

279th EEPC COMMISSION MEETING
EEPC Meeting Minutes for March 27, 2025

CHAIR/COMMISSIONERS PRESENT

Aldrin Rafael Bonilla, Chair
Elaine S. Reiss, Esq., Vice-Chair
Minosca Alcantara, Commissioner
Ngozi Okaro, Esq., Commissioner
Nicole Yearwood, MPA, Commissioner

EEPC STAFF PRESENT

Jeanne M. Victor, Executive Director
Andreana Mirabella, Executive Agency Counsel
Russell Ferri, Director of Research
Menelik Allsop, Director of Audits
Suat Albayrak, Admin. of Computer Sys. & Sup.
Amy Vera, Admin. of Audits and Exe. Services

I. CALL TO ORDER

A. 279th Commission Meeting of the Equal Employment Practices Commission

The 279th meeting of the Board of Commissioners (Board) of the Equal Employment Practices Commission (EEPC) was called to order at 10:24AM. The meeting was held in the Conference Room at the EEPC's office and via Teams video conference that was live streamed to YouTube.

B. Roll Call of Commissioners¹

Chair and Commissioner Aldrin Bonilla (Chair Bonilla) asked Executive Director Jeanne M. Victor (ED Victor) to call the roll. Present at the meeting were Chair Bonilla, Vice-Chair and Commissioner Elaine S. Reiss (Vice-Chair Reiss), Commissioner Minosca Alcantara (Commissioner Alcantara), Commissioner Nicole Yearwood (Commissioner Yearwood) and Commissioner Ngozi Okaro (Commissioner Okaro), who attended remotely. There was a quorum, so the meeting proceeded.

II. APPROVAL OF MINUTES

A. Meeting Minutes: January 30, 2025

Having previously received and reviewed the Minutes of the meeting held on January 30, 2025, Chair Bonilla asked if there was a motion to approve the Minutes. Vice-Chair Reiss moved to approve the Minutes and Chair Bonilla seconded the motion. There was no discussion, and the Minutes were approved unanimously.

¹ Commissioner Ngozi Okaro attended remotely due to personal illness.
Commissioner Nicole Yearwood arrived shortly after the roll was called.

III. Approval of Audit Resolutions

A. 2025 Final Determination Resolutions

N/A

B. 2024 Compliance Resolutions

Chair Bonilla noted that the EEPC has 3 Compliance Resolutions for approval by the Board. Director Menelik Allsop (Director Allsop) presented these Compliance Resolutions to the Board for vote. Commissioner Alcantara moved, and Vice-Chair Reiss seconded, a motion to approve **Resolution #2024AP/279-521-(2025)C3** Board of Education Retirement System, **Resolution #2024AP/279-858-(2025)C4** New York City Office of Technology and Innovation, and **Resolution #2024AP/279-101-(2025)C7** Office of the Public Advocate. There being no further discussion, the resolutions were adopted unanimously.

C. 2024 Final Determination and Compliance Resolutions

Chair Bonilla noted that the EEPC has 2 Final Determination and Compliance Resolutions² for approval by the Board. Director Allsop presented these Final Determination and Compliance Resolutions to the Board for vote. Commissioner Alcantara moved, and Commissioner Yearwood seconded, a motion to approve **Resolution #2024AP/279-465-(2025)C5** Kingsborough Community College and **Resolution #2024AP/279-463-(2025)C6** Bronx Community College. Vice Chair Reiss recused herself from the vote. There being no further discussion, the resolutions were adopted unanimously.

IV. OLD BUSINESS

A. Status of EEPC Personnel (Hirings and Promotions)

ED Victor advised the Board that the EEPC had no promotions but has on-boarded 4 new staff members: Amy Vera, Administrator of Audits and Executive Services, Andreana Mirabella, Executive Agency Counsel, Aminat Adekola, EEO Program Analyst, and Grace Maruska, Research Analyst. The EEPC is up to a total of 14 staff members.

² The 2 Final Determinations and Compliance Resolutions were voted on at the Board's previous meeting held on January 30, 2025, but lacked a quorum during that vote as 2 Board members recused themselves. Commissioner Yearwood clarified that she is not recused from voting on the Community Colleges.

B. March 7th Preliminary Budget Hearing Update

ED Victor and Commissioner Yearwood provided an update on the March 7th Budget Hearing. Ed Victor noted that the EEPC is in the process of responding to a question raised at the hearing in which the EEPC was asked to provide a list of those agencies that attended the EEPC's 2024 symposium. There was additional discussion around the EEPC's budget request, and the titles and roles of staff being requested in this year's budget request.

