

NYC DEP FY 2025 Diversity, Equity, Inclusion and Equal Employment Quarterly Report

FY 2025 Agency Quarterly Diversity, Equity, Inclusion and EEO Report

Part I: Narrative Summary

Agency Name: NYC DEPARTMENT OF ENVIRONMENTAL PROTECTION

☒ 1st Quarter (July -September), due November 6, 2024,

☒ 2nd Quarter (October – December), due January 30, 2025

☐ 3rd Quarter (January -March), due April 30, 2025,

☐ 4th Quarter (April -June), due July 30, 2025

Prepared by:

Tanika Thomas

Training and Compliance Manager

Tthomas@dep.nyc.gov

(718) 595-7592

Name

Title

E-mail Address

Telephone No.

Date Submitted: 1-31-2025

FOR DCAS USE ONLY:

Date Received:

NYC DEP FY 2025 Diversity, Equity, Inclusion and Equal Employment Quarterly Report

Instructions for Filling out Quarterly Reports FY 2025

[NOTE: These forms are cumulative and designed to retain and preserve information for the entire FY 2025.

For Q1 please copy the goals, programs, and initiatives from your draft of the FY 2025 DEI-EEO plan. Insert these statements in the corresponding sections of the Quarterly Report below, particularly sections IV, V, and VI.

For Q2, Q3 and Q4, use previous quarter's submission to update their status, retaining all information for the prior quarters. You should also add programs and initiatives begun in these quarters even if they were not mentioned in the Annual Plan]

1. Please save this file as **"XXXX Quarter X FY 2025 DEI-EEO Quarterly Report.Part I"**, where 'XXXX' is the commonly used acronym of your agency. You must submit this file in MS Word format. **Please do not convert it to PDF.**
2. Complete the "Diversity, Equity, Inclusion and EEO Training Summary" details in Part II – Training Summary [see the attached Excel file].

Core EEO Training: Copy the information from the Training Completion Report you receive quarterly from DCAS Learning & Development onto grey-shaded cells in rows 26, 30, 34, and 38. Include any of these trainings that were administrated by your agency in the rows immediately below (27, 35, 39).

Other Diversity, Equity, Inclusion and EEO Related Training: Beginning with row 45, include training classes co-organized or co-sponsored by your agency EEO and/or HR that are related to the development of the agency staff in the areas of equal employment, diversity, inclusion, civil rights, workplace culture and behavior, interpersonal relations, and community relations.

3. Mark progress in check boxes in the column for the current quarter. [Note: **Delayed** = behind schedule; **Deferred** = put off until later when better resources become available.]
4. Please save the Excel file as **"XXXX Quarter X FY 2025 DEI-EEO Report.Part II Training Summary"**, where 'XXXX' is the commonly used acronym of your agency. You must submit this file in MS Excel format. **Please do not convert it to PDF.**

NYC DEP FY 2025 Diversity, Equity, Inclusion and Equal Employment Quarterly Report

I. Commitment and Accountability Statement by the Agency Head

Distributed to all agency employees? ☐ Yes, On (Date): _____ ☒ No

☐ By e-mail

☐ Posted on agency intranet and/or website

☐ Other _____

II. Recognition and Accomplishments

The agency recognized employees, supervisors, managers, and units demonstrating superior accomplishment in diversity, equity, inclusion, and equal employment opportunity through the following:

☒ Diversity, equity, inclusion and EEO Awards

☒ Diversity, equity, inclusion and EEO Appreciation Events

☐ Public Notices

☒ Positive Comments in Performance Appraisals

☐ Other (please specify): _____

*** Please describe DEI&EEO Awards and/or Appreciation Events below:**

DEP hosted the following events recognizing employees' contributions in the areas of DEI-EEO in **FY 2025 Q1**:

- **Employee Recognition Day, September 18, 2024:** DEP in collaboration with the unions held this ceremony to recognize DEP employees for their dedicated service to the City of New York based on their years of work and/or perfect attendance.
- **Hispanic Heritage Month, September 25, 2025 (rescheduled to October 2024):** In honor of Hispanic Heritage Month,

NYC DEP FY 2025 Diversity, Equity, Inclusion and Equal Employment Quarterly Report

DEP's Office of Equal Employment Opportunity & Diversity (EEO&D) hosted a workplace event, *Pioneers of Change – Shaping the Future Together*, to celebrate the rich histories, cultures, and contributions of Hispanic and Latino communities, at which agency employees and leadership from these communities were also recognized for their contributions to DEP.

DEP hosted the following events recognizing employees' contributions in the areas of DEI-EEO in FY 2025 Q2:

- **Always Creating Excellence (A.C.E.), December 19, 2024:** Award ceremony to recognize and celebrate the outstanding work and contributions of DEP employees. Nominations are made by peers, supervisors and leadership within the agency. It serves as an opportunity to inspire continued excellence across the organization.

III. Workforce Review and Analysis

I. Agency Headcount as of the last day of the quarter was:

Q1 (9/30/2024): 5711 Q2 (12/31/2024): 5707 Q3 (3/31/2025): _____ Q4 (6/30/2025): _____

II. Agency reminded employees to update self-ID information regarding race/ethnicity, gender, and veteran status.

- ☒ Yes On (Date): on a rolling basis _____ ☐ Yes (again) on (Date): _____ ☐ No
- ☐ NYCAPS Employee Self Service (by email; strongly recommended every year)
- ☒ Agency's intranet site
- ☒ On-boarding of new employees
- ☐ Newsletters and internal Agency Publications

III. The agency conducted a review of the quarterly CEEDS reports and the dashboard sent by DCAS to the EEO Officer with demographic data and trends, including workforce composition by job title, job group, race/ethnicity and gender; new hires, promotions and separation data; and utilization analysis.

NYC DEP FY 2025 Diversity, Equity, Inclusion and Equal Employment Quarterly Report

☒ Yes - on (Dates):

Q1 Review Date: 8-24-2024 Q2 Review Date: 10-16-2024 & 12-20-2024 Q3 Review date: _____ Q4 Review date: _____

The review was conducted with:

☒ Agency Head
☐ Human Resources
☐ General Counsel
☒ Other COO & COS
☐ Not conducted

☒ Agency Head
☐ Human Resources
☐ General Counsel
☒ Other COO
☐ Not conducted

☐ Agency Head
☐ Human Resources
☐ General Counsel
☐ Other _____
☐ Not conducted

☐ Agency Head
☐ Human Resources
☐ General Counsel
☐ Other _____
☐ Not conducted

IV. EEO, Diversity, Inclusion and Equity Initiatives for FY 2025

Please describe your progress this quarter in implementing the primary goals in Section IV of your Agency Diversity, Equity, Inclusion and EEO Plan for FY 2025.

A. Workforce:

Please list the **Goals, Planned Programs, Initiatives, and Actions aimed at Workforce** included in *Section IV: Diversity, Equity, Inclusion and EEO Initiatives for FY 2025*, which you set/declared in your FY 2025 Diversity, Equity, Inclusion and EEO Plan (e.g., underutilization, workforce planning, succession planning and diverse applicant pool, among others).

[Copy the planned Workforce Goal/Program/Action from FY 2025 DEI-EEO plan]

DEP's EEO and Human Resources offices will continue to collaborate with each other on strategies for addressing underutilization and improving workforce diversity in recruitment, training development, and talent retention.

NYC DEP FY 2025 Diversity, Equity, Inclusion and Equal Employment Quarterly Report

1.

Please describe the steps that your agency has taken to meet this goal/initiative. Include actions aimed at the composition of your workforce, recruitment, retention, promotion, and professional development to enhance equity, inclusion, and race relations in an integrated agency workforce. Pay attention to age inclusivity, non-traditional minorities, and engagement of traditional and older employees. A well-balanced, integrated workforce should help establish your agency as a leading service provider to the citizens of New York City focused on diversity, equity, and inclusion, while reflecting the variety of communities that are served. How do you evaluate the effectiveness of these actions?

