation of the City's Personnel Policies Regarding Performance Evaluations**

During the year, the EEPC found that two agencies (Department of Housing Preservation and Development and Office of Labor Relations) had not conducted annual performance evaluations for some or all of their employees. The Commission made the same findings during its 2003 audits of the Office of Administrative Trials and Hearings and the Landmarks Preservation Commission.

- **EEO Performance By Managers and Supervisors**

The Equal Employment Opportunity Policy requires that managers and supervisors be evaluated on their EEO performance. Many of the agencies that were audited last year use an evaluation standard established by the Division of Citywide Personnel Services (DCAS) to measure EEO performance. Unfortunately, many of these employees indicated during interviews that they were unaware that EEO performance was part of their job performance evaluation.

- **Centralized Computer-Based EEO Training Program**

The Commission was pleased to learn about the centralized computer-based EEO Training Program created by the MIS and EEO Divisions of the Department of Design and Construction. The program could be a model for a citywide computer-based EEO Training Program.

Legal Cost of Employment Discrimination

According to data provided by the New York City Comptroller's office, in calendar year 2004 eight employment discrimination cases were settled or adjudicated at a total cost to the City of \$443,100.00. According to the New York City Law Department, forty-three employment

discrimination cases were settled or adjudicated at a total cost to the City of \$2,155,910.00 in calendar year 2004. Both figures exclude the 26.8 million dollar settlement of an employment discrimination suit between the New York City Police Department and a group of minority Police Officers cited in the February 13, 2004 issue of the *Chief-Leader* weekly newspaper. This discrepancy demonstrates the need to develop a central data base on the legal cost to the City for employment discrimination.

Recommendations:

Pursuant to this Commission's authority to make recommendations to the Mayor, the City Council, and the Department of Citywide Administrative Services to improve the administration of the City's Equal Employment Opportunity Program (Section 831(d) 6 of the New York City Charter), we offer the following recommendations:

To The Mayor

Recommendation # 1

The Office of the Mayor Should Approve the Creation of a Direct Computer Link to The EEO Workforce Data of all City Agencies via The New York City Automated Personnel System (NYCAPS) to the Equal Employment Practices Commission.

Rationale

NYCAPS is a state-of-the-art computer-based personnel management system that the Department of Citywide Administrative Services initiated in fiscal year 2000. NYCAPS combines a number of current city personnel management systems including: recruitment, hires, separations, labor relations, worker's compensation, disciplinary issues, and equal employment opportunity. To date this system has yet to be completed. Providing a direct computer linkage to the equal employment opportunity database for the EEPC will significantly expedite the audit process.

To The Mayor and City Council

Recommendation #2

The Mayor and City Council Should Approve a Budget Allocation and Permanent Head Count for the Equal Employment Practices Commission That Will Enable this Commission to Meet our City Charter Mandate to Audit Every City Agency at Least Once Every Four Years.

Rationale

A minimum of one hundred and sixty agencies are under the jurisdiction/authority of the EEPC. To audit all of these agencies at least once every four years requires that the Commission audit forty agencies annually. To do that, the Commission needs a permanent headcount of fifteen (including eight auditors and two compliance coordinators). Our current permanent headcount is nine. Two audits of the Equal Employment Practices Commission by the City Comptroller cited this Commission's failure to meet our city charter mandate.

According to the Comptroller's office, the settlement/judgment costs to the City for employment discrimination in calendar year 2004 was \$443,100.00 This figure does not include the City's 26.8 million dollar settlement of an employment discrimination suit against the New York City Police Department in January 2004. An adequate budget for the EEPC would cost far less.

To The Department of Citywide Administrative Services

Recommendation # 3

The Department of Citywide Administrative Services (DCAS) Should Direct the Office of Citywide Equal Employment Opportunity (OCEEO) to Identify City Agencies That Need to Establish EEO Programs and Provide the Necessary Technical Assistance.

Rationale

There are still city agencies, at least one headed by an elected official that did not have EEO Programs in place when their agencies were audited. EEPC auditors made similar findings in calendar year 2003. Preliminary indications strongly suggest that the EEPC will identify additional agencies in the current year without EEO Programs.

This is not only a clear denial of the equal employment opportunity rights to the employees in those agencies, but it is also a violation of federal law. Furthermore, the absence of an equal employment opportunity program in any city agency significantly increases the potential liability to the City for violations of equal employment opportunity laws.

To address this problem, this Commission recommends that the agency contact the Office of Citywide EEO to secure assistance in establishing its EEO Program. Since the City is equally liable for employment discrimination suits from employees of some non-mayoral city agencies as it is from employees of mayoral agencies, the establishment and administration of EEO Programs in these agencies is clearly in the City's best interest.

Recommendation # 4

The Department of Citywide Administrative Services (DCAS) Should Monitor Implementation of The Career Counselor Component of The City's Equal Employment Opportunity Policy and Ensure That All City Employees Have Access to This Service.

Rationale

Section VI (A)(3) of the City's Equal Employment Opportunity Policy says: "To ensure that employees receive career guidance from a trained professional, each agency head must designate a person familiar with civil service and provisional jobs who can be available to provide career counseling to employees who request such guidance." Providing career guidance and counseling to city employees is in the best interests of both the City and its employees. DCAS should ensure that all city agencies adequately address this requirement

Recommendation # 5

The Department of Citywide Administrative Services Should Ensure That All EEO Officers Receive Adverse Impact Study Training.

Rationale

Section VI (A2) of the City's Equal Employment Opportunity Policy requires that City agencies examine all devices used to select and promote candidates for employment to determine

whether these devices adversely impact any racial, ethnic, disability, or gender group. To the extent that adverse impact is discovered, agency heads are directed to determine whether the device is job related. Criteria that adversely impact any protected group and are not job related should be discontinued. EEO Officers must be trained to do adverse impact studies, which are technical statistical studies. This Commission is concerned that to date, DCAS has not provided adverse impact training for the City's EEO Officers.

Adverse impact studies are especially critical for certain selection criteria for the Fire Department (30 college credits) and the Police Department (60 college credits). By identifying barriers to equal employment opportunity, adverse impact studies are essential tools for eliminating non job-related selection criteria that reduce the number of women and minority candidates for firefighter and police. The application of adverse impact studies by city agencies, as required by the City's Equal Employment Opportunity Policy, can substantially eliminate non-job-related selection or promotion devices that adversely impact on the selection of women and minorities.

Recommendation #6

The Department of Citywide Administrative Services Should Increase the Staff in the Office of Citywide Equal Employment Opportunity

Rationale

As previously stated, the Commission discovered that some city agencies did not have functioning Equal Employment Opportunity Programs during the calendar year. These agencies need technical assistance from OCEEO to establish their EEO programs. To address these needs as well as address the other aforementioned recommendations, the OCEEO must have additional staff.

Recommendation #7

The Office of Citywide Equal Employment Opportunity and the Division of Citywide Personnel Services Should Jointly Revise the EEO Tasks and Standards Component of the Managerial Performance Evaluation Form Used by All City Agencies.

Rationale

Despite a requirement in the City's Equal Employment Opportunity Policy, almost all city agencies that were audited failed to adequately inform their managerial staff that EEO Tasks and Standards are included in their performance evaluations. Audits of a number of city agencies indicated that employees were unaware that they were being evaluated on their EEO performance even though the EEO Tasks and Standards were included in their evaluations. The language used in these tasks and standards is not very clear. While agencies have discretion to revise this language, most do not. Clearer and more specific language regarding employees' sensitivity to EEO issues should be developed.

Recommendation #8

The Department of Citywide Administrative Services through its Division for Citywide Personnel Services should monitor all city agencies to ensure that all employees receive performance evaluations annually.

Rationale

EEPC audits continue to identify city agencies that do not conduct annual performance evaluations of all staff. This is a clear violation of the City's Personnel Policies which state that all managerial and non-managerial staff should receive annual performance evaluations. Two city agencies that were audited last year were not performing annual performance evaluations of their staff--the Office of Labor Relations and the Department of Housing Preservation and Development. Previously, the Landmarks' Preservation Commission was similarly cited. This is a clear violation of the City's Personnel Policies.

Conclusion

Employment discrimination is prohibited by the New York City Charter and a broad range of laws, court decisions, amendments and executive orders, including the Fourteenth Amendment of the U.S. Constitution, the Civil Rights Act of 1964, Title VII; U.S. Executive Order #11246, the New York State Constitution, the New York State Human Rights Law and the New York City Human Rights Law.

The Equal Employment Practices Commission's City Charter mandate is to ensure that all city agencies are implementing equal employment opportunity programs that protect women and minorities from unlawful employment discrimination. Implementation of the aforementioned recommendations will strengthen the City's Equal Employment Opportunity Program.

CHAPTER I

THE MANDATE

“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.”

Chapter 36, Section 830 (a), New York City Charter.

INTRODUCTION

Chapter 36 of the New York City Charter delineates the following powers and duties of the Equal Employment Practices Commission:

1. To review the uniform standards, procedures and programs of every city agency to ensure that it provides equal employment opportunity for minority group members and women employed by, or seeking employment with, city agencies;
2. To recommend to all city agencies procedures, approaches, measures, standards and programs to be utilized to ensure equal employment opportunity for minority group members and women;
3. To advise and, if requested, assist city agencies in their efforts to increase employment of minority group members and women;
4. To audit and evaluate the employment practices and procedures of each city agency at least once every four years and whenever requested by the Civil Service Commission or the Human Rights Commission;
5. To make policy, legislative and budgetary recommendations to the Mayor, the City Council, or any city agency to ensure equal employment opportunity for minority group members or women;
6. To publish annually a report to the Mayor and the City Council on the activities of the Commission, and the effectiveness of each city agency's efforts to ensure equal employment opportunity;
7. To establish appropriate advisory committees;
8. To serve with such other agencies or officials the Mayor designates as the city liaison to federal, state and local agencies responsible for compliance with equal employment opportunity;
9. To take such other actions as appropriate to effectuate the provisions and purposes of its mandate;
10. To hold public or private hearings; and
11. To compel the attendance of witnesses to determine if agencies are in compliance with the equal employment opportunity requirements of the New York City Charter.

STRUCTURE

The New York City Charter authorizes the appointment of five part-time Commissioners to staggered four-year terms. Two Commissioners are appointed by the Mayor, and two are appointed by the City Council. The Chairperson is appointed jointly by the Mayor and the City Council Speaker. The Commission has been without a chairperson since July 1999.

There was one appointment to the Commission in calendar year 2004. In June, Chereé A. Buggs, Esq., a practicing attorney in Queens County, a former Legislative Attorney with the New York City Council and a former member of the Equal Employment Practices Commission, was re-appointed to the Commission. Ms. Buggs was appointed to fill the unexpired term of C. Catherine Rimokh, Esq. Ms. Rimokh resigned from the Commission to pursue career opportunities in another state.

Originally appointed in June 2003, Veronica Villanueva, Esq. was re-appointed last October to a full four-year term. Ms. Villanueva is an attorney with the firm of Levy, Ratner, P.C. where she specializes in union representation and litigates employment and civil rights cases. Ms. Villanueva is also a former Human Rights Specialist with the City Commission on Human Rights.

Former Mayor Rudolph Giuliani appointed Manuel A. Méndez in 1995. Mr. Méndez is the former Executive Director/CEO of the Phipps Community Development Corporation and former Vice President of Phipps Houses. He has also served as Deputy Commissioner of the Human Resources Administration and Trustee of the Bronx Lebanon Hospital. He also taught social/policy administration at Fordham University's Graduate School of Social Services. His term expired June 30, 1999. He continues to serve as a holdover appointee. Mr. Mendez was elected Vice-Chair of the Commission in July.

Angela Cabrera was appointed by former Mayor Giuliani in 1997. Ms. Cabrera is the president of Cabrera & Associates, a consulting firm that specializes in public relations and business development. A former Deputy Commissioner for the State of New York, she is also a board member of the Family Institute, a Trustee of the Museo del Barrio, and a member of the Prospect Park Alliance. Ms. Cabrera is also on the Board of Trustees' Diversification/Outreach Committee of the Metropolitan Museum of Art, and a founding member of 100 Hispanic Women. Her term expired June 30, 2000. She continues to serve as a holdover appointee.

As an independent city agency that reports to both the Mayor and the City Council, the Commission has established liaison relationships with both sides of City Hall. Historically, the City Council liaison has been the Counsel to the City Council Committee on Civil Service and Labor.

Last year, Bikku Kuruvila, Esq. filled both positions. Although the Office of the Mayor has not appointed a liaison to the Commission, there is a liaison relationship with the Office of the Deputy Mayor for Legal Affairs.

METHODOLOGY

In addressing its mandate, the Commission holds public hearings with mayoral agencies on the implementation of the City's Equal Employment Opportunity Policy, public hearings with non-mayoral agencies on the implementation of their Equal Employment Opportunity Programs, and special hearings on specific equal employment opportunity issues. Depending on the issue, the Commission may direct the staff to conduct an independent investigation.

The Commission is also empowered to audit city agencies. Audits are separate evaluations of the equal employment opportunity programs, policies, practices and procedures of an agency during a specific period of time. The purpose of the audit is to determine if the agency is in compliance with the requirements of the City's Equal Employment Opportunity Policy (EEOP) which is established by the Mayor's office. Audit staff makes recommendations for corrective actions in all areas where the agency is not in compliance with the City's EEOP.

An integral component of the audit process is the audit exit meeting with the agency head. The Commission requires the agency head to attend this meeting because the City Charter holds agency heads responsible for the implementation of their agencies' EEOP.

Prior to the audit exit meeting, a draft letter of preliminary determination is forwarded to the agency head and the EEO Officer. EEPC senior staff and one member of the Commission attend the audit exit meeting. The purpose of the meeting is to resolve issues of fact prior to the issuance of the formal letter of preliminary determination. After the audit exit meeting, audit findings and recommendations with any necessary revisions are submitted to the Commission for review and approval. The approval process includes the adoption of a "Resolution of Preliminary Findings" pursuant to the audit. The resolution authorizes the Chair or Vice-Chair of the Commission to formally inform the agency head, by letter, of the Commission's preliminary determination.

The letter of preliminary determination identifies where the agency is in compliance, and out of compliance, with the City's Equal Employment Opportunity Policy. The letter also requests the agency head to implement all recommendations for corrective actions. The City Charter requires the

agency to respond within thirty days. The Charter also mandates a compliance procedure of no more than six months. The compliance procedure is discussed in detail in Chapter III.

DEFINING ETHNIC GROUPS

According to the 2000 census, there are approximately two hundred different ethnic groups, speaking one hundred fifteen different languages, and representing every race, living and working in New York City. Many of these ethnic groups are part of New York City government's diverse workforce.

A broad variety of terms are used by New Yorkers to describe these different races and ethnic groups. Unfortunately, some of these terms are inappropriate, others are derogatory. Since any discussion of race and ethnicity must be sensitive to the use of appropriate terminology, the Equal Employment Practices Commission consistently uses the following terms in discussing New York City's ethnic groups:

Caucasians: defined as persons of European ancestry and generally referred to as white.

Hispanics: defined as persons of Hispanic descent including Puerto Ricans, Mexican Americans, Central Americans and Latin Americans.

African-Americans: defined as persons of African descent including Caribbeans and Africans; generally referred to as black.

Asian-Pacific Islanders: defined as persons of Asian descent including Koreans, Phillipinos, Chinese, Japanese and the Indian subcontinent.

Native-Americans: defined as indigenous persons from the United States, including American Indians, Alaskans and Aleuts.

ANNUAL REPORT

The New York City Charter requires the Equal Employment Practices Commission to submit an annual report to the Mayor and City Council on the Commission's activities and the effectiveness of each city agency's affirmative employment efforts to ensure equal employment opportunity for its employees and applicants. The report also includes recommendations for improving the administration of the City's Equal Employment Opportunity Program, the cost of

employment discrimination to the City, and, the workforce analysis by race, gender, and job group of all city agencies. In addition to distribution to the Mayor and City Council, the annual report is also distributed to the City Comptroller, the Public Advocate, Borough Presidents, District Attorneys, Deputy Mayors, Agency Heads and EEO Officers, Community Board Chairpersons, and a variety of organizations and individuals on the Commission's mailing list.

CHAPTER II

ADDRESSING THE MANDATE/AUDITS

“The Commission shall have the following powers and duties:

to audit and evaluate the employment practices and procedures and 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 the Commission.”

Chapter 36, Section 831(d)(5), New York City Charter

INTRODUCTION

The Equal Employment Practices Commission commenced calendar year 2004 with an approved agency headcount of nine (FY '04). Four of the nine positions were full-time auditors; one auditor position was vacant. The Deputy Director and one EEO Auditor II served as lead auditors while two EEO Auditors I served as junior auditors. In order to meet our City Charter mandate to audit a minimum of forty city agencies annually, this Commission needs a permanent headcount of fifteen, including eight EEO Auditors and two Compliance Coordinators. Last Spring, the Commission submitted a budget request to the Office of Management Budget and the City Council for funds to hire two new Auditors and a second Compliance Coordinator. The Office of Management and Budget rejected our request. The City Council increased our FY '05 budget to cover the cost of one entry-level Auditor position and one Auditor II or Senior Auditor position. Because the funds were for the current fiscal year only, we could not guarantee employment to any candidate beyond the current fiscal year. Consequently, the Commission asked the Office of Management and Budget (OMB) to increase our budget and our permanent headcount to reflect the City Council allocation. OMB did not. We did hire an Auditor I (entry-level), but we did not hire an experienced EEO professional for an Auditor II or Senior Auditor position because we could not guarantee employment beyond the fiscal year.

Despite these staffing problems, Commission staff commenced audits of twelve city agencies and completed audits of fifteen city agencies. At the end of the calendar year, audits of ten agencies were in progress.

AUDIT PROCESS

The audit process encompasses the following tasks: audit entrance meeting, request and review of relevant data, distribution and analysis of employee surveys, review of quarterly reports and Citywide Equal Employment Database System (CEEDS) reports for the audit period, interviews of EEO personnel and select supervisory personnel, data analysis, follow-up research, identification of areas of compliance and non-compliance, the preparation and distribution of a draft preliminary determination letter, an audit exit meeting to discuss the draft, approval of the preliminary findings by the Commission, the distribution of a formal letter of preliminary determination to the agency

head, review of the agency's response, preparation and distribution of a letter of final determination to the agency head, and review of the agency's non-mandatory response (if any).

The Commission has established audit protocols for auditing compliance with the City's Equal Employment Opportunity Policy and its Discrimination Complaint and Investigation Procedure. The Commission has also established protocols for auditing the Sexual Harassment Prevention Programs of the Community Colleges of the City University of New York, the Recruitment Program of the Fire Department, as well as the EEO Programs of other non-mayoral agencies (e.g., borough presidents and citywide elected officials).

Although the Commission's timetable for completing agency audits is twenty weeks (audit entrance meeting to audit exit meeting), the completion of an audit usually takes much longer. Delays in the audit process are usually due to the failure of the agencies to provide complete information on time, delays in scheduling of meetings and staff interviews, and follow-up research. Another cause of delay is the overworked EEO Officer. Overworked EEO Officers are either EEO Officers with other, non-EEO-related responsibilities that hamper their ability to address EEO issues in a timely fashion, or full-time EEO Officers without sufficient support staff to adequately address all their duties and responsibilities. Many EEO Officers in city government are overworked or understaffed.

REVISIONS IN AUDIT RECOMMENDATIONS

As part of the Commission's continuing efforts to improve the administration of the City's Equal Employment Opportunity Program, the Audit and Compliance Units hold joint meetings every month to discuss audit and compliance issues. As a result of those meetings, audit recommendations are constantly reviewed and, if necessary, revised. Following are the audit recommendations that were revised last year:

Structured Interview Training

"Agencies should develop a plan to ensure that all employees involved in job interviewing received structured interview training, either through internal training or training provided by DCAS or another organization."

Structured interview training is critical for supervisors and managers, who must conduct lawful and effective job interviews. During recent audits, the Commission found that DCAS—the agency responsible for providing technical assistance to City agencies for the preparation of their EEO Programs—was unable, due to staffing shortages, to provide such training to all agency (mayoral and non-mayoral) personnel. Due to this limitation, the EEPC now recommends that this training be conducted, when necessary, by alternate means, such as through in-house training or training provided by outside individuals or organizations.

Recruitment

“The Agency Head should require the Human Resources Director to include the EEO Officer in the recruitment process.”

The Citywide EEO Policy requires that the EEO Officer be proactively involved in all EEO-related activities, including recruitment. EEPC audits have revealed, though, that some human resources directors are either reluctant or opposed to involving the EEO Officer in a traditionally human resources function. The Commission, therefore, now requires that the agency head direct the human resources director to include the EEO Officer in this process. This change in language is consistent with the City Charter and the Equal Employment Opportunity Policy. Both documents hold agency heads responsible for the development and implementation of their agency’s EEO Program.

Other Agency Head Directives

In addition to the directive regarding recruitment, the Audit and Compliance Unit is reviewing other audit recommendations to determine if they should be revised in the same manner.

AUDIT ISSUES

Re-issuance of CEEDS Data

In the latter part of the 1990s, DCAS suspended the use and distribution of the Citywide Equal Employment Database System (CEEDS). For a number of years, the City has been working on incorporating the CEEDS system into the New York City Automated Personnel System

(NYCAPS). A NYCAPS official informed the EEPD in December 2003 that the entire process would take approximately three years to complete. To date it has not been completed. The CEEDS data is critical to City agency EEO programs since it is the official statistical measure for determining underutilization of minorities and women in the various EEO job categories. Due to the unavailability of CEEDS data, Commission staff did not know which agencies had underutilizations of women or minorities and in which job groups. Furthermore, without this data, Commission staff had been unable to monitor how City agencies were addressing such underutilizations.

In a July 21, 2004 letter, however, DCAS's First Deputy Commissioner/General Counsel officially notified EEPD that CEEDS data was once again being produced and distributed to all mayoral agencies. The Commission therefore resumed its practice of obtaining and reviewing CEEDS data as part of its audit process in the latter part of 2004.

Audits of the County District Attorneys' Offices in New York City

In an October 22, 2003 letter, the New York City Law Department responded to a request from this Commission for an opinion regarding our authority to audit the equal employment practices of the five county district attorneys offices in the City of New York. The Law Department determined that the Equal Employment Practices Commission has such authority/jurisdiction. Consequently, the Commission initiated audits of three of those offices in 2004: the Kings County District Attorney, the Bronx County District Attorney, and the Richmond County District Attorney. The audit of the latter was completed last year.

EQUAL EMPLOYMENT OPPORTUNITY POLICY

In Spring 2004, the Department of Citywide Administrative Services (DCAS) issued its revised Equal Employment Opportunity Policy. This Commission was pleased that DCAS had incorporated many of our recommendations in the revised document. We also requested that those recommendations that were not included in the revised document be reconsidered. By the end of the calendar year, the new Equal Employment Opportunity Policy had not been issued.

AUDIT RESOLUTIONS

Following are the Resolutions of Preliminary Determinations adopted by the Commission in calendar year 2004. All resolutions were adopted unanimously.

February 12, 2004 Commission Meeting

1. Resolution #04/01– 806 Re: Department of Housing Preservation and Development (HPD)

Pursuant to the audit of compliance by HPD with the City's Equal Employment Opportunity Policy (EEOP) for the thirty-month period commencing January 1, 2000 and ending June 30, 2002, the Resolution enumerated nine preliminary findings. Among the major findings were:

- The agency's EEO Officer did not attend the standard 5-day training for EEO professionals provided by the Department of Citywide Administrative Services.
- The investigations of several complaints were not completed within the 90-days of the receipt of the complaint.
- The agency did not petition the Office of Citywide Equal Employment Opportunity of DCAS to obtain the necessary assistance to conduct adverse impact studies.
- Some staff members—managerial and non-managerial—did not receive an annual performance evaluation.
- The agency did not inform all employees in writing of the identity, location and telephone number of the career counselor.

2. Resolution #04/02-827 Re: Department of Sanitation (DSNY)

Pursuant to the audit of compliance by DSNY with the City's EEOP for the thirty-month period commencing July 1, 2000 and ending December 31, 2002, the Resolution enumerated 13 preliminary findings. Among the major findings were:

- Some employees indicated that they were not informed in writing of the name, location and telephone number of the EEO Director/Officer.
- The agency had no EEO Counselors.

- Some supervisors who conducted interviews of job applicants did not receive structured interview training.
- DSNY did not conduct adverse impact studies of selection devices for discretionary hires and other personnel actions.
- DSNY employees did not receive recommendations for improving job performance and career advancement in their annual performance reviews.

May 20, 2004 Commission Meeting

3. Resolution #04/03-25 Re: New York City Law Department (NYCLD)

Pursuant to the audit of compliance by NYCLD with the City's EEOP for the thirty-month period commencing January 1, 2001 and ending June 30, 2003, the Resolution enumerated 12 preliminary findings. Among the major findings were:

- The agency's General Anti-Discrimination Policy did not contain an up-to-date list of "protected classes" under the New York City Human Rights Law.
- None of the EEO Officer's final reports on internal discrimination complaints that were filed in 2001 and subsequently received a no probable cause determination were completed within 90 days.
- Sixty-two percent of supervisors/managers interviewed by EEPC auditors indicated they had not received structured interview training.
- The current EEO Officer—who served for the last five months of the audit period—did not conduct adverse impact studies.
- The EEO Officer did not devote 100% of her time to EEO matters.

4. Resolution #04/04-313 Re: Office of Collective Bargaining (OCB)

Pursuant to the audit of compliance by OCB with its Equal Employment Opportunity Policy for the thirty-month period commencing January 1, 2001 and ending June 30, 2003, the Resolution enumerated nine preliminary findings. Among the major findings were:

- The agency did not print a general EEO Policy Statement, a Disabilities Policy Statement, or a Discrimination Complaint Procedure.
- OCB did not participate in the Section 55-A program.
- OCB did not issue a Reasonable Accommodation Procedure for persons with disabilities.
- The agency did not conduct formal EEO training sessions for employees.
- OCB did not distribute its Sexual Harassment Policy Statement.

5. Resolution #04/05-810 Re: Department of Buildings (DOB)

Pursuant to the audit of compliance by DOB with the City's EEOP for the thirty-month period commencing January 1, 2001 and ending June 30, 2003, the Resolution enumerated 10 preliminary findings. Among the major findings were:

- The agency's EEO Policy was not distributed to all employees on an annual basis.
- The agency did not provide structured interview training to supervisors and managers during the audit period.
- The EEO Officer was not involved in developing recruitment strategies or selecting recruitment media.
- The agency did not inform its employees of the identity of the career counselor.
- The EEO Officer did not direct supervisors and managers to discuss the agency's EEO policies with their subordinates.

6. Resolution #04/06-826 Re: Department of Environmental Protection (DEP)

Pursuant to the audit of compliance by DEP with the City's EEOP for the thirty-month period commencing January 1, 2001 and ending June 30, 2003, the Resolution enumerated 11 preliminary findings. Among the major findings were:

- The agency did not adhere to the goals projected in its training plan, or develop a practical training plan that would allow new and existing employees to receive EEO training.
- The agency's supervisory/managerial performance evaluation form did not explicitly identify sections relation to equal employment opportunity.
- The agency did not maintain a list of minority-oriented publications that included all protected groups.

- The agency did not conduct adverse impact studies.
- Seventy-two percent of survey respondents indicated that they were not aware of the identity, location and telephone number of the career counselor.

7. Resolution #04/07-831 Re: Business Integrity Commission (BIC)

Pursuant to the audit of compliance by BIC with the City's Equal Employment Opportunity Program for the thirty-month period commencing July 1, 2002 and ending December 31, 2003, the Resolution enumerated the following three preliminary findings:

- The agency had not established an EEO Program.
- The agency's EEO policies consisted of only three sentences in the BIC Code of Conduct and a one-page EEO Complaint Procedure.
- BIC's Co-EEO Officers had not received EEO training from DCAS or another appropriate organization.

July 29, 2004 Commission Meeting

8. Resolution #04/08-214 Re: Office of Labor Relations (OLR)

Pursuant to the audit of compliance by OLR with the City's EEOP for the thirty-month period commencing July 1, 2001 and ending December 31, 2003, the Resolution enumerated 11 preliminary findings. Among the major findings were:

- The person designated as the Disability Rights Coordinator did not attend DCAS's training for EEO professionals.
- The EEO Officer did not maintain appropriate documentation of meetings and other communications with the agency head regarding EEO decisions.
- Sixty-eight percent of survey respondents indicated they had not received annual performance evaluations.
- OLR's computerized EEO training was not part of a uniform curriculum approved by DCAS that included a live interactive component.
- OLR had not conducted formal adverse impact studies.

9. Resolution #04/09-781 Re: Department of Probation (DOP)

Pursuant to the audit of compliance by DOP with the City's EEOP for the thirty-month period commencing January 1, 2001 and ending June 30, 2003, the Resolution enumerated 16 preliminary findings. Among the major findings were:

- DOP did not do an architectural survey of all buildings (whether city-owned or privately-owned) that house DOP employees to ensure that they are accessible to and usable by persons with disabilities.
- DOP did not adhere to the goals projected in its Agency-Specific EEO plan to provide EEO training for all new and existing employees.
- Seventy-three percent of DOP's managers were not aware that their evaluation form contains a rating for equal employment opportunity.
- Prior to distribution, DOP did not update its EEO policy to reflect the current identity, location, and telephone number of newly appointed EEO personnel.
- DOP, an agency of approximately 1,400 employees, did not have a full-time EEO Officer, and adequate support staff to implement effectively all requirements of the City's EEO Policy.

10. Resolution #04/10-126 Re: Department of Cultural Affairs (DCLA)

Pursuant to the audit of compliance by DCLA with the City's EEOP for the thirty-month period commencing January 1, 2001 and ending June 30, 2003, the Resolution enumerated the following two preliminary findings:

- DCLA did not establish a plan, which includes a timeframe, to provide EEO training through DOF or any other appropriate organization for its employees.
- DCLA did not conduct, or petition the Office of Citywide Equal Employment Opportunity of DCAS in writing to obtain the necessary assistance to conduct, adverse impact studies.

11. Resolution #04/11-226 Re: City Commission on Human Rights (CCHR)

Pursuant to the audit of compliance by CCHR with the City's EEOP for the thirty-month period commencing January 1, 2001 and ending June 30, 2003, the Resolution enumerated nine preliminary findings. Among the major findings were:

- The EEO Officer did not hold periodic meetings to discuss and inform supervisors/managers of their rights and responsibilities under the city's EEO Policy.
- CCHR did not develop a plan, which included a timeframe, to train all existing and new employees who had not already received sexual harassment prevention training.
- CCHR did not petition the Office of Citywide Equal Employment Opportunity of DCAS to obtain the necessary assistance to conduct adverse impact studies.
- CCHR's recruitment list did not include all protected classes.
- Supervisors/managers were not aware that their performance evaluation included a rating on EEO.

October 27, 2004 Commission Meeting

12. Resolution #04/12-905 Re: Richmond County District Attorney's Office (RCDA)

Pursuant to the audit of compliance by RCDA with its Equal Employment Opportunity Program for the thirty-month period commencing July 1, 2001 and ending December 31, 2003, the Resolution enumerated the following three preliminary findings:

- RCDA did not establish an EEO Program.
- RCDA's current EEO Officer did not receive EEO training from DCAS or another reputable organization.
- The previous EEO Officer (2000-2004) left no files or other documentation of EEO activity.

November 18, 2004 Commission Meeting

13. Resolution #04/13-127 Re: Financial Information Services Agency (FISA)

Pursuant to the audit of compliance by FISA with the City's EEOP for the thirty-month period commencing July 1, 2001 and ending December 31, 2003, the Resolution enumerated 8 preliminary findings. Among the major findings were:

- The EEO Officer's confidential written reports to the agency head did not contain the 3 sections outlined in the Discrimination Complaint Procedures/Implementation Guidelines (DCPIG): (1) Findings of Facts, (2) Discussion and Conclusion, and (3) Recommendations.
- All complaint files did not contain written evidence that the recommended corrective actions were implemented.
- FISA did not obtain the necessary assistance to conduct adverse impact studies.
- Seventy percent of FISA's managers/supervisors were not aware that their evaluation form contains a rating for equal employment opportunity.

December 13, 2004 Commission Meeting

14. Resolution #04/14-131 Re: Office of Payroll Administration (OPA)

Pursuant to the audit of compliance by OPA with the City's EEOP for the thirty-month period commencing July 1, 2001 and ending December 31, 2003, the Resolution enumerated 10 preliminary findings. Among the major findings were:

- EEO Counselors of both sexes were not available to investigate discrimination complaints.
- Fifty-one percent of survey respondents indicated that they had not received sexual harassment prevention training.
- Not all supervisors received structured interview training during the audit period.
- The agency did not conduct adverse impact studies.
- Supervisors and managers were not directed to discuss the agency's EEO policies with their subordinates.

15. Resolution #04/15-850 Re: Department of Design and Construction (DDC)

Pursuant to the audit of compliance by DDC with the City's EEOP for the thirty-month period commencing July 1, 2001 and ending December 31, 2003, the Resolution enumerated 11 preliminary findings. Among the major findings were:

- DDC's General EEO Policy did not reflect the three recent amendments to the New York City Human Rights Law.

- Several complaint files did not contain a Complaint of Discrimination form to record when an internal complaint was filed.
- DDC did not secure the necessary training to conduct adverse impact studies.
- DDC had not separated its EEO Office and its Disciplinary Unit to encourage unimpeded access to the EEO Officer.
- Seventy-seven percent of survey respondents did not know the identity, location and telephone number of the agency's career counselor.

The Audit Performance Report for Calendar Year 2004 is on the following pages.

