

NYCERS

RETIREMENT AND BENEFITS

NEW YORK CITY EMPLOYEES' RETIREMENT SYSTEM

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9698

February 29, 2008

Ernest F. Hart, Esq.
40 Rector Street, 14th Floor
New York, NY 10006

Re: *NYCERS EEPC Audit- July1, 2005- June 30, 2007*
Final Determination Pursuant to Audit

Dear Mr. Hart:

This letter shall serve as a response to your Final Determination Pursuant to the Audit of NYCERS sent to NYCERS Executive Director, Diane D'Alessandro, dated February 2, 2008.

During the compliance period NYCERS will provide a response and documentation to the agreed upon corrective actions.

The EEPC required clarification on the following corrective actions NYCERS had recommended.

3. Recommendation: The Citywide EEO Policy Handbook (with addendums) should be distributed to all current and new employees. (Sect. VB, Citywide EEO Policy)

Corrective Action: The Citywide EEO Policy Handbook (with addendums) has been reproduced and NYCERS' Directors have distributed them to each employee within their division.

Clarification: NYCERS will provide The Citywide EEO Policy Handbook (with addendums) to all new employees as part of their new employee package materials.

16. Recommendation: NYCERS should ensure that all employees involved in job interviewing receive structured interview training, either through internal training or training provided by the DCAS or another appropriate organization. (Sect. IC, Citywide EEO Policy)

Corrective Action: Felita Ramsami, NYCERS Director of Human Resources, trains all interviewing supervisors and managers on structures

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interview training. This training is conducted every summer for all interviewing supervisors and managers.

Clarification: All interviewing supervisors and managers were trained for the first time on structured interviewing July 17-19, 2007 by Felita Ramsami, this training session is conducted annually.

The EEPC disagreed with NYCERS response to the following recommendations. NYCERS will work with the EEPC to reach a reasonable corrective action.

6. Recommendation: The agency should follow Section VB of the Citywide EEO Policy and ensure that its EEO Policy is available in "appropriate alternate formats to employees with disabilities" (e.g., audio cassette or Braille).

Corrective Action: NYCERS has never been asked for the EEO Policy in an alternative format but will provide if requested.

Revised Corrective Action: NYCERS will make the EEO Policy currently available in a large font format for people with disabilities. We will not wait until it is requested.

19. Recommendation: NYCERS should develop a plan, which includes a timetable, to provide EEO training to all employees who have not received it. (Sect. IV, Citywide EEO Policy)

Corrective Action: NYCERS EEO Officer trains all new employees on NYCERS EEO Policy through its New Employees Orientation training.

Revised Corrective Action: NYCERS will identify which employees have not received EEO training. Once we have identified those employees we will set up a training session for them.

The EEPC also recommended a Special Contingency due to the high turnover of EEO Officers at NYCERS over the past 8 years. NYCERS will consider this recommendation during the upcoming compliance period.

NYCERS looks forward to working with the EEPC during the compliance period of this audit.

Kindest Regards,


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Assistant General Counsel

cc: Eric Matusewitch

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