Workforce Goal/Initiative #1 Update: Partner with DEP leadership and city agencies such as the Equal Employment Practices Commission (EEPC) and the Department of Citywide Administrative Services (DCAS) to establish separate workforce composition dashboards for DEP's upstate and downstate work locations so as to more accurately assess underutilization and craft more targeted recruitment and retention strategies for each region.

Q1 Update:	<input type="checkbox"/> Planned	<input type="checkbox"/> Not started	<input checked="" type="checkbox"/> Ongoing	<input type="checkbox"/> Delayed	<input type="checkbox"/> Deferred	<input type="checkbox"/> Completed
Q2 Update:	<input type="checkbox"/> Planned	<input type="checkbox"/> Not started	<input checked="" type="checkbox"/> Ongoing	<input type="checkbox"/> Delayed	<input type="checkbox"/> Deferred	<input type="checkbox"/> Completed
Q3 Update:	<input type="checkbox"/> Planned	<input type="checkbox"/> Not started	<input type="checkbox"/> Ongoing	<input type="checkbox"/> Delayed	<input type="checkbox"/> Deferred	<input type="checkbox"/> Completed
Q4 Update:	<input type="checkbox"/> Planned	<input type="checkbox"/> Not started	<input type="checkbox"/> Ongoing	<input type="checkbox"/> Delayed	<input type="checkbox"/> Deferred	<input type="checkbox"/> Completed

2. [Copy the planned Workforce Goal/Program/Action from FY 2025 DEI-EEO plan]

Please describe the steps that your agency has taken to meet this goal/initiative. Include actions aimed at the composition of your workforce, recruitment, retention, promotion, and professional development to enhance equity, inclusion, and race relations in an integrated agency workforce. Pay attention to age inclusivity, non-traditional minorities, and engagement of traditional and older employees. A well-balanced, integrated workforce should help establish your agency as a leading service provider to the citizens of New York City focused on diversity, equity, and inclusion, while reflecting the variety of communities that are served. How do you evaluate the effectiveness of these actions?

NYC DEP FY 2025 Diversity, Equity, Inclusion and Equal Employment Quarterly Report

Workforce Goal/Initiative #2 Update: Partner with DCAS, unions, and outside organizations on innovative strategies for increasing career advancement pathways and opportunities in DEP's underutilized titles (e.g. expanding DEP's apprenticeship program to include additional entry-level job titles, increasing the number of participants in the agency's existing apprenticeship/helper titles, waiving or absorbing the cost of civil service exams and test prep courses for certain underutilized titles, etc.).

Q1 Update: ☐ Planned ☐ Not started ☒ Ongoing ☐ Delayed ☐ Deferred ☐ Completed

Q2 Update: ☐ Planned ☐ Not started ☒ Ongoing ☐ Delayed ☐ Deferred ☐ Completed

Q3 Update: ☐ Planned ☐ Not started ☐ Ongoing ☐ Delayed ☐ Deferred ☐ Completed

Q4 Update: ☐ Planned ☐ Not started ☐ Ongoing ☐ Delayed ☐ Deferred ☐ Completed

3. [Copy the planned Workforce Goal/Program/Action from FY 2025 DEI-EEO plan]

Please describe the steps that your agency has taken to meet this goal/initiative. Include actions aimed at the composition of your workforce, recruitment, retention, promotion, and professional development to enhance equity, inclusion, and race relations in an integrated agency workforce. Pay attention to age inclusivity, non-traditional minorities, and engagement of traditional and older employees. A well-balanced, integrated workforce should help establish your agency as a leading service provider to the citizens of New York City focused on diversity, equity, and inclusion, while reflecting the variety of communities that are served. How do you evaluate the effectiveness of these actions?

Workforce Goal/Initiative #3 Update: Engage the services of a DEI vendor to assist DEP in creating a customized equity toolkit and appropriate orientation/training for the agency's decision-making personnel.

Q1 Update: ☐ Planned ☐ Not started ☒ Ongoing ☐ Delayed ☐ Deferred ☐ Completed

Q2 Update: ☐ Planned ☐ Not started ☒ Ongoing ☐ Delayed ☐ Deferred ☐ Completed

Q3 Update: ☐ Planned ☐ Not started ☐ Ongoing ☐ Delayed ☐ Deferred ☐ Completed

Q4 Update: ☐ Planned ☐ Not started ☐ Ongoing ☐ Delayed ☐ Deferred ☐ Completed

NYC DEP FY 2025 Diversity, Equity, Inclusion and Equal Employment Quarterly Report

4. [Copy the planned Workforce Goal/Program/Action from FY 2025 DEI-EEO plan]

Please describe the steps that your agency has taken to meet this goal/initiative. Include actions aimed at the composition of your workforce, recruitment, retention, promotion, and professional development to enhance equity, inclusion, and race relations in an integrated agency workforce. Pay attention to age inclusivity, non-traditional minorities, and engagement of traditional and older employees. A well-balanced, integrated workforce should help establish your agency as a leading service provider to the citizens of New York City focused on diversity, equity, and inclusion, while reflecting the variety of communities that are served. How do you evaluate the effectiveness of these actions?

Workforce Goal/Initiative #4 Update:

Q1 Update:	<input type="checkbox"/> Planned	<input type="checkbox"/> Not started	<input type="checkbox"/> Ongoing	<input type="checkbox"/> Delayed	<input type="checkbox"/> Deferred	<input type="checkbox"/> Completed
Q2 Update:	<input type="checkbox"/> Planned	<input type="checkbox"/> Not started	<input type="checkbox"/> Ongoing	<input type="checkbox"/> Delayed	<input type="checkbox"/> Deferred	<input type="checkbox"/> Completed
Q3 Update:	<input type="checkbox"/> Planned	<input type="checkbox"/> Not started	<input type="checkbox"/> Ongoing	<input type="checkbox"/> Delayed	<input type="checkbox"/> Deferred	<input type="checkbox"/> Completed
Q4 Update:	<input type="checkbox"/> Planned	<input type="checkbox"/> Not started	<input type="checkbox"/> Ongoing	<input type="checkbox"/> Delayed	<input type="checkbox"/> Deferred	<input type="checkbox"/> Completed

5. Efforts to reduce Workforce underutilization:

Please describe steps that were taken or planned to address underutilization identified through quarterly workforce reports. Please list Job Groups where underutilization exists in the current quarter.

See workforce goals/initiatives 1, 2 and 3 above. In addition, the EEO&D Office reviewed DEP's workforce composition dashboard and trends with agency leadership, and established plans to also review this information with the agency's bureau heads so as to more effectively partner with them on addressing historic underutilization in various job groups, including laborers, craft, and managers.

B. Workplace:

NYC DEP FY 2025 Diversity, Equity, Inclusion and Equal Employment Quarterly Report

Please list the Goals, Planned Programs, Initiatives, and Actions aimed at Workplace included in *Section IV: Diversity, Equity, Inclusion and EEO Initiatives for FY 2025*, which you set/declared in your FY 2025 Diversity, Equity, Inclusion and EEO Plan (e.g., job satisfaction/engagement surveys, exit interviews/surveys, and onboarding surveys).

1. [Copy Workplace Goal/Program/Action from FY 2025 DEI-EEO plan]

DEP strives to consistently identify, assess, and refine strategies for fostering a more inclusive workplace culture and environment based on *belonging*.

Please describe the steps that your agency has taken to meet this goal/initiative. Include actions taken to create equitable work environment which values differences and maintain focus on retaining talent. How do you evaluate the effectiveness of these actions?

Workplace Goal/Initiative #1 Update: Engage the services of a DEI vendor to assist the EEO&D Office to design a training course for the agency's senior leadership for developing cultural competency for building and leading diverse teams, interrupting bias, and identifying privilege.