EQUAL EMPLOYMENT PRACTICES COMMISSION
AUDIT PERFORMANCE REPORT/CALENDAR YEAR 2004

AUDITS COMMENCED IN 2004: 16

1. Business Integrity Commission
2. Human Resources Administration
3. Office of Labor Relations
4. Financial Information Services Agency
5. Department of Design and Construction
6. Bronx District Attorney's Office
7. Kings County District Attorney's Office
8. Campaign Finance Board
9. Department of Consumer Affairs
10. Richmond County District Attorney's Office
11. Department of Correction
12. Office of Payroll Administration
13. Department of Small Business Services
14. Department of Health and Mental Hygiene
15. Housing Development Corporation
16. Economic Development Corporation

AUDITS COMPLETED IN 2004: 15

Commenced and Completed in 2004: 6

1. Business Integrity Commission
2. Financial Information Services Agency
3. Office of Labor Relations
4. Department of Design and Construction
5. Richmond County District Attorney's Office
6. Office of Payroll Administration

Commenced Prior to 2004 and Completed in 2004: 9

1. Department of Housing Preservation and Development
2. New York City Law Department
3. Office of Collective Bargaining
4. Department of Environmental Protection
5. Department of Buildings
6. City Commission on Human Rights
7. Department of Probations
8. Department of Cultural Affairs
9. Department of Sanitation

AUDITS IN PROGRESS AT THE END OF 2004: 10

1. Human Resources Administration
2. Bronx County District Attorney's Office
3. Kings County District Attorney's Office
4. Campaign Finance Board
5. Department of Consumer Affairs
6. Department of Correction
7. Department of Small Business Services
8. Department of Health and Mental Hygiene
9. Housing Development Corporation
10. Economic Development Corporation

CHAPTER III

IMPLEMENTING CORRECTIVE ACTIONS/ COMPLIANCE

“...If the commission, after a period not to exceed six months, determines that the agency has not taken appropriate and effective corrective actions, 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.”

Excerpt from Section 832 (c), Chapter 36, New York City Charter

INTRODUCTION

During the year, audit compliance was initiated with fourteen agencies and completed with seventeen. Eight agencies completed compliance within the Charter-mandated six month period; nine did not. Three of the agencies that did not complete compliance within the six-month period needed twelve or more months to complete compliance. Four agencies were issued letters of partial compliance, i.e., they did not implement all of the required corrective actions.

At the end of the year, ten agencies were under compliance.

COMPLIANCE PROCEDURE

Section 832 of the City Charter sets forth the compliance procedures including steps to be taken when the Commission, pursuant to an audit of any agency, makes a preliminary determination that the agency has adopted or utilized a plan, program, procedure, approach, measure, or standard that does not provide equal employment opportunity. Those steps are:

- The Commission will notify the agency in writing of its determination and provide an opportunity for response.
- If, after consideration of the agency's response and consultation with the agency, the Commission concludes corrective actions, if any, are not sufficient to correct non-compliance, it will make a final determination in writing, including recommended corrective actions.
- The agency shall respond within thirty days on corrective actions it intends to make and submit monthly reports on the progress of such corrective action.
- After a period not exceeding six months, if the Commission determines the agency has not taken appropriate or effective action, the Commission shall notify the agency in writing of its determination and may thereafter publish a report, and recommend to the Mayor the appropriate or effective action it deems necessary.

- Within thirty days of the determination by the Commission, the agency shall submit a written response to the Commission and the Mayor.
- The Mayor reviews the Commission's findings and the agency's response, if any, and shall order and publish such action that the Mayor deems appropriate.

COMPLIANCE ISSUES

Extended Compliance

Seven agencies received an extension of the compliance period in order to implement outstanding required actions. Some of the agencies received extensions because they were unable to secure EEO training for employees or EEO Counselors/Investigators. Some of the agencies that were granted extensions were not able to fully implement all of the required actions. (A Compliance Monitoring Timeline Chart for Calendar Year 2004 is in the Appendix.)

Partial Compliance

Agencies that do not complete compliance within the six-month Charter-mandated compliance period and do not complete Compliance after receiving an extension of the compliance period, receive a letter of partial compliance. The letter of partial compliance informs the agency why it is in partial compliance and says the agency may be audited again before the Charter-prescribed four year maximum time period.

COMPLIANCE RESOLUTIONS

Following are the Resolutions of Compliance Completion that the Commission adopted during the year. All resolutions were adopted unanimously.

February 12, 2004 Commission Meeting

1. Resolution #04/01-132C Re: Independent Budget Office (IBO)

The Resolution authorized the Vice-Chair to forward a letter to Director Ronnie Lowenstein informing her that IBO has implemented all ten recommended corrective actions.

March 25, 2004 Commission Meeting

2. Resolution #04/02-013C Re: Queens Borough President's Office (QBPO)

This Resolution authorized the Vice-Chair to forward a letter to the Honorable Helen Marshall, Queens Borough President, informing her that the QBPO has implemented all twelve recommended corrective actions.

3. Resolution #04/03-868C Re: Office of Administrative Trials and Hearings (OATH)

This Resolution authorized the Vice-Chair to forward a letter to Chief Administrative Law Judge Roberto Velez informing him that OATH has implemented all nine recommended corrective actions.

May 20, 2004 Commission Meeting

4. Resolution #04/04-010PC Re: Manhattan Borough President's Office (MBPO)

This Resolution authorized the Vice-Chair to forward a letter to the Honorable C. Virginia Fields, Manhattan Borough President, informing her that the MBPO has partially complied with the requirements of Chapters 35 and 36 of the New York City Charter because it only implemented seven of the seventeen recommended corrective actions pursuant to the Commission's audit of compliance by the MBPO's with the City's Equal Employment Opportunity Policy; and that the Commission may initiate another audit of

MBPO prior to the conclusion of the maximum timeframe prescribed by the New York City Charter.

MBPO did not implement required action number eleven, which states: “the MBPO should ensure that persons of both sexes are available to receive and investigate discrimination complaints. Both persons should receive basic EEO training for EEO Professionals from DCAS and be listed in the MBPO’s EEO Policy.” As a result, required actions numbers one, two, three, four, five, six, twelve, and sixteen were no longer in compliance. In addition, MBPO did not implement required action number seventeen, which states: “The Manhattan Borough President should disseminate an agency-wide memorandum to discuss audit findings.”

5. Resolution #04/05-054C Re: Civilian Complaint Review Board (CCRB)

This Resolution authorized the Vice-Chair to forward a letter to Executive Director Florence L. Finkle informing her that CCRB has implemented all thirteen recommended corrective actions.

6. Resolution #04/06-032C Re: Department of Investigation (DOI)

This Resolution authorized the Vice-Chair to forward a letter to Commissioner Rose Gill Hearn informing her that DOI has implemented all six recommended corrective actions.

June 25, 2004 Commission Meeting

7. Resolution #04/07-312C Re: Conflict of Interest Board (COIB)

This Resolution authorized the Vice-Chair to forward a letter to Executive Director Mark Davies informing him that COIB has implemented all nine recommended corrective actions.

8. Resolution #04/08-009C Re: City Employee Retirement System (NYCERS)

This Resolution authorized the Vice-Chair to forward a letter to Executive Director John J. Murphy informing him that NYCERS has implemented all thirteen recommended corrective actions.

September 15, 2004 Commission Meeting

9. Resolution #04/09-014C Re: Staten Island Borough President's Office (SIBPO)

This Resolution authorized the Vice-Chair to forward a letter to the Honorable James Molinaro, Staten Island Borough President, informing him that the SIBPO has implemented all sixteen recommended corrective actions.

November 19, 2004 Commission Meeting

10. Resolution #04/10-856C Re: Board of Standards and Appeals (BSA)

This Resolution authorized the Vice-Chair to forward a letter to Meenakshi Srinivasan, Chair/Commissioner of the BSA, informing her that BSA has implemented all eighteen recommended corrective actions.

11. Resolution #04/11-836C Re: Department of Finance (DOF)

This Resolution authorized the Vice-Chair to forward a letter to Commissioner Martha E. Stark informing her that DOF has implemented all fifteen recommended corrective actions.

12. Resolution #04/12-130C Re: Department of Juvenile Justice (DJJ)

This Resolution authorized the Vice-Chair to forward a letter to Commissioner Neil Hernandez informing him that DJJ has implemented all fourteen recommended corrective actions.

13. Resolution #04/13-008PC Re: Office of the Actuary (OA)

This Resolution authorized the Vice-Chair to forward a letter to Chief Actuary Robert C. North, Jr. informing him that OA has partially complied with the requirements of Chapters 35 and 36 of the New York City Charter. OA implemented fourteen of the seventeen recommended corrective actions pursuant to the Commission's audit. The letter said the Commission may initiate another audit of OA prior to the conclusion of the maximum timeframe established by the New York City Charter.

OA did not fully implement required action number four, which states: "OA should develop a plan to train all new and existing employees (supervisors and non-supervisors) on EEO." OA did not fully implement required action number nine, which states: "To ensure that there are EEO professionals of both sexes available to investigate discrimination complaints a male and a female EEO Counselor/Investigator should be authorized to receive and investigate discrimination complaints."

The male EEO Counselor had not completed EEO professionals training. Consequently, OA did not fully implement required action number eleven, which states: "All EEO professionals should be trained in EEO laws."

14. Resolution #04/14-125PC Re: Department for the Aging (DFTA)

This Resolution authorized the Vice-Chair to forward a letter to Commissioner Edwin Méndez-Santiago informing him that DFTA has partially complied with the requirements of Chapters 35 and 36 of the New York City Charter. DFTA implemented fifteen of the seventeen recommended corrective actions pursuant to the Commission's audit. The letter said the Commission may initiate another audit of DFTA prior to the conclusion of the maximum timeframe established by the New York City Charter.

DFTA did not implement required action number seven, which states: "the EEO Officer should follow-up on her pledge and develop a plan to provide EEO training, which includes a component on preventing sexual harassment, to all new and existing employees"; and did not implement required action number fourteen, which states: "Supervisors should hold documented meetings with their staffs to emphasize their (supervisors') commitment to the agency's EEO Policies and reaffirm the right of each employee to file a discrimination complaint with the EEO Office."

December 13, 2004 Commission Meeting

15. Resolution #04/15-313C Re: Office of Collective Bargaining (OCB)

The Resolution authorized the Vice-Chair to forward a letter to Chair Marlene A. Gold informing her that OCB has implemented all ten recommended corrective actions.

16. Resolution #04/16-011C Re: Bronx Borough President's Office (BxBPO)

This Resolution authorized the Vice-Chair to forward a letter to the Honorable Adolfo Carrion, Bronx Borough President, informing him that BxBPO has implemented all thirteen recommended corrective actions.

17. Resolution #04/17-101PC Re: Public Advocate's Office (PA)

This Resolution authorized the Vice-Chair to forward a letter to the Honorable Betsy Gotbaum, Public Advocate of the City of New York, informing her that the PA has partially complied with the requirements of Chapters 35 and 36 of the New York City Charter. The PA implemented fifteen of the seventeen recommended corrective actions. The letter said the Commission may initiate another audit of PA prior to the conclusion of the maximum timeframe established by the New York City Charter.

The PA did not fully implement required action number nine, which states: "To ensure that there are EEO professionals of both sexes available to investigate discrimination complaints, a male and a female EEO Counselor/Investigator should be authorized to receive and investigate discrimination complaints." The male EEO Counselor began attending EEO professionals training and then he resigned. The PA's office did not fully implement required action number eleven, which states: "All EEO professionals should be trained in EEO laws" in that the male EEO Counselor resigned before completing the EEO professionals training.

REPORT TO THE MAYOR

Section 832 of the City Charter authorizes this Commission to publish a Report and recommend to the Mayor whatever action it deems necessary, if it determines after a six month

compliance period that an audited agency has not taken “appropriate and effective corrective action” to address equal employment opportunity requirements. The Charter requires the Commission to forward a copy of its Report to the subject agency. The agency has thirty days to respond to the Commission and the Mayor. After reviewing the Commission’s Report and the agency’s response, the Mayor is required to order and publish whatever action the Mayor deems necessary. No Report to the Mayor was published in 2004.

The Compliance Performance Report for Calendar Year 2004 is on the following pages.

EQUAL EMPLOYMENT PRACTICES COMMISSION
COMPLIANCE PERFORMANCE REPORT/CALENDAR YEAR 2004

COMPLIANCES COMMENCED IN 2004: 14

1. Department for the Aging
2. Department of Finance
3. Department of Juvenile Justice
4. Landmarks Preservation Commission
5. Department of Housing Preservation and Development
6. Department of Sanitation
7. Office of Collective Bargaining
8. New York City Law Department
9. Department of Environment Protection
10. Department of Buildings
11. Department of Cultural Affairs
12. Business Integrity Commission
13. Department of Probation
14. Office of Labor Relations

COMPLIANCES COMPLETED IN 2004: 17

Commenced and Completed in 2004: 4

1. Department of Finance
2. Department of Juvenile Justice
3. Department for the Aging
4. Office of Collective Bargaining

Commenced Prior to 2004 and Completed in 2004: 13

1. Independent Budget Office
2. Queens Borough President's Office
3. Office of Administrative Trials and Hearings
4. Manhattan Borough President's Office
5. Civilian Complaint Review Board
6. Department of Investigation
7. Conflict of Interest Board
8. New York City Employee Retirement System
9. Staten Island Borough President's Office
10. Board of Standards and Appeals
11. Office of the Actuary
12. Public Advocates Office
13. Bronx Borough President's Office

COMPLIANCES IN PROGRESS AT THE END OF 2004: 10

1. Landmarks Preservation Commission
2. Department of Housing Preservation and Development
3. Department of Sanitation
4. NYC Law Department
5. Department of Environmental Protection
6. Department of Buildings
7. Department of Cultural Affairs
8. Business Integrity Commission
9. Department of Probation
10. Office of Labor Relations

CHAPTER IV

PUBLIC HEARING AND ADMINISTRATIVE ISSUES

“a. The commission shall conduct such study or investigation 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.”

Chapter 36, section 832a, New York City Charter, As Amended, 1999

PUBLIC HEARING

On May 10th the Commission sponsored a public hearing on: The Implementation of The Amendments to the New York City Human Rights Law Concerning Domestic Violence and Gender Identity. Deputy Commissioner Avery Mehlman of the New York City Commission on Human Rights and Monique Embert, Deputy Commissioner of the Mayor's Office To Combat Domestic Violence, representing Commissioner Yolanda Jimenez, presented testimony on these topics.

Attorney Dean Spade, Founder of the Sylvia Rivera Law Project, Attorney Wendy Weiser of Legal Momentum, and Attorney Michael Silverman, Executive Director of the Transgender Legal Defense and Education Fund also provided testimony at the hearing. In addition, Katie Reifreitag, a transgendered individual, testified.

Following is a summary of the public hearing testimony:

Avery Mehlman, Deputy Commissioner, City Commission on Human Rights

Deputy Commissioner Mehlman began his testimony by stating that the New York City Human Rights Law was amended in April 2002 to broaden the scope of protection from gender discrimination by defining gender to include actual or perceived sex, as well as a person's gender identity, self-image, appearance, behavior, or expression, whether or not that gender identity, self-image, appearance, behavior, or expression is different from that traditionally associated with the legal sex assigned to that person at birth. This amendment allows transgendered individuals to file gender claims pursuant to the New York City Human Rights Law. In conjunction with this amendment, the Commission designed and distributed over 10,000 palm cards to educate the public about this new development in the law. He then discussed the process for issuing the guidelines. The Commission created a working group that included members of the transgendered community to create a set of guidelines meant to educate the public and businesses about the amendment to the Human Rights Law. Input from the community and a comparison of similar guidelines in other cities was the first step in this process. He also discussed how the Human Rights Law was amended in December 2003 to add two new protected classes in employment: victims of sex offenses and

victims of stalking. The law also requires employers to make reasonable accommodations to such victims unless to do would be unduly burdensome.

Deputy Commissioner Mehlman stated that all the Commission attorneys and investigators have been trained regarding the implementation of these amendments. The Commission is currently training the Board of Elections employees regarding diversity, sensitivity, and the Human Rights Law. The Commission has plans to begin training the staff at the office of the Public Advocate.

Questions and Comments

Commissioner Villanueva asked Deputy Commissioner Mehlman to describe what transpired at the last meeting (two years ago) with CCHR staff and members of the transgender community. Commissioner Mehlman explained that the meeting with the transgender community was the first step to get input. CCHR has been working with the Law Department and other city agencies to try to develop formal guidelines and to ensure that the guidelines are a comprehensive educational tool for both the public and businesses in the City. He also reiterated that the adoption of any guidelines does not change how this law is being implemented.

Responding to another question from Commissioner Villanueva, Commissioner Mehlman said he expects to issue the guidelines sometime in the early fall.

Commissioner Mendez asked Commissioner Mehlman what steps the Commission has taken to train its own staff. Commissioner Mehlman said that all the members of CCHR, the investigators as well as the attorneys-- who also are investigators--met with the General Counsel and there was a training session regarding the implementation of this law explaining the parameters, the law and what it protects.

Commissioner Villanueva asked Commissioner Mehlman if these guidelines will address verification of gender issues, such as the use of public bathrooms. Mr. Mehlman explained that the way the transgender law was drafted, it does not have a reasonable accommodation component, as does the law regarding victims of sexual offenses and stalking. The law therefore , makes it difficult to address certain issues because the burden is clearly on the employer to make a reasonable accommodation for the individual who is claiming that he or she is being discriminated against or, who is requesting an accommodation based on his or her protected class. When investigating discrimination complaints by transgendered individuals, each case has to be looked at on a case-by-case basis.

EEPC Deputy Director Eric Matusewitch asked Commissioner Mehlman what would be the CCHR's position if an employer refused to allow a transgendered employee time off to undergo mental health counseling during a transition period. Commissioner Mehlman explained that if it is healthcare needs, under the Human Rights Law, CCHR would be able to file a complaint based upon disability and gender identity because CCHR protects all ranges of disabilities and the Human Rights Law does allow for reasonable accommodation.

EEPC Executive Director Abraham May, Jr. asked Commissioner Mehlman if training services from CCHR is available to all city agencies and if so, what is the process. Commissioner Mehlman stated that upon request, CCHR will work with any city agency for training. The agency may contact CCHR and CCHR will work out a schedule with the agency.

EEPC Counsel Lisa Badner asked Commissioner Mehlman if the training provides information for EEO Officers regarding dress codes and regulations on bathrooms. Mr. Mehlman explained that CCHR discusses the law and provides examples of this issue to individuals who are responsible for insuring compliance with the law.

Monique Embert, Deputy Commissioner, Mayor's Office To Combat Domestic Violence

Deputy Commissioner Embert began by presenting statistics on domestic violence in New York City and explaining how this issue impacts men, women and children. She stated that in addition to physical injury, domestic violence has enormous economic consequences. More than \$5.8 billion is spent each year on the health-related costs of rape, assault, stalking and homicide by intimate partners, according to the Centers for Disease Control and Prevention. In New York City, 14 City agencies and more than 400 community-based organizations provide assistance to domestic violence victims. Ms. Embert explained how her office is employing various strategies to combat domestic violence, including a coordinated community response, utilizing public education strategies, and data tracking and technology. In January 2002, Mayor Bloomberg appointed Commissioner Jimenez as the first Commissioner of the Mayor's Office to Combat Domestic Violence. That office is charged with developing policies and programs aimed at reducing domestic violence and coordinating the provision of domestic violence services. An internal interagency task force was created by Commissioner Jimenez to assist in this mission.

Commissioner Embert discussed her agency's efforts during the past two years and stated that statistics show that progress had been made. Domestic violence in New York City has declined by 17.9% between 2002 and 2003, the largest decrease in the last nine years. Through data analysis

they found that 70.3% of family-related homicide cases in 2003 had no known prior contact with the police. As a result, the administration has focused attention on additional entry points for victims seeking help, for example, through the City hospitals.

Commissioner Embert focused on several major initiatives that her office has taken to strengthen interagency coordination while enhancing the delivery of services for victims citywide. These programs include the Domestic Violence Response Team (DIVERT), which utilizes a coordinated community response to combat domestic violence; and the Health Emergency Assistant Link (Project HEAL), which equipped all 11 City hospitals with digital cameras to better document injuries for evidence, and trained domestic violence coordinators to use software that allows victims to complete a petition for a family court order of protection before leaving the hospital. The Department of Health and Mental Hygiene's Take Care New York program addresses key preventable causes of illness and death in NYC. The Relationship Abuse Prevention Program (RAP), which is a school-based teen relationship program that promotes healthy relationships, intervenes in the cycle of teen intimate partner violence, and prevents destructive patterns of relationship abuse from extending into adult relationships. There is also a pilot program developed for immigrant victims of domestic violence. In addition to these programs, the Medical Provider's manual for managing the care of domestic violence patients within a cultural context and HHC's Clinician Guide, a reference for preventing, identifying, and treating family violence in the community, were initiated. Commissioner Embert also discussed domestic violence as a child welfare issue and the increasing number of abuse cases among the elderly.

Ms. Embert discussed efforts to improve the way the City meets the needs of domestic violence victims for emergency shelter and permanent housing. More public housing options have been made available and the number of available beds has increased, including space for the physically disabled domestic violence victims. She also said the City offers several programs for victims who have become survivors. Programs like VINE and HARTS have notified victims of the custody status of the alleged abuser and also assisted families moving into public housing from emergency shelters.

Commissioner Embert concluded her testimony by stating that the Bloomberg administration is committed to protecting the rights of domestic violence victims in every setting. She said Mayor Bloomberg recently signed new legislation to further protect their rights, which

requires that all employers provide reasonable accommodation to victims of domestic violence, sex offenses, and stalking.

Questions and Comments

Commissioner Mendez asked Commissioner Embert if her office reaches out to Protective Services for Adults in dealing with elderly abuse. Ms. Embert stated that her office currently partners with Protective Services on the DFTA grant to develop training.

Commissioner Mendez also asked Ms. Embert why there was a decline in the need for beds for victims of domestic violence; and if her office is working with HPD in preventing homelessness. The Commissioner explained that certain procedural changes are the reasons for the decline in beds. She also said there has been a tremendous outreach through every channel especially to prevent homelessness. In addition, the Department of Housing Preservation and Development works closely with her office and is a part of her office's monthly committee and the DIVERT program.

OTHER TESTIMONY

Michael Silverman, Executive Director, Transgender Legal Defense and Education Fund (TLDEF)

TLDEF is a nonprofit civil rights law firm committed to ending discrimination based on gender and gender identity expression. Mr. Silverman is also a member of the public policy and legislation committee of the New York Association for Gender Rights Advocacy (NYAGRA). Mr. Silverman discussed Local Law No. 3 and focused on three areas of the law: issuance of guidelines, enforcement, and public education. He described Local Law No. 3 as an extension of human rights for transgendered persons whether they be City employees or non-City employees.

Dean Spade, Founder, Sylvia Rivera Law Project

Mr. Spade began by introducing the Sylvia Rivera Law Project. His organization is the first organization in New York City to specifically provide legal assistance to people facing gender identity discrimination.

Mr. Spade then focused on the issue of sex-segregated facilities. He stated that sex-segregated facilities, including bathrooms, locker rooms, homeless shelters, foster care and juvenile justice group homes, and mental health housing, is an important discrimination issue for the transgendered community. He stated that about 58% of the cases he sees in his office involve sex-segregated facilities. He added that transgendered employees encounter hostile environments and discrimination because access to sex-segregated facilities is not covered by the law.

Mr. Spade discussed the testimonies of several city employees, who are his clients and are afraid to come forward because they fear reprisals due to their gender identity. He discussed the problems his clients faced when they tried to file a complaint with CCHR. He said CCHR's intake staff treated his clients poorly. Mr. Spade said transgendered complaints are treated disrespectfully at the City Commission on Human Rights.

Wendy Weiser, Staff Attorney, Legal Momentum

Ms. Weiser said Legal Momentum, formally known as NOW Legal Defense and Education Fund, is a national civil rights organization that for more than 35 years has worked to advance the rights of women. The organization's major goal is to end violence against women and eliminate barriers to women's economic opportunities, pursuant to Local Law 75 of 2004.

She began by discussing the new requirements of the law and explaining what they provide. Local Law 75 expands the employment protections for victims of domestic and sexual violence and stalking. It also amends the definition of discrimination to make clear that an employer cannot discriminate against an employee because of the conduct or acts of his or her abuser. The third and major change is that it requires employers to make reasonable accommodations if they know or should have known that she or he is a victim of domestic or sexual violence. The law also includes a strict confidentiality requirement of the employer. The last element of the law is that there is an affirmative defense for employers. If an employee cannot function on the job even with a reasonable accommodation, the employer is not required to accommodate him or her.

Ms. Weiser then explained the steps the City should take to implement this new law. First, adopt a written domestic violence policy and guidelines to make sure those making employment decisions are informed of the law. Second, provide training to all employees on domestic violence and the new law and the City's policy. Third, other informational materials such as referrals should

supplement training. Fourth, all security personnel should be trained on how to handle potential crimes that may enter the workplace.

Katie Reifreitag, Transgender Individual, Staten Island, NY

Ms. Reifreitag testified that she has rallied and written letters to pass Local Law No. 3 but has not seen any change since the law was amended. She believes the law should be enforced. She wants the Human Rights Commission to think about implementing Local Law 3. She has not yet experienced any problems as a transgendered woman but she wants to be sure that the Commission is here for her if she does encounter discrimination.

ADMINISTRATIVE ISSUES

Pursuant to the twelve audits that Commission staff initiated, and the fifteen audits that staff completed last year, the Commission has identified the following as the most significant issues.

Agencies Without EEO Programs

Last year, EEPC audits revealed that two city agencies, the Business Integrity Commission (mayoral agency) and the Richmond County District Attorney's Office (non-mayoral agency), had no formal EEO Programs. The same situation existed with the Office of the Actuary (non-mayoral agency) and the Board of Standards and Appeal (mayoral agency), which were audited in calendar year 2003. According to the EEO personnel in those agencies, they had not received technical assistance from the Office of Citywide Equal Employment Opportunity (DCAS). The Commission therefore recommended that those agencies petition the Office of Citywide EEO for technical assistance in preparing EEO Programs that conform to the Citywide EEO Policy.

Agencies in Violation of the City's Personnel Policies Regarding Performance Evaluations

During the year, the EEPC found that two agencies (Department of Housing Preservation and Development and Office of Labor Relations) had not conducted annual performance evaluations for some or all employees. The Commission made the same findings during its 2003 audits of the Office of Administrative Trials and Hearings and the Landmarks Preservation Commission. Annual performance evaluations are required by various City of New York personnel regulations, as well as the Citywide EEO Policy. The EEPC considers this a serious matter and now requires that all nonconforming agencies develop a plan, which includes a timetable, to evaluate all employees.

EEO Performance By Managers and Supervisors

The Equal Employment Opportunity Policy requires that managers and supervisors be evaluated on their EEO performance. Many of the agencies that were audited last year use the following standard established by the Division of Citywide Personnel Services (DCAS) to measure EEO performance: "Utilizing Human Resources. This accountability covers responsibilities and

processes for assuring that people are appropriately employed, effectively and efficiently utilized, and dealt with in a fair and equitable manner.”

Interviews of supervisors and managers during agency audits indicated that many of them were unaware that EEO performance was part of their job performance evaluation. They did not view the aforementioned standard as a measure of their EEO performance.

Centralized Computer-Based EEO Training Program

During the audit of the EEO Program at the Department of Design and Construction (DDC), EEPC’s auditors learned that the agency’s EEO Office and MIS Division developed a sophisticated computer-based program for EEO refresher training. DDC’s EEO Officer presented the program to EEPC’s senior staff. Approximately every two years subsequent to an employee’s last EEO training, the employee receives at his/her desktop, information regarding equal employment opportunity laws (including sexual harassment). Within two weeks the employee must take a mandatory computer-based equal employment opportunity law test. If, after two attempts, the employee does not attain a grade of 80% or better, the program alerts DDC’s EEO Office; the office then schedules the employee for mandatory in-class EEO training.

It is our understanding that the Office of Citywide Equal Employment Opportunity is developing a computer-based training program for use by all city agencies.

CHAPTER V

RECOMMENDATIONS AND CONCLUSION

“ d. The commission shall have the following powers and duties:...

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;”

Section 831(d)6 of the New York City Charter

LEGAL COST OF EMPLOYMENT DISCRIMINATION

There is a cost to the City for illegal employment discrimination. To reduce the legal cost to the City for the settlement or adjudication of employment discrimination cases, this Commission believes that every city agency must have a properly structured and efficiently administered Equal Employment Opportunity Program that is in compliance with the City's Equal Employment Opportunity Policy and, an agency head who is committed to the implementation of the agency's Equal Employment Opportunity Program. In addition to the enormous loss-of-productivity costs of employment discrimination, there are legal costs that can be documented. At the beginning of each calendar year, the EEPD requests from the City Comptroller the number of employment discrimination cases settled or adjudicated in the preceding year and the total cost to the City. The Comptroller's office informed this Commission that seven employment discrimination cases were settled at a cost to the City of \$319,000.00 and one was adjudicated at a cost of \$124,100.00 in calendar year 2004. The total cost was therefore \$443,100.00. This surprisingly low figure excludes the settlement cost of a lawsuit against the New York City Police Department that was settled in January 2004. According to the settlement, the City agreed to pay up to 26.8 million dollars to as many as 11,000 current or former minority police officers who were employed between 1999 and 2003 and received harsher punishments than their Caucasian counterparts for similar violations of NYPD rules and regulations. This is the largest employment discrimination settlement since we began collecting the data. In fact, 26.8 million dollars is almost 5 million dollars more than the total settlement and adjudication costs for employment discrimination paid by the City between January 1994 and December 31, 2003(\$21,993,207.00).

The Labor and Employment Division of the New York City Law Department also collects data on settlement and adjudication costs paid by the City for employment discrimination. One of the differences in the data provided by the Law Department is the inclusion of back wages. According to data provided by the Law Department for calendar year 2004, forty-two employment discrimination cases were settled at a cost of \$2,060,910.00 and one was adjudicated at a cost of \$95,000.00; the cumulative total was \$2,155,910.00. The Law Department did not have a record of the aforementioned \$26.8 million settlement with the New York Police Department either. According to the February 12, 2004 issue of the *New York City Chief-Leader* Newspaper the City had already paid \$ 850,000.00 of the \$26.8 million settlement.

Given the significant discrepancy in the employment discrimination cost data provided by the Comptroller's office and the Law Department, this Commission will initiate efforts to develop a

central data base for documenting all costs to the City for illegal employment discrimination. Until that data base is established, we will continue to publish the data provided by the Office of the City Comptroller. Charts reflecting the cost to the City for illegal employment discrimination based on data provided by the Comptroller's office are at the end of this chapter.

RECOMMENDATIONS

Section 831(d) 6 of the New York City Charter, As Amended, empowers the Equal Employment Practices Commission to make policy, legislative, and budgetary recommendations to the Mayor, City Council, Department of Citywide Administrative Services, or any other city agency to ensure equal employment opportunity for minority group members and women.

Our recommendations are intended to improve the administration of the City's Equal Employment Opportunity Program and thereby reduce the potential legal costs to the City for employment discrimination. We firmly believe the implementation of these recommendations will strengthen the City's Equal Employment Opportunity Program. We respectfully request that they receive serious consideration.

To The Mayor

Recommendation # 1

The Office of the Mayor Should Approve the Creation of a Direct Computer Link to The EEO Workforce Data of all City Agencies via The New York City Automated Personnel System (NYCAPS) to the Equal Employment Practices Commission.

Rationale

NYCAPS is a state-of-the-art computer-based personnel management system that the Department of Citywide Administrative Services initiated in fiscal year 2000. NYCAPS combines a number of current city personnel management systems including: recruitment, hires, separations, labor relations, worker's compensation, disciplinary issues, and equal employment opportunity. To date this system has yet to be completed. Providing a direct computer linkage to the equal employment opportunity database for the EEPD will significantly expedite the audit process.

To The Mayor and City Council

Recommendation #2

The Mayor and City Council Should Approve a Budget Allocation and Permanent Head Count for the Equal Employment Practices Commission That Will Enable this Commission to Meet our City Charter Mandate to Audit Every City Agency at Least Once Every Four Years.

Rationale

A minimum of one hundred and sixty agencies are under the jurisdiction/authority of the EEPC. To audit all of these agencies at least once every four years requires that the Commission audit forty agencies annually. To do that, the Commission needs a permanent headcount of fifteen (including eight auditors and two compliance coordinators). Our current permanent headcount is nine. Two audits of the Equal Employment Practices Commission by the City Comptroller cited this Commission's failure to meet our city charter mandate.

According to the Comptroller's office, the settlement/judgment costs to the City for employment discrimination in calendar year 2004 was \$443,100.00. This figure does not include the City's 26.8 million dollar settlement of an employment discrimination suit against the New York City Police Department in January 2004. An adequate budget for the EEPC would cost far less.

To The Department of Citywide Administrative Services

Recommendation # 3

The Department of Citywide Administrative Services (DCAS) Should Direct the Office of Citywide Equal Employment Opportunity (OCEEO) to Identify City Agencies That Need to Establish EEO Programs and Provide the Necessary Technical Assistance.

Rationale

There are still city agencies, at least one headed by an elected official that did not have EEO Programs in place when their agencies were audited. EEPC auditors made similar findings in calendar year 2003. Preliminary indications strongly suggest that the EEPC will identify additional agencies in the current year without EEO Programs.

This is not only a clear denial of the equal employment opportunity rights to the employees in those agencies, but it is also a violation of federal law. Furthermore, the absence of an equal employment opportunity program in any city agency significantly increases the potential liability to the City for violations of equal employment opportunity laws.

To address this problem, this Commission recommends that the agency contact the Office of Citywide EEO to secure assistance in establishing its EEO Program. Since the City is equally liable for employment discrimination suits from employees of some non-mayoral city agencies as it is from employees of mayoral agencies, the establishment and administration of EEO Programs in these agencies is clearly in the City's best interest.

Recommendation # 4

The Department of Citywide Administrative Services (DCAS) Should Monitor Implementation of The Career Counselor Component of The City's Equal Employment Opportunity Policy and Ensure That All City Employees Have Access to This Service.

Rationale

Section VI (A)(3) of the City's Equal Employment Opportunity Policy says: "To ensure that employees receive career guidance from a trained professional, each agency head must designate a person familiar with civil service and provisional jobs who can be available to provide career counseling to employees who request such guidance." Providing career guidance and counseling to city employees is in the best interests of both the City and its employees. DCAS should ensure that all city agencies adequately address this requirement

Recommendation # 5

The Department of Citywide Administrative Services Should Ensure That All EEO Officers Receive Adverse Impact Study Training.

