

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

RESOLUTION #01/23-846: Preliminary Determination Pursuant to the Audit of the Department of Parks and Recreation and its Compliance with the Complaint and Investigation Procedures of the City's Equal Employment Opportunity Policy from July 1, 1998 to December 31, 2000.

Whereas, pursuant to Chapter 36, Section 831(d)(2) and (5) 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 Department of Parks and Recreation's compliance with the Complaint and Investigation Procedures of the City's Equal Employment Opportunity Policy; 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 Parks and Recreation (DPR) and its compliance with the Complaint and Investigation Procedures of the City's Equal Employment Opportunity Policy, the Equal Employment Practices Commission hereby affirms and adopts the following preliminary findings:

1. The EEO Officer did not serve the respondents with notices and copies of discrimination complaints.
2. The Commissioner did not sign the EEO Officer's confidential written reports, which contain the agency's findings and determinations.
3. The post-investigative notices to complainants and respondents did not contain the reason(s) for "probable cause" or "no probable cause" determinations.
4. Fifty-seven percent of survey respondents indicated they do not know who the EEO Officer is and seventy-one percent indicated they are unfamiliar with the EEO Counselor.
5. Fifty-six percent of survey respondents indicated they are unfamiliar with the agency's Discrimination Complaint Procedure and sixty-seven percent indicated their supervisors did not meet with them to discuss that Procedure.

6. Fifty-one percent of survey respondents indicated they do not have a copy of the agency's Discrimination Complaint Procedure.

Be It Finally Resolved,

that the Commission authorizes the Vice-Chairman to forward a letter to the Commissioner of the Department of Parks and Recreation, Henry J. Stern, formally informing him of the findings with appropriate explanations and recommendations and requesting, pursuant to Chapter 36 of the City Charter, his response to these findings within thirty days of receipt of the letter indicating what corrective actions the Department of Parks and Recreation will take to bring the agency in compliance with the Discrimination Complaint and Investigation Procedures of the City's Equal Employment Opportunity Policy.

Approved unanimously on May 24, 2001.

Angela Cabrera
Commissioner

Chereé A. Buggs
Commissioner

Manuel A. Mendez
Commissioner



Frank R. Nicolazzi
Vice-Chairman

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

RESOLUTION #02/01-846C: Determination of implementation by the New York City Department of Parks and Recreation of the recommended corrective actions made by the Equal Employment Practices Commission pursuant to its audit of the New York City Department of Parks and Recreation's Charter-mandated Equal Employment Opportunity Policy from July 1, 1998 to December 31, 2000.

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 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 New York City Department of Parks and Recreation, the (EEPC) Equal Employment Practices Commission issued a preliminary determination letter, dated May 24, 2001 setting forth its findings and recommended corrective actions; and

Whereas, in accordance with Chapter 36, Section 832 (c) of the City Charter, the EEPC monitored the Department of Parks and Recreation for five months, from August 2001 through December 2001, to determine whether it implemented the aforementioned recommended corrective actions; and

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

Be It Resolved,
that the New York City Department of Parks and Recreation has fully implemented all seven 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 Vice-Chairman to forward a letter to the Commissioner of the New York City Department of Parks and Recreation, Henry J. Stern, formally informing him that the agency has implemented all seven recommended corrective actions to the Commission's satisfaction.

Approved unanimously on January 17, 2002

Chereé A. Buggs Esq.
Commissioner

Angela Cabrera
Commissioner


Manuel A. Méndez
Commissioner

MEMORANDUM

TO: Parks & Recreation Employees
FROM: Commissioner Henry J. Stern
DATE: August 23, 2001
SUBJ: Equal Employment Opportunity

Employment with the City of New York/Parks & Recreation is based on principles of merit, fitness, competence and character. As set forth in its Equal Employment Opportunity Policies and Procedures, and consistent with federal, state and local law, Parks & Recreation makes employment decisions *without regard* to the race, color, gender, age, religion, creed, disability, sexual orientation, marital status, national origin, alienage status, or citizenship of prospective and current employees.

A review of Parks & Recreation's Equal Employment Opportunity Policies and Procedures has prompted the agency to make several changes to improve its efforts in this area. In the past, I have reviewed each EEO investigation report, which contains the agency's findings and recommendations. In order to document such review, I will now sign each report to indicate that it has been reviewed and whether the recommendation, if any, is approved and adopted. Written notices to complainants and respondents will explain the reasons for probable cause or no probable cause determinations.

Through vigorous training, managers and supervisors know what the law requires, as well as their obligation to report and resolve allegations of discrimination. Through wide distribution of the agency's "*Get to Know EEO*" *Employment Information Guidebook*, employees and potential applicants are informed about the agency's commitment to equal employment opportunity, and its discrimination complaint procedure. Managers and supervisors will be holding staff meetings to discuss the agency's discrimination complaint procedure with you. I encourage all employees to use the resources available within the agency to address any concerns you may have, or conditions you may hear about.

As Commissioner, I reaffirm this agency's strong commitment to maintaining fair employment practices for all its employees and job applicants. All personnel should work to maintain an atmosphere of appreciation of the diversity reflected in our staff, and to comply with the letter and spirit of our policy of equal opportunity.