

EQUAL EMPLOYMENT PRACTICES COMMISSION CITY OF NEW YORK

RESOLUTION #10/11-260: Preliminary Determination Pursuant to the Audit of the Department of Youth & Community Development's (DYCD) Equal Employment Opportunity Program from January 1, 2006 through December 31, 2008.

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, pursuant to Chapter 35, Section 814(a) (12) of the New York City Charter, the City established the Citywide Equal Employment Opportunity Policy (EEOP), a set of uniform standards and procedures designed to ensure the equality of opportunity for municipal government employees and job applicants, and, consistent with federal, state and local laws, identified other groups for protection from discrimination in employment; and

Whereas, the Equal Employment Practices Commission audited the Department of Youth & Community Development'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 Department of Youth & Community Development's compliance with the City's Equal Employment Opportunity Policy (EEOP), the Equal Employment Practices Commission hereby affirms and adopts the following preliminary findings:

1. The agency's job advertisements posted on Craigslist and NY Non Profit Press did not contain the EEO tag line.
2. The agency's complaint file did not contain word-processed interview notes.
3. The agency's organization chart did not show the reporting relationship between the EEO Officer and Agency Head.

Be It Finally Resolved,

that the Commission authorizes the Chair, Cesar A. Perez, Esq., to forward a letter to the Department of Youth & Community Development's Commissioner, Jeanne B. Mullgrav,

formerly 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 Department of Youth & Community Development will take to bring it into compliance with the New York City Equal Employment Opportunity Policy.

Approved by a vote of 3 with Commissioners Rice and Daniel abstaining December 15, 2010.

Angela Cabrera
Commissioner

Malini Cadambi Daniel
Commissioner

Elaine S. Reiss, Esq.
Commissioner

Arva A. Rice
Commissioner



Cesar A. Perez, Esq.
Chair

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

RESOLUTION #11/07-260C: Determination of implementation by the Department of Youth and Community Development of the recommended corrective actions made by the Equal Employment Practices Commission pursuant to its audit of the Department of Youth and Community Development's Charter-mandated Equal Employment Opportunity Program from January 1, 2006 to December 31, 2008.

Whereas, pursuant to Chapter 36, Section 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 ensure fair and effective equal employment opportunity for minority group members and women; and

Whereas, pursuant to Chapter 35, Section 814(a) (12) of the New York City Charter, the City established the Citywide Equal Employment Opportunity Policy, a set of uniform standards and procedures designed to ensure equality of opportunity for municipal government employees and job applicants, and, consistent with federal, state and local laws, identified other groups for protection from discrimination in employment; and

Whereas, pursuant to its audit of the Department of Youth and Community Development (DYCD), the Equal Employment Practices Commission (EEPC) issued a preliminary determination letter, dated December 15, 2010, setting forth its findings and recommended corrective actions; and

Whereas, the DYCD submitted its response to EEPC's preliminary determination letter, on December 27, 2010; and

Whereas, the EEPC submitted its Compliance Initiation Letter in lieu of Final Determination on January 19, 2011; and

Whereas, in accordance with Chapter 36, Section 832 (c) of the City Charter, the EEPC was required to monitor the DYCD for a period not to exceed six months, from March 1, 2011 through August 31, 2011, to determine whether it implemented the aforementioned recommended corrective actions; and

Whereas, the Department of Youth and Community Development submitted its Final Compliance Report on June 16, 2011; 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 the EEPC staff, affirming that the aforementioned recommendations have been implemented to the Commission's satisfaction. Now Therefore,

Be It Resolved,

that the Department of Youth and Community Development has implemented the recommended corrective actions deemed necessary to ensure compliance with equal employment opportunity pursuant to the requirements of Chapters 35 and 36 of the City Charter.

Be It Finally Resolved,

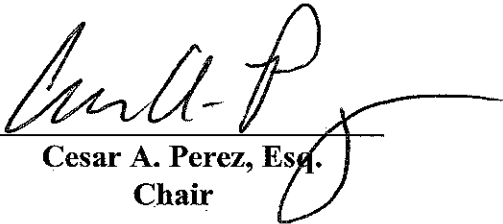
that the Commission authorizes the Chair, Cesar A. Perez, Esq., to forward a letter to the Commissioner of the Department of Youth and Community Development, Jeanne B. Mullgrav, formally informing her that the DYCD has implemented the recommended corrective actions to the Commission's satisfaction.

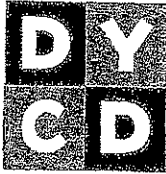
Approved unanimously on June 30, 2011.

Angela Cabrera
Commissioner

Malini Cadambi Daniel
Commissioner

Elaine S. Reiss, Esq.
Commissioner


Cesar A. Perez, Esq.
Chair



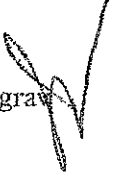
**NEW YORK CITY
DEPARTMENT OF YOUTH AND COMMUNITY DEVELOPMENT
SERVING NEW YORK CITY YOUTH, FAMILIES, AND COMMUNITIES**

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JEANNE B. MULLGRAV
Commissioner

MEMORANDUM

TO: All Staff

FROM: Jeanne B. Mullgrav 

DATE: June 6, 2011

SUBJ: Equal Employment Practices Commission Audit

Chapter 36, Section 831(d)(5) of the New York City Charter, empowers the Equal Employment Practices Commission (EEPC) to audit and evaluate the employment, practices, programs, policies and procedures of city agencies and their efforts to ensure fair and effective equal employment opportunity for minority group members and women.

The Commission has recently conducted an audit of DYCD to evaluate its compliance with the Charter mandated Equal Employment Opportunity (EEO) Policy for the period January 2006 through December 31, 2008.

While we have made significant improvements and achievements in our EEO program, there are greater efficiencies to be gained. As a result of the EEPC's recommendations, DYCD will:

- Include on all agency recruitment literature that "DYCD and the City of New York is an Equal Opportunity Employer." (Sect. IV, EEOP)
- Ensure that words spoken and facts provided are reported as close to verbatim as possible, complaint files will contain "word processed" notes for each interview conducted by an investigator.
- Update its organizational chart to reflect that the EEO Officer reports directly to the agency head.



EEPC Audit

Page 2

June 6, 2011

I would like to take this opportunity to reaffirm the Department's strong commitment to maintaining and enforcing fair employment practices for all of its employees and job applicants. It is essential that DYCD take measures to prevent discrimination and ensure that all employees are aware of their rights and obligations under the EEO Policy. We should all encourage a work environment that respects and appreciates the differences and diversity of our employees.

All employees are encouraged to use the EEO resources available within DYCD and to address any concerns to Felicia Thornton, EEO Officer, 156 William Street, 4th Floor. She may be reached at (212) 442-6659. Thank you.