Rationale

Section VI (A2) of the City's Equal Employment Opportunity Policy requires that city agencies examine all devices used to select and promote candidates for employment to determine

whether these devices adversely impact any racial, ethnic, disability, or gender group. To the extent that adverse impact is discovered, agency heads are directed to determine whether the device is job related. Criteria that adversely impact any protected group and are not job related should be discontinued. EEO Officers must be trained to do adverse impact studies, which are technical statistical studies. This Commission is concerned that to date, DCAS has not provided adverse impact training for the City's EEO Officers.

Adverse impact studies are especially critical for certain selection criteria for the Fire Department (30 college credits) and the Police Department (60 college credits). By identifying barriers to equal employment opportunity, adverse impact studies are essential tools for eliminating non job-related selection criteria that reduce the number of women and minority candidates for firefighter and police. The application of adverse impact studies by city agencies, as required by the City's Equal Employment Opportunity Policy, can substantially eliminate non-job-related selection or promotion devices that adversely impact on the selection of women and minorities.

Recommendation #6

The Department of Citywide Administrative Services Should Increase the Staff in the Office of Citywide Equal Employment Opportunity

Rationale

As previously stated, the Commission discovered that some city agencies did not have functioning Equal Employment Opportunity Programs during the calendar year. These agencies need technical assistance from OCEEO to establish their EEO programs. To address these needs as well as address the other aforementioned recommendations, the OCEEO must have additional staff.

Recommendation #7

The Office of Citywide Equal Employment Opportunity and the Division of Citywide Personnel Services Should Jointly Revise the EEO Tasks and Standards Component of the Managerial Performance Evaluation Form Used by All City Agencies.

Rationale

Despite a requirement in the City's Equal Employment Opportunity Policy, almost all city agencies that were audited failed to adequately inform their managerial staff that EEO Tasks and Standards are included in their performance evaluations. Audits of a number of city agencies indicated that employees were unaware that they were being evaluated on their EEO performance even though the EEO Tasks and Standards were included in their evaluations. The language used in these tasks and standards is not very clear. While agencies have discretion to revise this language, most do not. Clearer and more specific language regarding employees' sensitivity to EEO issues should be developed.

Recommendation #8

The Department of Citywide Administrative Services through its Division for Citywide Personnel Services should monitor all city agencies to ensure that all employees receive performance evaluations annually.

Rationale

EEPC audits continue to identify city agencies that do not conduct annual performance evaluations of all staff. This is a clear violation of the City's Personnel Policies which state that all managerial and non-managerial staff should receive annual performance evaluations. Two city agencies that were audited last year were not performing annual performance evaluations of their staff--the Office of Labor Relations and the Department of Housing Preservation and Development. Previously, the Landmarks Preservation Commission was similarly cited. This is a clear violation of the City's Personnel Policies.

CONCLUSION

Employment discrimination is prohibited by the New York City Charter and a broad range of laws, court decisions, amendments and executive orders, including the Fourteenth Amendment of the U.S. Constitution, the Civil Rights Act of 1964, Title VII; U.S. Executive Order #11246, the New York State Constitution, the New York State Human Rights Law, the New York State Civil Rights Law and the New York City Human Rights Law.

The Equal Employment Practices Commission's City Charter mandate is to ensure that women and minorities who work for, or seek employment with, city agencies, are protected by the aforementioned laws. Since its first meeting in April 1992, this Commission has pursued its mandate through public meetings, public hearings, special meetings, the creation of advisory committees (e.g. the Advisory Committee to Recommend Improvements in the Fire Department Recruitment Program, and the Advisory Committee to Recommend Improvements in the Reporting Structure of the City's Equal Employment Opportunity Program), audits of city agencies, and monitoring audit compliance. Historically, the Commission has been committed to addressing its mandate through dialogue and negotiation.

Pursuant to Section 1133a of the New York City Charter, the Equal Employment Practices Commission is required to forward to the Department of Records and Information Services (DORIS) copies of all "Letters of Preliminary Determinations" and all "Letters of Final Determinations" issued by the Commission pursuant to audits of city agencies. In fairness to those agencies, this Commission also provides DORIS with copies of the agencies' responses to both letters when appropriate. Those audits and the agencies' responses are available for public review at the City Hall Library.

Pursuant to the State Open Meetings Law, all meetings of the Commission are open to the public. A notice of every Commission meeting or public hearing is published in the City Record - the official newspaper of the New York City government. Persons who wish to be included on the Commission's mailing list or wish to receive a copy of the minutes of Commission meetings, transcripts of public hearings, or copies of any publications of this Commission, should call (212) 788-8646 or fax (212) 788-8652.

Filing An Employment Discrimination Complaint

Individuals who wish to file an employment discrimination complaint with an outside government agency should contact one of the following government agencies:

U.S. Equal Employment Opportunity Commission
33 Whitehall Street
New York, NY 10004
(212) 336-3620
www.eeoc.gov [≤http://www.eeoc.gov≥](http://www.eeoc.gov)

State Division of Human Rights
20 Exchange Place
New York, NY 10005
(212) 480-2522
www.nysdhr.com

New York City Commission on Human Rights
40 Rector Street
New York, NY 10006
(212) 306-7500
[NYC.gov/html/cchr](http://nyc.gov/html/cchr)

**SETTLEMENT/ADJUCATION COST OF EMPLOYMENT DISCRIMINATION IN
NEW YORK CITY GOVERNMENT AGENCIES**

CALENDAR YEARS 1994 - 2004

YEAR	SETTLEMENT	ADJUDICATION	TOTAL	% INCREASE
1994	—	—	\$869,150.00	—
1995	—	—	\$1,555,050.00	78.1%
1996	—	—	\$1,794,186.00	15.0%
1997	\$924,819.00	\$1,687,900.00	\$2,603,719.00	45.0%
1998	\$1,334,685.00	\$75,000.00	\$1,409,685.00	(45.8%)
1999	\$1,350,354.00	—	\$1,350,354.00	(5.0%)
2000	\$2,435,069.00	—	\$2,435,069.00	80.3%
2001	\$409,154.00	\$58,001.00	\$467,155.00	(81.8%)
2002	\$2,796,087.00	\$470,159.00	\$3,266,246.00	699.1%
2003	\$5,657,591.00	\$1,533,253.00	\$7,190,844.00	220.2%
2004	\$319,000.00	\$124,100.00	\$443,100.00	(93.8%)
Grand Total			\$23,384,558.00	
Average Annual Cost: \$2,125,869.00				

**LEGAL COST OF EMPLOYMENT DISCRIMINATION
IN NEW YORK CITY GOVERNMENT AGENCIES
CALENDAR YEAR 2004**

CLAIM #	AGENCY	<u>SETTLEMENT/JUDGMENT</u>	
		AMOUNT	DESCRIPTION
2004PI003807	Police Department	\$75,000.00	Discrimination
2002PI027945	Police Department	\$124,100.00	Race
2003PI003477	Department of Correction	\$6,500.00	Race/Sex
2002PI005566	Department of Education	\$5,000.00	Race/Age
2003PI004211	Dept. of Environmental Protection	\$35,000.00	Race
1999PI013251	Department of Finance	\$95,000.00	Sex/Gender/Age
2004PI001754	Fire Department	\$27,500.00	Discrimination
2002PI017457	Department of Juvenile Justice	\$75,000.00	National Origin
Grand Total: 8		\$443,100.00	

Average Cost

\$55,388.00

Source: New York City Comptroller's Office

APPENDICES

- A. Public Hearing on: The Investigation and Resolution of Discrimination Complaints Filed Against New York City Government Agencies in Fiscal Year 2003 and, The Implementation of the City's Equal Employment Opportunity Policy.
 - A1. Testimony by Deputy Commissioner Avery Mehlman, City Commission on Human Rights
 - A2. Testimony by Deputy Commissioner Monique Embert, Mayor's Office To Combat Domestic Violence
- B. Comptroller's Office Letter Re: Cost of Employment Discrimination in Calendar Year 2003
- C. Description of Job Group Categories
- D. Workforce Analysis of Mayoral Agencies/Calendar Year 2004
- E. Workforce Analysis of Select Job Groups in Mayoral Agencies/Calendar Year 2003
 - 1. Administrators (Job Group 01)
 - 2. Managers (Job Group 02)
 - 3. Management Specialists (Job Group 03)
 - 4. Science Professionals (Job Group 04)
 - 5. Health Professionals (Job Group 05)
 - 6. Social Workers (Job Group 07)
 - 7. Lawyers (Job Group 08)
 - 8. Public Relations (Job Group 09)
 - 9. Technicians (Job Group 10)
 - 10. Clerical Supervisors (Job Group 12)
 - 11. Clericals (Job Group 13)
 - 12. Police Supervisors (Job Group 15)
 - 13. Fire Supervisors (Job Group 16)
 - 14. Firefighters (Job Group 17)
 - 15. Police and Detectives (Job Group 18)
 - 16. Building Services (Job Group 22)
 - 17. Crafts (Job Group 25)
 - 18. Laborers (Job Group 28)

APPENDIX A

APPENDIX A.1



COMMISSION ON HUMAN RIGHTS

40 RECTOR STREET, NEW YORK, NY 10006

Telephone: (212) 306-7560 TDD: (212) 306-7686

Fax: (212) 306-7658 www.nyc.gov

PATRICIA L. GATLING

Commissioner and Chair

Equal Employment Practices Commission

May 20, 2004

Testimony of Avery Mehlman, Deputy Commissioner NYC Human Rights Commission

The New York City Human Rights Law was amended in April 2002 to broaden the scope of protection from gender discrimination by defining "gender" to include actual or perceived sex, as well as a "person's gender identity, self-image, appearance, behavior or expression, whether or not that gender identity, self-image, appearance, behavior or expression is different from that traditionally associated with the legal sex assigned to that person at birth." This amendment allows transgender individuals to file gender claims pursuant to the New York City Human Rights Law. The Commission has been enforcing this law since its inception. To date the Commission has filed 8 cases alleging violations of this law. One of those cases has been filed against a city agency. There is also a case currently set for trial before the Office of Administrative Trials and Hearings. In conjunction with this amendment, the Commission designed and distributed over ten thousand palm cards to educate the public about this new development in the law.

The Commission also created a working group that included members of the transgender community for the purpose of creating a set of guidelines meant to educate the public and businesses about the above-mentioned amendment to the Human Rights Law. Input from the community and a comparison of similar guidelines in other cities was the first step in the process. The Commission is currently working with the Law Department and speaking with representatives from city agencies to gain practical insight on a variety of issues. Once we complete that review, guidelines will be issued.

The New York City Human Rights Law was also amended in December 2003 to add two new protected classes in employment: victims of sex offenses and victims of stalking. This new law requires employers to provide reasonable accommodations to the employee victims of domestic violence, sex offenses, or stalking. Instead of the burden of proof being on the complainant/victim to show discrimination, this amendment requires that an employer demonstrate that a victim's requested accommodation is unduly burdensome.

All of the Commission attorneys and investigators have been trained regarding the implementation of these amendments.

The Commission is currently training the Board of Elections regarding diversity, sensitivity and the Human Rights Law. The Commission has plans to begin training the staff at the Office of the Public Advocate.

I will be happy to answer any questions regarding how these two amendments to the Human Rights Law affect city agencies.

APPENDIX A.2

**REMARKS OF COMMISSIONER YOLANDA B. JIMENEZ,
MAYOR'S OFFICE TO COMBAT DOMESTIC VIOLENCE
PUBLIC HEARING BEFORE THE
EQUAL EMPLOYMENT PRACTICES COMMISSION
OATH HEARING ROOM
40 RECTOR STREET, 8TH FLOOR
MAY 20, 2004, 10:30AM**

Good morning members of the Equal Employment Practices Commission. Thank you for this opportunity to speak with you today about domestic violence in New York City.

I would like begin by sharing some national statistics with you to provide a perspective on how this issue impacts men, women and children. According to the U.S. Department of Justice, one in four women in the United States have been assaulted by an intimate partner. More than one-third (or 37%) of all women who sought care in hospital emergency rooms for violence-related injuries were injured by an intimate partner, and nearly two-thirds (61.9%) of women who reported being raped since the age of 18 were raped by an intimate partner.

In addition to physical injury, domestic violence has enormous economic consequences as well. The health-related costs of rape, assault, stalking and homicide by intimate partners exceed \$5.8 billion each year,

according to the Centers for Disease Control. Of this total, nearly \$4.1 billion is for direct medical and mental health care services. Productivity losses account for nearly \$1.8 billion annually.

THE ISSUE OF DOMESTIC VIOLENCE IN NEW YORK CITY

Domestic violence is a complex and pervasive issue. In New York City, 14 City agencies and more than 400 community based organizations provide direct assistance to domestic violence victims. These services range from supportive counseling to law enforcement, from emergency room healthcare to education in our City's public schools. A coordinated community response, generally considered the most effective approach, is essential to eliminating domestic violence.

New York City receives more calls for help from domestic violence victims than the entire population of some cities in the United States. In 2003, our Domestic Violence Hotline received more than 147,000 calls. The New York City Police Department responds to over 600 domestic violence incidents on average each day. Last year, 64 women, children and men died as a result of family related violence citywide.

In New York City we are employing various strategies to combat this devastating problem. Applying a coordinated community response ensures that those most in need are provided services by various agencies.

Utilizing public education strategies helps to break the intergenerational cycle of violence. Data tracking and technology enhance the reach of existing programs.

THE ROLE OF THE MAYOR'S OFFICE TO COMBAT DOMESTIC VIOLENCE ("OCDV") IN ADDRESSING THIS ISSUE

In January 2002, Mayor Bloomberg appointed me as the first Commissioner of the Mayor's Office to Combat Domestic Violence. The office is charged with developing policy and programs aimed at reducing domestic violence and coordinating the provision of the domestic violence services. I have created, among other things, an internal interagency task force to assist in this mission. Over the past two years, I have worked with various agencies and organizations to institute new projects and practices. We have seen progress. Domestic violence homicides in New York City declined by 17.9% between 2002 and 2003 – the largest decrease in 9

years. Major domestic violence crimes (murder, rape, and felony assault combined) have also declined by 10.8%.

My office collects data to identify at-risk victims and routinely reviews statistics collected by the City's domestic violence hotline and the New York City Police Department ("NYPD") to understand trends in domestic violence demographics. We also review all family-related homicide data in collaboration with the NYPD and the Department of Health and Mental Hygiene to examine such factors as whether there had been any prior contact with the police or whether any orders of protection had been issued. Through our analysis, we found that 70.3% of family related homicide cases in 2003 had no known prior contact with the police. As a result, this administration has focused attention on additional entry points for victims seeking help, for example, through the City hospitals.

PROGRAMS SPONSORED BY OCDV TO ADDRESS DOMESTIC VIOLENCE

Since the beginning of his administration, Mayor Bloomberg has embarked upon several major initiatives which strengthen interagency coordination while enhancing the delivery of services to victims citywide.

Our Domestic Violence Response Teams Pilot Program (“DVRT”) utilizes a coordinated community response to combat domestic violence. DVRT works to increase collaboration among multiple agencies and advocacy organizations which provide victim services, while developing policy and procedural recommendations based on in-depth case conferences in high-risk cases.

The DVRT Program is unique in that it creates a structure to discuss high-risk cases collaboratively among the City agencies charged with providing direct services to victims. These agencies include the Departments of Probation and Correction, the Administration for Children’s Services, the Human Resources Administration, the New York City Housing Authority, and the New York City Police Department, as well as the New York State Division of Parole, and several community based organizations.

The program focuses on selected high-risk cases in two police precincts which have recorded the highest incidents of domestic violence in the City, the 43rd Precinct in the Bronx and the 67th Precinct in Brooklyn. By highlighting service provision in communities with a high

number of domestic violence incidents, DVRT is able to enhance the services for the selected families while providing the City with crucial information to help us better respond to the needs of domestic violence victims citywide. Our ultimate goal is to reduce the likelihood of further violence for victims and their children.

We are also working with the City's healthcare system to ensure that medical providers are prepared to meet the needs of victims at the City's healthcare facilities. Social workers in New York City public hospitals provide assistance to more than 2,500 domestic violence victims each year. In one initiative, Project H.E.A.L., (Health Emergency Assistance Link), we equipped all 11 City hospitals with digital cameras to better document injuries for use as evidence. Project H.E.A.L. trained Domestic Violence Coordinators in each hospital to utilize software that allows victims to complete a petition for a Family Court Order of Protection before leaving the hospital.

Through a federal grant, my office also developed and distributed a best practices manual, *The Medical Providers' Guide to Managing the Care of Domestic Violence Patients within a Cultural Context*, which

discusses the assessment and treatment of domestic violence victims from diverse populations. Providing culturally sensitive training in New York City is particularly important because 36% of our residents are foreign-born. Since research shows that battering often begins or is most severe during pregnancy, the manual also specifically addresses intervention by prenatal care providers. We have distributed the manual citywide to over 1,500 healthcare providers. We also created educational materials in 9 languages and distributed them to local hospitals and other healthcare providers. Our public educational materials and manual were developed with input from over 160 domestic violence survivors and 45 healthcare providers from a variety of clinical settings.

In an effort to prevent domestic violence and child abuse, North Central Bronx Hospital has collaborated with the Mayor's Office to Combat Domestic Violence and the Department of Health and Mental Hygiene to pilot a model parenting program to help keep families safe. The hospital will hold separate parenting classes for young mothers and fathers in the primary language of the participants. These classes will cover topics such as healthy relationships and the effect of abuse on

children, as well as parenting skills, well-baby information and other medical and social topics. Classes held for the mothers will also discuss power and control tactics in abusive relationships and provide information on available services to victims of domestic violence.

In 2002, the Health and Hospitals Corporation consolidated existing family violence policies in the new guide, *The Clinician Guide for Identifying, Treating and Preventing Family Violence*. This guide serves as a practical reference for preventing, identifying, treating and managing family violence in the community. It also provides information on the latest developments in research and provides expert advice on family violence issues. On March 24th of this year, the Department of Health and Mental Hygiene announced their “Take Care New York” initiative which addresses key preventable causes of illness and death in New York City. The new policy outlines ten steps New Yorkers should take in order live longer and healthier lives, including having a home free from domestic violence.

Facing abuse at home is a terrifying experience, but this fear may be compounded for victims who are immigrants – especially those who are

dependent upon their abuser for language interpretation or for their legal status. Research indicates that new immigrants are less likely to report crimes than other victims, and that domestic violence may be one of the least reported crimes. These victims are often more afraid of deportation than of the traumatic abuse they suffer at home. As a result, no one learns about the abuse until it is too late. Based upon research completed by Dr. Susan Wilt of the Department of Health and Mental Hygiene, we know that foreign-born women are overrepresented among intimate partner female homicide victims compared with the general population. In order to convey to immigrant victims that help is available, my office has taken specific steps to increase awareness of domestic violence in local ethnic communities throughout the City.

In March of this year, we launched a new pilot project in the 115th Precinct in Jackson Heights, Queens to meet the complex needs of immigrant victims. In that precinct, 77% of the residents are foreign-born and 83 % speak a language other than English at home. The new program equips officers who respond to domestic violence incidents with specially programmed cellular telephones which bring live, immediate access to

language interpretation services in over 150 different languages. The program helps victims in many ways. It allows officers to obtain more accurate information in the victim's language at the scene of the crime. Officers are now able to communicate with victims who otherwise would not be able to tell their story – ultimately increasing batterer accountability.

The precinct's 250 police officers have received training on how to use the Language Line telephones and on culturally sensitive interview skills. In the first two months of the pilot project, patrol officers called the Language Line a total of 56 times in 10 different languages including: Spanish, Bengali, Cantonese, Korean, Mandarin, Russian, and Sinhalese (Sri Lanka). Just last month, my office hosted a community forum in Spanish to introduce the new program to residents in that precinct.

My office began hosting community outreach events in diverse communities following a particularly brutal domestic violence homicide last summer when a man doused his girlfriend with gasoline and set her on fire in front of her 10-year old son. Business and community leaders joined with police officers, domestic violence advocates, and government

officials to increase awareness of local services for victims. We are all conveying one clear message: language-specific help is available in the local community, and – consistent with the Mayor’s Executive Order 41 – help is available regardless of immigration status. Local and ethnic media coverage have helped us to carry this message directly to the community. We have since hosted other outreach events in neighborhoods impacted by similar crimes. Local faith leaders and the Consul Generals from the countries represented in the community have helped us further this effort.

Through a joint-venture with local domestic violence service providers, the Mayor’s Office to Combat Domestic Violence has also designed and distributed educational materials, translated into 14 different languages, emphasizing that domestic violence is a crime. The materials provide useful information about domestic violence offenses and sexual assault. Coordinated community efforts such as the Domestic Violence Response Teams, Project H.E.A.L. and outreach to immigrant communities have helped us reach the most vulnerable victims.

Prevention, especially with young people, is critical to ending the cycle of violence before it damages future generations. Last year, the

Department of Youth and Community Development allocated over \$4 million dollars for violence prevention and intervention services, including six programs that involve the whole family in violence prevention.

Another program, the Relationship Abuse Prevention Program, known as (RAPP), is a school-based teen relationship abuse program which promotes healthy relationships, intervenes in the cycle of teen intimate partner violence, and prevents destructive patterns of relationship abuse from extending into adult relationships. Administered by the Human Resources Administration ("HRA") since 1999, RAPP is currently based in 20 high schools citywide. During the 2002-2003 school year, over 22,000 students attended more than 1,300 RAPP classes, and an average of 580 students per month participated in individual or group counseling.

The program's focus on prevention, intervention, staff development and training, community outreach and parent education allows for full integration of services throughout the school community while ensuring a "zero-tolerance" approach to abuse in all its forms. We also recently launched a new dating violence public education campaign using posters, brochures, and palm cards which have been translated into 12 languages.

Domestic violence is also an important child welfare issue. Research shows that 30-60% of child abuse and neglect cases also involve a family history of domestic violence. Therefore, in 2003 my office partnered with the Administration for Children's Services and two community based organizations to begin implementing a supervised visitation program in Queens specifically for families who have experienced domestic violence. Funded by a federal grant, the Safe Havens visitation program is vital because victims are often at greater risk of harm after they leave an abusive partner. Through the program, court-ordered visits and exchanges of children between separated parents will be monitored by trained social workers in a safe environment. Parents may also receive counseling and support services in their language. Materials developed through the grant will allow the program to be replicated by other community based organizations citywide.

Within the past two years, the Administration for Children's Services ("ACS") has enhanced domestic violence screening and assessment tools for child protective staff. That City agency has also developed and implemented updated domestic violence training programs for new and

experienced staff (both child protective staff and attorneys) and continues to provide ongoing training and technical assistance to community based preventive service programs located throughout the City. These efforts are significant because of the substantial overlap between domestic violence and child abuse and neglect: many victims will interface with child welfare service providers before they seek assistance from domestic violence service providers or the criminal justice system. The implementation of new domestic violence protocols by ACS have improved the ability of child protective specialists and preventive program staff to assess and respond to child safety issues while providing victims of domestic violence with appropriate safety planning and referrals.

In particular, the ACS Clinical Consultation Program places 12 domestic violence coordinators in ACS child protective field offices citywide. These trained consultants work as part of a multidisciplinary team which also includes mental health and substance abuse specialists and a team coordinator. Consultations are available to caseworkers, supervisors, and managers to help screen the client for domestic violence and to develop appropriate case plans. The domestic violence consultants

also identify and develop connections to domestic violence-related neighborhood-based resources to facilitate referrals. In 2003, domestic violence experts conducted over 3,200 consultations and 248 training sessions.

Elder abuse is a form of domestic violence. As our nation's population ages, the number of elder abuse cases also increases. In order to address this, in 2002 the Department for the Aging contracted for the first time with community based organizations to provide elder abuse prevention and intervention services at community centers throughout the five boroughs. The programs provide supportive counseling, training in financial protection, legal referrals, and information on violence prevention.

We have also partnered with the Department for the Aging and two community based organizations to collaborate on a two-year federal grant which will develop a training curriculum for police, judges, and prosecutors in the identification, investigation and prosecution of elder abuse crimes. This project is designed to afford those personnel who receive training with a thorough understanding of the signs, symptoms and

approaches necessary to identify and address physical and mental elder abuse, as well as financial exploitation. Using culturally sensitive training, law enforcement will be better prepared to facilitate positive interaction with victims who may otherwise be unwilling or unable to respond to important questions – impeding the investigation and/or prosecution. By directly confronting the issue of family violence throughout all generations in New York City we are taking an important step to stem the tide of future abuse.

Part of this effort also includes the ongoing evaluation and assessment of existing programs to ensure that City services meet the emerging needs of victims efficiently. For example, in the criminal justice arena, the City launched a new digital 911 program in 2002 which now enables judges to hear high quality recordings of a victim's cry for help before setting bail in domestic violence cases. These recordings, which have been particularly helpful in prosecuting domestic violence cases, can now be retrieved in less than 24 hours, whereas a year ago it could take up to three months. Based on the use of these digital recordings, judges are

now 22% more likely to impose bail for batterers; prosecutors have compelling evidence; and cases are closed almost 25% faster.

Currently, there are over 300 Domestic Violence Prevention Officers and Detective Investigators dedicated to eliminating domestic violence who all need ongoing training. In 2003, the Police Academy updated the domestic violence curriculum and graduated their first class of over 1,300 recruits who were trained with the new curriculum. The revised curriculum was informed, in part, by information collected by my office from focus groups held in 10 different languages with over 100 domestic violence victims and police officers as part of a federally funded grant.

When a victim leaves an abuser, she may need a new place to live. We are also improving the way the City meets the needs of domestic violence victims for emergency shelter and permanent housing. Last year, the City's Domestic Violence Hotline received over 12,000 unduplicated requests for shelter. To meet this demand, the City has increased the number of available emergency beds by 26.3% since 2001, creating a total of 1,832 beds. We have also increased the number of longer-stay transitional housing units to 173. In 2003, 9,500 individuals were housed

in shelters administered by HRA. Further, in recognition of the need to increase shelter space for physically disabled domestic violence victims, HRA will soon enter into a contract to construct an 86 bed facility specially designed for disabled victims.

Prior to this administration, shelter requests were on average three times higher than the number of available beds. This ratio has steadily decreased, and now requests are on average only 1.7 times higher than the number of available beds. The City is closer to meeting the demand for shelter than ever before.

In October 2003, Mayor Bloomberg announced several measures to streamline access to public and subsidized housing using upgraded technology and the coordinated efforts of several City agencies. The new initiatives are a direct result of the work of the Domestic Violence Response Teams Pilot Program discussed earlier.

More public housing options have been made available to victims who are current or prospective New York City Housing Authority (“NYCHA”) tenants by allowing them to apply for housing within their home borough. Historically, a victim in public housing who wanted to

escape from the batterer was required to move to another borough. For example, a victim in Williamsburg, Brooklyn may actually have been closer to the abuser when moving to Greenpoint, Queens than if she had been relocated to Bay Ridge, Brooklyn. Victims can now obtain new apartments within their home boroughs as long as they are a safe distance away – within a different set of zip codes – from their former residences. This new policy will open up more housing options for victims.

Soon, victims of a single felony will rightfully be given special consideration by NYCHA without needing proof of a second incident. In addition, applications for permanent housing and Section 8 housing vouchers have been expedited through NYCHA's use of an on-line database to conduct federally mandated criminal background eligibility reviews of applicants. Permanent housing applications are now being processed two to three weeks faster. That is a reduction in time that, quite simply, can save lives.

We also heard from DVRT victims that something as simple as finding out the status of their housing applications could take an entire day because they were required to go to the NYCHA housing office in person,

children in tow. Victims have now been assigned a PIN number to allow them to learn the status of their NYCHA housing applications with a simple telephone call. We are taking these important steps to continually improve the delivery of services for domestic violence victims.

The City also offers several innovative programs for those victims of abuse who have become survivors. The Department of Correction (“DOC”), in coordination with the Office of the Criminal Justice Coordinator, has implemented a technological initiative known as the VINE System (Victim Information and Notification Everyday). VINE assists crime victims in determining the custody status of inmates. Victims also have the option of being automatically notified when the alleged abuser is released. In 2003, 46,984 calls were placed to notify 2,722 registrants of changes in jurisdictional custody and the release status of inmates within DOC custody.

Another program for survivors, the HARTS Program (Housing Assistance for Relocation and Transitional Services) was implemented by NYCHA in October 2002 to assist families moving into public housing from emergency shelter, and individuals moving into public housing with

domestic violence or intimidated witness priority. Services are also made available to families relocating within NYCHA housing as intimidated victims and witnesses through NYCHA's already active Emergency Transfer Program.

The HARTS program model is Intensive Case Management, with cases expected to stay open an average of 6-9 months. Families are assessed for their level of independent living skill function, and individual service plans are developed for each family. Workshops on topics such as budgeting, apartment maintenance, and parenting skills are provided as well. In 2003, the program received 1,814 referrals, and made a total of 2,288 home visits and 42 shelter visits.

An understanding of the City's efforts to combat domestic violence would not be complete without an understanding of the impact of domestic violence in the workplace. Because domestic violence is a 24-hour issue, the experience of abuse does not end when a victim goes to work. The trauma of a battering incident, which occurs outside the workplace, can negatively impact punctuality, the rate of absenteeism and worker productivity. Victims are often unable to focus on their work because of

overriding concerns and feelings of low self-esteem, which make it difficult to meet the demands of employment. Court appearances and doctor's appointments contribute further to employee absenteeism and the safety of workers can be comprised if the victim encounters the abuser during working hours.

The U.S Department of Labor estimates that 75% of domestic violence victims face harassment from intimate partners while at work. We also know that domestic violence is underreported. However, friends, family and work colleagues frequently know that abuse is occurring, but are unaware of available resources. In fact, 56% of senior executives who were surveyed reported being aware of employees who had been affected by domestic violence.

Many employers are reluctant to speak with employees about personal issues. However, the benefit of developing an effective domestic violence workplace policy – which includes focused dialogue – can bring about positive outcomes. In addition to benefiting victims of abuse directly, these policies can improve productivity, minimize workplace disruptions and aid in the retention of employees. The collaborative

efforts of management and workers can further ensure a safe and secure workplace.

The Bloomberg administration is committed to protecting the rights of domestic violence victims in every setting. Augmenting legislation passed during the Giuliani administration which made it unlawful for an employer to fire, refuse to hire, or discriminate against victims of domestic violence, Mayor Bloomberg recently signed new legislation to further protect their rights in the workplace. The new law explicitly requires that all employers provide reasonable accommodation to victims of domestic violence, sex offenses or stalking. This allows victims to remain productive members of the workforce and to continue to remain economically self-sufficient. New York City is the first city in the United States to enact such legislation. The initiatives I have discussed and additional information on all aspects of domestic violence can be obtained from our recently developed website (www.nyc.gov/domesticviolence).

RECOMMENDATIONS TO REDUCE THE INCIDENCE OF DOMESTIC VIOLENCE IN NEW YORK CITY

The elimination of domestic violence requires a multi-faceted approach. We have been fortunate to see some success despite our limited resources given the magnitude of the problem. Our directed efforts are aimed at assisting current victims of abuse before they become homicide statistics. Programs must be continually evaluated to be sure that they address emerging needs. Support for state and federal legislation which provides funding for victim services and research is essential. All of the programs initiated by my office have been implemented because we secured federal funding. Promoting awareness through education is vital because in so many of the homicides, family, friends, neighbors, or work colleagues were aware of the abuse, but did not act to direct the victim to available resources because they did not appreciate the danger to the victim.

At a recent event co-sponsored by my office, the New York Women's Agenda and the Altria Group, Inc., participants shared practical strategies for addressing domestic violence in the workplace. Chief among

them was the recommendation to review existing domestic violence workplace policies developed by experts in the field. The New York State Office for the Prevention of Domestic Violence has created a comprehensive Model Domestic Violence Policy for Counties which is available on their website (www.opdv.state.ny.us). Equal Employment Opportunity officers can play an important role in implementing a workplace policy.

In closing, I thank the members of Equal Employment Practices Commission for your support of efforts to reduce domestic violence in New York City. I will be pleased to meet with you further on any of the issues discussed today. Again, thank you for your commitment to the victims of domestic violence.

APPENDIX B



Michael Aaronson
Bureau Chief

THE CITY OF NEW YORK
OFFICE OF THE COMPTROLLER
CLAIMS AND ADJUDICATIONS
1 CENTRE STREET ROOM 1200
NEW YORK, N.Y. 10007-2341

TELEPHONE: (212) 669-4753
FAX NUMBER: (212) 669-2240
WWW.COMPTROLLER.NYC.GOV

WILLIAM C. THOMPSON, JR.
COMPTROLLER

April 22, 2005

Mr. Abraham May, Jr.
Executive Director
Equal Employment Practices Commission
253 Broadway, Suite 301
New York, NY 10007

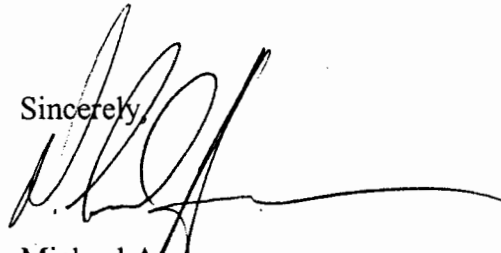
Dear Mr. May:

I am writing in response to your recent letter to Comptroller Thompson requesting information on the settlement and judgment costs of employment discrimination cases incurred by the City for cases resolved in calendar year 2004. Following is the information you requested. A detailed schedule of the employment discrimination cases identified is attached.

- A total of seven employment discrimination cases were settled in calendar year 2004. The cost to the City for the seven settled cases was \$319,000.
- There was one judgment for employment discrimination cases in 2004. The cost associated with the judgment was \$124,100.

I trust this information will be helpful to you.