Q1 Update:	<input type="checkbox"/> Planned	<input type="checkbox"/> Not started	<input checked="" type="checkbox"/> Ongoing	<input type="checkbox"/> Delayed	<input type="checkbox"/> Deferred	<input type="checkbox"/> Completed
Q2 Update:	<input type="checkbox"/> Planned	<input type="checkbox"/> Not started	<input checked="" type="checkbox"/> Ongoing	<input type="checkbox"/> Delayed	<input type="checkbox"/> Deferred	<input type="checkbox"/> Completed
Q3 Update:	<input type="checkbox"/> Planned	<input type="checkbox"/> Not started	<input type="checkbox"/> Ongoing	<input type="checkbox"/> Delayed	<input type="checkbox"/> Deferred	<input type="checkbox"/> Completed
Q4 Update:	<input type="checkbox"/> Planned	<input type="checkbox"/> Not started	<input type="checkbox"/> Ongoing	<input type="checkbox"/> Delayed	<input type="checkbox"/> Deferred	<input type="checkbox"/> Completed

2. [Copy Workplace Goal/Program/Action from FY 2025 DEI-EEO plan]

Please describe the steps that your agency has taken to meet this goal/initiative. Include actions taken to create equitable work environment which values differences and maintain focus on retaining talent. How do you evaluate the effectiveness of these actions?

NYC DEP FY 2025 Diversity, Equity, Inclusion and Equal Employment Quarterly Report

Workplace Goal/Initiative #2 Update: Design a comprehensive, best practices workforce training plan to compliment mandatory training, and that provides practical tools/competencies/resources for responding to today's workplace challenges in areas such as, cultural competency for sustaining diverse teams, neurodiversity, reasonable accommodations, unconscious bias and privilege, and disability etiquette.

Q1 Update: ☒ Planned ☐ Not started ☐ Ongoing ☐ Delayed ☐ Deferred ☐ Completed
Q2 Update: ☒ Planned ☐ Not started ☐ Ongoing ☐ Delayed ☐ Deferred ☐ Completed
Q3 Update: ☐ Planned ☐ Not started ☐ Ongoing ☐ Delayed ☐ Deferred ☐ Completed
Q4 Update: ☐ Planned ☐ Not started ☐ Ongoing ☐ Delayed ☐ Deferred ☐ Completed

3. [Copy Workplace Goal/Program/Action from FY 2025 DEI-EEO plan]

Please describe the steps that your agency has taken to meet this goal/initiative. Include actions taken to create equitable work environment which values differences and maintain focus on retaining talent. How do you evaluate the effectiveness of these actions?

Workplace Goal/Initiative #3 Update: Create and implement across all DEP job titles and levels a written standard with appropriate metrics for measuring workforce accountability in demonstrating EEO-DEI principles and values.

Q1 Update: ☐ Planned ☐ Not started ☒ Ongoing ☐ Delayed ☐ Deferred ☐ Completed
Q2 Update: ☐ Planned ☐ Not started ☒ Ongoing ☐ Delayed ☐ Deferred ☐ Completed
Q3 Update: ☐ Planned ☐ Not started ☐ Ongoing ☐ Delayed ☐ Deferred ☐ Completed
Q4 Update: ☐ Planned ☐ Not started ☐ Ongoing ☐ Delayed ☐ Deferred ☐ Completed

4. [Copy Workplace Goal/Program/Action from FY 2025 DEI-EEO plan]

Please describe the steps that your agency has taken to meet this goal/initiative. Include actions taken to create equitable work environment which values differences and maintain focus on retaining talent. How do you evaluate the effectiveness of these actions?

NYC DEP FY 2025 Diversity, Equity, Inclusion and Equal Employment Quarterly Report

Workplace Goal/Initiative #4 Update:

Q1 Update: ☐ Planned ☐ Not started ☐ Ongoing ☐ Delayed ☐ Deferred ☐ Completed
Q2 Update: ☐ Planned ☐ Not started ☐ Ongoing ☐ Delayed ☐ Deferred ☐ Completed
Q3 Update: ☐ Planned ☐ Not started ☐ Ongoing ☐ Delayed ☐ Deferred ☐ Completed
Q4 Update: ☐ Planned ☐ Not started ☐ Ongoing ☐ Delayed ☐ Deferred ☐ Completed

5. Other Workplace Activities:

Please describe any other EEO-related activities designed to improve/enhance the workplace (e.g., postings, meetings, cultural programs promoting diversity, newsletters/articles, etc.) and describe them, including the dates when the activities occurred.

DEP hosted the following events and programs for improving/enhancing workplace diversity, inclusion and belonging in **FY 2025 Q1:**

- **CPR Awareness Program | July 14th, August 21st & September 13th:** The Employee Engagement and Wellness Team, in partnership with the Fire Department of New York, encouraged DEP employees to learn the most effective way to save lives by teaching compression only CPR with automated external defibrillation (AED) usage.
- **BIPOC Mental Health Awareness Month Webinar | July 16th:** July celebrates Black, Indigenous, People of Color (BIPOC) Mental Health Awareness Month. In honor of this awareness, the Employee Engagement and Wellness Team hosted an informational webinar and provided resources that can help raise awareness and support for anyone beginning their mental health journey.
- **Zumba Fitness Class | August 1st – September 12th:** The Employee Engagement and Wellness Team, in partnership with WorkWell NYC's program coordinators, hosted a 6-week in person fitness series for a Zumba fitness class that is inspired by Latin and international music and dance moves! Routines incorporate combinations of fast and slow rhythms to improve cardiovascular health.
- **International Literacy Day | September 8th:** The Department of Environmental Protection's Office of EEO & Diversity hosted a **Slam Poetry Event** in recognition of International Literacy Day, an annual celebration aimed at

NYC DEP FY 2025 Diversity, Equity, Inclusion and Equal Employment Quarterly Report

raising awareness and highlighting the importance of literacy in empowering individuals, communities, and societies worldwide.

DEP hosted the following events and programs for improving/enhancing workplace diversity, inclusion and belonging in **FY 2025 Q2:**

- **Workforce Email Communications | October, November, December:** The Department of Environmental Protection's Office of EEO & Diversity issues monthly email communications sharing cultural designations to celebrate or honor, as well as events occurring within the agency, sister agencies and citywide when available.
- **Health Month Expo | October 2nd:** In recognition of October as Health Month, the Employment and Wellness Team collaborated with several city agencies and insurance providers, including Aetna, Cancer Care, DC37, EAP, OEHS, DCP, Emblem Health, MetroPlus, and others, to educate DEP employees on various aspects of health, wellness, fitness, and lifestyle improvements.
- **Pioneers of Change: Shaping the Future Together | October 8th:** The Department of Environmental Protection's Office of EEO & Diversity hosted Un Asunto Cultural (A Cultural Affair) in honor of Mes de la Herencia Hispana (Hispanic Heritage Month) to celebrate the history, cultures, and contributions of the Hispanic and Latino communities. The event featured a panel discussion with DEP employees who shared their personal experiences and traditions, along with opening remarks from the Deputy Chief Financial Officer, a PowerPoint presentation highlighting Hispanic Pioneers, followed by food, music, and dance.
- **Beyond the Surface: Empowering Invisible Disabilities & Employment | October 9th:** The Department of Environmental Protection's Office of EEO & Diversity collaborated with the Bureau of Customer Service during Customer Service Week to host a panel discussion featuring the Director of Programs for NYC: ATWORK and the Assistant Commissioner of Workforce Operations to explore the challenges and opportunities surrounding Invisible Disabilities in the workplace with a key focus on Supporting Employees with Invisible Disabilities and Serving Customers with Invisible Disabilities.
- **Mental Wellness and the Holidays Webinar | October 17th:** The Employee Engagement and Wellness Team partnered with DEP's Director of Staff Support and Assistance, Jonathan Glotzer, for a discussion on mental health during the holidays.

