

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

RESOLUTION #05/01-004: Preliminary Determination Pursuant to the Audit of the Campaign Finance Board's (CFB) Equal Employment Opportunity Program from July 1, 2001 through December 31, 2003.

Whereas, pursuant to Chapter 36, Section 831(d)(2) of the New York City Charter, the Equal Employment Practices Commission (EEPC) is authorized to audit and evaluate the employment practices, programs, policies and procedures of city agencies and their efforts to insure fair and effective equal employment opportunity for minority group members and women, and to make recommendations to city agencies to insure equal employment opportunity for minority group members and women; and

Whereas, the Equal Employment Practices Commission audited the Campaign Finance Board's Equal Employment Opportunity Program; and

Whereas, in accordance with Chapter 36, Section 832(c) of the City Charter, the EEPC may make a preliminary determination pursuant to Section 831(d) that any plan, program, procedure, approach, measure or standard adopted or utilized by any city agency does not provide equal employment opportunity; Now, Therefore,

Be It Resolved,
that pursuant to the audit of the Campaign Finance Board's compliance with its Equal Employment Opportunity Program, as well as Commission policies and EEO standards expressed in City guidelines, the Equal Employment Practices Commission hereby affirms and adopts the following preliminary findings:

1. The agency's General EEO Policy and EEO Complaint Procedure do not contain up-to-date lists of "protected classes" under the New York State and New York City Human Rights Laws.
2. The agency's EEO Complaint Procedure contains out-of-date addresses and telephone numbers for the New York State Division of Human Rights and the U.S. Equal Employment Opportunity Commission.
3. The agency's Sexual Harassment Policy Statement contains the name of a previous EEO Counselor.
4. The agency's EEO policies were not available in alternate formats for use by persons with disabilities.
5. CFB's EEO policies were not posted on agency bulletin boards during the audit period.
6. One of the agency's job advertisements did not contain the EEO tag line.

7. CFB did not participate in the Section 55-A Program.
8. The Disability Rights Coordinator was never officially appointed to that position by CFB management.
9. The Disability Rights Coordinator did not attend DCAS's training for EEO professionals or similar appropriate training.
10. The agency did not issue a reasonable accommodation procedure for persons with disabilities.
11. The EEO Officer and EEO Counselor did not attend DCAS's training for EEO professionals or similar appropriate training.
12. CFB did not conduct EEO training for agency employees during or after the audit period.
13. The EEO Officer did not keep agendas or notes of meetings with the Deputy Executive Director.
14. The EEO Officer was not involved in developing recruitment strategy or selecting recruitment media.

Be It Finally Resolved,

that the Commission authorizes the Vice-Chairman, or his designee, to forward a letter to Executive Director Nicole A. Gordon formally informing her of the findings with appropriate explanations and recommendations and requesting, pursuant to Chapter 36 of the City Charter, her response to these findings within thirty days of receipt of the letter indicating what corrective actions the Campaign Finance Board will take to bring it into compliance with the aforementioned policies and standards on equal employment opportunity.

Approved unanimously on January 19, 2005.

Chereé A. Buggs, Esq.
Commissioner


Angela Cabrera
Commissioner

Veronica Villanueva, Esq.
Commissioner

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

RESOLUTION #06/02-004C: Determination of implementation by the Campaign Finance Board of the recommended corrective actions made by the Equal Employment Practices Commission pursuant to its audit of the Department Campaign Finance Board's Charter-mandated Equal Employment Opportunity Program from July 1, 2001 to December 31, 2003.

Whereas, pursuant to Chapter 36, Sections 831(d) (2) and (5) of the New York City Charter, the Equal Employment Practices Commission is authorized to audit and evaluate the employment practices, programs, policies, and procedures of city agencies and their efforts to insure fair and effective equal employment opportunity for minority group members and women, and to make recommendations to city agencies to insure equal employment opportunity for minority group members and women; and

Whereas, pursuant to its audit of the Campaign Finance Board (CFB), the Equal Employment Practices Commission (EEPC) issued a preliminary determination letter, dated January 19, 2005, setting forth its findings and recommended corrective actions; and

Whereas, the CFB submitted its response to EEPC's preliminary determination letter, on February 17, 2005; and

Whereas, in accordance with Chapter 36, Section 832(c) of the New York City Charter, the EEPC issued its final determination letter on March 4, 2005 identifying those recommendations accepted and rejected by CFB; and

Whereas, the CFB submitted its response to EEPC's final determination letter, on May 4, 2005; and

Whereas, in accordance with Chapter 36, Section 832 (c) of the City Charter, the EEPC was required to monitor the CFB for a period not to exceed six months, from June 2005 through November 2005, to determine whether it implemented the aforementioned recommended corrective actions; and

Whereas, on August 18, 2005 the Campaign Finance Board requested a suspension of the compliance period in order to address its City-Charter mandate and the EEPC granted a three-month suspension; and on March 9, 2006 the it requested an extension of the compliance period and was granted a three-month extension; and

Whereas, the Campaign Finance Board submitted its Final Compliance Report on April 24, 2006; and

Whereas, all of the aforementioned recommended corrective actions are required by, or are consistent with, the City's Equal Employment Opportunity Policy; and

Whereas, the members of this Commission have reviewed a Compliance Summary Report prepared by EEPC staff, affirming that the aforementioned recommendations have been implemented to the Commission's satisfaction. Now Therefore,

Be It Resolved,

that the Campaign Finance Board has implemented the recommended corrective actions deemed necessary to ensure compliance with equal employment opportunity pursuant to the requirements of Chapter 35 and 36 of the City Charter.

Be It Finally Resolved,

that the Commission authorizes the Chair, Ernest Hart, Esq., to forward a letter to the Executive Director of the Campaign Finance Board, Nicole A. Gordon, formally informing her that the CFB has implemented the recommended corrective actions to the Commission's satisfaction.

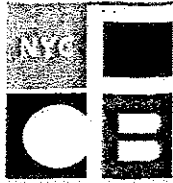
Approved unanimously on April 28, 2006.

Chereé A. Buggs, Esq.
Commissioner

Angela Cabrera
Commissioner



Ernest F. Hart, Esq.
Chair



New York City Campaign Finance Board

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Intra-Agency Memorandum

TO: CFB Staff
FROM: Sue Ellen Dodell *SED*
DATE: February 16, 2005
SUBJECT: Equal Employment Opportunity

As you may know, the New York City Equal Employment Opportunity Commission ("EEPC") conducted an audit of the Board's equal employment opportunity ("EEO") policies and practices covering the period from July 1, 2001 to December 31, 2003. The EEPC's preliminary audit report found that the Board was in compliance with most of the City's recommended EEO policies and practices designed to promote an equitable, diverse, and tolerant workplace. Pursuant to recommendations in the preliminary audit report, we are implementing the following measures to bring the Board into full compliance:

- We have updated the Board's EEO Policy and Complaint Procedure to include all of the protected classes covered under the State and City Human Rights Laws, including genetic predisposition or carrier status, military status, status as a victim of domestic violence, status as a victim of sex offenses or stalking, and gender identity.
- We have updated the Board's EEO Policy and Complaint Procedure to reflect the current addresses and telephone numbers of the New York State Division of Human Rights and the U.S. Equal Employment Opportunity Commission.
- We have updated the Board's EEO Policy and Complaint Procedure and Sexual Harassment Policy Statement to reflect the current names and contact information for the Board's EEO Officer, Diana Lundy, and EEO Counselor, Chris Oldenburg.
- We are preparing an EEO and sexual harassment prevention training for all current and new employees.