Sincerely,



Michael Aaronson

MA:ba
Attachment

APPENDIX C

CITYWIDE EQUAL EMPLOYMENT OPPORTUNITY DATABASE SYSTEM (CEEDS) DESCRIPTION OF JOB GROUP CATEGORIES

- 001 Administrators:** Occupations in which employees set broad policies and exercise overall responsibility for the execution of these policies. This category includes: Elected officials, commissioners, executive directors, deputy commissioners, chairpersons, general counsels, controllers, chiefs of department, inspector generals and kindred workers.
- 002 Managers:** Occupations in which employees direct individual departments or special phases of the agency's operations, or provide specialized consultation on a regional, district or area basis. This category includes: Assistant commissioners, deputy directors, assistant directors, project managers, special assistants, superintendents, deputy counsels and kindred workers.
- 003 Management Specialists:** Occupations which require specialized and theoretical knowledge of management, finance or personnel, which is usually acquired through college training or through work experience and other training which provides comparable knowledge. This category includes: Accountants, underwriters, financial analysts, personnel analysts, staff analysts, program analysts, buyers, purchasing specialists, inspectors, research analysts, program officers, project coordinators and kindred workers.
- 004 Science Professionals:** Occupations which require specialized and theoretical knowledge of various scientific or mathematical fields, which is usually acquired through college training or through work experience and other training which provides comparable knowledge. This category includes: Architects, engineers (chemical, nuclear, civil, electrical, industrial, mechanical, marine), computer specialists, telecommunications specialists, actuaries, statisticians, physicists, chemists, geologists, biologists, foresters and kindred workers.
- 005 Health Professionals:** Occupations which require specialized and theoretical knowledge of the medical or health fields, which is usually acquired through college training or through work experience and other training which provides comparable knowledge. This category includes: Physicians, dentists, veterinarians, optometrists, podiatrists, registered nurses, pharmacists, dieticians,

occupational therapists, physical therapists, speech therapists, physician's assistants and kindred workers.

- 006 Social Scientists:** Occupations which require specialized and theoretical knowledge of the social sciences, which is usually acquired through college training or through work experience and other training which provides comparable knowledge. This category includes: Librarians, archivists, economists, psychologists, sociologists, urban planners and kindred workers.
- 007 Social Workers:** Occupations which require specialized and theoretical knowledge of social work, youth and family counseling, addiction treatment and casework, which is usually acquired through college or training or through work experience and other training which provides comparable knowledge. This category includes: Caseworkers, probation officers, correctional counselors, juvenile counselors, addiction treatment counselors, eligibility specialists, human rights specialists, community liaison workers, clergy and kindred workers.
- 008 Lawyers:** Occupations which require specialized and theoretical knowledge of the law and the judicial process, which is usually acquired through college training. This category includes: Attorneys, assistant district attorneys, counsels, assistant counsels, deputy counsels, law judges and kindred workers.
- 009 Public Relations:** Occupations which require special knowledge or skills in public relations, journalism, modern language or the fine arts, which are usually acquired through college training, specialized post-secondary school education, or work experience or training which provides comparable knowledge. This category includes: Technical writers, graphic designers, musicians, actors, directors, announcers, painters, illustrators, photographers, artists, editors, press officers, public relations specialists, public relations advisors, interpreters, customer service specialists and kindred workers.
- 010 Technicians:** Occupations which require a combination of basic scientific or technical knowledge and manual skill which can be obtained through specialized post-secondary school education or through equivalent on-the-job training. This category includes: Health technicians (clinical laboratory, dental hygienists, health records, radiologic and licensed practical nurses), electrical and electronic technicians, engineering technicians (electrical, electronic, industrial, and mechanical), drafting occupations, surveying and mapping technicians, science technicians, airline pilots and navigators, air traffic controllers, broadcast

equipment operators, computer programmers, legal assistants, investigators and kindred workers.

011 Sales: Not applicable.

012 Clerical Supervisors: Occupations in which employees are responsible for overseeing and supervising the duties of clerical staff. This category includes: Chief clerks, supervising clerks, principal administrative associates, supervising cashiers, telegraph superintendents, supervising stenographers and kindred workers.

013 Clerical: Occupations in which employees are responsible for internal and external communication, recording and retrieval of data and/or information and other paperwork required in an office. This category includes: Cashiers, computer operators, word processors, secretaries, stenographers, typists, ticket agents, receptionists, clerks (information, personnel, file, library, records), bookkeepers, office machine operators, telephone operators, messengers, dispatchers, stock clerks, meter readers, office aides, general office clerks, bank tellers and kindred workers.

014 Household Services: Not applicable.

015 Police Supervisors: Occupations in which uniformed employees with peace officers status set broad policies in the area of public safety and security, exercise overall responsibility for execution of policies, direct individuals units or special phases of the agency's operations, or supervise on a regional, district or area basis. This category includes: Sergeants, captains, lieutenants, inspectors, captains (correction), wardens and kindred workers.

016 Fire Supervisors: Occupations in which uniformed employees set broad policies in the area of public safety and protection; exercise overall responsibility for exercise overall responsibility for execution of policies; direct individual units or special phases of the agency's operations; or supervise on a regional, district or area basis. This category includes: Lieutenants, captains, battalion chiefs, deputy chiefs, supervising fire marshals, supervising fire prevention inspectors and kindred workers.

017 Firefighters: Occupations in which uniformed employees are entrusted with public safety, security and protection from destructive forces. This category

includes: Firefighters, marine engineers (uniformed), fire prevention inspectors, fire protection inspectors and kindred workers.

- 018 Police and Detectives:** Occupations in which uniformed employees with peace officer status are entrusted with public safety, security and protection. This category includes: Police officers, detectives, correction officers, bridge and tunnel officers, sheriffs, special officers, enforcement agents (traffic, sanitation) and kindred workers.
- 019 Guards:** Occupations in which employees are entrusted with public safety and security. This category includes: School crossing guards, housing guards, watch persons, lifeguards, park rangers, school guards and kindred workers.
- 020 Food Preparation:** Occupations in which employees are responsible for the preparation and distribution of food, or management of food services, in City facilities (e.g., schools, correctional institutions, and concessions). This category includes: Cooks, school lunch helpers, school lunch managers, food service managers, commissary managers and kindred workers.
- 021 Health Services:** Occupations in which employees are responsible for assisting health professionals in maintaining and promoting the health, hygiene and safety of the general public. This category includes: Dental assistants, dietary aides, public health assistants, nurse's aides, institutional aides, health aides, orderlies and kindred workers.
- 022 Building Services:** Occupations in which employees perform duties which result in or contribute to the upkeep and care of buildings and facilities. This category includes: Custodians, cleaners, caretakers, maintainers, elevator operators and starters, exterminators, pest control aides and kindred workers.
- 023 Personal Services:** Occupations in which employees perform duties which result in or contribute to the comfort or convenience of the general public. This category includes: Housekeepers, barbers, attendants, railroad porters, homemakers, matrons and kindred workers.
- 024 Farming:** Occupations in which employees perform duties which result in or contribute to the upkeep and care of agricultural/botanical/zoological facilities or grounds of public property. This category includes: Herbarium aides, aquarium technicians, botanical gardening aides, gardeners, groundskeepers, pruners, hostlers, menagerie keepers, horseshoers and kindred workers.

- 025 Craft:** Occupations in which employees perform duties which require special manual skill and a thorough and comprehensive knowledge of the processes involved in the work in which is acquired through on-the-job training and experience or through apprenticeship or other formal training programs. This category includes: Mechanics, equipment repairers, telephone line installers, small instrument repairers, brick masons, carpenters, electricians, plumbers, mining occupations, tool and die makers, sheet metal workers, tailors, butchers, bakers, machine operators, locksmiths, precision handworking occupations and kindred workers.
- 026 Operators:** Occupations in which employees perform duties which require specialized machine skills which are required through on-the-job training and experience or through apprenticeship or other formal training programs. This category includes: Printing press operators, high pressure boiler operators, laundry workers, and kindred workers.
- 027 Transportation:** Occupations in which employees perform duties which require motor vehicle, bus, train, or other transportation operation skills which are acquired through on-the-job training and experience or through other formal training programs. This category includes: Bus drivers, chauffeurs, motor vehicle operators, trainmasters, ferry terminal supervisors and kindred workers.
- 028 Laborers:** Occupations in which employees perform duties which result in or contribute to the comfort, convenience, hygiene or safety of the general public, or which contribute to the upkeep and care of buildings and facilities. There are no job qualification requirements for titles in this category. This category includes: Skilled craft helpers and apprentices, construction laborers, stock handlers, garage and service station related occupations, car cleaners, seasonal park helpers, track workers, assistant highway repairers and kindred workers.
- 029 Sanitation Workers:** Occupations in which employees perform duties which result in or contribute to the cleanliness, hygiene and safety of the public domain. Qualification requirements, which include civil service examinations, exist for titles in this category. This category includes: Sanitation workers, debris removers and kindred workers.
- 030 Teachers:** Occupations which require specialized and theoretical knowledge of education and instructional methods, which is usually acquired through college training or through work experience and other training which provides comparable knowledge. This category includes: Teachers, instructors,

professors, lecturers, fitness instructors, graduate assistants, fellows, adjunct professors, substitute teachers, trade instructors, education/vocational counselors, education analysts, education officers, institutional instructors and kindred workers.

- 031 Paraprofessionals:** Occupations in which employees perform some of the duties of a professional or technician in a supportive role, which usually requires less formal training and/or experience normally required for professional or technical status. Such positions may fall within an identified pattern of staff development and promotion. This category includes: Administrative assistants, project associates, coordinators, community associates and assistants, community service aides, research associates, welfare service workers, child care workers and kindred workers.

APPENDIX D

NEW YORK CITY DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
CITYWIDE EQUAL EMPLOYMENT DATABASE SYSTEM (CEEDS)
WORKFORCE COMPOSITION SUMMARY
AS OF DECEMBER 31, 2004

REPORT: PBUTNO31_2004
SOURCE: NYCDCAS

MAYOR'S OFFICE (002)

JOB GRP	MALE						FEMALE						OTHR	TOTAL
	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN		
001	4	1	0	0	0	0	2	0	1	0	0	0	0	8
002	35	3	8	8	0	0	66	8	13	5	0	0	0	146
003	14	5	5	4	0	0	9	3	6	1	0	0	0	47
008	0	0	1	0	0	0	0	0	0	0	0	0	0	1
009	10	0	2	0	0	0	3	0	0	0	0	0	0	15
012	0	0	0	0	0	0	1	0	0	0	0	0	0	1
013	13	11	10	3	0	0	39	47	38	12	2	0	0	175
020	1	0	1	0	0	0	0	0	0	0	0	0	0	2
022	0	0	0	0	0	0	0	1	0	0	0	0	0	1
031	12	1	5	1	0	0	16	12	8	3	0	0	1	59
TOTAL	89	21	32	16	0	0	136	71	66	21	2	0	1	455
%TAGE	20%	5%	7%	4%	0%	0%	30%	16%	15%	5%	<1%	0%	<1%	100%

NEW YORK CITY DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
CITYWIDE EQUAL EMPLOYMENT DATABASE SYSTEM (CEEDS)
WORKFORCE COMPOSITION SUMMARY
AS OF DECEMBER 31, 2004

REPORT: PBUTNO31_2004
SOURCE: NYCDCAS

OFFICE OF THE ACTUARY (008)

JOB GRP	MALE						FEMALE						OTHER	TOTAL
	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN		
002	8	1	0	0	0	1	2	0	0	0	0	0	0	12
003	1	0	0	0	0	0	0	0	0	0	0	0	0	1
004	5	2	0	4	0	0	6	0	0	1	0	2	0	20
012	0	0	0	0	0	0	0	1	1	0	0	0	0	2
013	1	0	0	0	0	0	0	3	0	0	0	0	0	4
TOTAL	15	3	0	4	0	1	8	4	1	1	0	2	0	39
%TAGE	38%	8%	0%	10%	0%	3%	21%	10%	3%	3%	0%	5%	0%	100%

NEW YORK CITY DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
CITYWIDE EQUAL EMPLOYMENT DATABASE SYSTEM (CEEDS)
WORKFORCE COMPOSITION SUMMARY
AS OF DECEMBER 31, 2004

REPORT: PBUTNO31_2004
SOURCE: NYCDCAS

OFFICE OF EMERGENCY MANAGEMENT (017)

JOB GRP	MALE						FEMALE						OTHER	TOTAL
	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN		
001	0	1	0	0	0	0	0	0	0	0	0	0	0	1
002	3	1	1	0	0	0	6	0	1	0	0	0	0	12
003	1	2	0	0	0	0	0	0	1	0	0	0	0	4
004	0	0	0	0	0	0	1	0	0	0	0	0	0	1
006	1	0	0	0	0	0	1	0	0	0	0	0	0	2
012	0	0	0	0	0	0	2	0	0	0	0	0	0	2
013	0	0	0	0	0	0	0	0	1	2	0	0	0	3
031	9	1	0	1	0	0	4	0	0	2	0	0	0	17
TOTAL	14	5	1	1	0	0	14	0	3	4	0	0	0	42
%TAGE	33%	12%	2%	2%	0%	0%	33%	0%	7%	10%	0%	0%	0%	100%

NEW YORK CITY DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
CITYWIDE EQUAL EMPLOYMENT DATABASE SYSTEM (CEEDS)
WORKFORCE COMPOSITION SUMMARY
AS OF DECEMBER 31, 2004

REPORT: PBUTNO31_2004
SOURCE: NYCDCAS

OFFICE OF MANAGEMENT AND BUDGET (019)

JOB GRP	MALE						FEMALE						OTHR	TOTAL
	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN		
001	1	0	0	0	0	0	0	0	0	0	0	0	0	1
002	40	1	2	6	0	0	20	2	2	1	0	0	0	74
003	29	8	12	20	0	1	46	22	13	31	0	0	0	182
004	2	0	1	0	0	0	0	0	0	0	0	0	0	3
009	1	0	0	0	0	0	0	0	0	0	0	0	0	1
012	0	0	0	0	0	0	0	1	0	1	0	0	0	2
013	0	1	1	0	0	0	6	7	10	3	0	1	0	29
031	0	0	1	0	0	0	0	0	0	0	0	0	0	1
TOTAL	73	10	17	26	0	1	72	32	25	36	0	1	0	293
%TAGE	25%	3%	6%	9%	0%	<1%	25%	11%	9%	12%	0%	<1%	0%	100%

NEW YORK CITY DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
CITYWIDE EQUAL EMPLOYMENT DATABASE SYSTEM (CEEDS)
WORKFORCE COMPOSITION SUMMARY
AS OF DECEMBER 31, 2004

REPORT: PBUTNO31_2004
SOURCE: NYCDCAS

TAX COMMISSION (021)

JOB GRP	MALE						FEMALE						OTHR	TOTAL
	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN		
001	7	0	0	0	0	0	1	0	0	0	0	0	0	8
002	1	0	0	1	0	0	1	0	1	0	0	0	0	4
003	6	0	1	0	0	0	1	2	0	0	0	0	0	10
004	0	0	0	2	0	0	0	0	0	2	0	0	0	4
012	0	1	0	0	0	0	0	2	1	0	0	0	0	4
013	1	0	0	0	0	0	0	0	0	0	0	0	0	1
031	0	0	0	0	0	0	0	1	0	1	0	0	0	2
TOTAL	15	1	1	3	0	0	3	5	2	3	0	0	0	33
%TAGE	45%	3%	3%	9%	0%	0%	9%	15%	6%	9%	0%	0%	0%	100%

NEW YORK CITY DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
CITYWIDE EQUAL EMPLOYMENT DATABASE SYSTEM (CEEDS)
WORKFORCE COMPOSITION SUMMARY
AS OF DECEMBER 31, 2004

REPORT: PBUTNO31_2004
SOURCE: NYCDCAS

LAW DEPARTMENT (025)

JOB GRP	MALE						FEMALE						OTHR	TOTAL
	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN		
001	2	0	0	0	0	0	0	0	0	0	0	0	0	2
002	32	4	0	1	0	0	26	2	2	1	0	0	0	68
003	12	7	3	3	0	0	7	11	3	0	0	0	0	46
004	6	0	1	2	0	0	4	0	0	3	0	0	0	16
005	1	0	0	0	0	0	5	0	0	0	0	0	0	6
006	2	0	0	0	0	0	0	0	0	0	0	0	0	2
008	219	8	6	8	0	0	274	43	21	20	0	0	0	599
009	0	0	0	0	0	0	1	0	0	0	0	0	0	1
010	51	38	11	13	0	0	69	94	24	15	1	0	1	317
012	8	3	1	1	0	0	5	9	1	1	0	0	0	29
013	19	39	5	9	0	0	45	129	31	6	1	1	1	286
022	0	6	0	0	0	0	0	0	0	0	0	0	0	6
027	0	4	0	0	0	0	0	0	0	0	0	0	0	4
031	3	2	1	1	0	0	0	0	0	2	0	0	0	9
TOTAL	355	111	28	38	0	0	436	288	82	48	2	1	2	1391
%TAGE	26%	8%	2%	3%	0%	0%	31%	21%	6%	3%	<1%	<1%	<1%	100%

NEW YORK CITY DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
CITYWIDE EQUAL EMPLOYMENT DATABASE SYSTEM (CEEDS)
WORKFORCE COMPOSITION SUMMARY
AS OF DECEMBER 31, 2004

REPORT: PBUTNO31_2004
SOURCE: NYCDCAS

DEPARTMENT OF CITY PLANNING (030)

JOB GRP	MALE						FEMALE							TOTAL
	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	OTHR	
001	6	2	0	1	0	0	4	1	0	1	0	0	0	15
002	15	0	2	2	0	0	12	2	0	2	0	0	0	35
003	10	3	4	4	0	0	3	4	1	5	0	0	0	34
004	6	4	1	3	0	0	14	1	0	6	0	0	0	35
006	52	7	3	12	0	0	30	5	5	5	0	0	0	119
008	2	0	0	0	0	0	0	0	0	0	0	0	0	2
009	1	1	0	0	0	0	1	1	0	0	0	0	0	4
010	5	3	3	2	0	0	3	1	2	0	0	0	0	19
012	0	0	2	0	0	0	9	14	3	1	0	0	0	29
013	0	4	1	0	0	0	2	7	1	1	0	0	0	16
027	0	1	0	0	0	0	0	0	0	0	0	0	0	1
031	8	2	2	3	0	0	10	0	2	3	0	0	0	30
TOTAL	105	27	18	27	0	0	88	36	14	24	0	0	0	339
%TAGE	31%	8%	5%	8%	0%	0%	26%	11%	4%	7%	0%	0%	0%	100%

NEW YORK CITY DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
CITYWIDE EQUAL EMPLOYMENT DATABASE SYSTEM (CEEDS)
WORKFORCE COMPOSITION SUMMARY
AS OF DECEMBER 31, 2004

REPORT: PBUTNO31_2004
SOURCE: NYCDCAS

DEPARTMENT OF INVESTIGATION (032)

JOB GRP	MALE						FEMALE						OTHR	TOTAL
	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN		
001	11	1	0	0	0	0	3	0	0	0	0	0	0	15
002	18	2	2	1	0	0	14	6	0	2	0	0	0	45
003	1	0	0	0	0	0	2	2	2	0	0	0	0	7
004	1	1	0	2	0	0	0	0	0	2	0	0	0	6
010	16	10	3	1	0	0	15	17	10	7	0	0	0	79
012	0	0	0	0	0	0	4	16	6	0	0	0	0	26
013	0	1	0	1	0	0	0	11	3	1	0	0	0	17
018	14	7	3	1	0	0	7	4	1	5	0	0	0	42
031	0	1	0	0	0	0	0	3	2	1	0	0	0	7
TOTAL	61	23	8	6	0	0	45	59	24	18	0	0	0	244
%TAGE	25%	9%	3%	2%	0%	0%	18%	24%	10%	7%	0%	0%	0%	100%

NEW YORK CITY DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
CITYWIDE EQUAL EMPLOYMENT DATABASE SYSTEM (CEEDS)
WORKFORCE COMPOSITION SUMMARY
AS OF DECEMBER 31, 2004

REPORT: PBUTNO31_2004
SOURCE: NYCDCAS

CIVILIAN COMPLAINT REVIEW BOARD (054)

JOB GRP	MALE						FEMALE						OTHR	TOTAL
	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN		
001	4	6	1	1	0	0	5	1	0	1	0	0	0	19
002	7	2	2	0	0	0	3	2	2	0	0	0	0	18
003	0	0	0	0	0	0	1	0	0	0	0	0	0	1
004	1	0	0	0	0	0	0	0	0	1	0	0	0	2
010	0	0	1	0	0	0	0	0	0	0	0	0	0	1
012	3	0	1	0	0	0	4	5	2	0	0	0	0	15
013	0	0	1	0	0	0	0	1	3	1	1	0	0	7
018	36	5	4	4	0	0	38	15	9	6	0	0	3	120
031	1	1	0	1	0	0	0	3	0	0	0	0	0	6
TOTAL	52	14	10	6	0	0	51	27	16	9	1	0	3	189
%TAGE	28%	7%	5%	3%	0%	0%	27%	14%	8%	5%	1%	0%	2%	100%

NEW YORK CITY DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
CITYWIDE EQUAL EMPLOYMENT DATABASE SYSTEM (CEEDS)
WORKFORCE COMPOSITION SUMMARY
AS OF DECEMBER 31, 2004

REPORT: PBUTNO31_2004
SOURCE: NYCDCAS

POLICE DEPARTMENT (056)

JOB GRP	MALE						FEMALE							TOTAL
	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	OTHR	
001	5	1	0	0	0	0	0	1	0	0	0	0	0	7
002	54	11	6	4	0	1	30	15	4	1	0	0	0	126
003	44	8	4	11	0	1	50	52	16	15	0	0	0	201
004	127	31	15	34	0	0	69	36	6	29	1	0	0	348
005	25	2	3	1	0	0	13	5	1	0	0	0	0	50
006	6	0	0	1	0	0	14	1	1	1	0	0	0	24
007	4	1	2	0	0	0	0	2	0	0	0	0	0	9
008	22	1	3	0	0	0	23	8	0	2	0	0	0	59
009	17	3	3	0	0	0	2	2	1	2	0	0	0	30
010	6	16	4	4	1	4	14	106	13	0	0	0	0	168
012	35	28	13	17	0	0	260	559	98	16	7	2	1	1036
013	88	167	42	39	1	1	324	2361	407	59	10	6	5	3510
015	4940	489	760	145	10	11	375	195	136	14	8	8	4	7095
018	13091	3571	5052	912	40	38	1503	2403	1645	88	39	18	18	28418
019	114	623	342	160	112	251	812	2358	1111	205	190	333	10	6621
021	0	0	0	1	0	0	0	1	0	0	0	0	0	2
022	29	59	41	3	1	0	6	81	69	1	0	1	0	291
023	0	2	0	0	0	0	0	0	0	0	0	0	0	2
024	5	3	12	1	0	0	6	1	2	0	0	0	0	30
025	350	61	61	27	1	3	2	0	0	2	0	0	0	507
026	7	6	1	1	0	0	0	0	0	0	0	0	0	15
027	20	28	13	4	0	0	0	4	0	0	0	0	0	69
028	9	6	4	1	0	0	1	0	0	0	0	0	0	21
030	3	0	0	0	0	0	1	0	0	0	0	0	0	4
031	5	5	3	5	0	0	8	22	6	5	0	1	1	61
TOTAL	19006	5122	6384	1371	166	310	3513	8213	3516	440	255	369	39	48704
%TAGE	39%	11%	13%	3%	<1%	1%	7%	17%	7%	1%	1%	1%	<1%	100%

NEW YORK CITY DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
CITYWIDE EQUAL EMPLOYMENT DATABASE SYSTEM (CEEDS)
WORKFORCE COMPOSITION SUMMARY
AS OF DECEMBER 31, 2004

REPORT: PBUTNO31_2004
SOURCE: NYCDCAS

FIRE DEPARTMENT (057)

JOB GRP	MALE						FEMALE						OTHR	TOTAL
	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN		
001	5	1	0	0	0	0	0	0	0	0	0	0	0	6
002	79	5	5	2	1	1	18	6	1	4	0	0	0	122
003	48	13	6	7	0	0	40	19	10	4	0	0	1	148
004	35	10	4	13	0	0	14	16	5	9	0	0	0	106
005	22	2	1	3	0	0	13	4	2	2	0	0	8	57
007	7	0	0	0	0	0	0	0	0	0	0	0	0	7
008	2	0	0	0	0	0	5	2	1	0	0	0	0	10
009	3	0	0	1	0	0	1	0	0	2	0	0	0	7
010	1071	459	480	66	5	0	268	200	170	9	9	1	8	2746
012	8	6	4	3	0	0	42	59	25	5	1	1	1	155
013	110	25	18	10	0	0	24	70	25	4	1	0	5	292
016	2313	33	38	1	4	1	3	1	0	0	0	0	0	2394
017	8003	329	495	80	10	6	21	8	4	0	1	0	2	8959
018	0	0	0	1	0	0	0	0	0	0	0	0	0	1
021	4	2	5	0	0	1	0	0	1	0	0	0	2	15
022	1	0	0	0	0	0	0	0	0	0	0	0	0	1
025	262	36	32	18	1	1	0	1	0	0	0	0	2	353
026	1	0	0	0	0	0	0	0	0	0	0	0	0	1
027	16	13	7	2	0	1	0	0	0	0	0	0	1	40
028	9	4	0	0	0	0	0	0	0	0	0	0	0	13
030	0	0	0	0	0	0	0	0	0	0	0	0	1	1
031	2	0	3	1	0	0	2	0	2	0	0	0	1	11
TOTAL	12001	938	1098	208	21	11	451	386	246	39	12	2	32	15445
%TAGE	78%	6%	7%	1%	<1%	<1%	3%	2%	2%	<1%	<1%	<1%	<1%	100%

NEW YORK CITY DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
CITYWIDE EQUAL EMPLOYMENT DATABASE SYSTEM (CEEDS)
WORKFORCE COMPOSITION SUMMARY
AS OF DECEMBER 31, 2004

REPORT: PBUTNO31_2004
SOURCE: NYCDCAS

ADMINISTRATION FOR CHILDREN'S SERVICES (067)

JOB GRP	MALE						FEMALE						OTHR	TOTAL
	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN		
001	1	0	0	0	0	0	1	0	0	0	0	0	0	2
002	49	54	13	7	1	0	65	117	26	8	0	0	0	340
003	55	65	15	18	1	0	59	122	26	16	0	0	0	377
004	23	10	2	12	0	0	7	23	10	4	0	0	0	91
005	1	0	0	0	0	0	2	6	0	3	0	0	0	12
006	1	1	0	0	0	0	0	0	0	0	0	0	0	2
007	140	647	100	45	4	0	238	2295	382	68	6	0	0	3925
008	38	6	1	4	0	0	110	28	12	13	0	0	0	212
009	0	0	1	1	0	0	0	0	0	0	0	0	0	2
010	0	7	2	1	0	0	4	18	4	1	0	0	0	37
012	5	35	10	2	0	0	28	259	41	8	5	0	0	393
013	16	53	14	6	0	0	39	436	81	14	3	0	0	662
015	1	0	0	0	0	0	0	0	0	0	0	0	0	1
018	0	5	3	0	0	0	0	2	0	0	0	0	0	10
020	1	5	2	0	0	0	0	5	0	0	0	0	0	13
021	0	1	2	0	0	0	0	0	0	0	0	0	0	3
022	1	9	2	0	0	0	0	2	0	0	0	0	0	14
025	5	1	0	0	0	0	0	0	0	0	0	0	0	6
026	0	1	0	0	0	0	0	0	0	0	0	0	0	1
027	6	18	5	2	0	0	0	2	0	0	0	0	0	33
028	1	3	3	1	0	0	0	0	0	0	0	0	0	8
030	1	2	0	0	0	0	2	24	2	1	0	0	0	32
031	2	35	11	1	0	0	7	95	35	1	0	1	1	189
TOTAL	347	958	186	100	6	0	562	3434	619	137	14	1	1	6365
%TAGE	5%	15%	3%	2%	<1%	0%	9%	54%	10%	2%	<1%	<1%	<1%	100%

NEW YORK CITY DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
CITYWIDE EQUAL EMPLOYMENT DATABASE SYSTEM (CEEDS)
WORKFORCE COMPOSITION SUMMARY
AS OF DECEMBER 31, 2004

REPORT: PBUTNO31_2004
SOURCE: NYCDCAS

DEPARTMENT OF SOCIAL SERVICES (069)

JOB GRP	MALE						FEMALE							TOTAL
	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	OTHR	
001	3	0	0	0	0	0	4	1	1	0	0	0	0	9
002	130	56	28	18	0	0	81	149	35	8	1	0	0	506
003	147	133	36	40	0	0	94	262	67	25	0	0	1	805
004	167	72	26	44	2	0	46	77	13	25	0	0	0	472
005	8	2	1	1	0	0	11	15	5	3	0	0	2	48
006	0	0	0	0	0	0	1	0	0	0	0	0	0	1
007	280	1238	367	155	2	0	476	3379	1149	192	12	0	3	7253
008	16	7	4	2	0	0	38	11	6	5	0	0	0	89
009	2	0	0	0	0	0	2	1	0	0	0	0	0	5
010	69	269	70	31	0	0	29	416	103	12	2	0	0	1001
012	51	178	55	20	0	0	70	878	152	30	9	0	1	1444
013	81	270	87	15	2	0	126	1285	358	50	7	1	1	2283
018	1	19	10	0	0	0	1	8	2	0	0	0	0	41
021	0	2	3	0	0	0	0	0	2	0	0	0	0	7
022	9	64	20	2	1	0	3	22	19	1	0	0	0	141
024	1	0	0	0	0	0	0	2	2	0	0	0	0	5
025	51	21	7	1	0	0	0	0	0	0	0	0	0	80
026	0	4	0	0	0	0	0	1	0	0	0	0	0	5
027	0	7	3	0	1	0	0	0	0	0	0	0	0	11
028	2	6	2	0	0	0	0	0	0	0	0	0	0	10
031	5	26	14	2	1	0	7	55	33	3	0	0	0	146
TOTAL	1023	2374	733	331	9	0	989	6562	1947	354	31	1	8	14362
%TAGE	7%	17%	5%	2%	<1%	0%	7%	46%	14%	2%	<1%	<1%	<1%	100%

NEW YORK CITY DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
CITYWIDE EQUAL EMPLOYMENT DATABASE SYSTEM (CEEDS)
WORKFORCE COMPOSITION SUMMARY
AS OF DECEMBER 31, 2004

REPORT: PBUTNO31_2004
SOURCE: NYCDCAS

DEPARTMENT OF HOMELESS SERVICES (071)

JOB GRP	MALE						FEMALE						OTHR	TOTAL
	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN		
001	1	1	0	0	0	0	1	1	0	0	0	0	0	4
002	30	32	7	0	1	0	22	37	11	2	0	0	0	142
003	27	39	9	8	0	0	41	72	15	4	1	0	0	216
004	14	6	5	5	0	0	0	7	1	1	0	0	0	39
007	14	91	19	12	0	0	15	114	23	1	0	0	0	289
008	1	8	1	1	0	0	7	8	3	4	0	0	0	33
010	9	83	25	8	0	0	0	98	30	4	0	0	0	257
012	6	19	7	0	0	0	15	77	26	1	0	0	0	151
013	1	24	3	0	0	0	3	42	7	1	2	0	0	83
017	1	0	0	0	0	0	0	0	0	0	0	0	0	1
018	43	113	55	2	1	0	0	58	20	1	2	0	0	295
019	0	1	0	0	0	0	0	0	0	0	0	0	0	1
021	0	0	0	0	0	0	0	1	0	0	0	0	0	1
022	1	42	3	2	1	0	0	26	5	1	0	0	0	81
023	0	0	0	0	0	0	0	2	0	0	0	0	0	2
025	89	20	8	10	0	0	0	1	0	0	0	0	0	128
027	10	45	6	1	0	0	0	7	2	0	0	0	0	71
028	7	6	1	0	0	0	0	0	0	0	0	0	0	14
030	0	0	0	0	0	0	0	1	0	0	0	0	0	1
031	7	146	47	8	2	0	7	151	29	2	1	0	1	401
TOTAL	261	676	196	57	5	0	111	703	172	22	6	0	1	2210
%TAGE	12%	31%	9%	3%	<1%	0%	5%	32%	8%	1%	<1%	0%	<1%	100%

NEW YORK CITY DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
CITYWIDE EQUAL EMPLOYMENT DATABASE SYSTEM (CEEDS)
WORKFORCE COMPOSITION SUMMARY
AS OF DECEMBER 31, 2004

REPORT: PBUTNO31_2004
SOURCE: NYCDCAS

DEPARTMENT OF CORRECTION (072)

JOB GRP	MALE						FEMALE							TOTAL
	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	OTHR	
001	2	0	0	0	0	0	1	0	0	0	0	0	0	3
002	76	61	19	5	0	0	9	28	3	1	0	0	0	202
003	33	33	9	6	0	0	20	77	18	4	1	0	0	201
004	35	18	6	10	0	0	2	6	0	0	0	0	0	77
005	6	0	0	2	0	0	4	9	0	5	0	0	0	26
006	2	0	0	0	0	0	0	0	0	0	0	0	0	2
007	14	34	3	2	0	0	2	21	0	1	0	0	0	77
008	7	2	1	1	0	0	3	2	2	1	0	0	0	19
009	1	0	0	0	0	0	0	0	0	0	0	0	0	1
010	6	14	5	5	0	0	3	11	3	2	1	0	0	50
012	3	3	1	5	0	0	2	40	9	3	0	0	0	66
013	7	19	6	6	0	0	6	45	22	3	0	0	0	114
015	188	250	97	4	0	0	12	257	29	2	0	0	0	839
018	1031	2424	1052	77	22	9	117	2888	429	17	50	7	8	8131
020	7	82	15	1	0	0	2	62	7	3	1	0	2	182
021	1	13	6	0	0	0	0	5	1	0	0	0	0	26
022	7	7	4	0	0	0	0	3	0	0	0	0	0	21
023	0	9	1	0	0	0	0	3	0	0	0	0	0	13
025	171	53	27	8	1	0	0	2	0	0	0	0	1	263
026	12	9	6	1	0	0	0	0	0	0	0	0	0	28
027	5	27	9	2	0	0	2	2	2	0	0	0	0	49
028	38	12	8	2	0	0	0	0	0	0	0	0	0	60
030	0	0	0	1	0	0	0	0	0	0	0	0	0	1
031	1	3	2	2	0	0	0	7	1	0	0	0	1	17
TOTAL	1653	3073	1277	140	23	9	185	3468	526	42	53	7	12	10468
%TAGE	16%	29%	12%	1%	<1%	<1%	2%	33%	5%	<1%	1%	<1%	<1%	100%

NEW YORK CITY DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
CITYWIDE EQUAL EMPLOYMENT DATABASE SYSTEM (CEEDS)
WORKFORCE COMPOSITION SUMMARY
AS OF DECEMBER 31, 2004