NYC DEP FY 2025 Diversity, Equity, Inclusion and Equal Employment Quarterly Report

- **Art is Life Behind the Curtain - American Sikh Screening and Filmmaker Q&A | October 17th**: The Employee Engagement and Wellness Team, in partnership with WorkWell NYC's program coordinators, encouraged DEP employees to participate in the live screening of the short animated film "American Sikh" which tells the life story of an American-born, turban-wearing Sikh artist and activist, who after a lifetime of facing prejudice, self-doubt and violence, finally finds acceptance in a superhero costume.
- **Naloxone Awareness Webinar | October 19th**: The Employee Engagement and Wellness Team, in partnership with the Department of Mental Health and Hygiene, hosted a virtual Naloxone Awareness session which involved educating DEP employees on the current opioid epidemic in NYC, signs of overdose, and a demonstration on how to administer naloxone nasal spray.
- **CPR Awareness Program | October 23rd & November 20th**: The Employee Engagement and Wellness Team, in partnership with the Fire Department of New York, encouraged DEP employees to learn the most effective way to save lives by teaching compression only CPR with automated external defibrillation (AED) usage.
- **World Diabetes Day – Digital Dance Class | November 14th**: The Employee Engagement and Wellness Team, in partnership with WorkWell NYC's program coordinators, encouraged DEP employees to participate in a digital dance class in honor of the World Diabetes Day 2024 theme of "Physical Well-Being".
- **The Magic of Gratitude Challenge | December 16th-20th**: The Employee Engagement and Wellness Team, in partnership with WorkWell NYC's program coordinators, encouraged DEP employees to participate in a 5-day gratitude challenge that focused on saying thank you and showing gratitude to oneself and others.

C. Community and Equity, Inclusion and Race Relations:

Please list the Planned Programs, Initiatives, Actions aimed at Community, Equity, Inclusion and Race Relations included in Section IV: Diversity, Equity, Inclusion and EEO Initiatives for FY 2025, which you set/declared in your FY 2025 Diversity, Equity, Inclusion and EEO Plan (e.g., community outreach and engagement, M/WBE participation and customer satisfaction surveys).

1. **[Copy Community/Equity/Inclusion Goal/Program/Action from FY 2025 DEI-EEO plan]**

NYC DEP FY 2025 Diversity, Equity, Inclusion and Equal Employment Quarterly Report

DEP will continue to strengthen its commitment to public health and environmental justice through addressing disparities affecting underserved communities.

Please describe the steps that your agency has taken to meet this goal/initiative. Include actions taken to establish your agency as a leading service provider to the citizens of New York City focused on diversity, equity, and inclusion, while reflecting the variety of communities that are served. How do you evaluate the effectiveness of these actions?

Community/Equity/Inclusion Goal/Initiative #1 Update: The EEO&D Office seeks to partner with DEP's Bureau of Public Affairs to extend its *Water on the Go* program to other City agencies hosting public-facing/community events to make clean drinking water available to New Yorkers via portable fountains.

Q1 Update: ☐ Planned ☐ Not started ☐ Ongoing ☐ Delayed ☒ Deferred ☐ Completed
Q2 Update: ☐ Planned ☐ Not started ☐ Ongoing ☐ Delayed ☒ Deferred ☐ Completed
Q3 Update: ☐ Planned ☐ Not started ☐ Ongoing ☐ Delayed ☐ Deferred ☐ Completed
Q4 Update: ☐ Planned ☐ Not started ☐ Ongoing ☐ Delayed ☐ Deferred ☐ Completed

2. [Copy Community/Equity/Inclusion Goal/Program/Action from FY 2025 DEI-EEO plan]

Please describe the steps that your agency has taken to meet this goal/initiative. Include actions taken to establish your agency as a leading service provider to the citizens of New York City focused on diversity, equity, and inclusion, while reflecting the variety of communities that are served. How do you evaluate the effectiveness of these actions?

Community/Equity/Inclusion Goal/Initiative #2 Update: DEP remains committed to fostering a safe and resilient New York City by actively listening to historically marginalized voices and disadvantaged populations so as to address legacies of discrimination/ systemic inequities by implementing strategies that reduce/eliminate the burdens/harms on the most distressed communities (e.g. directly invest in environmental justice communities, build a workforce that more closely reflects New York's diversity, and build a robust relationship with minority and women-owned business enterprises).

NYC DEP FY 2025 Diversity, Equity, Inclusion and Equal Employment Quarterly Report

Q1 Update: ☐ Planned ☐ Not started ☒ Ongoing ☐ Delayed ☐ Deferred ☐ Completed
Q2 Update: ☐ Planned ☐ Not started ☒ Ongoing ☐ Delayed ☐ Deferred ☐ Completed
Q3 Update: ☐ Planned ☐ Not started ☐ Ongoing ☐ Delayed ☐ Deferred ☐ Completed
Q4 Update: ☐ Planned ☐ Not started ☐ Ongoing ☐ Delayed ☐ Deferred ☐ Completed

3. [Copy Community/Equity/Inclusion Goal/Program/Action from FY 2025 DEI-EEO plan]

Please describe the steps that your agency has taken to meet this goal/initiative. Include actions taken to establish your agency as a leading service provider to the citizens of New York City focused on diversity, equity, and inclusion, while reflecting the variety of communities that are served. How do you evaluate the effectiveness of these actions?

Community/Equity/Inclusion Goal/Initiative #3 Update:

Q1 Update: ☐ Planned ☐ Not started ☐ Ongoing ☐ Delayed ☐ Deferred ☐ Completed
Q2 Update: ☐ Planned ☐ Not started ☐ Ongoing ☐ Delayed ☐ Deferred ☐ Completed
Q3 Update: ☐ Planned ☐ Not started ☐ Ongoing ☐ Delayed ☐ Deferred ☐ Completed
Q4 Update: ☐ Planned ☐ Not started ☐ Ongoing ☐ Delayed ☐ Deferred ☐ Completed

4. [Copy Community/Equity/Inclusion Goal/Program/Action from FY 2025 DEI-EEO plan]

Please describe the steps that your agency has taken to meet this goal/initiative. Include actions taken to establish your agency as a leading service provider to the citizens of New York City focused on diversity, equity, and inclusion, while reflecting the variety of communities that are served. How do you evaluate the effectiveness of these actions?

NYC DEP FY 2025 Diversity, Equity, Inclusion and Equal Employment Quarterly Report

Community/Equity/Inclusion Goal/Initiative #4 Update:

Q1 Update: ☐ Planned ☐ Not started ☐ Ongoing ☐ Delayed ☐ Deferred ☐ Completed
Q2 Update: ☐ Planned ☐ Not started ☐ Ongoing ☐ Delayed ☐ Deferred ☐ Completed
Q3 Update: ☐ Planned ☐ Not started ☐ Ongoing ☐ Delayed ☐ Deferred ☐ Completed
Q4 Update: ☐ Planned ☐ Not started ☐ Ongoing ☐ Delayed ☐ Deferred ☐ Completed

5. Other Community programs and activities:

Please describe any other Community-directed programs and activities (e.g., meetings, educational and cultural programs, promotion of agency services, community fairs, etc.) and describe them, including the dates when the activities occurred.

DEP's EEO&D Office continues to partner with its regional neighbor, the Lefrak branch of the Queens Public Library to support programs/initiatives and networking opportunities for the Lefrak community.

V. Recruitment

A. Recruitment Efforts

Please list **Recruitment Initiatives and Strategies** which you set/declared in your FY 2025 Diversity, Equity, Inclusion and EEO Plan (e.g., targeted outreach and outreach, diversity recruitment, social media presence, where jobs are posted, EEO and APO collaboration, evaluation of best recruitment sources, structured interview training and unconscious bias training).

