

New York City Equal Employment Practices Commission
280th Board of Commissioners Meeting – Minutes
Friday, May 2, 2025

Commissioners present

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

EEPC staff present

Russell Ferri, Director of Research
Menelik Allsop, Director of Audits
Amy Vera, Admin. of Audits and Exe. Services

I – Call to order

Call to order: 10:30 AM

Location: EEPC Office, Conference Room

Videoconference: Microsoft Teams; YouTube live stream

II – Approval of meeting minutes: 279th Meeting, March 27, 2025

Motion

Commissioner Yearwood; Second: Commissioner Okaro

Vote

4-0

III – Approval of Audit Resolutions

RESOLUTION #2024AP/280-125-(2025)C8 Department for the Aging
RESOLUTION #2024AP/280-072-(2025)C9 Department of Correction
RESOLUTION #2024AP/280-226-(2025)C10 NYC Commission on Human Rights
RESOLUTION #2024AP/280-054-(2025)C11 Civilian Complaint Review Board
RESOLUTION #2024AP/280-256-(2025)C12 New York City Police Pension Fund
RESOLUTION #2024AP/280-057-(2025)C13 New York City Fire Department
RESOLUTION #2024AP/280-820-(2025)C14 Office of Administrative Trials and Hearings
RESOLUTION #2024AP/280-906-(2025)C15 Office of the Special Narcotics Prosecutor
RESOLUTION #2024AP/280-996-(2025)C16 New York City Housing Authority

Motion (as a bundle)

Commissioner Alcantara; Second: Commissioner Okaro

Vote

New York City Fire Department: 3-0 (Recusals: Commissioner Yearwood)

Others: 4-0

IV.A – Old Business: EEPC personnel (hirings and promotions)

A Research Analyst is scheduled to begin in May; interviews for another Research Analyst will be held May 7. After filling these positions, the EEPC will have 15 full-time personnel and one part-time personnel.

IV.B – Old Business: EEPC budget

Letters were sent (by email and post) to nine Deputy Mayors outlining the EEPC’s budget request for FY2026. The budget request includes three additional personnel: a Director of Communications, an IT Trainee, and an EEO Analyst.

IV.C – Old Business: Comptroller’s Office audit

There is one outstanding request from the Comptroller’s Office. It is unclear if the audit will be concluded once that request is fulfilled.

IV.D – Old Business: Agenda for meeting with DCAS Commissioner Louis Molina

Due to personnel absences, the EEPC requested the meeting be rescheduled. Date is TBD.

V.A – New Business: New York City Commission to Strengthen Local Democracy

The EEPC will submit to the Commission proposed revisions to Chapter 36. Efforts will be made by EEPC Commissioners to testify at up to three of the Commission’s public hearings.

V.B – New Business: Audit standards for next cycle

The EEPC has formed an internal working group to develop standards for the next audit cycle. The audit will focus on agency’s complaint processes and reasonable accommodation processes. Vice Chair Reiss urged the development of standards that are more “investigative” in nature. Several Commissioners, including Commissioner Alcantara, encouraged the development of an audit process that provides more in-person work and is more collaborative with agencies. Commissioner Yearwood expressed concerns about balancing the need for the standards to be generally applicable but also specific enough to elicit needed information and data.

V.C – New Business: Incidents of sexual harassment at NYC entities

The EEPC will reach out to relevant agencies to request data on sexual harassment complaints. Commissioner Reiss emphasized the importance of obtaining data on training related to sexual harassment.

VI.A – Audits: 2024 Audit Plan status

Twenty-five of 32 audits launched in 2024 have been completed.

VI.B – Audits: 2025 Plan status

Thirty-five audits have been launched. Two preliminary determinations have been sent.

VII.A – Research: Local Law 13

The Local Law 13 report has been submitted to all necessary parties.

VII.B – Research update: EEO Impact Analysis

The agency that participated in the EEO Impact Analysis has given its approval for the report to be published and distributed. The agency has agreed to provide additional data to the EEPC for the purpose of doing further analyses and publishing additional reports. Commissioners and the Director of Research discussed the possibility of engaging in this work with other agencies.

VII.C – EEPC 2025 Reception

The EEPC will meet in May with individuals from New York Law School to discuss a possible event. Vice Chair Reiss expressed the view the event should focus on the EEPC's work, in the context of the EEO and DEI policies of U.S. President Donald Trump's Administration.

VIII – Adjournment

The meeting was adjourned at 11:13 AM. The Board was in Executive Session from 11:20 AM to 11:45 AM.

These minutes were prepared by

Russell Ferri, Director of Research, EEPC