REPORT: PBUTNO31_2004
SOURCE: NYCDCAS

DEPARTMENT FOR THE AGING (125)

JOB GRP	MALE						FEMALE						OTHR	TOTAL
	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN		
001	0	0	1	0	0	0	1	0	0	0	0	0	0	2
002	8	3	4	0	0	0	13	7	2	4	0	0	0	41
003	16	9	5	6	0	0	31	29	13	14	0	0	0	123
004	6	1	1	5	0	0	3	2	0	4	0	0	0	22
005	0	0	0	0	0	0	2	13	1	4	0	1	0	21
006	1	0	0	0	0	0	0	1	0	0	0	0	0	2
007	0	0	0	0	0	0	3	0	2	0	0	0	0	5
008	1	0	0	0	0	0	3	0	0	0	0	0	0	4
009	0	0	0	0	0	0	1	0	0	0	0	0	0	1
010	0	1	0	0	0	0	0	0	0	0	0	0	0	1
012	2	2	0	0	0	0	5	18	6	3	0	0	0	36
013	2	5	1	0	0	0	7	21	9	1	0	0	0	46
022	0	0	0	0	0	0	0	0	1	0	0	0	0	1
031	37	79	52	71	2	1	146	483	196	92	7	5	20	1191
TOTAL	73	100	64	82	2	1	215	574	230	122	7	6	20	1496
%TAGE	5%	7%	4%	5%	<1%	<1%	14%	38%	15%	8%	<1%	<1%	1%	100%

NEW YORK CITY DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
CITYWIDE EQUAL EMPLOYMENT DATABASE SYSTEM (CEEDS)
WORKFORCE COMPOSITION SUMMARY
AS OF DECEMBER 31, 2004

REPORT: PBUTNO31_2004
SOURCE: NYCDCAS

DEPARTMENT OF CULTURAL AFFAIRS (126)

JOB GRP	MALE						FEMALE						OTHER	TOTAL
	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN		
001	0	0	0	0	0	0	2	0	0	0	0	0	0	2
002	2	0	0	0	0	0	2	1	0	1	0	0	0	6
003	1	1	0	0	0	0	2	2	0	0	0	0	0	6
009	4	0	0	0	0	0	10	2	0	1	0	0	0	17
013	0	0	0	0	0	0	0	1	1	0	0	0	0	2
028	1	1	0	0	0	0	0	0	0	0	0	0	0	2
031	5	2	1	0	0	0	2	3	0	0	0	0	0	13
TOTAL	13	4	1	0	0	0	18	9	1	2	0	0	0	48
%TAGE	27%	8%	2%	0%	0%	0%	38%	19%	2%	4%	0%	0%	0%	100%

NEW YORK CITY DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
CITYWIDE EQUAL EMPLOYMENT DATABASE SYSTEM (CEEDS)
WORKFORCE COMPOSITION SUMMARY
AS OF DECEMBER 31, 2004

REPORT: PBUTNO31_2004
SOURCE: NYCDCAS

FINANCIAL INFORMATION SERVICES AGENCY (127)

JOB GRP	MALE						FEMALE						OTHR	TOTAL
	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN		
001	1	0	0	0	0	0	0	0	0	0	0	0	0	1
002	23	1	0	5	0	0	12	0	1	2	0	0	0	44
003	4	1	1	1	0	0	8	7	2	4	0	0	0	28
004	43	19	9	12	0	0	10	10	2	6	0	0	0	111
010	1	0	1	0	0	0	1	0	0	0	0	0	0	3
012	1	0	3	0	0	0	2	5	2	0	0	0	0	13
013	2	2	2	0	0	0	2	14	0	0	0	0	0	22
022	0	0	2	0	0	0	0	0	0	0	0	0	0	2
023	1	1	0	0	0	0	0	0	0	0	0	0	0	2
025	1	0	0	0	0	0	0	0	0	0	0	0	0	1
027	2	0	0	0	0	0	0	0	0	0	0	0	0	2
031	0	1	0	0	1	0	0	0	1	0	0	0	0	3
TOTAL	79	25	18	18	1	0	35	36	8	12	0	0	0	232
%TAGE	34%	11%	8%	8%	<1%	0%	15%	16%	3%	5%	0%	0%	0%	100%

NEW YORK CITY DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
CITYWIDE EQUAL EMPLOYMENT DATABASE SYSTEM (CEEDS)
WORKFORCE COMPOSITION SUMMARY
AS OF DECEMBER 31, 2004

REPORT: PBUTNO31_2004
SOURCE: NYCDCAS

DEPARTMENT OF JUVENILE JUSTICE (130)

JOB GRP	MALE						FEMALE						OTHR	TOTAL
	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN		
001	0	0	3	0	0	0	0	0	0	0	0	0	0	3
002	7	8	1	0	0	0	4	6	4	0	0	0	0	30
003	3	8	3	0	0	0	1	4	1	0	0	0	0	20
004	2	0	0	0	0	0	2	1	0	0	0	0	0	5
007	5	200	24	4	0	0	3	136	19	1	1	0	1	394
012	0	0	0	0	0	0	0	4	2	0	0	0	0	6
013	0	2	1	1	0	0	1	11	4	0	0	0	0	20
018	0	25	11	0	0	0	1	7	3	0	0	0	0	47
020	0	6	1	0	0	0	0	3	0	0	0	0	0	10
021	0	18	8	0	0	0	1	4	6	0	0	0	0	37
022	1	2	3	0	0	0	0	0	0	0	0	0	0	6
025	5	4	3	0	0	0	0	0	0	0	0	0	0	12
030	0	0	0	0	0	0	0	1	0	0	0	0	0	1
031	0	25	6	0	0	0	1	34	15	2	1	0	0	84
TOTAL	23	298	64	5	0	0	14	211	54	3	2	0	1	675
%TAGE	3%	44%	9%	1%	0%	0%	2%	31%	8%	<1%	<1%	0%	<1%	100%

NEW YORK CITY DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
CITYWIDE EQUAL EMPLOYMENT DATABASE SYSTEM (CEEDS)
WORKFORCE COMPOSITION SUMMARY
AS OF DECEMBER 31, 2004

REPORT: PBUTNO31_2004
SOURCE: NYCDCAS

OFFICE OF PAYROLL ADMINISTRATION (131)

JOB GRP	MALE						FEMALE							TOTAL
	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	OTHR	
001	2	0	0	0	0	0	0	0	0	0	0	0	0	2
002	0	1	1	0	0	0	7	1	1	4	0	0	0	15
003	6	3	0	2	0	0	0	3	3	0	0	0	0	17
004	1	4	0	1	0	0	0	1	1	1	0	0	0	9
010	1	0	0	1	0	0	0	0	0	0	0	0	0	2
012	2	2	0	2	0	0	1	13	7	1	0	0	0	28
013	3	2	0	3	0	0	2	14	7	4	0	0	0	35
022	0	1	0	0	0	0	0	0	0	0	0	0	0	1
031	0	3	1	1	0	0	2	5	2	1	0	0	0	15
TOTAL	15	16	2	10	0	0	12	37	21	11	0	0	0	124
%TAGE	12%	13%	2%	8%	0%	0%	10%	30%	17%	9%	0%	0%	0%	100%

CITY CIVIL SERVICE COMMISSION (134)

MALE							FEMALE								
JOB	GRP	NATIVE					NATIVE					OTHER	TOTAL		
		WHITE	BLACK	HSPN	ASIAN	AMER	UKWN	WHITE	BLACK	HSPN	ASIAN			AMER	UKWN
001		3	1	0	0	0	0	1	0	0	0	0	0	0	5
002		0	0	0	0	0	0	0	1	0	0	0	0	0	1
012		0	0	1	0	0	0	1	0	0	0	0	0	0	2
013		0	0	1	0	0	0	0	0	0	0	0	0	0	1
TOTAL		3	1	2	0	0	0	2	1	0	0	0	0	0	9
%TAGE		33%	11%	22%	0%	0%	0%	22%	11%	0%	0%	0%	0%	0%	100%

NEW YORK CITY DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
CITYWIDE EQUAL EMPLOYMENT DATABASE SYSTEM (CEEDS)
WORKFORCE COMPOSITION SUMMARY
AS OF DECEMBER 31, 2004

REPORT: PBUTNO31_2004
SOURCE: NYCDCAS

LANDMARKS PRESERVATION COMMISSION (136)

JOB GRP	MALE						FEMALE						OTHR	TOTAL
	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN		
001	2	0	0	0	0	0	1	0	0	0	0	0	0	3
002	1	0	0	0	0	0	4	0	0	0	0	0	0	5
003	0	1	0	0	0	0	1	0	0	0	0	0	0	2
004	1	0	0	0	0	0	0	0	0	0	0	0	0	1
006	11	0	1	0	0	0	12	1	0	0	0	0	0	25
008	0	0	0	0	0	0	0	0	0	1	0	0	0	1
009	1	0	0	0	0	0	1	0	0	0	0	0	0	2
010	0	0	0	0	0	0	2	0	0	0	0	0	0	2
012	0	0	1	0	0	0	0	2	0	0	0	0	0	3
013	0	0	0	0	0	0	1	2	1	0	0	0	0	4
031	0	0	0	0	0	0	1	1	1	0	0	0	0	3
TOTAL	16	1	2	0	0	0	23	6	2	1	0	0	0	51
%TAGE	31%	2%	4%	0%	0%	0%	45%	12%	4%	2%	0%	0%	0%	100%

NEW YORK CITY DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
CITYWIDE EQUAL EMPLOYMENT DATABASE SYSTEM (CEEDS)
WORKFORCE COMPOSITION SUMMARY
AS OF DECEMBER 31, 2004

REPORT: PBUTNO31_2004
SOURCE: NYCDCAS

TAXI AND LIMOUSINE COMMISSION (156)

JOB GRP	MALE						FEMALE						OTHR	TOTAL
	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN		
001	3	0	0	0	0	0	0	0	0	0	0	0	0	3
002	14	2	0	0	0	0	3	3	2	0	0	0	0	24
003	4	5	0	1	0	0	0	0	0	1	0	0	0	11
004	2	4	0	0	0	0	3	1	0	0	0	0	0	10
008	33	3	1	3	0	0	25	5	2	1	0	0	1	74
009	0	0	0	0	0	0	1	0	0	0	0	0	0	1
010	5	2	0	0	0	1	0	1	0	0	0	0	0	9
012	4	0	0	0	0	0	4	6	0	1	0	0	0	15
013	6	10	5	6	0	0	8	40	22	7	1	0	0	105
018	44	55	66	7	0	0	4	17	12	0	1	0	0	206
025	0	0	0	0	0	0	0	0	0	0	0	0	1	1
031	5	1	0	1	0	0	4	3	2	1	0	0	0	17
TOTAL	120	82	72	18	0	1	52	76	40	11	2	0	2	476
%TAGE	25%	17%	15%	4%	0%	<1%	11%	16%	8%	2%	<1%	0%	<1%	100%

NEW YORK CITY DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
CITYWIDE EQUAL EMPLOYMENT DATABASE SYSTEM (CEEDS)
WORKFORCE COMPOSITION SUMMARY
AS OF DECEMBER 31, 2004

REPORT: PBUTNO31_2004
SOURCE: NYCDCAS

OFFICE OF LABOR RELATIONS (214)

JOB GRP	MALE						FEMALE						OTHR	TOTAL
	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN		
001	1	0	0	0	0	0	2	0	0	0	0	0	0	3
002	7	0	1	1	0	0	15	2	1	0	0	0	0	27
003	5	1	0	4	0	0	4	3	2	3	0	0	0	22
004	2	0	0	0	0	0	1	0	0	0	0	0	0	3
008	0	0	0	0	0	0	3	3	0	1	0	1	0	8
010	0	0	0	0	0	0	0	1	0	0	0	0	0	1
012	0	0	0	0	0	0	7	3	1	1	0	0	0	12
013	0	3	3	0	0	0	5	14	4	1	0	0	0	30
031	1	2	1	0	0	1	3	4	0	1	0	0	0	13
TOTAL	16	6	5	5	0	1	40	30	8	7	0	1	0	119
%TAGE	13%	5%	4%	4%	0%	1%	34%	25%	7%	6%	0%	1%	0%	100%

NEW YORK CITY DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
CITYWIDE EQUAL EMPLOYMENT DATABASE SYSTEM (CEEDS)
WORKFORCE COMPOSITION SUMMARY
AS OF DECEMBER 31, 2004

REPORT: PBUTNO31_2004
SOURCE: NYCDCAS

HUMAN RIGHTS COMMISSION (226)

JOB GRP	MALE						FEMALE						OTHR	TOTAL
	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN		
001	2	0	0	0	0	0	1	0	0	0	0	1	0	4
002	1	0	0	0	0	0	2	0	0	0	0	0	0	3
003	0	0	0	0	0	0	1	0	0	0	0	0	0	1
004	1	0	0	0	0	0	0	0	0	0	0	0	0	1
007	9	12	8	1	0	0	3	10	3	1	0	0	0	47
008	4	3	0	0	0	0	2	1	1	1	0	0	0	12
009	0	0	0	0	0	0	1	0	0	0	0	0	0	1
010	0	1	0	0	0	0	0	0	1	0	0	0	0	2
012	0	0	0	0	0	0	1	5	3	0	0	0	0	9
013	0	0	0	0	0	0	0	6	0	0	0	0	0	6
031	1	1	0	0	0	0	0	1	1	0	0	0	0	4
TOTAL	18	17	8	1	0	0	11	23	9	2	0	1	0	90
%TAGE	20%	19%	9%	1%	0%	0%	12%	26%	10%	2%	0%	1%	0%	100%

NEW YORK CITY DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
CITYWIDE EQUAL EMPLOYMENT DATABASE SYSTEM (CEEDS)
WORKFORCE COMPOSITION SUMMARY
AS OF DECEMBER 31, 2004

REPORT: PBUTNO31_2004
SOURCE: NYCDCAS

DEPARTMENT OF YOUTH & COMMUNITY DEVELOPMENT (261)

JOB GRP	MALE						FEMALE							TOTAL
	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	OTHR	
001	0	0	0	0	0	0	1	2	0	0	0	0	0	3
002	14	7	8	2	0	1	11	9	5	2	0	1	0	60
003	14	25	14	4	0	0	7	31	17	2	0	0	0	114
004	5	0	1	4	0	0	5	0	0	1	0	0	0	16
007	0	0	1	0	0	0	0	0	1	0	0	0	0	2
008	0	1	0	0	0	0	0	0	1	0	0	0	0	2
010	1	0	0	0	0	0	0	0	0	0	0	0	0	1
012	0	3	1	0	0	0	8	26	10	1	0	1	0	50
013	2	2	1	2	0	0	0	24	6	1	0	0	0	38
027	1	1	0	1	0	0	0	0	0	0	0	0	0	3
031	7	13	7	5	0	0	2	27	12	2	1	0	0	76
TOTAL	44	52	33	18	0	1	34	119	52	9	1	2	0	365
%TAGE	12%	14%	9%	5%	0%	<1%	9%	33%	14%	2%	<1%	1%	0%	100%

NEW YORK CITY DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
CITYWIDE EQUAL EMPLOYMENT DATABASE SYSTEM (CEEDS)
WORKFORCE COMPOSITION SUMMARY
AS OF DECEMBER 31, 2004

REPORT: PBUTNO31_2004
SOURCE: NYCDCAS

CONFLICTS OF INTEREST BOARD (312)

JOB GRP	MALE						FEMALE						OTHR	TOTAL
	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN		
001	1	0	0	0	0	0	0	0	0	0	0	0	0	1
002	3	0	0	0	0	0	2	1	0	0	0	0	0	6
003	0	0	0	0	0	0	2	0	0	1	0	0	0	3
008	1	0	0	0	0	0	2	1	0	0	0	0	0	4
012	1	0	0	0	0	0	0	0	2	0	0	0	0	3
013	0	0	0	0	0	0	0	0	0	0	1	0	0	1
TOTAL	6	0	0	0	0	0	6	2	2	1	1	0	0	18
%TAGE	33%	0%	0%	0%	0%	0%	33%	11%	11%	6%	6%	0%	0%	100%

NEW YORK CITY DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
CITYWIDE EQUAL EMPLOYMENT DATABASE SYSTEM (CEEDS)
WORKFORCE COMPOSITION SUMMARY
AS OF DECEMBER 31, 2004

REPORT: PBUTNO31_2004
SOURCE: NYCDCAS

DEPARTMENT OF PROBATION (781)

JOB GRP	MALE						FEMALE						OTHR	TOTAL
	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN		
002	18	6	2	0	0	0	16	15	7	1	0	0	0	65
003	12	2	1	0	0	0	6	10	2	0	0	0	0	33
004	1	2	2	1	0	0	3	1	3	0	0	0	0	13
006	0	1	0	0	0	0	0	0	0	0	0	0	0	1
007	82	160	36	10	1	4	60	392	58	2	3	3	0	811
008	3	0	0	1	0	0	2	3	0	0	0	0	0	9
009	1	0	0	0	0	0	0	0	3	0	0	0	0	4
010	1	0	0	1	0	0	0	1	1	0	0	0	0	4
012	0	2	2	0	0	0	6	28	6	0	0	0	0	44
013	4	10	1	3	0	0	23	161	35	8	1	4	0	250
022	1	0	3	0	0	0	0	0	0	0	0	0	0	4
028	1	8	1	0	0	0	0	5	0	0	0	0	0	15
031	1	13	5	1	0	0	0	15	9	1	0	0	0	45
TOTAL	125	204	53	17	1	4	116	631	124	12	4	7	0	1298
%TAGE	10%	16%	4%	1%	<1%	<1%	9%	49%	10%	1%	<1%	1%	0%	100%

NEW YORK CITY DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
CITYWIDE EQUAL EMPLOYMENT DATABASE SYSTEM (CEEDS)
WORKFORCE COMPOSITION SUMMARY
AS OF DECEMBER 31, 2004

REPORT: PBUTNO31_2004
SOURCE: NYCDCAS

DEPARTMENT OF SMALL BUSINESS SERVICES (801)

JOB GRP	MALE						FEMALE						OTHR	TOTAL
	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN		
001	5	0	0	0	0	0	1	0	0	0	0	0	0	6
002	13	6	1	3	0	0	10	11	2	7	0	0	0	53
003	13	24	7	5	0	0	13	28	8	3	0	0	0	101
004	3	1	1	0	0	0	0	1	0	0	0	0	0	6
008	1	1	1	0	0	0	0	0	0	0	0	0	0	3
009	2	0	0	0	0	0	0	0	0	0	0	0	0	2
012	1	1	2	1	0	0	4	25	5	3	0	0	0	42
013	2	1	1	0	0	0	2	8	2	1	0	0	0	17
031	10	3	3	2	0	0	8	7	2	4	0	0	0	39
TOTAL	50	37	16	11	0	0	38	80	19	18	0	0	0	269
%TAGE	19%	14%	6%	4%	0%	0%	14%	30%	7%	7%	0%	0%	0%	100%

NEW YORK CITY DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
CITYWIDE EQUAL EMPLOYMENT DATABASE SYSTEM (CEEDS)
WORKFORCE COMPOSITION SUMMARY
AS OF DECEMBER 31, 2004

REPORT: PBUTNO31_2004
SOURCE: NYCDCAS

DEPARTMENT OF HOUSING PRESERVATION AND DEVELOPMENT (806)

JOB GRP	MALE						FEMALE						OTHR	TOTAL
	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN		
001	5	0	1	0	0	0	0	1	0	0	0	0	0	7
002	147	100	38	39	1	0	48	18	4	1	0	0	1	397
003	177	282	108	57	1	1	58	134	34	16	0	1	0	869
004	18	13	7	9	0	1	7	15	3	4	0	0	0	77
006	38	25	9	7	0	0	25	40	7	3	0	0	0	154
007	0	0	0	0	0	0	0	1	0	1	0	0	0	2
008	18	7	4	4	0	0	13	9	4	2	1	0	0	62
009	1	1	1	0	0	0	0	0	0	0	0	0	0	3
010	2	5	0	2	0	0	0	8	1	0	0	0	0	18
012	9	15	9	3	0	0	19	147	25	12	0	0	0	239
013	12	22	8	4	0	0	22	229	60	13	1	0	1	372
025	23	27	20	7	0	1	1	0	0	0	0	0	1	80
027	1	1	0	1	0	0	0	1	0	0	0	0	0	4
028	0	3	4	0	0	0	1	11	9	0	0	0	0	28
031	12	50	24	1	1	0	20	150	91	10	2	0	0	361
TOTAL	463	551	233	134	3	3	214	764	238	62	4	1	3	2673
%TAGE	17%	21%	9%	5%	<1%	<1%	8%	29%	9%	2%	<1%	<1%	<1%	100%

NEW YORK CITY DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
CITYWIDE EQUAL EMPLOYMENT DATABASE SYSTEM (CEEDS)
WORKFORCE COMPOSITION SUMMARY
AS OF DECEMBER 31, 2004

REPORT: PBUTNO31_2004
SOURCE: NYCDCAS

DEPARTMENT OF BUILDINGS (810)

JOB GRP	MALE						FEMALE							TOTAL
	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	OTHR	
001	1	0	0	0	0	0	2	0	0	0	0	0	0	3
002	35	9	5	9	0	0	16	2	3	2	0	0	0	81
003	186	74	25	37	1	0	22	24	16	3	0	0	0	388
004	15	7	4	6	0	0	6	0	3	3	0	0	0	44
006	1	0	1	1	0	0	0	0	0	0	0	0	0	3
008	4	2	0	1	0	0	4	6	4	0	0	0	0	21
012	5	12	3	3	0	0	19	80	15	3	0	0	0	140
013	6	3	1	3	0	0	9	38	9	2	0	0	0	71
031	12	26	9	4	0	0	12	77	26	9	2	0	0	177
TOTAL	265	133	48	64	1	0	90	227	76	22	2	0	0	928
%TAGE	29%	14%	5%	7%	<1%	0%	10%	24%	8%	2%	<1%	0%	0%	100%

NEW YORK CITY DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
CITYWIDE EQUAL EMPLOYMENT DATABASE SYSTEM (CEEDS)
WORKFORCE COMPOSITION SUMMARY
AS OF DECEMBER 31, 2004

REPORT: PBUTNO31_2004
SOURCE: NYCDCAS

DEPARTMENT OF HEALTH AND MENTAL HYGIENE (816)

JOB GRP	MALE						FEMALE						OTHR	TOTAL
	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN		
001	7	0	1	0	0	0	0	1	1	0	0	0	0	10
002	83	24	7	9	1	0	85	53	7	12	0	0	0	281
003	93	158	39	42	0	0	132	441	132	54	1	1	2	1095
004	124	43	32	69	0	1	178	88	32	83	1	2	0	653
005	77	33	7	30	0	0	311	376	65	104	1	0	8	1012
006	7	3	4	0	0	0	13	15	1	0	0	0	0	43
007	2	11	1	0	0	0	4	30	2	0	1	0	0	51
008	12	0	1	2	0	0	27	4	0	0	0	0	0	46
009	3	0	0	1	0	0	4	1	0	1	0	0	0	10
010	44	150	35	41	0	0	41	126	38	24	0	0	2	501
012	5	10	8	3	0	0	22	166	38	10	0	0	0	262
013	28	90	28	14	0	0	50	361	125	20	3	2	2	723
015	1	0	0	0	0	0	0	0	0	0	0	0	0	1
018	2	18	16	2	0	0	0	12	6	0	0	0	0	56
019	2	8	6	2	0	0	1	12	2	0	1	0	0	34
021	1	18	4	2	0	0	51	160	46	7	0	1	7	297
022	14	92	58	1	0	0	4	31	11	0	0	0	0	211
025	17	4	6	1	0	0	0	0	0	0	0	0	0	28
026	3	0	3	2	0	0	0	0	0	0	0	0	0	8
027	16	42	20	2	0	0	2	6	0	0	0	0	3	91
028	6	14	3	2	0	0	0	3	2	0	0	0	0	30
030	7	11	6	2	0	0	13	72	10	4	0	0	0	125
031	24	78	28	16	0	0	51	144	78	27	4	0	7	457
TOTAL	578	807	313	243	1	1	989	2102	596	346	12	6	31	6025
%TAGE	10%	13%	5%	4%	<1%	<1%	16%	35%	10%	6%	<1%	<1%	1%	100%

NEW YORK CITY DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
CITYWIDE EQUAL EMPLOYMENT DATABASE SYSTEM (CEEDS)
WORKFORCE COMPOSITION SUMMARY
AS OF DECEMBER 31, 2004

REPORT: PBUTNO31_2004
SOURCE: NYCDCAS

DEPARTMENT OF ENVIRONMENTAL PROTECTION (826)

JOB GRP	MALE						FEMALE						OTHR	TOTAL
	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN		
001	5	0	1	0	0	0	1	0	0	0	0	0	0	7
002	187	17	11	31	0	0	34	11	1	3	0	0	0	295
003	271	91	38	61	1	0	84	52	18	15	0	0	1	632
004	408	95	43	218	3	5	121	31	20	64	0	0	0	1008
005	0	0	0	0	0	0	1	0	0	0	0	0	0	1
006	18	5	1	4	0	0	10	1	0	0	0	0	0	39
008	76	6	0	3	0	1	101	12	4	6	0	0	0	209
009	2	0	0	0	0	0	0	0	0	0	0	0	0	2
010	73	44	12	33	0	1	19	9	4	5	0	0	0	200
012	30	21	3	9	0	0	95	142	35	15	2	1	0	353
013	31	22	30	16	1	0	66	148	59	26	1	0	1	401
018	109	18	22	1	0	0	11	5	4	0	0	0	0	170
022	1	4	3	0	0	0	0	0	0	0	0	0	0	8
023	0	1	0	0	0	0	0	0	0	0	0	0	0	1
025	1381	214	146	128	7	0	12	5	1	0	0	0	1	1895
026	1	0	0	0	0	0	0	0	0	0	0	0	0	1
027	5	4	1	0	0	0	0	0	0	0	0	0	0	10
028	271	125	86	10	0	0	2	16	7	4	0	0	0	521
031	30	40	22	15	1	0	58	109	81	42	2	0	0	400
TOTAL	2899	707	419	529	13	7	615	541	234	180	5	1	3	6153
%TAGE	47%	11%	7%	9%	<1%	<1%	10%	9%	4%	3%	<1%	<1%	<1%	100%

NEW YORK CITY DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
CITYWIDE EQUAL EMPLOYMENT DATABASE SYSTEM (CEEDS)
WORKFORCE COMPOSITION SUMMARY
AS OF DECEMBER 31, 2004

REPORT: PBUTNO31_2004
SOURCE: NYCDCAS

DEPARTMENT OF SANITATION (827)

JOB GRP	MALE						FEMALE							TOTAL
	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	OTHR	
001	3	0	0	0	0	0	0	0	0	0	0	0	0	3
002	249	24	11	13	0	1	13	8	2	2	0	0	0	323
003	49	46	27	17	0	0	27	48	24	4	0	0	0	242
004	21	24	4	17	0	0	15	12	5	3	0	0	0	101
005	2	3	0	0	0	0	3	0	1	0	0	0	0	9
006	0	1	0	0	0	0	0	1	0	1	0	0	0	3
007	3	2	0	0	0	0	0	0	0	0	0	0	0	5
008	1	1	0	0	0	0	8	1	0	0	0	0	0	11
009	1	2	1	1	0	0	0	1	0	0	0	0	0	6
010	5	4	0	2	0	0	4	3	1	2	0	0	0	21
012	8	1	1	2	0	0	17	16	5	1	0	0	0	51
013	42	53	15	10	0	0	63	143	40	12	0	0	6	384
019	3	0	1	0	0	0	0	0	0	0	0	0	0	4
022	0	1	0	0	0	0	0	0	0	0	0	0	0	1
023	8	10	4	0	0	0	0	0	1	0	0	0	0	23
025	652	61	46	22	1	2	3	2	1	0	0	0	0	790
026	21	21	1	0	0	0	0	0	0	0	0	0	0	43
027	3	4	1	0	0	0	0	1	0	0	0	0	0	9
028	20	3	8	1	0	0	0	1	0	0	0	0	2	35
029	4055	1652	1117	81	12	8	24	113	35	0	2	1	2	7102
030	0	0	0	0	0	0	1	0	0	0	0	0	0	1
031	12	16	14	3	0	0	8	21	16	6	1	0	0	97
TOTAL	5158	1929	1251	169	13	11	186	371	131	31	3	1	10	9264
%TAGE	56%	21%	14%	2%	<1%	<1%	2%	4%	1%	<1%	<1%	<1%	<1%	100%

NEW YORK CITY DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
CITYWIDE EQUAL EMPLOYMENT DATABASE SYSTEM (CEEDS)
WORKFORCE COMPOSITION SUMMARY
AS OF DECEMBER 31, 2004

REPORT: PBUTNO31_2004
SOURCE: NYCDCAS

BUSINESS INTEGRITY COMMISSION (831)

JOB GRP	MALE						FEMALE						OTHR	TOTAL
	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN		
002	5	0	1	1	0	0	4	0	0	3	0	0	0	14
003	3	13	6	3	0	0	1	0	1	0	0	0	0	27
004	1	0	0	0	0	0	0	1	0	0	0	0	0	2
006	1	0	0	0	0	0	0	0	0	0	0	0	0	1
010	0	2	1	0	0	1	0	0	0	0	0	0	0	4
012	0	0	0	0	0	0	1	3	0	0	0	0	0	4
013	0	2	0	0	0	0	0	4	2	0	0	0	0	8
018	1	0	0	0	0	0	0	0	0	0	0	0	0	1
TOTAL	11	17	8	4	0	1	6	8	3	3	0	0	0	61
%TAGE	18%	28%	13%	7%	0%	2%	10%	13%	5%	5%	0%	0%	0%	100%

NEW YORK CITY DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
CITYWIDE EQUAL EMPLOYMENT DATABASE SYSTEM (CEEDS)
WORKFORCE COMPOSITION SUMMARY
AS OF DECEMBER 31, 2004

REPORT: PBUTNO31_2004
SOURCE: NYCDCAS

DEPARTMENT OF FINANCE (836)

JOB GRP	MALE						FEMALE						OTHR	TOTAL
	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN		
001	2	2	0	0	0	0	1	1	0	0	0	0	0	6
002	52	19	3	7	0	0	26	17	5	4	0	0	0	133
003	204	110	23	59	0	0	68	99	16	48	0	0	0	627
004	74	19	12	22	0	0	20	20	6	16	0	0	0	189
008	18	2	1	0	0	0	13	1	1	0	0	0	0	36
009	1	0	0	0	0	0	1	0	0	0	0	0	0	2
010	7	17	2	2	0	0	2	9	4	0	0	0	0	43
012	14	25	18	9	0	0	48	189	20	16	1	0	0	340
013	39	77	30	15	0	0	58	327	74	20	1	0	1	642
015	2	0	0	0	0	0	0	1	0	0	0	0	0	3
018	44	35	29	3	0	0	3	9	5	0	0	0	0	128
022	0	0	2	0	0	0	0	0	0	0	0	0	0	2
025	0	1	0	0	0	0	0	0	0	0	0	0	0	1
026	0	3	0	0	0	0	0	0	0	0	0	0	0	3
027	1	0	0	0	0	0	0	0	0	0	0	0	0	1
031	4	4	0	2	0	0	4	9	4	2	0	0	0	29
TOTAL	462	314	120	119	0	0	244	682	135	106	2	0	1	2185
%TAGE	21%	14%	5%	5%	0%	0%	11%	31%	6%	5%	<1%	0%	<1%	100%

NEW YORK CITY DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
CITYWIDE EQUAL EMPLOYMENT DATABASE SYSTEM (CEEDS)
WORKFORCE COMPOSITION SUMMARY
AS OF DECEMBER 31, 2004

REPORT: PBUTNO31_2004
SOURCE: NYCDCAS

DEPARTMENT OF TRANSPORTATION (841)

JOB GRP	MALE						FEMALE							TOTAL
	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	OTHR	
001	1	0	0	0	0	0	2	0	0	0	0	0	0	3
002	82	11	3	32	0	1	26	8	2	2	0	0	1	168
003	181	124	36	34	1	3	73	98	23	8	1	5	1	588
004	189	45	17	137	0	2	49	16	7	12	0	1	0	475
006	18	12	5	6	0	0	18	10	5	1	0	0	0	75
008	4	0	0	0	0	0	2	3	2	0	0	1	0	12
009	1	1	0	0	0	0	1	2	0	0	0	0	0	5
010	12	4	2	5	0	1	5	4	1	1	1	0	0	36
012	10	10	8	3	0	0	22	106	13	3	0	3	0	178
013	27	42	12	7	1	1	37	178	40	7	7	1	0	360
018	4	29	9	4	0	0	1	29	6	2	1	0	0	85
022	1	5	2	0	0	0	0	0	0	0	0	0	0	8
023	0	7	0	0	0	0	4	5	5	0	0	1	0	22
024	2	0	1	0	0	0	0	0	0	0	0	0	0	3
025	1080	361	222	71	6	35	23	35	18	3	1	1	0	1856
026	6	1	0	0	0	2	1	2	0	0	0	0	0	12
027	1	1	0	0	0	0	0	0	0	0	0	0	0	2
028	66	32	13	2	0	1	2	10	3	0	0	0	0	129
029	2	11	1	0	0	1	1	1	0	0	0	0	0	17
031	17	17	10	9	1	1	12	30	12	4	2	0	0	115
TOTAL	1704	713	341	310	9	48	279	537	137	43	13	13	2	4149
%TAGE	41%	17%	8%	7%	<1%	1%	7%	13%	3%	1%	<1%	<1%	<1%	100%

NEW YORK CITY DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
CITYWIDE EQUAL EMPLOYMENT DATABASE SYSTEM (CEEDS)
WORKFORCE COMPOSITION SUMMARY
AS OF DECEMBER 31, 2004

REPORT: PBUTNO31_2004
SOURCE: NYCDCAS

DEPARTMENT OF PARKS AND RECREATION (846)