1. [Copy Recruitment Initiatives/Strategies from FY 2025 DEI-EEO plan]

The Agency is committed to fair and consistent employment practices, with DEP managers and supervisors actively promoting diversity and inclusion. During hiring and promotions, DEP's EEO&D and Organizational Development & Human Resources collaborate with each other to ensure processes align with City and Agency policies, reducing discrimination risk and ensuring top, diverse talent selection.

NYC DEP FY 2025 Diversity, Equity, Inclusion and Equal Employment Quarterly Report

Please describe the steps that your agency has taken to implement and achieve these initiatives/strategies. How do you evaluate the effectiveness of these actions?

DEP publishes job vacancy notices for employees and shares openings with community partners and local schools. Hard-to-fill roles are promoted on DEP's LinkedIn, Facebook, Twitter, and various publications. Budget permitting, DEP also participates in college fairs, community events, and collaborates with DCAS on potential hiring hall initiatives.

Recruitment Initiatives/Strategies #1 Update:

Q1 Update:	<input type="checkbox"/> Planned	<input type="checkbox"/> Not started	<input checked="" type="checkbox"/> Ongoing	<input type="checkbox"/> Delayed	<input type="checkbox"/> Deferred	<input type="checkbox"/> Completed
Q2 Update:	<input type="checkbox"/> Planned	<input type="checkbox"/> Not started	<input checked="" type="checkbox"/> Ongoing	<input type="checkbox"/> Delayed	<input type="checkbox"/> Deferred	<input type="checkbox"/> Completed
Q3 Update:	<input type="checkbox"/> Planned	<input type="checkbox"/> Not started	<input type="checkbox"/> Ongoing	<input type="checkbox"/> Delayed	<input type="checkbox"/> Deferred	<input type="checkbox"/> Completed
Q4 Update:	<input type="checkbox"/> Planned	<input type="checkbox"/> Not started	<input type="checkbox"/> Ongoing	<input type="checkbox"/> Delayed	<input type="checkbox"/> Deferred	<input type="checkbox"/> Completed

2. [Copy Recruitment Initiatives/Strategies from FY 2025 DEI-EEO plan]

Please describe the steps that your agency has taken to implement and achieve these initiatives/strategies. How do you evaluate the effectiveness of these actions?

Recruitment Initiatives/Strategies #2 Update:

Q1 Update:	<input type="checkbox"/> Planned	<input type="checkbox"/> Not started	<input type="checkbox"/> Ongoing	<input type="checkbox"/> Delayed	<input type="checkbox"/> Deferred	<input type="checkbox"/> Completed
Q2 Update:	<input type="checkbox"/> Planned	<input type="checkbox"/> Not started	<input type="checkbox"/> Ongoing	<input type="checkbox"/> Delayed	<input type="checkbox"/> Deferred	<input type="checkbox"/> Completed
Q3 Update:	<input type="checkbox"/> Planned	<input type="checkbox"/> Not started	<input type="checkbox"/> Ongoing	<input type="checkbox"/> Delayed	<input type="checkbox"/> Deferred	<input type="checkbox"/> Completed
Q4 Update:	<input type="checkbox"/> Planned	<input type="checkbox"/> Not started	<input type="checkbox"/> Ongoing	<input type="checkbox"/> Delayed	<input type="checkbox"/> Deferred	<input type="checkbox"/> Completed

3. [Copy Recruitment Initiatives/Strategies from FY 2025 DEI-EEO plan]

NYC DEP FY 2025 Diversity, Equity, Inclusion and Equal Employment Quarterly Report

Please describe the steps that your agency has taken to implement and achieve these initiatives/strategies. How do you evaluate the effectiveness of these actions?

Recruitment Initiatives/Strategies #3 Update:

Q1 Update: ☐ Planned ☐ Not started ☐ Ongoing ☐ Delayed ☐ Deferred ☐ Completed

Q2 Update: ☐ Planned ☐ Not started ☐ Ongoing ☐ Delayed ☐ Deferred ☐ Completed

Q3 Update: ☐ Planned ☐ Not started ☐ Ongoing ☐ Delayed ☐ Deferred ☐ Completed

Q4 Update: ☐ Planned ☐ Not started ☐ Ongoing ☐ Delayed ☐ Deferred ☐ Completed

4. [Copy Recruitment Initiatives/Strategies from FY 2025 DEI-EEO plan]

Please describe the steps that your agency has taken to implement and achieve these initiatives/strategies. How do you evaluate the effectiveness of these actions?

Recruitment Initiatives/Strategies #4 Update:

Q1 Update: ☐ Planned ☐ Not started ☐ Ongoing ☐ Delayed ☐ Deferred ☐ Completed

Q2 Update: ☐ Planned ☐ Not started ☐ Ongoing ☐ Delayed ☐ Deferred ☐ Completed

Q3 Update: ☐ Planned ☐ Not started ☐ Ongoing ☐ Delayed ☐ Deferred ☐ Completed

Q4 Update: ☐ Planned ☐ Not started ☐ Ongoing ☐ Delayed ☐ Deferred ☐ Completed

NYC DEP FY 2025 Diversity, Equity, Inclusion and Equal Employment Quarterly Report

5. Please describe any recruitment efforts designed to increase the effectiveness and improve the hiring and selection reach of your agency during the quarter and describe the activities, including the dates when the activities occurred.

B. Recruitment Efforts for Civil Service Exams

List all recruitment events that were held by the agency to promote open-competitive civil service examinations.

Quarter #	Event Date	Event Name	Borough
1	N/A	N/A	N/A
2	11/21/2024	Brooklyn Chamber of Commerce & Opportunities for a Better Tomorrow Job Fair (STW)	Brooklyn

NYC DEP FY 2025 Diversity, Equity, Inclusion and Equal Employment Quarterly Report

List actual expenditures related to recruiting candidates for open-competitive and promotion civil service exams.

Borough	Approximate Dollar Amount (\$) in Q1	Approximate Dollar Amount (\$) in Q2	Approximate Dollar Amount (\$) in Q3	Approximate Dollar Amount (\$) in Q4
Bronx	N/A	N/A		
Brooklyn	N/A	N/A		
Manhattan	N/A	N/A		
Queens	N/A	N/A		
Staten Island	N/A	N/A		

C. Recruitment Sources

List recruitment sources used to fill vacancies in the current Quarter (include Q1)

1. Smart Recruiter
2. LinkedIn
3. MOPD

List recruitment sources used to fill vacancies in the current Quarter (include Q2)

1. Water Use Inspector – Email campaign to elected officials in NYC. Workforce 1's and neighborhood organizations.

D. Internships/Fellowships

The agency is providing the following internship opportunities in FY 2025. [**Note:** Please update this information every quarter.]

Race/Ethnicity* [#s] * Use self-ID data obtained from NYCAPS; **Gender* [#s]** [N-B=Non-Binary; O=Other; U=Unknown] * **Use self-ID data**

1. Urban Fellows:

NYC DEP FY 2025 Diversity, Equity, Inclusion and Equal Employment Quarterly Report

Q1 Total: 2 Q2 Total: 0 Q3 Total: Q4 Total:

Race/Ethnicity* [#s]: Black Hispanic Asian/Pacific Islander Native American White Two or more Races

Gender* [#s]: M 1 F 1 N-B O U

2. Public Service Corps:

Q1 Total: 0 Q2 Total: 0 Q3 Total: Q4 Total:

Race/Ethnicity* [#s]: Black Hispanic Asian/Pacific Islander Native American White Two or more Races

Gender* [#s]: M F N-B O U

3. Summer College Interns:

Q1 Total: 0 Q2 Total: 0 Q3 Total: Q4 Total:

Race/Ethnicity* [#s]: Black Hispanic Asian/Pacific Islander Native American White Two or more Races

Gender* [#s]: M F N-B O U

4. Summer Graduate Interns:

Q1 Total: 0 Q2 Total: 0 Q3 Total: Q4 Total:

Race/Ethnicity* [#s]: Black Hispanic Asian/Pacific Islander Native American White Two or more Races

Gender* [#s]: M F N-B O U

5. Other (specify):

NYC DEP FY 2025 Diversity, Equity, Inclusion and Equal Employment Quarterly Report

Q1 Total: 0 Q2 Total: 6 Q3 Total: Q4 Total:

Race/Ethnicity* [#s]: Black 3 Hispanic 2 Asian/Pacific Islander 1 Native American White Two or more Races
Gender* [#s]: M 3 F 3 N-B O U

Additional comments: No career fairs were held by the agency in Q1; however, we did attend a NYC Jobs Hiring Hall in July where we informed the public about CS exams.

