

EQUAL EMPLOYMENT PRACTICES COMMISSION CITY OF NEW YORK

RESOLUTION #09/25-214: Preliminary Determination Pursuant to the Audit of the Office of Labor Relations' (OLR) Equal Employment Opportunity Program from January 1, 2006 through December 31, 2007.

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 Office of Labor Relations' 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 Office of Labor Relations' compliance with its Equal Employment Opportunity Policy, 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. Approximately half of the OLR's employees did not know the identity of the Disability Rights Coordinator. (Sect. VB, EEOP)
2. One of the OLR's EEO Counselors attended, but did not complete, basic training for EEO professionals. (Sect. VB, EEOP)
3. The OLR did not conduct an adverse impact study to assess the manner in which candidates are selected for employment to determine whether there is adverse impact upon any particular racial, ethnic, disability, or gender group. (Sect. IV, EEOP)

4. Approximately half of the OLR's employees did not know the identity of the Career Counselor. (12/14/2006 Addendum to EEOP Standards and Procedures to Be Utilized By City Agencies (2005) and Sect. VF, EEOP)
5. The OLR's employees (managerial and non-managerial) did not receive performance evaluations annually. (DCAS, Rule 7.5.4(e) of the *Personnel Rules and Regulations of the City of New York*, and DCAS, *Managerial Performance Evaluation, Guidelines for Evaluating Managerial Performance in NYC Agencies*, p. 1.)
6. The agency head did not submit an agency-specific plan, three quarterly reports and an annual fourth quarter final report to the EEPC each fiscal year. (Sect. VB, EEOP and Sect. 815(i), New York City Charter)

Be It Finally Resolved,

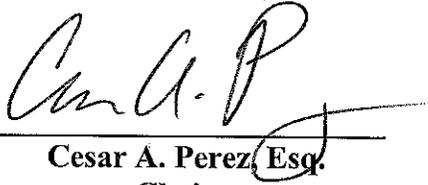
that the Commission authorizes the Chair, Cesar A. Perez, Esq., to forward a letter to Commissioner James Hanley, formally informing him of the findings with appropriate explanations and recommendations and requesting, pursuant to Chapter 36 of the City Charter, his response to these findings within thirty days of receipts of the letter indicating what corrective actions the Office of Labor Relations will take to bring it into compliance with the aforementioned policies and standards on equal employment opportunity.

Approved unanimously on October 29, 2009.

Arva A. Rice
Commissioner

Malini Cadambi Daniel
Commissioner

Elaine S. Reiss, Esq.
Commissioner


Cesar A. Perez, Esq.
Chair

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

RESOLUTION #10/04-127C: Determination of implementation by the Office of Labor Relations of the recommended corrective actions made by the Equal Employment Practices Commission pursuant to its audit of the Office of Labor Relations' 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 insure fair and effective equal employment opportunity for minority group members and women, and to make recommendations to city agencies to ensure equal employment opportunity for minority group members and women, and to make recommendations to city agencies to ensure 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 insure 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 Office of Labor Relations (OLR), the Equal Employment Practices Commission (EEPC) issued a preliminary determination letter, dated October 29, 2009, setting forth its findings and recommended corrective actions; and

Whereas, the OLR submitted its responses to EEPC's preliminary determination letter, on December 9, 2009; and

Whereas, the EEPC submitted its initiation of compliance letter on January 12, 2010; and

Whereas, in accordance with Chapter 36, Section 832 (c) of the City Charter, the EEPC was required to monitor the OLR for a period not to exceed six months, from March 1, 2010 through August 31, 2010, to determine whether it implemented the aforementioned recommended corrective actions; and

Whereas, the Office of Labor Relations submitted its Final Compliance Report on June 10, 2010; 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 Office of Labor Relations 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 Office of Labor Relations, James Hanley, formally informing him that the OLR has implemented the recommended corrective actions to the Commission's satisfaction.

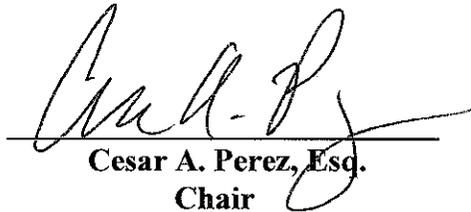
Approved unanimously on June 25, 2010.

Angela Cabrera
Commissioner

Malini Cadambi Daniel
Commissioner

Arva A. Rice
Commissioner

Elaine S. Reiss, Esq.
Commissioner


Cesar A. Perez, Esq.
Chair

To: All Employees
From: James F. Hanley
Re: EEPC Audit
Date: December 11, 2009

The Office of Labor Relations is committed to compliance with the Equal Employment Opportunity Policy (EEO). As Commissioner, I reaffirm OLR's strong commitment to maintaining fair employment practices for all its employees.

Recently, OLR was audited by the Equal Employment Practices Commission to ensure compliance with Equal Employment policies.

The agency's adherence with EEO policies and procedures was found to be in compliance. However, there are some areas that the Commission has requested we enhance to ensure that all employees understand their rights and responsibilities under equal employment.

During the coming weeks, tasks and standards will be distributed to OLR employees for calendar year 2010. Performance evaluation, including recommendations for improving job performance and career advancements will be completed in January 2011.

Any employee who has questions or concerns regarding Equal Employment policies is encourage to speak with their supervisor, EEO Counselors, Roseann Bucchino and Sang Hong or EEO Officer Andrea Beach.

c: Margaret M. Connor
Andrea Beach