JOB GRP	MALE						FEMALE							TOTAL
	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	OTHR	
001	4	1	0	0	0	0	1	0	0	0	0	0	0	6
002	104	42	15	11	0	1	39	8	5	2	1	0	0	228
003	29	7	1	3	0	0	21	2	3	4	0	0	0	70
004	87	6	5	11	0	0	27	10	3	4	0	0	0	153
006	2	1	0	2	0	0	4	0	0	1	0	0	0	10
007	26	59	13	1	0	0	28	55	13	1	1	0	0	197
008	2	0	0	0	0	0	4	2	1	0	0	0	0	9
009	0	0	0	0	0	0	3	0	0	0	0	0	0	3
010	15	8	3	2	0	0	6	3	0	5	0	0	0	42
012	31	11	4	4	0	0	53	39	15	7	1	0	0	165
013	32	40	12	8	0	0	43	88	51	9	0	1	0	284
018	28	53	36	5	0	0	32	39	21	2	0	0	0	216
019	97	37	75	4	0	8	35	4	18	4	0	1	0	283
023	8	40	19	4	0	0	12	28	17	1	1	0	0	130
024	501	435	306	29	0	1	69	126	47	4	2	1	1	1522
025	183	26	23	7	1	0	0	1	0	0	0	0	0	241
026	5	0	1	0	0	0	0	0	0	0	0	0	0	6
028	59	555	146	19	6	5	78	1871	565	15	27	0	10	3356
031	35	25	15	1	0	0	51	34	18	4	0	1	0	184
TOTAL	1248	1346	674	111	7	15	506	2310	777	63	33	4	11	7105
%TAGE	18%	19%	9%	2%	<1%	<1%	7%	33%	11%	1%	<1%	<1%	<1%	100%

NEW YORK CITY DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
CITYWIDE EQUAL EMPLOYMENT DATABASE SYSTEM (CEEDS)
WORKFORCE COMPOSITION SUMMARY
AS OF DECEMBER 31, 2004

REPORT: PBUTNO31_2004
SOURCE: NYCDCAS

DEPARTMENT OF DESIGN AND CONSTRUCTION (850)

JOB GRP	MALE						FEMALE						OTHR	TOTAL
	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN		
001	3	0	1	0	0	0	0	0	0	0	0	0	0	4
002	140	30	18	69	1	0	24	13	5	1	0	0	0	301
003	72	44	12	61	1	1	24	40	19	18	1	1	0	294
004	93	57	12	90	0	1	44	13	4	13	0	0	0	327
006	4	1	0	0	0	0	0	0	1	1	0	0	0	7
008	2	0	0	0	0	0	2	0	0	0	0	0	0	4
009	1	0	2	0	0	0	0	0	0	1	0	0	0	4
010	15	18	3	11	0	0	7	3	2	2	0	0	0	61
012	3	2	1	1	0	0	7	27	8	1	0	0	0	50
013	4	5	3	1	0	0	10	38	10	5	2	0	0	78
025	3	1	0	10	0	0	1	1	0	0	0	0	0	16
027	0	3	2	0	0	0	0	0	0	0	0	0	0	5
031	2	5	1	3	0	0	1	3	5	1	0	0	0	21
TOTAL	342	166	55	246	2	2	120	138	54	43	3	1	0	1172
%TAGE	29%	14%	5%	21%	<1%	<1%	10%	12%	5%	4%	<1%	<1%	0%	100%

NEW YORK CITY DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
CITYWIDE EQUAL EMPLOYMENT DATABASE SYSTEM (CEEDS)
WORKFORCE COMPOSITION SUMMARY
AS OF DECEMBER 31, 2004

REPORT: PBUTNO31_2004
SOURCE: NYCDCAS

DEPARTMENT OF INFORMATION TECHNOLOGIES AND TELECOMMUNICATIONS (858)

JOB GRP	MALE						FEMALE							TOTAL
	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	OTHR	
001	4	0	0	0	0	0	0	0	0	0	0	0	0	4
002	87	14	8	10	0	1	31	4	2	3	0	0	0	160
003	22	8	5	2	0	0	20	13	3	0	0	0	0	73
004	80	29	12	13	1	0	18	10	0	8	0	0	0	171
008	0	0	0	0	0	0	1	0	0	0	0	0	0	1
009	2	2	0	0	0	0	0	1	0	1	0	0	0	6
010	9	12	7	2	0	0	0	4	2	3	0	0	0	39
012	11	16	7	2	0	0	6	24	17	1	1	0	0	85
013	8	35	14	0	0	0	15	82	33	4	2	0	1	194
025	1	0	0	0	0	0	0	0	0	0	0	0	0	1
031	10	4	2	3	0	0	5	10	7	1	0	0	0	42
TOTAL	234	120	55	32	1	1	96	148	64	21	3	0	1	776
%TAGE	30%	15%	7%	4%	<1%	<1%	12%	19%	8%	3%	<1%	0%	<1%	100%

NEW YORK CITY DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
CITYWIDE EQUAL EMPLOYMENT DATABASE SYSTEM (CEEDS)
WORKFORCE COMPOSITION SUMMARY
AS OF DECEMBER 31, 2004

REPORT: PBUTNO31_2004
SOURCE: NYCDCAS

DEPARTMENT OF RECORDS AND INFORMATION SERVICES (860)

JOB GRP	MALE						FEMALE						OTHR	TOTAL
	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN		
001	1	0	0	0	0	0	0	0	0	0	0	0	0	1
002	3	1	0	0	0	0	2	0	0	0	0	0	0	6
003	8	0	0	0	0	0	7	2	0	1	0	0	0	18
004	0	0	0	0	0	0	2	2	0	0	0	0	0	4
009	1	0	0	0	0	0	0	0	0	0	0	0	0	1
012	1	0	0	1	0	0	2	0	1	0	0	0	0	5
013	3	4	4	1	0	0	2	1	0	3	0	0	0	18
027	0	1	0	0	0	0	0	0	0	0	0	0	0	1
028	0	0	0	0	0	0	1	0	0	0	0	0	0	1
031	0	1	0	0	0	0	0	2	1	1	0	0	0	5
TOTAL	17	7	4	2	0	0	16	7	2	5	0	0	0	60
%TAGE	28%	12%	7%	3%	0%	0%	27%	12%	3%	8%	0%	0%	0%	100%

NEW YORK CITY DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
CITYWIDE EQUAL EMPLOYMENT DATABASE SYSTEM (CEEDS)
WORKFORCE COMPOSITION SUMMARY
AS OF DECEMBER 31, 2004

REPORT: PBUTNO31_2004
SOURCE: NYCDCAS

DEPARTMENT OF CONSUMER AFFAIRS (866)

JOB GRP	MALE						FEMALE						OTHR	TOTAL
	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN		
001	0	0	0	0	0	0	2	0	0	0	0	0	0	2
002	2	0	0	0	0	0	4	2	1	0	0	0	0	9
003	38	21	13	1	0	0	7	8	2	0	0	0	0	90
004	2	1	0	0	0	0	1	2	0	0	0	0	0	6
008	8	0	0	2	0	0	4	0	3	0	0	0	0	17
010	2	0	0	0	0	0	0	0	0	0	0	0	0	2
012	0	0	1	0	0	0	1	5	3	0	0	0	0	10
013	1	5	0	4	0	0	9	23	13	2	0	0	0	57
031	7	9	5	4	0	0	8	18	15	5	0	0	0	71
TOTAL	60	36	19	11	0	0	36	58	37	7	0	0	0	264
%TAGE	23%	14%	7%	4%	0%	0%	14%	22%	14%	3%	0%	0%	0%	100%

NEW YORK CITY DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
CITYWIDE EQUAL EMPLOYMENT DATABASE SYSTEM (CEEDS)
WORKFORCE COMPOSITION SUMMARY
AS OF DECEMBER 31, 2004

REPORT: PBUTNO31_2004
SOURCE: NYCDCAS

DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES (868)

JOB GRP	MALE						FEMALE						OTHR	TOTAL
	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN		
001	5	0	0	2	0	0	1	0	0	1	0	0	0	9
002	70	8	3	6	1	0	31	8	3	2	0	0	0	132
003	88	21	18	20	2	1	40	21	11	9	0	0	0	231
004	50	9	10	24	0	0	8	6	4	6	0	0	0	117
006	4	0	0	0	0	0	1	0	0	0	0	0	0	5
008	13	0	1	2	0	0	8	3	0	1	0	0	0	28
010	7	2	1	0	0	0	4	3	4	1	0	0	0	22
012	12	6	3	4	1	0	20	47	23	4	0	0	0	120
013	19	23	11	5	0	0	17	126	38	3	1	0	1	244
018	4	3	1	0	0	0	0	1	1	0	0	0	0	10
019	1	7	1	0	0	0	0	1	0	0	0	0	0	10
022	28	164	81	4	1	0	13	98	93	4	0	0	0	486
025	161	22	27	10	0	3	0	2	0	0	0	0	0	225
026	25	5	8	0	0	0	0	0	0	0	0	0	0	38
027	16	7	7	2	0	0	0	0	0	0	0	0	0	32
028	6	1	4	0	0	1	0	1	0	0	0	0	0	13
031	20	19	8	1	1	0	5	34	10	2	1	0	0	101
TOTAL	529	297	184	80	6	5	148	351	187	33	2	0	1	1823
%TAGE	29%	16%	10%	4%	<1%	<1%	8%	19%	10%	2%	<1%	0%	<1%	100%

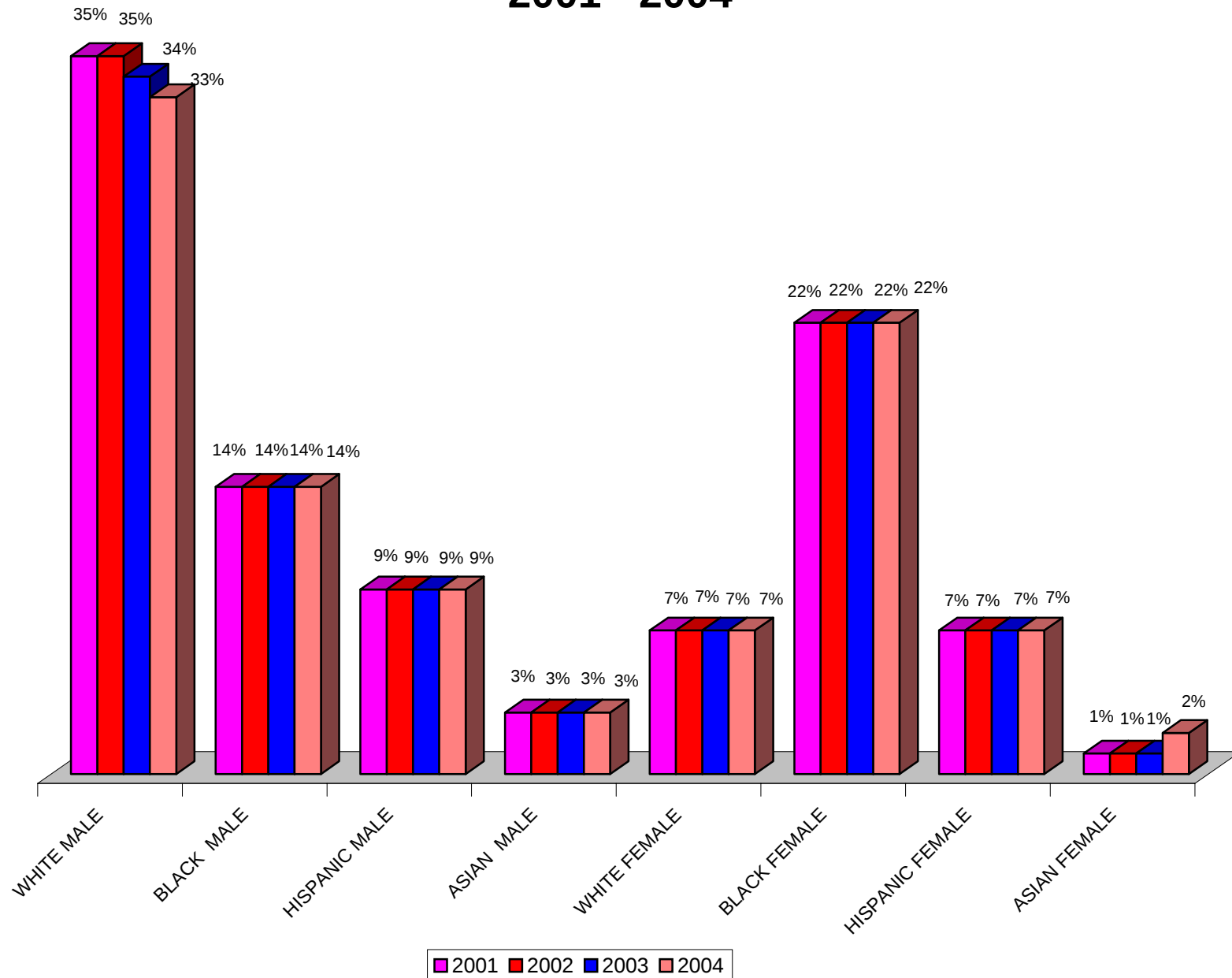
NEW YORK CITY DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
 CITYWIDE EQUAL EMPLOYMENT DATABASE SYSTEM (CEEDS)
 WORKFORCE COMPOSITION SUMMARY
 AS OF DECEMBER 31, 2004

REPORT: PBUTNO31_2004
 SOURCE: NYCDCAS

GRAND TOTAL OF CITY AGENCIES

JOB GRP	MALE						FEMALE						OTHR	TOTAL
	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN	WHITE	BLACK	HSPN	ASIAN	NATIVE AMER	UKWN		
GRAND TOTAL	49643	21344	14054	4573	290	434	10826	33371	10501	2374	475	428	185	148498
%TAGE	33%	14%	9%	3%	<1%	<1%	7%	22%	7%	2%	<1%	<1%	<1%	100%

Total City Workforce 2001 - 2004



The following groups represent less than 1% of the City's Total Workforce: Native American (Male/Female); Other (Male/Female); Unknown (Male/Female)

APPENDIX E

New York City Workforce by Race and Gender of Select Job Groups

CALENDAR YEAR 2004

ADMINISTRATORS (JOB GROUP 001)

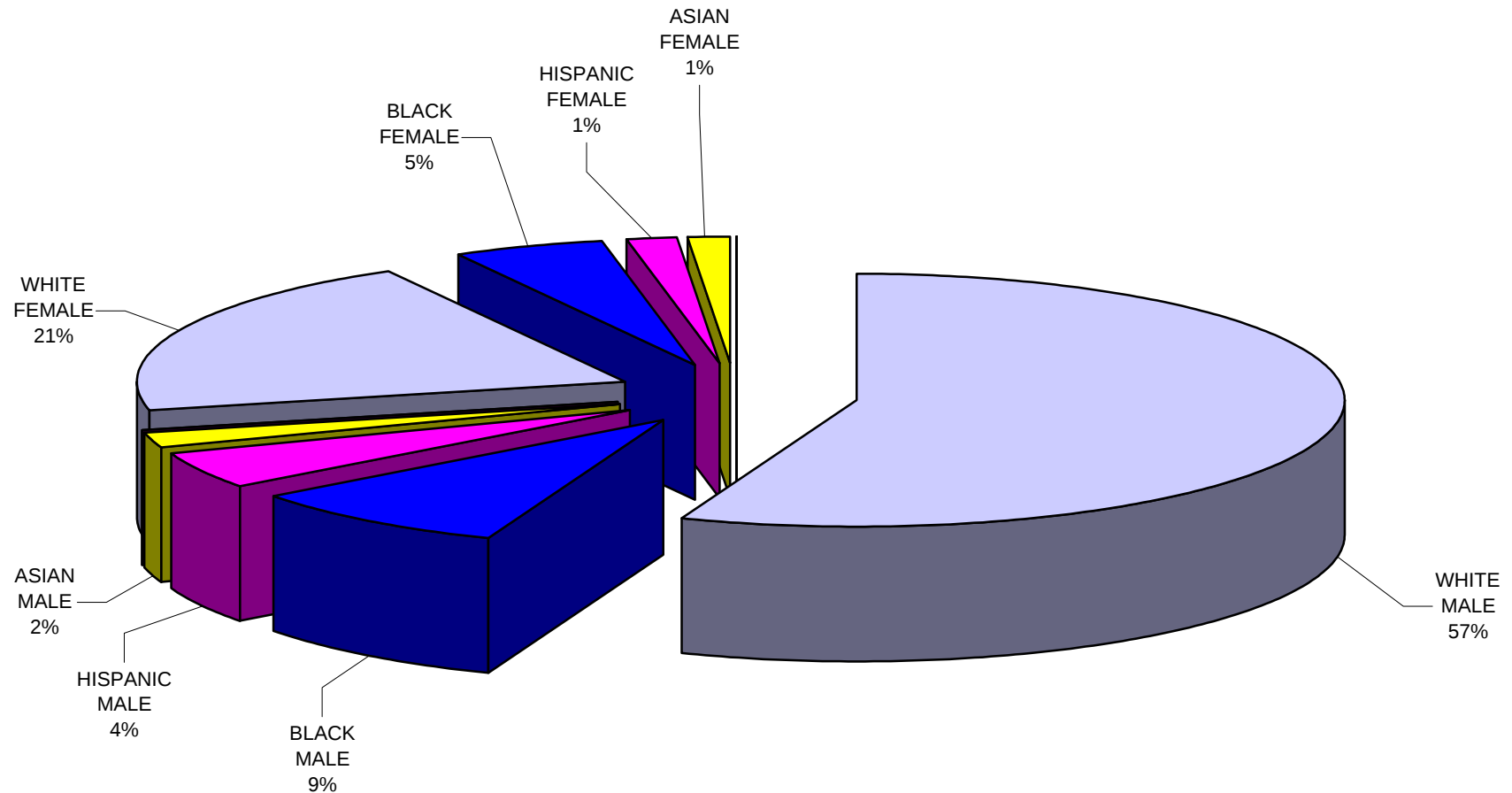
	WHITE MALE	BLACK MALE	HISPANIC MALE	ASIAN MALE	NATIVE AMERICAN MALE	UNKNOWN MALE	WHITE FEMALE	BLACK FEMALE	HISPANIC FEMALE	ASIAN FEMALE	NATIVE AMERICAN FEMALE	UNKNOWN FEMALE	OTHER	TOTAL
TOTAL	113	18	9	4	0	0	42	10	3	3	0	1	0	203
PERCENTAGE	56%	9%	4%	2%	0%	0%	21%	5%	1%	1%	0%	<1%	0%	100%

Source: New York City Department of Citywide Administrative Services
Percentages have been rounded to the nearest whole number

New York City Workforce by Race and Gender of Select Job Groups

CALENDAR YEAR 2004

ADMINISTRATORS (JOB GROUP 001)



Source: New York City Department of Citywide Administrative Services
Percentages have been rounded to the nearest whole number

New York City Workforce by Race and Gender of Select Job Groups

CALENDAR YEAR 2004

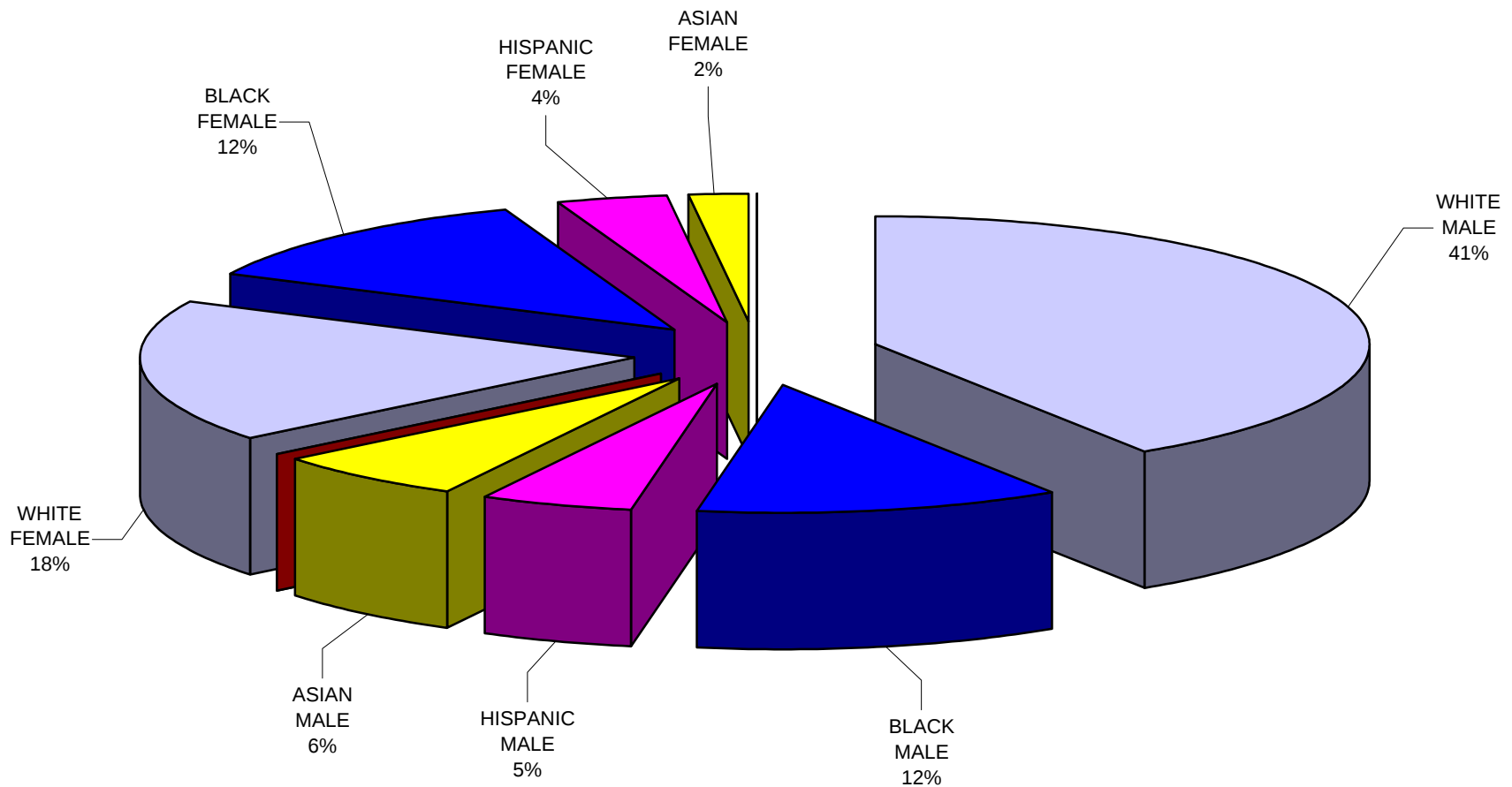
MANAGERS (JOB GROUP 002)

	WHITE MALE	BLACK MALE	HISPANIC MALE	ASIAN MALE	NATIVE AMERICAN MALE	UNKNOWN MALE	WHITE FEMALE	BLACK FEMALE	HISPANIC FEMALE	ASIAN FEMALE	NATIVE AMERICAN FEMALE	UNKNOWN FEMALE	OTHER	TOTAL
TOTAL	1934	567	236	303	7	8	859	583	166	93	2	1	2	4761
PERCENTAGE	41%	12%	5%	6%	<1%	<1%	18%	12%	3%	2%	<1%	<1%	<1%	100%

Source: New York City Department of Citywide Administrative Services
Percentages have been rounded to the nearest whole number

New York City Workforce by Race and Gender of Select Job Groups
CALENDAR YEAR 2004

MANAGERS (JOB GROUP 002)



Source: New York City Department of Citywide Administrative Services
Percentages have been rounded to the nearest whole number

New York City Workforce by Race and Gender of Select Job Groups

CALENDAR YEAR 2004

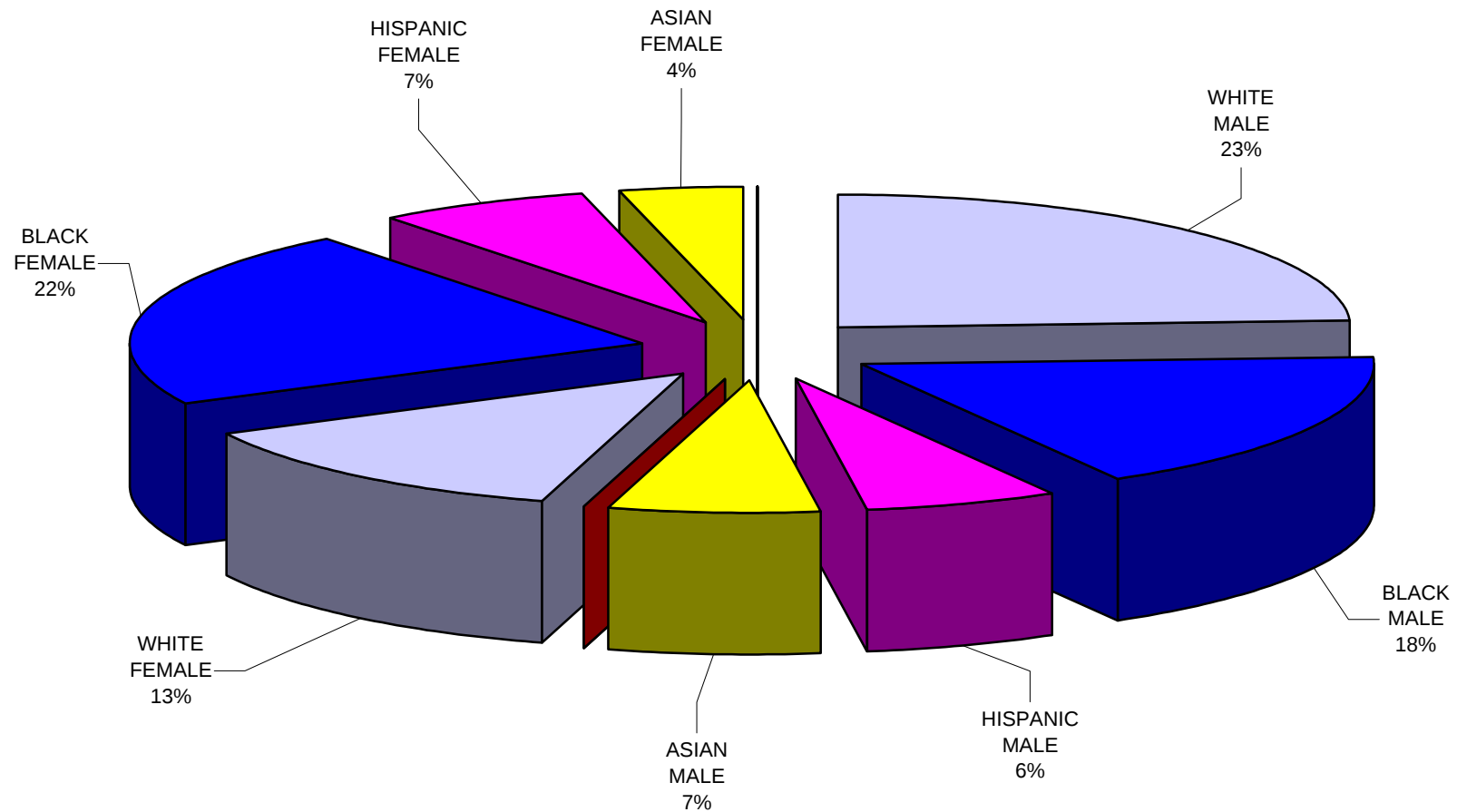
MANAGEMENT SPECIALISTS (JOB GROUP 003)

	WHITE MALE	BLACK MALE	HISPANIC MALE	ASIAN MALE	NATIVE AMERICAN MALE	UNKNOWN MALE	WHITE FEMALE	BLACK FEMALE	HISPANIC FEMALE	ASIAN FEMALE	NATIVE AMERICAN FEMALE	UNKNOWN FEMALE	OTHER	TOTAL
TOTAL	1928	1395	486	541	8	8	1033	1747	528	313	5	8	6	8006
PERCENTAGE	24%	17%	6%	7%	<1%	<1%	13%	22%	7%	4%	<1%	<1%	<1%	100%

Source: New York City Department of Citywide Administrative Services
Percentages have been rounded to the nearest whole number

New York City Workforce by Race and Gender of Select Job Groups
CALENDAR YEAR 2004

MANAGEMENT SPECIALISTS (003)



Source: New York City Department of Citywide Administrative Services
Percentages have been rounded to the nearest whole number

New York City Workforce by Race and Gender of Select Job Groups

CALENDAR YEAR 2004

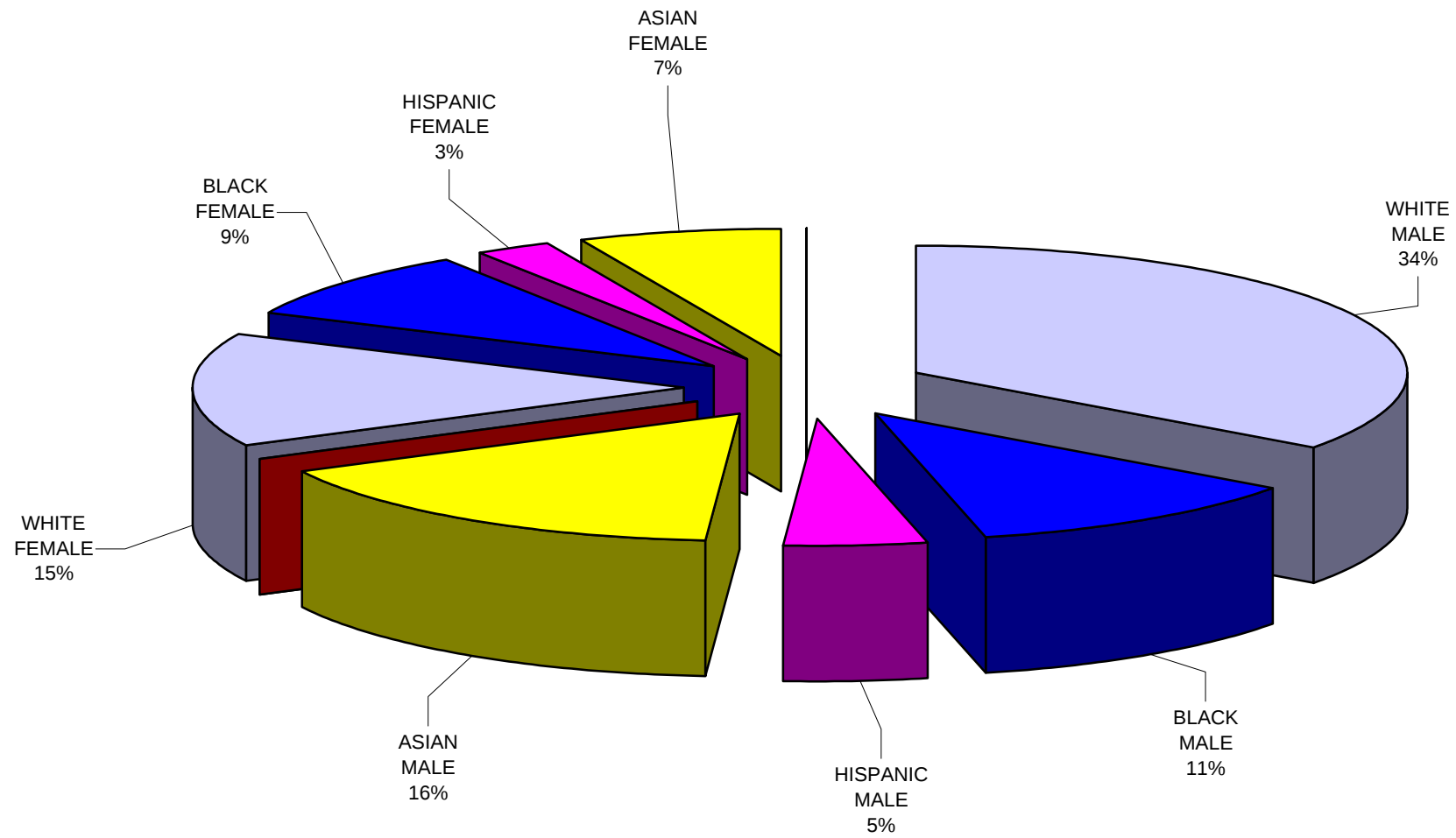
SCIENCE PROFESSIONALS (JOB GROUP 004)

	WHITE MALE	BLACK MALE	HISPANIC MALE	ASIAN MALE	NATIVE AMERICAN MALE	UNKNOWN MALE	WHITE FEMALE	BLACK FEMALE	HISPANIC FEMALE	ASIAN FEMALE	NATIVE AMERICAN FEMALE	UNKNOWN FEMALE	OTHER	TOTAL
TOTAL	1651	533	233	770	6	10	686	409	128	311	2	5	0	4744
PERCENTAGE	35%	11%	5%	16%	<1%	<1%	14%	9%	3%	7%	<1%	<1%	0%	100%

Source: New York City Department of Citywide Administrative Services
Percentages have been rounded to the nearest whole number

New York City Workforce by Race and Gender of Select Job Groups
CALENDAR YEAR 2004

SCIENCE PROFESSIONALS (JOB GROUP 004)



Source: New York City Department of Citywide Administrative Services
Percentages have been rounded to the nearest whole number