E. 55-A Program

The agency uses the 55-a Program to hire and retain qualified individuals with disabilities. ☒ Yes ☐ No

Currently, the agency employs the following number of 55-a participants:

Q1 (9/30/2024): 22 Q2 (12/31/2024): 22 Q3 (3/31/2025): Q4 (6/30/2025):

During the 1st Quarter, a total of 1 [number] new applications for the program were received.
During the 1st Quarter 1 participants left the program due to [state reasons] retirement.

During the 2nd Quarter, a total of 0 [number] new applications for the program were received.
During the 2nd Quarter 0 participants left the program due to [state reasons] *****.

During the 3rd Quarter, a total of [number] new applications for the program were received.
During the 3rd Quarter participants left the program due to [state reasons] .

During the 4th Quarter, a total of [number] new applications for the program were received.
During the 4th Quarter participants left the program due to [state reasons] .

The 55-a Coordinator has achieved the following goals:

1. Disseminated 55-a information –
by e-mail: ☐ Yes ☒ No

NYC DEP FY 2025 Diversity, Equity, Inclusion and Equal Employment Quarterly Report

in training sessions: ☒ Yes ☐ No

on the agency website: ☒ Yes ☐ No

in agency newsletter: ☐ Yes ☒ No

Other: __Targeted orientation/presentation for DEP's EEO Liaisons_____

2. _____
3. _____

VI. Selection (Hiring and Promotion)

Please review Section VI of your FY 2025 Diversity, Equity, Inclusion and EEO Plan and describe your activities for this quarter below:

Please list additional **Selection Strategies and Initiatives** which you set/declared in your FY 2025 Diversity, Equity, Inclusion and EEO Plan (*e.g., use of structured interview, EEO or APO representatives observing interviews, review of placements, review of e-hire applicant data*).

Please describe the steps that your agency has taken to meet these objectives.

1. Career Counseling: Advising employees of opportunities for promotion and career development; Notification of promotion/transfer opportunities.

Through career counseling and related services, DEP employees were provided skills and resources for career growth and development in a civil service setting. This program also fosters transparency around available positions within the agency to meet future organizational needs.

2. Reviewing the methods by which candidates are selected for appointment, promotion, or to fill vacancies (new hires), especially for mid- and high-level discretionary positions.

DEP continued to review the methods by which candidates were selected for appointment, promotion, or to fill vacancies (new hires), especially for mid- and high-level discretionary positions. A diverse panel—including bureau hiring managers, HR personnel, an EEO liaison, and EEO representatives—conducts structured interviews where each applicant is asked

NYC DEP FY 2025 Diversity, Equity, Inclusion and Equal Employment Quarterly Report

identical questions and scored to determine the best-qualified candidate for the position. If scores are tied, a second round of interviews is conducted.

3. Describe the role of agency EEO Officer and other EEO staff in the selection of candidates for appointment or promotion (pre- and post-appointment).

DEP's EEO Officer partners with the agency's Human Resources in the hiring/selection process by reviewing applicant resumes and cover letters, ensuring a diverse talent pool, reviewing vacancy announcements, and structured interview questions, and verifying that structured interviews are conducted by a diverse selection panel.

4. Analyzing the impact of layoffs or terminations on racial, gender and age groups.

DEP adheres to the DCAS Layoff Procedure as guidance for any necessary layoffs, terminations, or demotions due to legitimate business or operational reasons. The agency will assess the impact of these actions on racial, ethnic, gender, and age groups, as well as on individuals with disabilities. If a disproportionate impact is found, documentation will confirm that decisions were based on objective criteria and justified by business necessity. Layoff or termination decisions will involve the Agency Personnel Officer, EEO Officer, and General Counsel, and will adhere to seniority requirements per civil service law (for competitive titles) and union agreements (for non-competitive and labor class titles).

5. Other:

During this Quarter the Agency activities included:

# of Vacancies		# of New Hires	# of New Promotions
Q1	# <u>2368</u>	# <u>77</u>	# <u>303</u>
Q2	# _____	# _____	# _____
Q3	# _____	# _____	# _____
Q4	# _____	# _____	# _____

NYC DEP FY 2025 Diversity, Equity, Inclusion and Equal Employment Quarterly Report

VII. Training

Please provide your training information in Part II of the report “DEI-EEO Training Summary” (in MS Excel).

VIII. Reasonable Accommodation

Please report all reasonable accommodation requests and their disposition in the DCAS Citywide Complaint/Reasonable Accommodation Tracking System by logging into your CICS Account at: <https://mstpwwa-ctwapx02.csc.nycnet/Login.aspx>

The agency did input full Reasonable Accommodation activity on the DCAS Citywide Complaint and Reasonable Accommodation (CAD) Database:

Q1: ☒ Yes ☐ No

Q2: ☒ Yes ☐ No

Q3: ☐ Yes ☐ No

Q4: ☐ Yes ☐ No

NYC DEP FY 2025 Diversity, Equity, Inclusion and Equal Employment Quarterly Report

IX. Compliance and Implementation of Requirements Under Executive Orders and Local Laws

A. Local Law 92: Annual Sexual Harassment Prevention training

Please provide Sexual Harassment Prevention Training Information in Part II of the report “DEI-EEO Training Summary” (in MS Excel).

B. Local Law 97: Annual Sexual Harassment Reporting

☐ The agency has entered the sexual harassment Complaint Data in the DCAS Citywide Complaint Tracking System and updates the information as they occur.

Q1: ☒ Yes ☐ No

Q2: ☒ Yes ☐ No

Q3: ☐ Yes ☐ No

Q4: ☐ Yes ☐ No

☐ The agency has entered **all types of complaints** in the DCAS Citywide Complaint Tracking System and updates the information as they occur.

Q1: ☒ Yes ☐ No

Q2: ☒ Yes ☐ No

Q3: ☐ Yes ☐ No

Q4: ☐ Yes ☐ No

☐ The agency ensures that complaints are closed within 90 days.

Report all complaints and their disposition in the DCAS Citywide Complaint/Reasonable Accommodation Tracking System by logging into your CICS Account at: <https://mspwa-ctwapx02.csc.nycnet/Login.aspx>

C. Executive Order 16: Training on Transgender Diversity and Inclusion

Please provide E.O. 16 Training Information in Part II of the report “DEI-EEO Training Summary” (in MS Excel).

NYC DEP FY 2025 Diversity, Equity, Inclusion and Equal Employment Quarterly Report

IX. Audits and Corrective Measures

Please choose the statement that applies to your agency.

- ☐ The agency is NOT involved in an audit conducted by NYC Equal Employment Practice Commission (EEPC) or another governmental agency specific to our EEO practices.
- ☐ The agency is involved in an audit; please specify who is conducting the audit: EEPC
 - ☐ Attach the audit recommendations by EEPC or the other auditing agency.
 - ☐ If needed, the agency has submitted or will submit to DCAS Citywide Equity and Inclusion an amendment letter, which shall amend the agency plan for previous FY(s) as recommended by EEPC.
- ☒ The agency received a Certificate of Compliance from the auditing agency in 2023 or 2024 (by email dated September 12, 2024, DEP received the EEPC's determination of compliance dated September 5, 2024 in lieu of a certificate of compliance. The certificate of compliance was subsequently issued to DEP on October 31, 2024).