C. Introductory Meeting with Commissioner Molina at DCAS

ED Victor mentioned that after the May 2, 2025 Board meeting, those Board members who are available can meet with DCAS Commissioner Louis Molina at DCAS at 12:30PM.

V. NEW BUSINESS

A. The Charter Mandate and the Quadrennial Period for Audit and Reporting

Executive Agency Counsel Andreana Mirabella (EAC Mirabella) explained that during our last meeting with the Comptroller's Office, we discussed whether the EEPC would adopt their interpretation of how to meet our Charter mandate, specifically, if we initiate all audits and issue all Final Determinations within the quadrennial period, we would be deemed to be in compliance. The Compliance Monitoring period would not be included in this timeline. There was additional discussion as to whether the Comptroller's Office would memorialize this interpretation in writing.

B. Proposed Audit Standards for Next Quadrennial Period

Chair Bonilla proposed that in considering the proposed audit standards for the next quadrennial period, the EEPC should consider the number and nature of complaints made by City employees with the Equal Employment Opportunity Commission (EEOC); how the City receives EEO complaints and where in the agency's hierarchy do those people who receive agency complaints "sit" within the City agency; and whether we can go beyond simply "checking the boxes" to ask audit questions that really drive to those things that affect people's lived experiences. The EEPC should move expeditiously to prepare recommendations to be provided to the City.

VI. Audit Update

A. 2024 Audit Plan Status Updates

EEPC Director of Audits Menelik Allsop (Director Allsop) summarized the status of the agencies audited in 2024.

B. 2025 Audit Plan Status Updates

The EEPC will be auditing 35 agencies in this Audit Plan year. Director Allsop estimated that if all of the agencies are in compliance by the end of this calendar year, it would result in 58 agencies receiving compliance resolutions.

C. Agency Audit Questions

There is an agency that had a few questions that it wanted presented to the EEPC Board. The agency has 4 corrective actions, 2-3 of which the agency said that it would not perform as it is not applicable to them. The Board discussed each of the corrective actions and concluded that if the agency does not comply, it will be deemed non-compliant.

VII. RESEARCH UPDATE

A. Local Law 13 Report

Director of Research Russell Ferri (Director Ferri) reported that the EEPC's Local Law 13 report is still under Commissioner review. The Commissioners agreed that any comments will be submitted to Director Ferri no later than next Friday. If no comments are received, the report will be published.

B. Pilot Project Update

Director Ferri noted that the agency has the report for review and requested only a few minor changes. We have made a data request of the agency in order to perform "Stage 2" of the study, which they seem to be open to but have not confirmed, as yet.

C. EEPC 2025 Reception Update

ED Victor sent all Commissioners an email of her preliminary conversation with representatives of New York Law School (NYLS). ED Victor will send the Commissioners a meeting invite for April 23rd to meet with NYLS representatives and discuss the potential of New York Law School co-sponsoring an event/reception with us.

D. Obstacles Facing Hispanics in City Government

Director Ferri reported out on his research concerning Hispanics in City government. Chair Bonilla clarified that the question he would like addressed is how representative are New York City's municipal workers when compared to the residents of New York City. Chair Bonilla asked Director Ferri to update, with the latest data available, the chart of City agencies, by demographic, as well as the chart of the City's job groups, both of which are found in the EEPC's Research reports. Chair

Bonilla asked Director Ferri to note whether any of the demographic groups are underrepresented or if anything seems to point to an obstacle as to why any particular group is underrepresented.

E. Most Frequent Corrective Actions

Director Ferri noted that of the agencies reviewed, nearly all of the corrective actions decreased. Furthermore, what became evident were those corrective actions that reflected turnover at the agencies. Director Ferri said he would revisit his review at the next Board meeting.

VIII. ADJOURNMENT

There being no further business, Chair Bonilla asked for a motion to adjourn the public session. Commissioner Alcantara moved, and Vice-Chair Reiss seconded, a motion to adjourn, which was adopted unanimously. The public session was adjourned at 12:20PM. The Board then moved into Executive Session at 12:25PM to discuss a personnel matter. Executive Session adjourned at 12:29PM.

These minutes were prepared by:

Jeanne M. Victor, Executive Director EEPC