New York City Workforce by Race and Gender of Select Job Groups

CALENDAR YEAR 2004

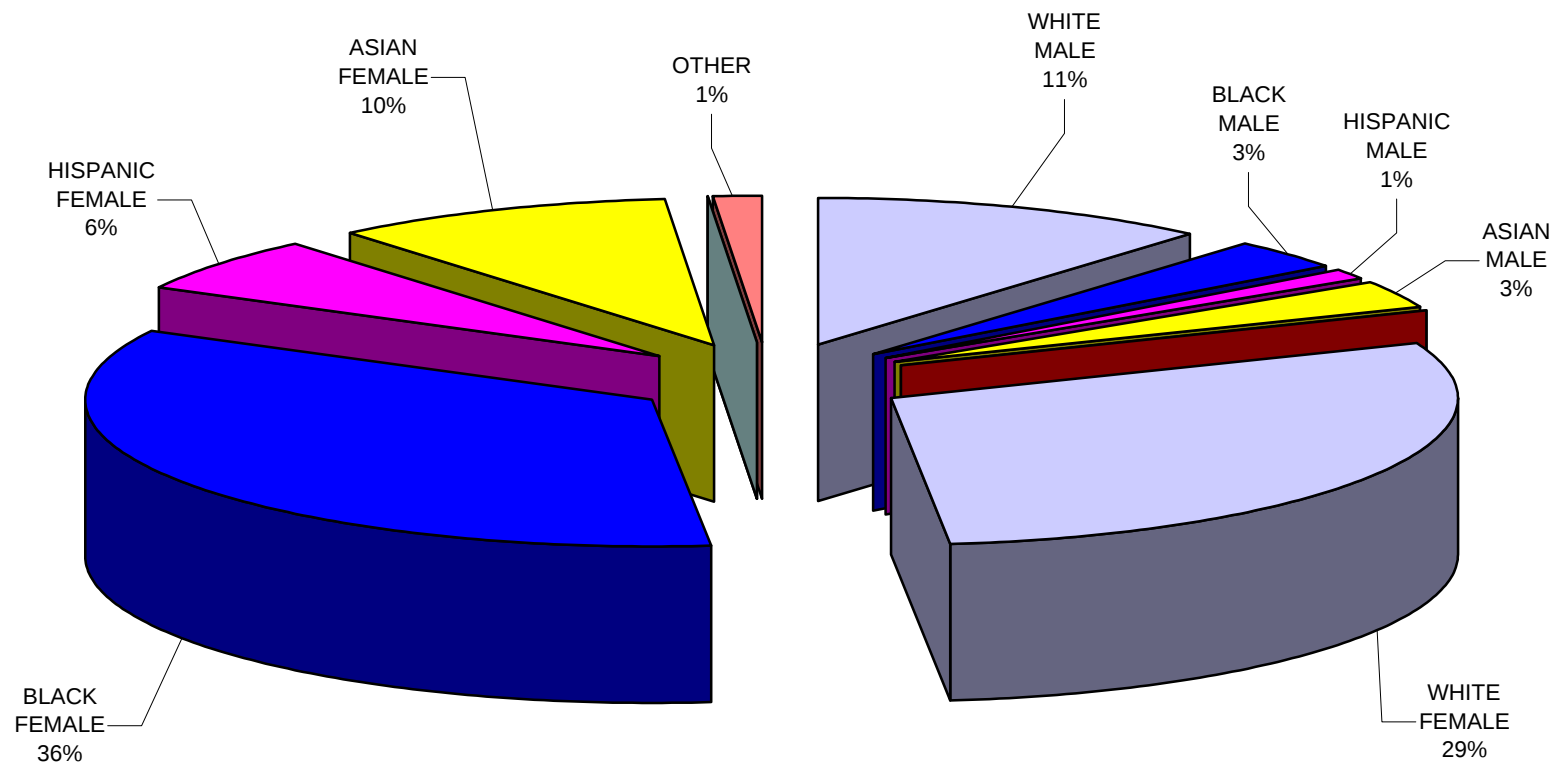
HEALTH PROFESSIONALS (JOB GROUP 005)

	WHITE MALE	BLACK MALE	HISPANIC MALE	ASIAN MALE	NATIVE AMERICAN MALE	UNKNOWN MALE	WHITE FEMALE	BLACK FEMALE	HISPANIC FEMALE	ASIAN FEMALE	NATIVE AMERICAN FEMALE	UNKNOWN FEMALE	OTHER	TOTAL
TOTAL	142	42	12	37	0	0	365	428	75	121	1	1	18	1242
PERCENTAGE	11%	3%	1%	3%	0%	0%	29%	34%	6%	10%	<1%	<1%	1%	100%

Source: New York City Department of Citywide Administrative Services
Percentages have been rounded to the nearest whole number

New York City Workforce by Race and Gender of Select Job Groups CALENDAR YEAR 2004

HEALTH PROFESSIONALS (JOB GROUP 005)



Source: New York City Department of Citywide Administrative Services
Percentages have been rounded to the nearest whole number

New York City Workforce by Race and Gender of Select Job Groups

CALENDAR YEAR 2004

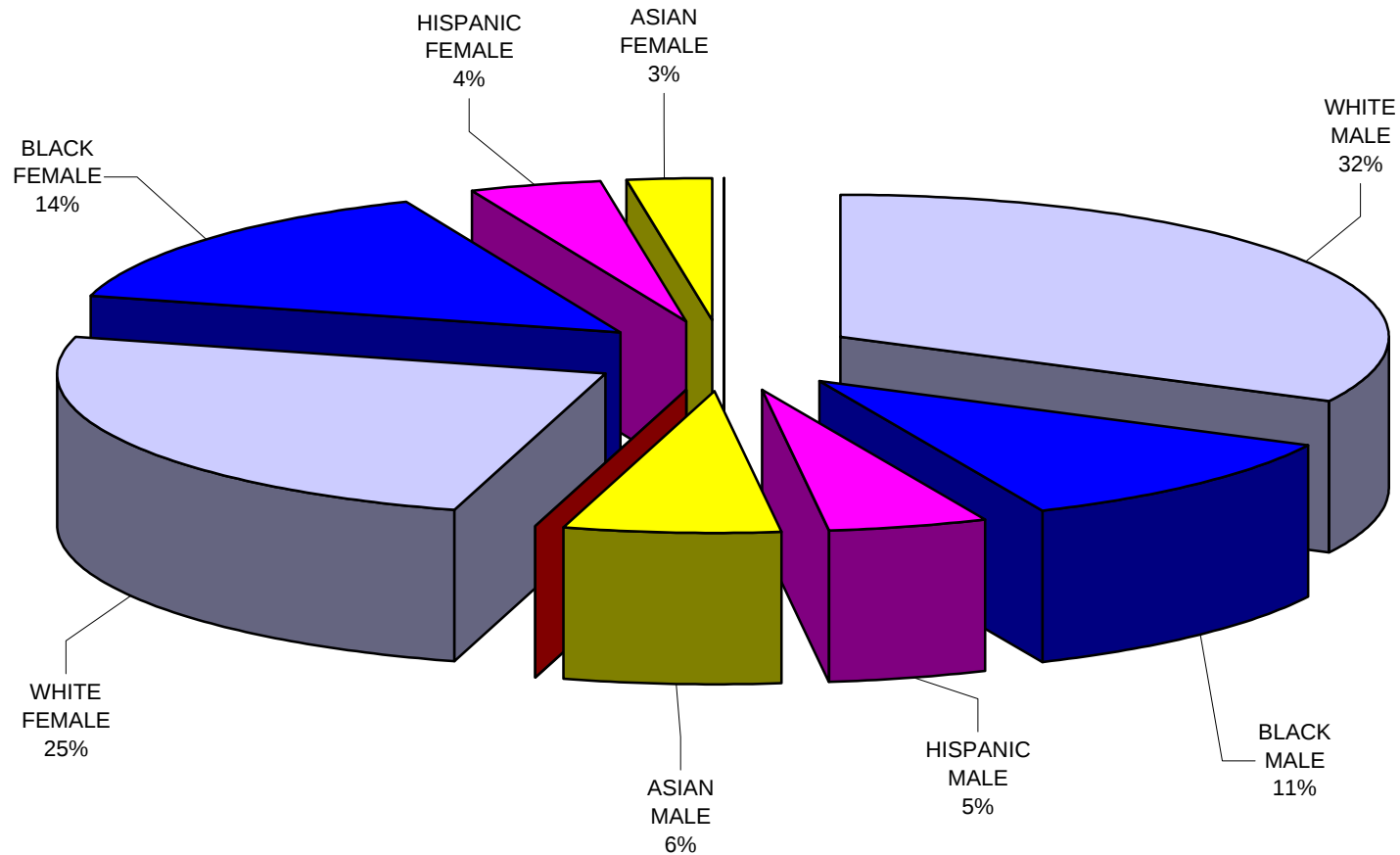
SOCIAL SCIENTISTS (JOB GROUP 006)

	WHITE MALE	BLACK MALE	HISPANIC MALE	ASIAN MALE	NATIVE AMERICAN MALE	UNKNOWN MALE	WHITE FEMALE	BLACK FEMALE	HISPANIC FEMALE	ASIAN FEMALE	NATIVE AMERICAN FEMALE	UNKNOWN FEMALE	OTHER	TOTAL
TOTAL	169	57	24	33	0	0	129	75	20	13	0	0	0	520
PERCENTAGE	33%	11%	5%	6%	0%	0%	25%	14%	4%	3%	0%	0%	0%	100%

Source: New York City Department of Citywide Administrative Services
Percentages have been rounded to the nearest whole number

New York City Workforce by Race and Gender of Select Job Groups
CALENDAR YEAR 2004

SOCIAL SCIENTISTS (JOB GROUP 006)



Source: New York City Department of Citywide Administrative Services
Percentages have been rounded to the nearest whole number

New York City Workforce by Race and Gender of Select Job Groups

CALENDAR YEAR 2004

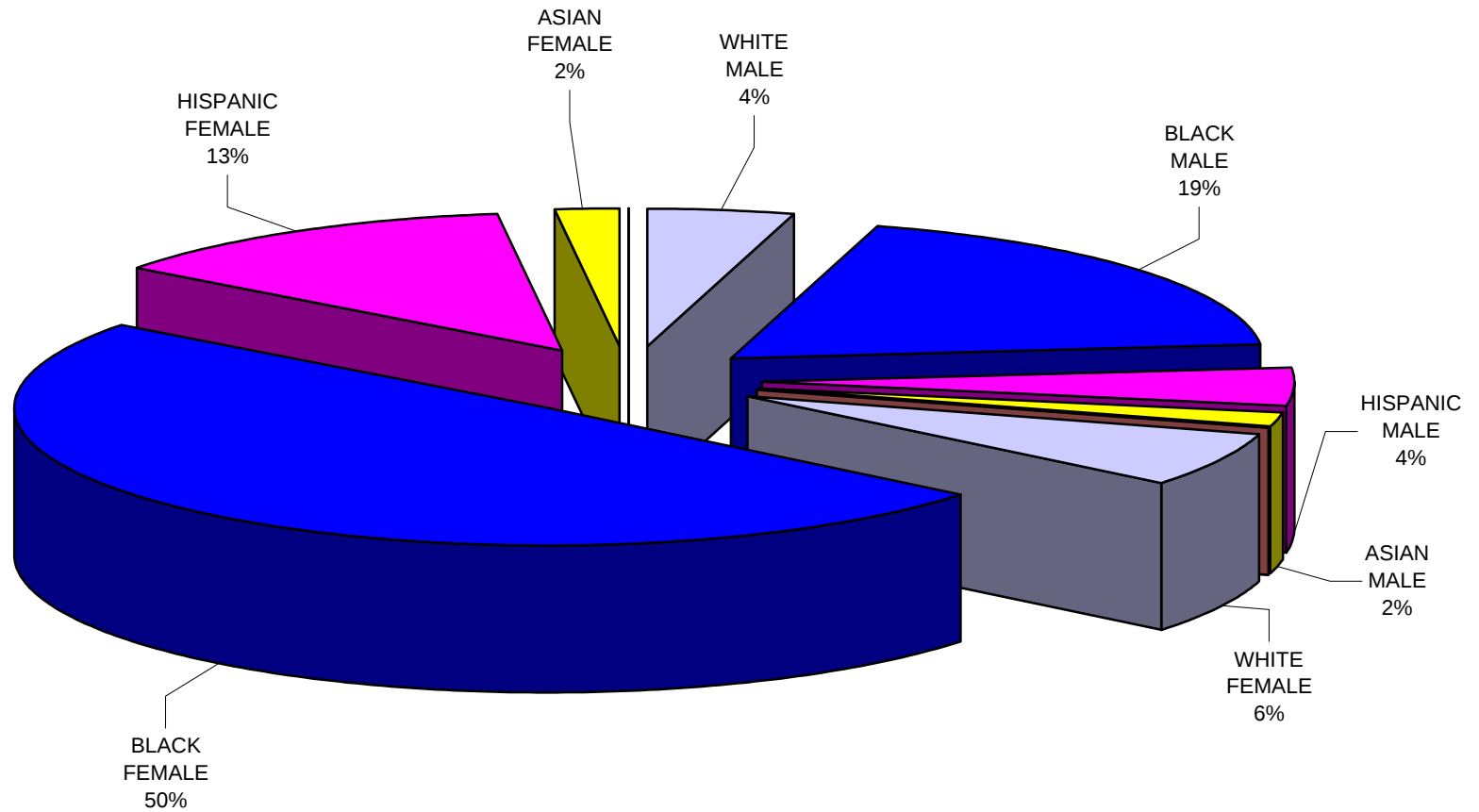
SOCIAL WORKERS (JOB GROUP 007)

	WHITE MALE	BLACK MALE	HISPANIC MALE	ASIAN MALE	NATIVE AMERICAN MALE	UNKNOWN MALE	WHITE FEMALE	BLACK FEMALE	HISPANIC FEMALE	ASIAN FEMALE	NATIVE AMERICAN FEMALE	UNKNOWN FEMALE	OTHER	TOTAL
TOTAL	586	2455	574	230	7	4	832	6435	1652	268	24	3	4	13074
PERCENTAGE	4%	19%	4%	2%	<1%	<1%	6%	49%	13%	2%	<1%	<1%	<1%	100%

Source: New York City Department of Citywide Administrative Services
Percentages have been rounded to the nearest whole number

New York City Workforce by Race and Gender of Select Job Groups
CALENDAR YEAR 2004

SOCIAL WORKERS (JOB GROUP 007)



Source: New York City Department of Citywide Administrative Services
Percentages have been rounded to the nearest whole number

New York City Workforce by Race and Gender of Select Job Groups

CALENDAR YEAR 2004

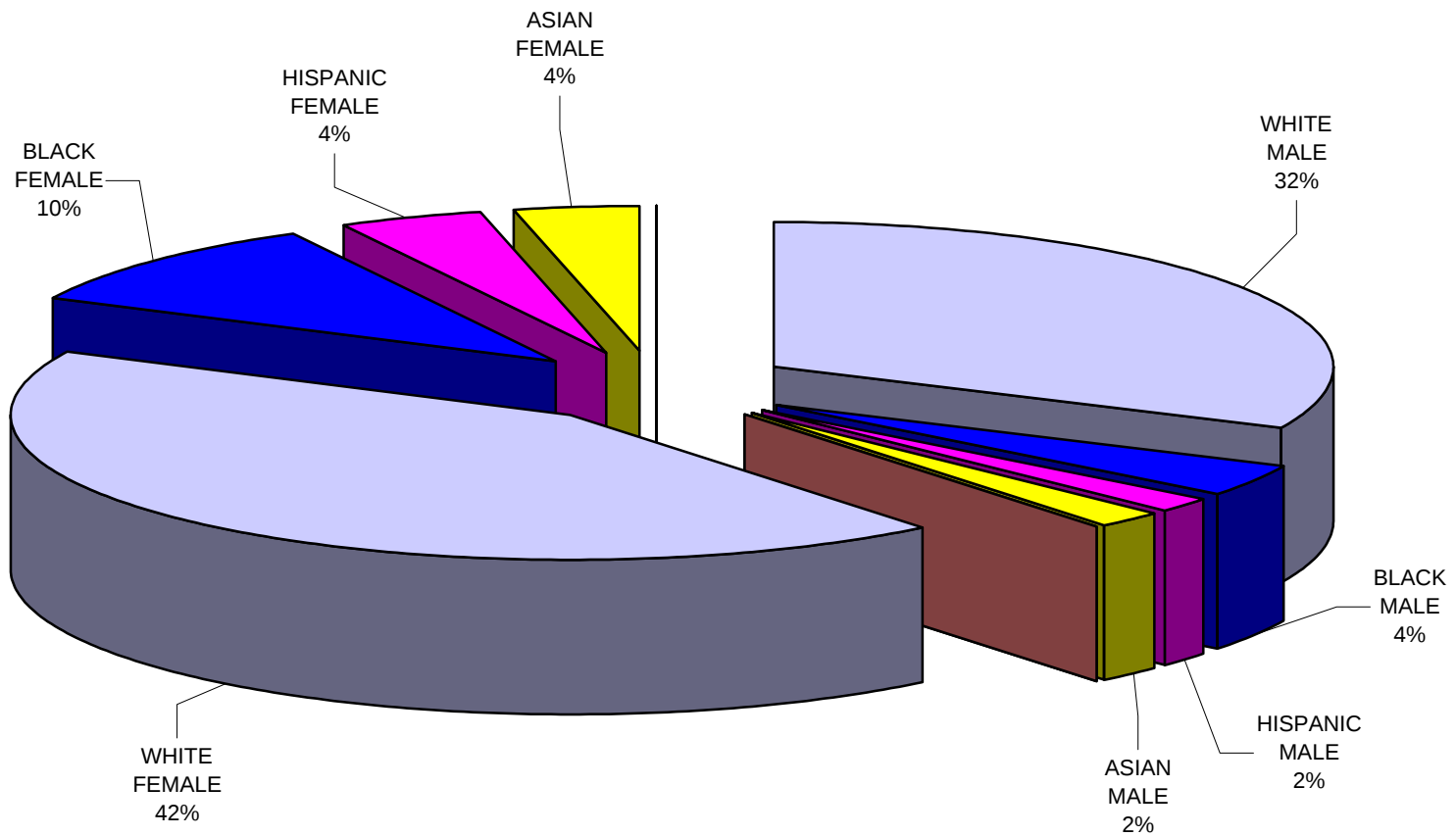
LAWYERS (JOB GROUP 008)

	WHITE MALE	BLACK MALE	HISPANIC MALE	ASIAN MALE	NATIVE AMERICAN MALE	UNKNOWN MALE	WHITE FEMALE	BLACK FEMALE	HISPANIC FEMALE	ASIAN FEMALE	NATIVE AMERICAN FEMALE	UNKNOWN FEMALE	OTHER	TOTAL
TOTAL	508	58	26	34	0	1	685	156	68	58	1	2	1	1598
PERCENTAGE	32%	4%	2%	2%	0%	<1%	43%	10%	4%	4%	<1%	<1%	<1%	100%

Source: New York City Department of Citywide Administrative Services
Percentages have been rounded to the nearest whole number

New York City Workforce by Race and Gender of Select Job Groups CALENDAR YEAR 2004

LAWYERS (008)



Source: New York City Department of Citywide Administrative Services
Percentages have been rounded to the nearest whole number

New York City Workforce by Race and Gender of Select Job Groups

CALENDAR YEAR 2004

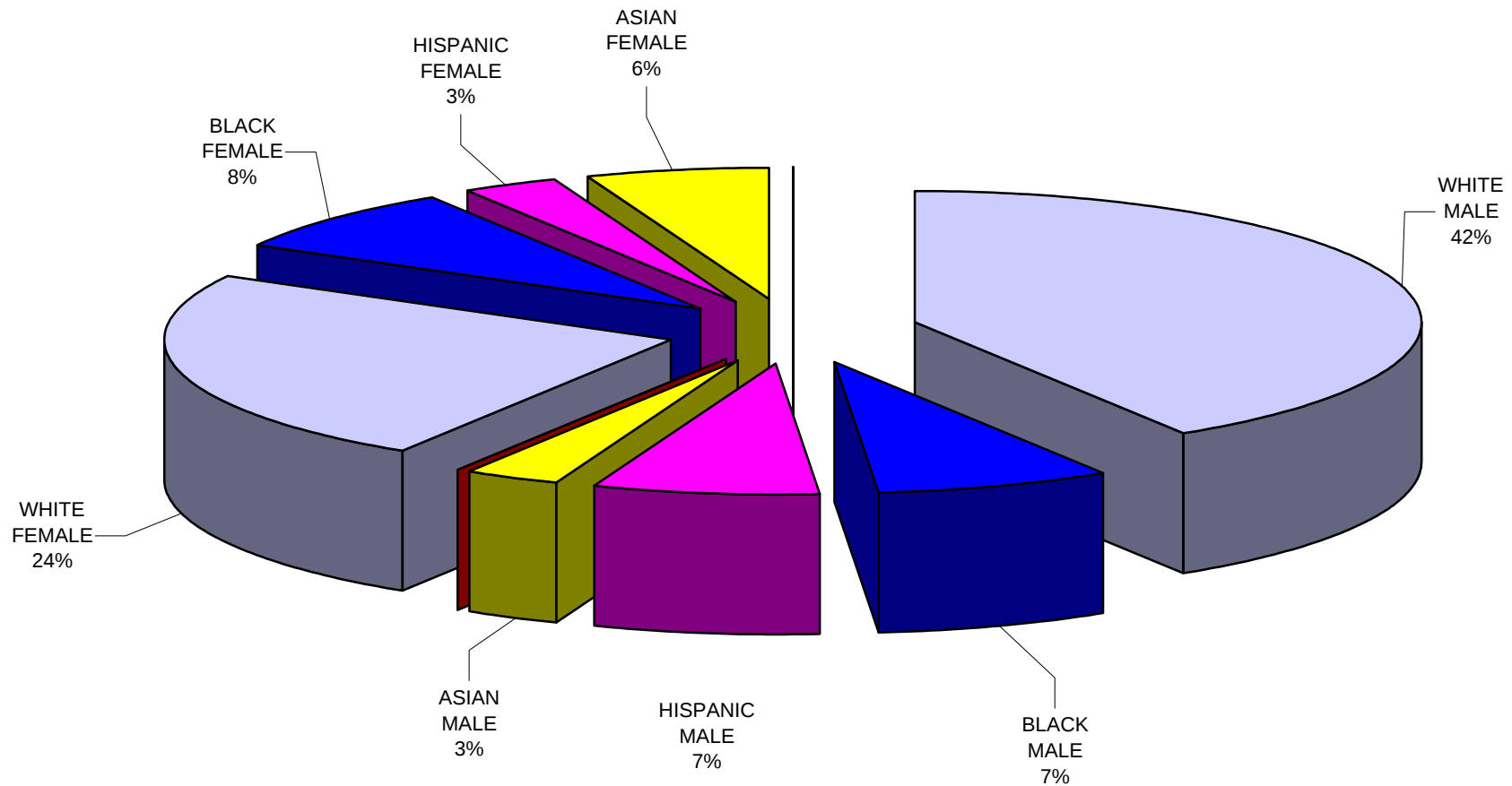
PUBLIC RELATIONS (JOB GROUP 009)

	WHITE MALE	BLACK MALE	HISPANIC MALE	ASIAN MALE	NATIVE AMERICAN MALE	UNKNOWN MALE	WHITE FEMALE	BLACK FEMALE	HISPANIC FEMALE	ASIAN FEMALE	NATIVE AMERICAN FEMALE	UNKNOWN FEMALE	OTHER	TOTAL
TOTAL	56	10	10	4	0	0	33	11	4	8	0	0	0	136
PERCENTAGE	41%	7%	7%	3%	0%	0%	24%	8%	3%	6%	0%	0%	0%	100%

Source: New York City Department of Citywide Administrative Services
Percentages have been rounded to the nearest whole number

New York City Workforce by Race and Gender of Select Job Groups
CALENDAR YEAR 2004

PUBLIC RELATIONS (JOB GROUP 009)



Source: New York City Department of Citywide Administrative Services
Percentages have been rounded to the nearest whole number

New York City Workforce by Race and Gender of Select Job Groups

CALENDAR YEAR 2004

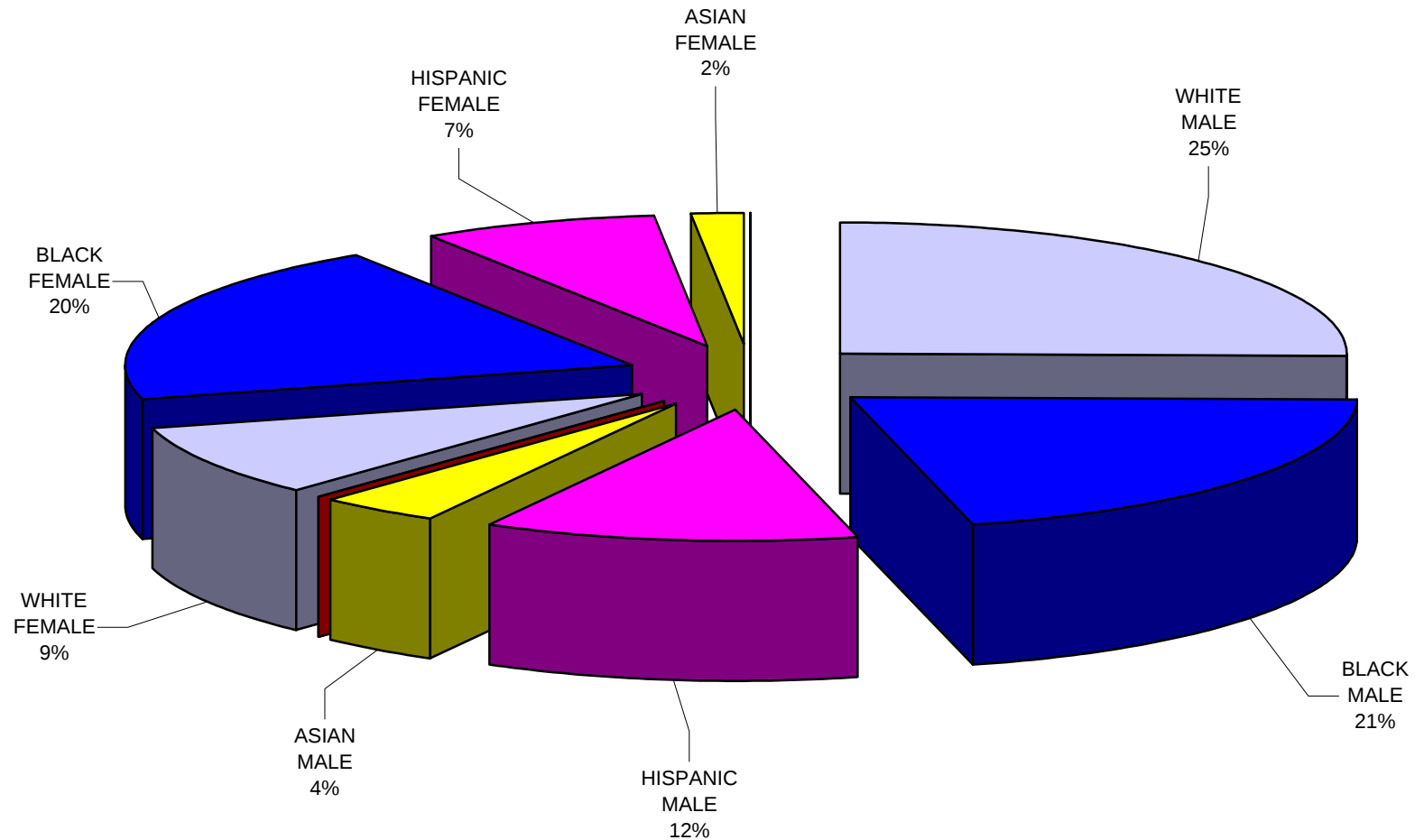
TECHNICIANS (JOB GROUP 010)

	WHITE MALE	BLACK MALE	HISPANIC MALE	ASIAN MALE	NATIVE AMERICAN MALE	UNKNOWN MALE	WHITE FEMALE	BLACK FEMALE	HISPANIC FEMALE	ASIAN FEMALE	NATIVE AMERICAN FEMALE	UNKNOWN FEMALE	OTHER	TOTAL
TOTAL	1433	1169	671	233	6	8	496	1136	418	93	14	1	11	5689
PERCENTAGE	25%	21%	12%	4%	<1%	<1%	9%	20%	7%	2%	<1%	<1%	<1%	100%

Source: New York City Department of Citywide Administrative Services
Percentages have been rounded to the nearest whole number

New York City Workforce by Race and Gender of Select Job Groups
CALENDAR YEAR 2004

TECHNICIANS (JOB GROUP 010)



Source: New York City Department of Citywide Administrative Services
Percentages have been rounded to the nearest whole number

New York City Workforce by Race and Gender of Select Job Groups

CALENDAR YEAR 2004

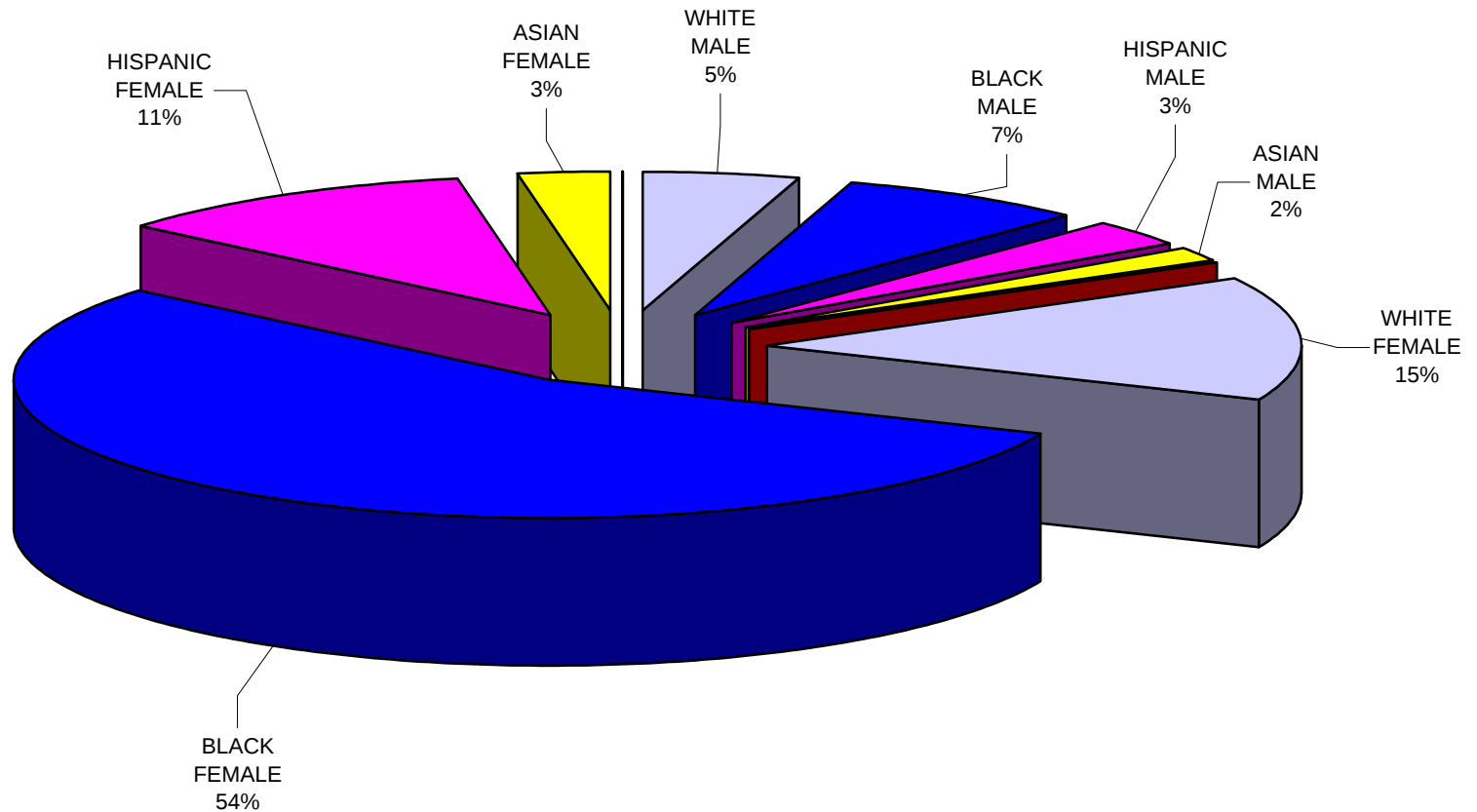
CLERICAL SUPERVISORS (JOB GROUP 012)

	WHITE MALE	BLACK MALE	HISPANIC MALE	ASIAN MALE	NATIVE AMERICAN MALE	UNKNOWN MALE	WHITE FEMALE	BLACK FEMALE	HISPANIC FEMALE	ASIAN FEMALE	NATIVE AMERICAN FEMALE	UNKNOWN FEMALE	OTHER	TOTAL
TOTAL	269	412	170	95	1	0	813	3046	628	149	27	8	3	5621
PERCENTAGE	5%	7%	3%	2%	<1%	0%	14%	54%	11%	3%	<1%	<1%	<1%	100%

Source: New York City Department of Citywide Administrative Services
Percentages have been rounded to the nearest whole number

New York City Workforce by Race and Gender of Select Job Groups
CALENDAR YEAR 2004

CLERICAL SUPERVISORS (JOB GROUP 012)



Source: New York City Department of Citywide Administrative Services
Percentages have been rounded to the nearest whole number

New York City Workforce by Race and Gender of Select Job Groups

CALENDAR YEAR 2004

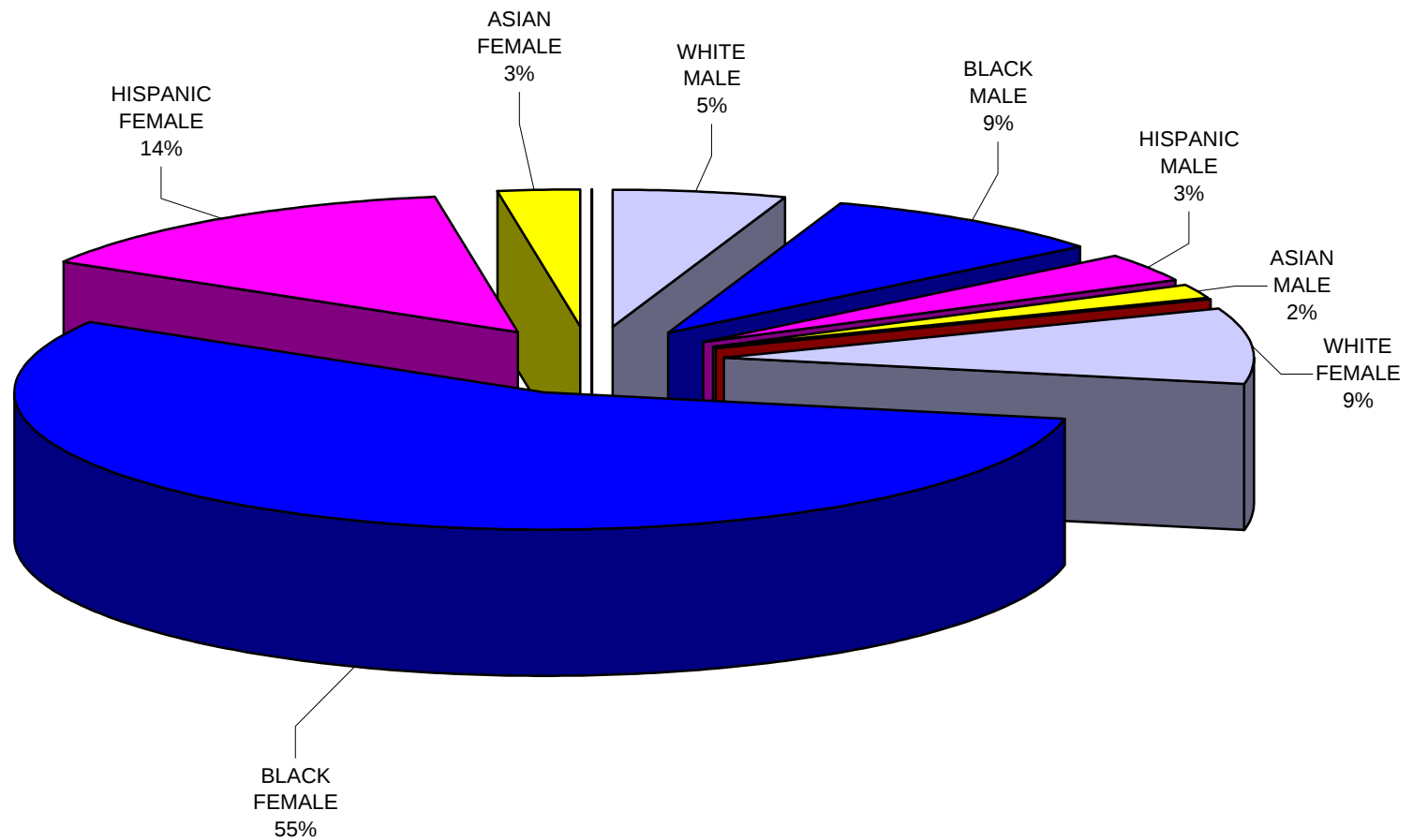
CLERICAL (JOB GROUP 013)