Please attach a copy of the Certificate of Compliance from the auditing agency (see enclosed)

NYC DEP FY 2025 Diversity, Equity, Inclusion and Equal Employment Quarterly Report

Appendix A: EEO Personnel Details

EEO Personnel For 2 Quarter, FY 2025

Personnel Changes:

Personnel Changes this Quarter: <input checked="" type="checkbox"/> No Changes		Number of Additions:	Number of Deletions:
Employee's Name & Title	1. Sheila Garvey, Employee Relations Counsel	2. Luisa Martinez-Hernandez Strategic Initiatives Specialist	3.
Nature of change	<input type="checkbox"/> Addition <input checked="" type="checkbox"/> Deletion	<input checked="" type="checkbox"/> Addition <input type="checkbox"/> Deletion	<input type="checkbox"/> Addition <input type="checkbox"/> Deletion
Date of Change in EEO Role	Start Date or Termination Date: 7/1/24	Start Date or Termination Date: 10/2024	Start Date or Termination Date:
Employee's Name & Title	4.	5.	6.
Nature of change	<input type="checkbox"/> Addition <input type="checkbox"/> Deletion	<input type="checkbox"/> Addition <input type="checkbox"/> Deletion	<input type="checkbox"/> Addition <input type="checkbox"/> Deletion
Date of Change in EEO Role	Start Date or Termination Date:	Start Date or Termination Date:	Start Date or Termination Date:

NYC DEP FY 2025 Diversity, Equity, Inclusion and Equal Employment Quarterly Report

For New EEO Professionals:			
Name & Title	1. Luisa Martinez-Hernandez	2.	3.
EEO Function	<input type="checkbox"/> EEO Officer <input type="checkbox"/> EEO Counselor <input type="checkbox"/> EEO Trainer <input checked="" type="checkbox"/> EEO Investigator <input type="checkbox"/> 55-a Coordinator <input type="checkbox"/> Other: (specify)	<input type="checkbox"/> EEO Officer <input type="checkbox"/> EEO Counselor <input type="checkbox"/> EEO Trainer <input type="checkbox"/> EEO Investigator <input type="checkbox"/> 55-a Coordinator <input type="checkbox"/> Other: (specify)	<input type="checkbox"/> EEO Officer <input type="checkbox"/> EEO Counselor <input type="checkbox"/> EEO Trainer <input type="checkbox"/> EEO Investigator <input type="checkbox"/> 55-a Coordinator <input type="checkbox"/> Other: (specify)
Percent of Time Devoted to EEO	<input checked="" type="checkbox"/> 100% <input type="checkbox"/> Other: (specify %):	<input type="checkbox"/> 100% <input type="checkbox"/> Other: (specify %):	<input type="checkbox"/> 100% <input type="checkbox"/> Other: (specify %):

Name & Title	4.	5.	6.
EEO Function	<input type="checkbox"/> EEO Officer <input type="checkbox"/> EEO Counselor <input type="checkbox"/> EEO Trainer <input type="checkbox"/> EEO Investigator <input type="checkbox"/> 55-a Coordinator <input type="checkbox"/> Other: (specify)	<input type="checkbox"/> EEO Officer <input type="checkbox"/> EEO Counselor <input type="checkbox"/> EEO Trainer <input type="checkbox"/> EEO Investigator <input type="checkbox"/> 55-a Coordinator <input type="checkbox"/> Other: (specify)	<input type="checkbox"/> EEO Officer <input type="checkbox"/> EEO Counselor <input type="checkbox"/> EEO Trainer <input type="checkbox"/> EEO Investigator <input type="checkbox"/> 55-a Coordinator <input type="checkbox"/> Other: (specify)
Percent of Time Devoted to EEO	<input type="checkbox"/> 100% <input type="checkbox"/> Other: (specify %):	<input type="checkbox"/> 100% <input type="checkbox"/> Other: (specify %):	<input type="checkbox"/> 100% <input type="checkbox"/> Other: (specify %):

EEO Training Completed within the Last <u>two</u> years, including the current quarter (EEO and D&I Officers, Deputies, and all new EEO Professionals):			
Name & EEO Role	1. Danielle Barrett, Assistant Commissioner/ EEO & Diversity & Inclusion Officer	2. Tanika Thomas, Training and Compliance Manager	2. Artur Pogorzelski, EEO Attorney Investigator
Completed EEO Trainings:			
1. Everybody Matters-EEO and D&I	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
2. Sexual Harassment Prevention	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
3. IgbTq: The Power of Inclusion	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
4. Disability Awareness & Etiquette	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
5. Unconscious Bias	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

NYC DEP FY 2025 Diversity, Equity, Inclusion and Equal Employment Quarterly Report

6. Microaggressions	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
7. EEO Officer Essentials: Complaint/Investigative Processes	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
8. EEO Officer Essentials: Reasonable Accommodation	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
9. Essential Overview Training for New EEO Officers	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
10. Understanding CEEDS Reports	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

EEO Training completed within the last two years, including the current quarter (EEO and D&I Officers, Deputies, and all new EEO Professionals):

Name & EEO Role	4. Zachary Taylor, EEO Intake Specialist	5. Sandra Rhabb Campbell, EEO Office Manager	6. Ricky Poon, Clerical Associate
Completed EEO Trainings:			
1. Everybody Matters-EEO and D&I	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
2. Sexual Harassment Prevention	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
3. IgbTq: The Power of Inclusion	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
4. Disability Awareness & Etiquette	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
5. Unconscious Bias	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
6. Microaggressions	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
7. EEO Officer Essentials: Complaint/Investigative Processes	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
8. EEO Officer Essentials: Reasonable Accommodation	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
9. Essential Overview Training for New EEO Officers	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

NYC DEP FY 2025 Diversity, Equity, Inclusion and Equal Employment Quarterly Report

10. Understanding CEEDS Reports	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

EEO Training completed within the last <u>two</u> years, including the current quarter (EEO and D&I Officers, Deputies, and all new EEO Professionals):				
Name & EEO Role	7. Cindy Singh, EEO Intake Specialist	8. Jaliyl Stokes, Clerical Associate	9. Luisa Martinez-Hernandez Investigator	
Completed EEO Trainings:				
1. Everybody Matters-EEO and D&I	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
2. Sexual Harassment Prevention	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
3. LGBTIQ: The Power of Inclusion	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
4. Disability Awareness & Etiquette	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
5. Unconscious Bias	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
6. Microaggressions	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
7. EEO Officer Essentials: Complaint/Investigative Processes	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
8. EEO Officer Essentials: Reasonable Accommodation	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
9. Essential Overview Training for New EEO Officers	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
10. Understanding CEEDS Reports	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	

NYC DEP FY 2025 Diversity, Equity, Inclusion and Equal Employment Quarterly Report

EEO Personnel Contact Information (Please list all current EEO professionals)

Please provide full mailing address of the principal Agency EEO Office:

MAILING ADDRESS:

NYC Department of Environmental Protection
59-17 Junction Boulevard 20th Floor
Flushing, NY 11373