	WHITE MALE	BLACK MALE	HISPANIC MALE	ASIAN MALE	NATIVE AMERICAN MALE	UNKNOWN MALE	WHITE FEMALE	BLACK FEMALE	HISPANIC FEMALE	ASIAN FEMALE	NATIVE AMERICAN FEMALE	UNKNOWN FEMALE	OTHER	TOTAL
TOTAL	610	1074	372	192	5	2	1066	6546	1633	306	48	17	25	11896
PERCENTAGE	5%	9%	3%	2%	<1%	<1%	9%	55%	14%	3%	<1%	<1%	<1%	100%

Source: New York City Department of Citywide Administrative Services
Percentages have been rounded to the nearest whole number

New York City Workforce by Race and Gender of Select Job Groups
CALENDAR YEAR 2004

CLERICAL (JOB GROUP 013)



Source: New York City Department of Citywide Administrative Services
Percentages have been rounded to the nearest whole number

New York City Workforce by Race and Gender of Select Job Groups

CALENDAR YEAR 2004

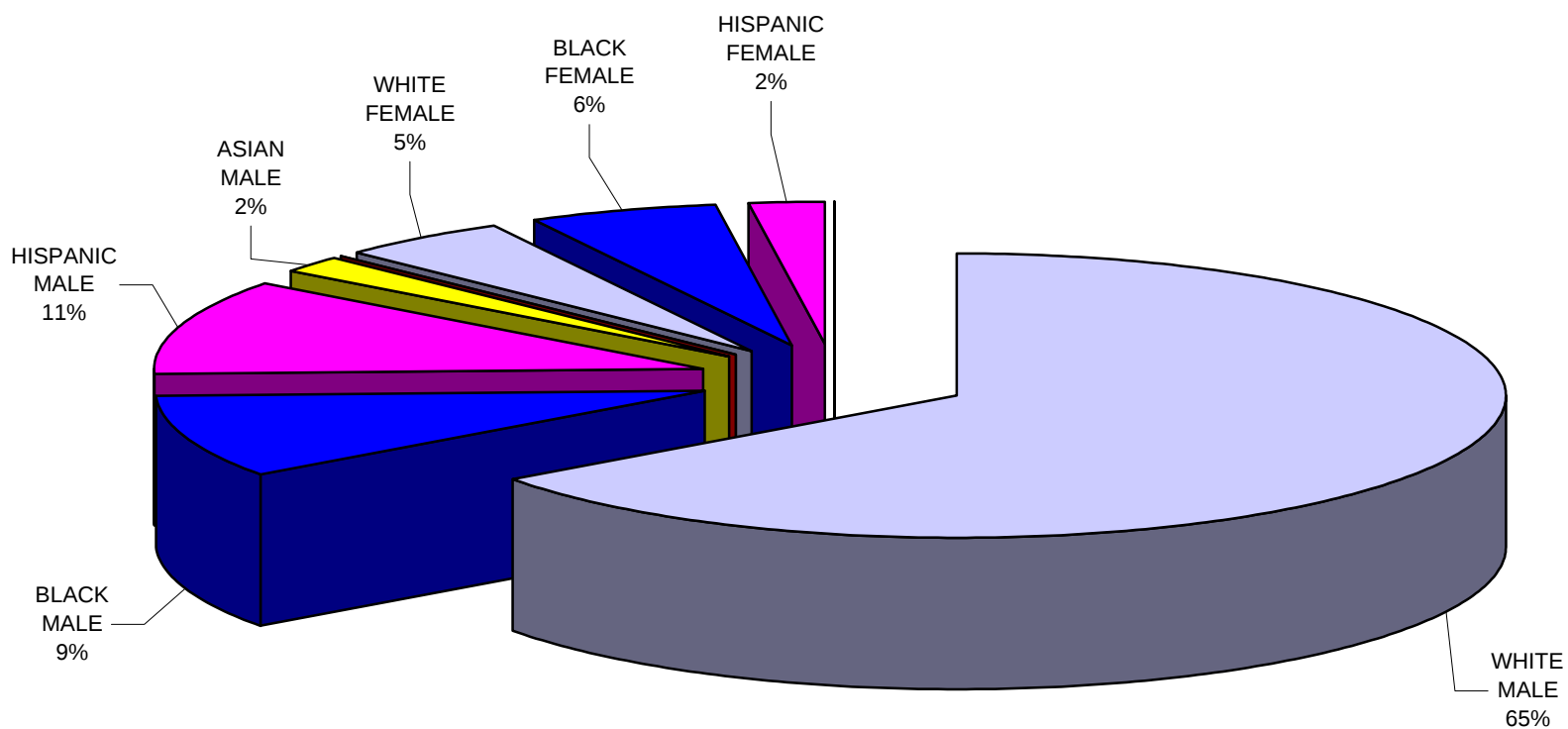
POLICE SUPERVISORS (JOB GROUP 015)

	WHITE MALE	BLACK MALE	HISPANIC MALE	ASIAN MALE	NATIVE AMERICAN MALE	UNKNOWN MALE	WHITE FEMALE	BLACK FEMALE	HISPANIC FEMALE	ASIAN FEMALE	NATIVE AMERICAN FEMALE	UNKNOWN FEMALE	OTHER	TOTAL
TOTAL	5132	739	857	149	10	11	387	453	165	16	8	8	4	7939
PERCENTAGE	65%	9%	11%	2%	<1%	<1%	5%	6%	2%	<1%	<1%	<1%	<1%	100%

Source: New York City Department of Citywide Administrative Services
Percentages have been rounded to the nearest whole number

New York City Workforce by Race and Gender of Select Job Groups
CALENDAR YEAR 2004

POLICE SUPERVSORS (JOB GROUP 015)



Source: New York City Department of Citywide Administrative Services
Percentages have been rounded to the nearest whole number

New York City Workforce by Race and Gender of Select Job Groups

CALENDAR YEAR 2004

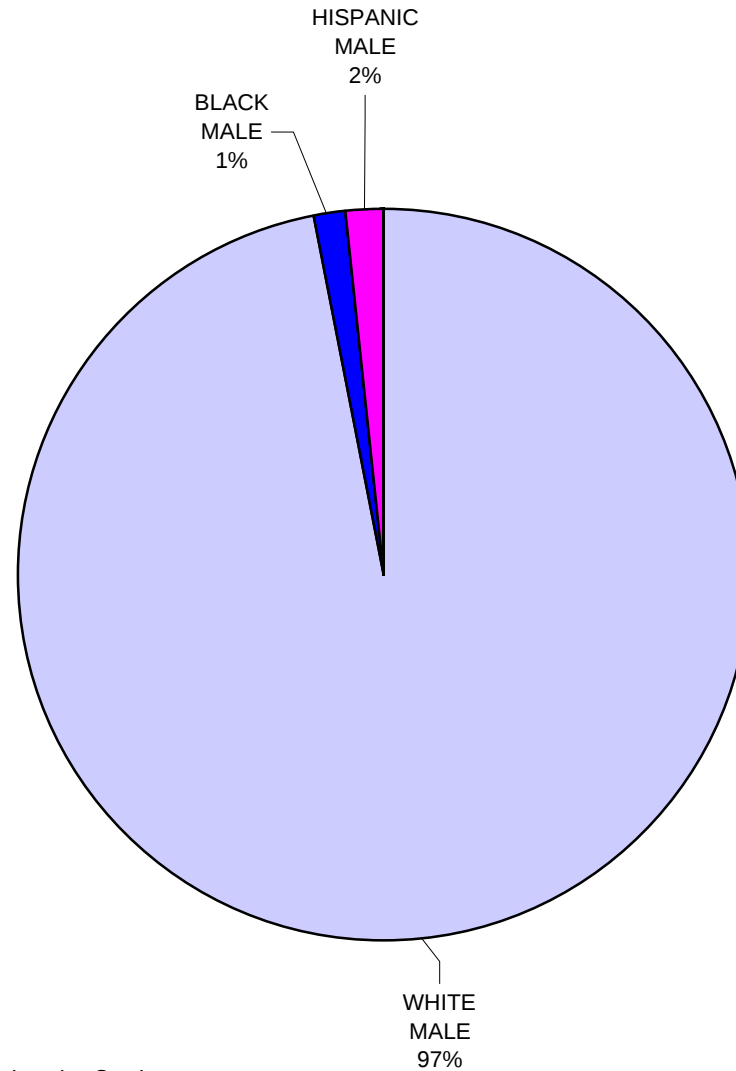
FIRE SUPERVISORS (JOB GROUP 016)

	WHITE MALE	BLACK MALE	HISPANIC MALE	ASIAN MALE	NATIVE AMERICAN MALE	UNKNOWN MALE	WHITE FEMALE	BLACK FEMALE	HISPANIC FEMALE	ASIAN FEMALE	NATIVE AMERICAN FEMALE	UNKNOWN FEMALE	OTHER	TOTAL
TOTAL	2313	33	38	1	4	1	3	1	0	0	0	0	0	2394
PERCENTAGE	97%	1%	2%	<1%	<1%	<1%	<1%	<1%	0%	0%	0%	0%	0%	100%

Source: New York City Department of Citywide Administrative Services
Percentages have been rounded to the nearest whole number

New York City Workforce by Race and Gender of Select Job Groups
CALENDAR YEAR 2004

FIRE SUPERVISORS (JOB GROUP 016)



Source: New York City Department of Citywide Administrative Services
Percentages have been rounded to the nearest whole number

New York City Workforce by Race and Gender of Select Job Groups

CALENDAR YEAR 2004

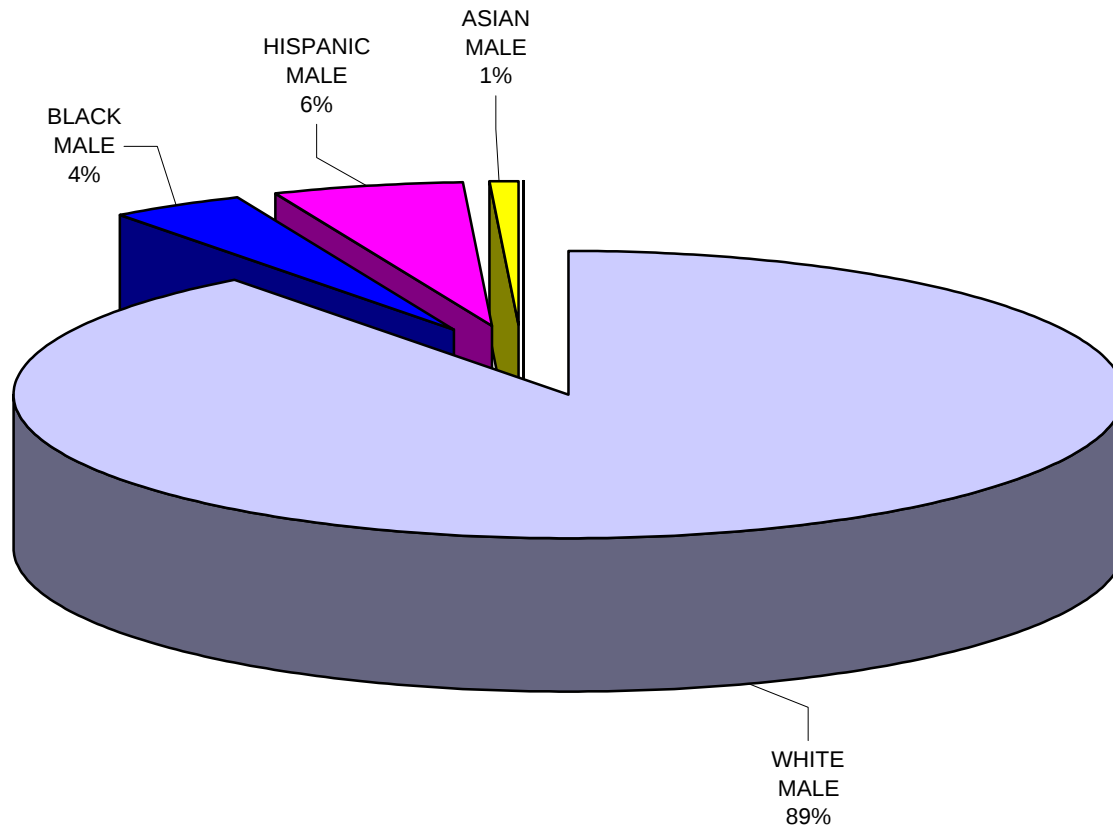
FIREFIGHTERS (JOB GROUP 017)

	WHITE MALE	BLACK MALE	HISPANIC MALE	ASIAN MALE	NATIVE AMERICAN MALE	UNKNOWN MALE	WHITE FEMALE	BLACK FEMALE	HISPANIC FEMALE	ASIAN FEMALE	NATIVE AMERICAN FEMALE	UNKNOWN FEMALE	OTHER	TOTAL
TOTAL	8004	329	495	80	10	6	21	8	4	0	1	0	2	8960
PERCENTAGE	89%	4%	6%	1%	<1%	<1%	<1%	<1%	<1%	0%	<1%	0%	<1%	100%

Source: New York City Department of Citywide Administrative Services
Percentages have been rounded to the nearest whole number

New York City Workforce by Race and Gender of Select Job Groups
CALENDAR YEAR 2004

FIREFIGHTERS (JOB GROUP 017)



Source: New York City Department of Citywide Administrative Services
Percentages have been rounded to the nearest whole number

New York City Workforce by Race and Gender of Select Job Groups

CALENDAR YEAR 2004

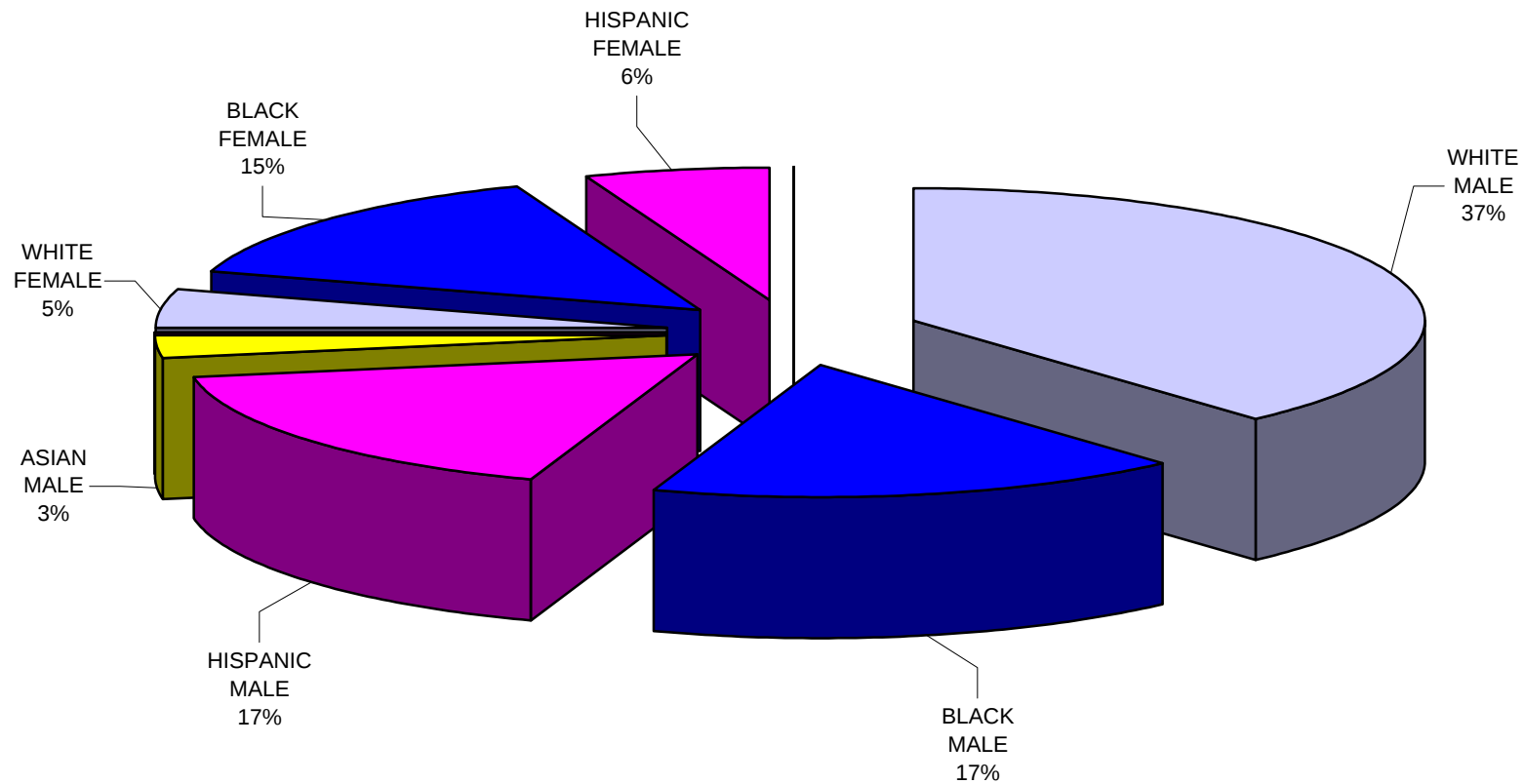
POLICE AND DETECTIVES (JOB GROUP 018)

	WHITE MALE	BLACK MALE	HISPANIC MALE	ASIAN MALE	NATIVE AMERICAN MALE	UNKNOWN MALE	WHITE FEMALE	BLACK FEMALE	HISPANIC FEMALE	ASIAN FEMALE	NATIVE AMERICAN FEMALE	UNKNOWN FEMALE	OTHER	TOTAL
TOTAL	14452	6380	6369	1019	63	47	1718	5497	2164	121	93	25	29	37977
PERCENTAGE	38%	17%	17%	3%	<1%	<1%	5%	14%	6%	<1%	<1%	<1%	<1%	100%

Source: New York City Department of Citywide Administrative Services
Percentages have been rounded to the nearest whole number

New York City Workforce by Race and Gender of Select Job Groups
CALENDAR YEAR 2004

POLICE AND DETECTIVES (JOB GROUP 018)



Source: New York City Department of Citywide Administrative Services
Percentages have been rounded to the nearest whole number

New York City Workforce by Race and Gender of Select Job Groups

CALENDAR YEAR 2004

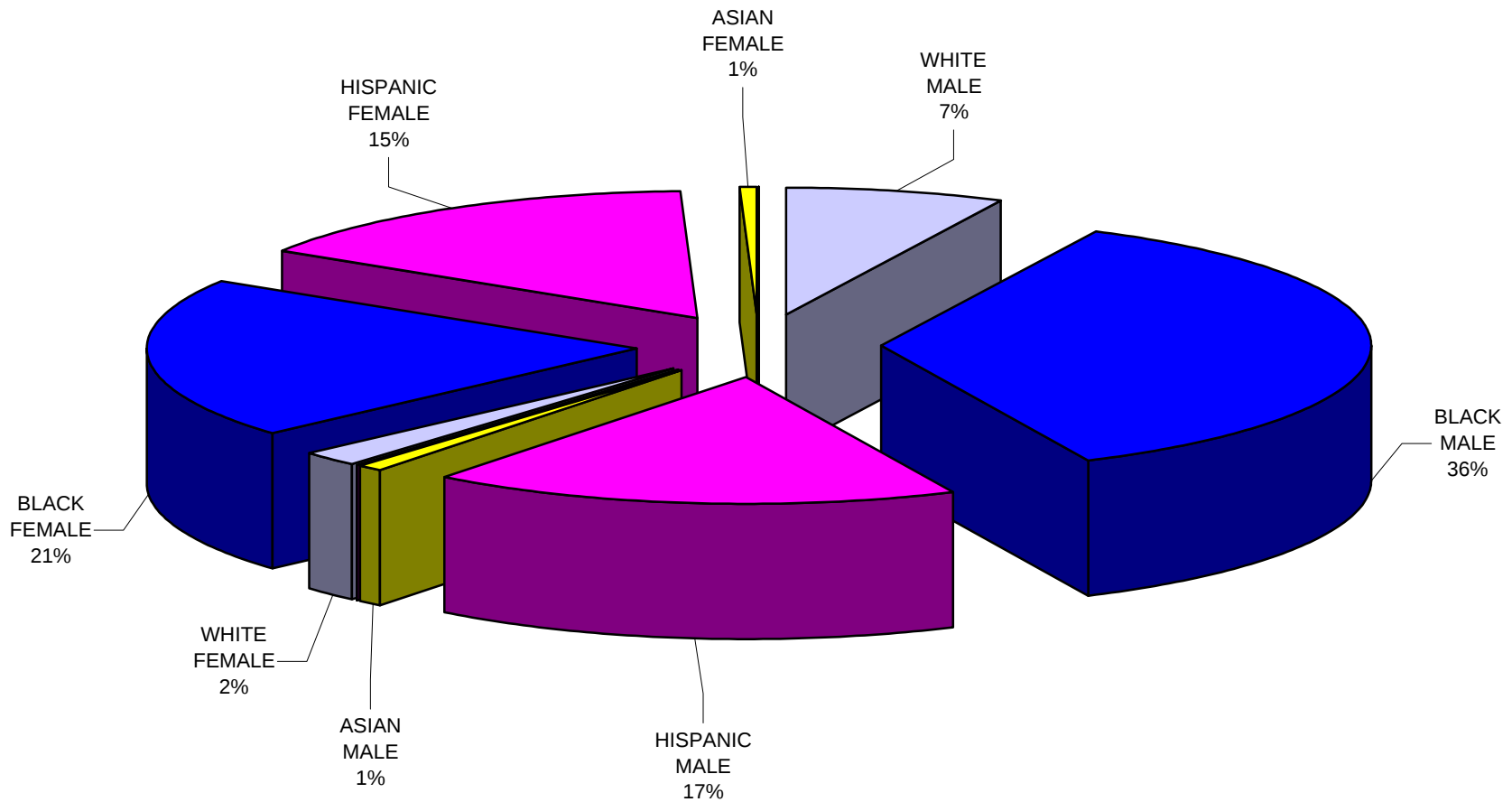
BUILDING SERVICES (JOB GROUP 022)

	WHITE MALE	BLACK MALE	HISPANIC MALE	ASIAN MALE	NATIVE AMERICAN MALE	UNKNOWN MALE	WHITE FEMALE	BLACK FEMALE	HISPANIC FEMALE	ASIAN FEMALE	NATIVE AMERICAN FEMALE	UNKNOWN FEMALE	OTHER	TOTAL
TOTAL	94	456	224	12	4	0	26	264	198	7	0	1	0	1286
PERCENTAGE	7%	35%	17%	1%	<1%	0%	2%	21%	15%	1%	0%	<1%	0%	100%

Source: New York City Department of Citywide Administrative Services
Percentages have been rounded to the nearest whole number

New York City Workforce by Race and Gender of Select Job Groups
CALENDAR YEAR 2004

BUILDING SERVICES (JOB GROUP 022)



Source: New York City Department of Citywide Administrative Services
Percentages have been rounded to the nearest whole number

New York City Workforce by Race and Gender of Select Job Groups

CALENDAR YEAR 2004

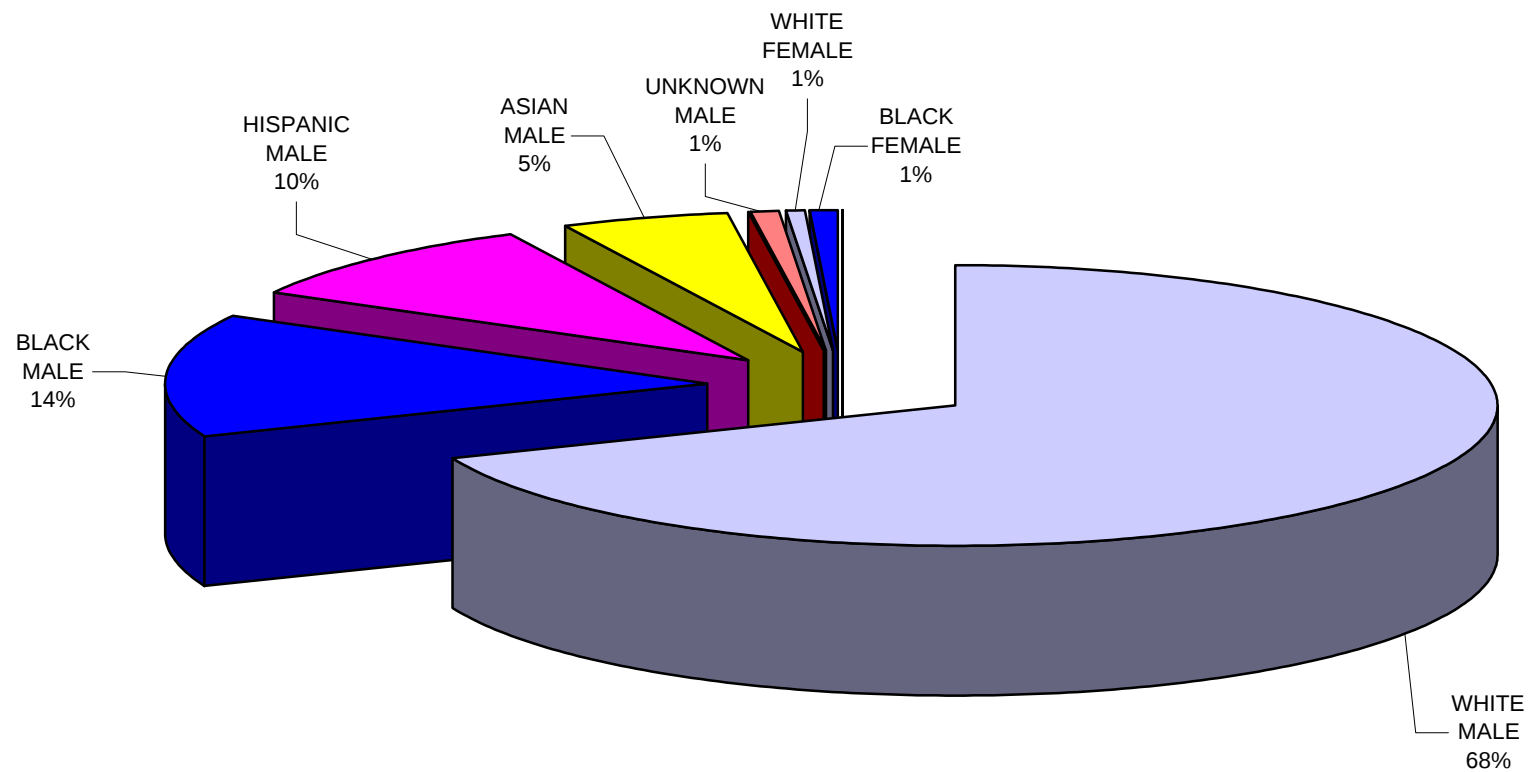
CRAFT (JOB GROUP 025)

	WHITE MALE	BLACK MALE	HISPANIC MALE	ASIAN MALE	NATIVE AMERICAN MALE	UNKNOWN MALE	WHITE FEMALE	BLACK FEMALE	HISPANIC FEMALE	ASIAN FEMALE	NATIVE AMERICAN FEMALE	UNKNOWN FEMALE	OTHER	TOTAL
TOTAL	4429	909	625	320	18	45	42	50	20	5	1	1	5	6470
PERCENTAGE	68%	14%	10%	5%	<1%	1%	1%	1%	<1%	<1%	<1%	<1%	<1%	100%

Source: New York City Department of Citywide Administrative Services
Percentages have been rounded to the nearest whole number

New York City Workforce by Race and Gender of Select Job Groups
CALENDAR YEAR 2004

CRAFT (JOB GROUP 025)



Source: New York City Department of Citywide Administrative Services
Percentages have been rounded to the nearest whole number

New York City Workforce by Race and Gender of Select Job Groups

CALENDAR YEAR 2004

LABORERS (JOB GROUP 028)

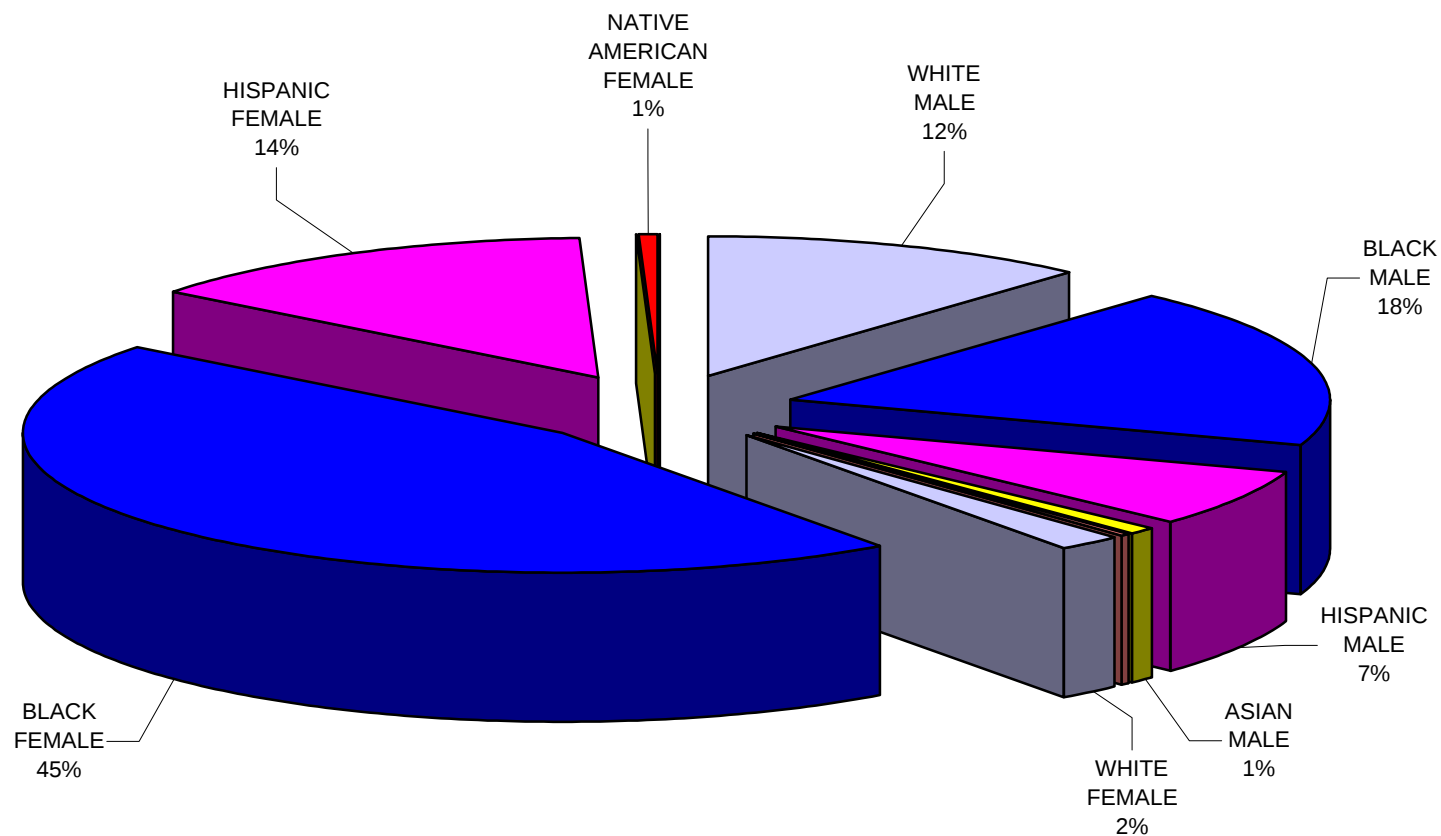
	WHITE MALE	BLACK MALE	HISPANIC MALE	ASIAN MALE	NATIVE AMERICAN MALE	UNKNOWN MALE	WHITE FEMALE	BLACK FEMALE	HISPANIC FEMALE	ASIAN FEMALE	NATIVE AMERICAN FEMALE	UNKNOWN FEMALE	OTHER	TOTAL
TOTAL	496	779	283	38	6	7	85	1918	586	19	27	0	12	4256
PERCENTAGE	12%	18%	7%	1%	<1%	0%	2%	45%	14%	<1%	1%	0%	<1%	100%

Source: New York City Department of Citywide Administrative Services
Percentages have been rounded to the nearest whole number

New York City Workforce by Race and Gender of Select Job Groups

CALENDAR YEAR 2004

LABORERS (JOB GROUP 028)



Source: New York City Department of Citywide Administrative Services
Percentages have been rounded to the nearest whole number