Diversity and EEO Staffing as of 2 Quarter FY 2025*

<u>EEO\ Diversity Role</u>	<u>Name</u>	<u>Civil Service Title</u>	<u>% of Time Devoted to EEO & DEI</u>	<u>Office E-mail Address</u>	<u>Telephone #</u>
EEO Officer/Director	Danielle Barrett	Assistant Commissioner	<u>100%</u>	dbarrett@dep.nyc.gov	718-595-3432
Deputy EEO Officer OR Co-EEO Officer	Tanika Thomas	Executive Assistant to Commissioner	<u>100%</u>	tthomas@dep.nyc.gov	718-595-7592
Chief Diversity & Inclusion Officer	Danielle Barrett	Assistant Commissioner	<u>100%</u>	dbarrett@dep.nyc.gov	718-595-3432
Diversity & Inclusion Officer	N/A	N/A	N/A	N/A	N/A
Chief Diversity Officer/Chief MWBE Officer per E.O. 59	Santo Cimino	Administrative Staff Analyst	<u>100%</u>	scimino@dep.nyc.gov	
ADA Coordinator	Tanika Thomas	Executive Assistant to Commissioner	<u>100%</u>	tthomas@dep.nyc.gov	718-595-7592

NYC DEP FY 2025 Diversity, Equity, Inclusion and Equal Employment Quarterly Report

<u>EEO\ Diversity Role</u>	<u>Name</u>	<u>Civil Service Title</u>	<u>% of Time Devoted to EEO & DEI</u>	<u>Office E-mail Address</u>	<u>Telephone #</u>
Disability Rights Coordinator	Tanika Thomas	Executive Assistant to Commissioner	<u>100%</u>	tthomas@dep.nyc.gov	718-595-7592
Disability Services Facilitator	Tanika Thomas	Executive Assistant to Commissioner	<u>100%</u>	tthomas@dep.nyc.gov	718-595-7592
55-a Coordinator	Sandra Rhabb Campbell	Principal Administrative Associate	<u>100%</u>	scampbell@dep.nyc.gov	718-595-6558
Career Counselor	Abigail Taylor	Administrative Staff Analyst	<u>25%</u>	ataylor@dep.nyc.gov	718 - 595-5142
EEO Counselor	N/A	N/A	N/A	N/A	N/A
EEO Investigator	Artur Pogorzelski Zachary Taylor	EEO Attorney Investigator Community Coordinator	<u>100%</u> <u>30%</u>	apogorzelski@dep.nyc.gov ztaylor@dep.nyc.gov	718 - 595-4142 718 - 595-7301
EEO Investigator	Luisa Martinez-Hernandez	Strategic Initiatives Specialist	<u>100%</u>	lmartinez-hernandez@dep.nyc.gov	718 - 595-3489
EEO Counselor\ Investigator	N/A	N/A	N/A	N/A	N/A
Investigator/Trainer	N/A	N/A	N/A	N/A	N/A
EEO Training Liaison	Tanika Thomas	Executive Assistant to Commissioner	N/A	tthomas@dep.nyc.gov	718-595-7592

NYC DEP FY 2025 Diversity, Equity, Inclusion and Equal Employment Quarterly Report

<u>EEO\ Diversity Role</u>	<u>Name</u>	<u>Civil Service Title</u>	<u>% of Time Devoted to EEO & DEI</u>	<u>Office E-mail Address</u>	<u>Telephone #</u>
Other (specify)	N/A	N/A	N/A	N/A	N/A
Other (specify)	N/A	N/A	N/A	N/A	N/A

EEO Bureau Liaisons

EEO Liaison	Bureau	Location	Contact Number	Email
Yocanda Baez	BWSO	3 rd Floor LR	(718) 595-5376	Ybaez@dep.nyc.gov
Hansil Bain	BEPA		(718) 595-3965	hbain@dep.nyc.gov
Nancy Barsoum	BPS		(718) 595-4817	NancyB@dep.nyc.gov
Carolyn Boice	BPS	Police Academy	(845) 334-7514	BoiceC@dep.nyc.gov
Crystal Carr	EHSC	14 th Floor	(718) 595-6407	CCar2@dep.nyc.gov
Efani Catlin	BWSO	3 rd Floor LR	(718) 595-4218	ecatlin@dep.nyc.gov
Latoya Clay	BWS	Upstate	(914) 749-5632	Lclay@dep.nyc.gov
Diana Dellafiora	BLA	19 th Floor	(718) 595-6413	DDellafiora@dep.nyc.gov

NYC DEP FY 2025 Diversity, Equity, Inclusion and Equal Employment Quarterly Report

Ava George	BEC		(718) 595-4498	AvaG2@dep.nyc.gov
Farhana Hague	BEC	8 th Floor	(718) 595-3679	fhaque@dep.nyc.gov
Clayton Holness	BPS	7 th Precinct	(914) 663-9800	cholness@dep.nyc.gov
Stanley Hughes	BWT	2 nd Floor LR	(718) 595-5015	Shughes@dep.nyc.gov
Donna Hylton	OIT	10 th Floor	(718) 595-5537	DonnaHy@dep.nyc.gov
Adrienne Johnson-Dyer	BWSO	3 rd Floor LR	(718) 595-5426	AJohnson@dep.nyc.gov
Bridget Kundmueller	BEPA	11 th Floor	(718) 595-6239	Bkundmueller@dep.nyc.gov
Jason K. Low	WB	8 th Floor	(718) 595-3114	JasonL@dep.nyc.gov
Sannie R. Lubin-Holder	ODHR		(718) 595-5957	SLubinHolder@dep.nyc.gov
Judith Marshall	BCS	Call Center	(718) 595-6740	JudiMars@dep.nyc.gov
Danielle Martire	BCS	Brooklyn Office		dmartire@dep.nyc.gov
Donald Mercado	BEDC	5 th Floor LR	(718) 595-4670	domercado@dep.nyc.gov
Antheya (Teya) Morales	BWS	Valhalla	(914) 749-5467	Amely@dep.nyc.gov
Desveroleth Nesbeth	BEDC	5 th Floor	(718) 595-4698	dnesbeth@dep.nyc.gov
Joanne Nurse	BPS	9 th Floor	(718) 595-4675	Jnurse@dep.nyc.gov
Michael Pinckney	BWT	2 nd Floor LR	(718) 595-4946	MPinckney@dep.nyc.gov

NYC DEP FY 2025 Diversity, Equity, Inclusion and Equal Employment Quarterly Report

Leslie Pinto	BEC		(718) 595-6292	lpinto@dep.nyc.gov
Melissa Rhodes	Executive	18 th Floor	(718) 595-3717	RhodesM@dep.nyc.gov
Tawana Rivera	BEPA		(718) 595-4614	trivera@dep.nyc.gov
Steve Roldan	BCS	13 th Floor	(718) 595-7106	Sroldan@dep.nyc.gov
Nancy Rosenberg	BWS	Upstate	(914) 749-5630	NRosenberg@dep.nyc.gov
Jasmin Sabbs	BWT	2 nd Floor LR	(718) 595-5151	jsabbs@dep.nyc.gov
Denil Saju	BEPA	20 th Floor	(718) 595-5723	dsaju@dep.nyc.gov
Janet Singh	EAO	12 th Floor	(718) 595-3321	Jansingh@dep.nyc.gov
Sharon Urena	BEDC	5 rd Floor LR	(718) 595-6147	Surena@dep.nyc.gov
Hasan Zaman	BPS	6 th Precinct	(914) 593-7500	ZamanH@dep.nyc.gov
Desveroleth Nesbeth	BEDC		(718) 595-4698	dnesbeth@dep.nyc.gov

(Rev. 12/24)

*Please note changes (new personnel filling the specified role). You may insert additional entries as needed. Title refers to the civil service title. If there is an EEO\ Diversity role that your staff performs that is not on the list above, you may indicate it on the chart. You may provide full contact information

NYC DEP FY 2025 Diversity, Equity, Inclusion and Equal Employment Quarterly Report

once if several roles are performed by the same person.



FY 2025 QUARTERLY REPORT - Part II: DIVERSITY AND EEO TRAINING SUMMARY

AGENCY NAME: NYC DEP Quarter #2 FY 2025

RETAIN ALL PRIOR QUARTERS' DATA IN THE CURRENT QUARTER REPORT

DO NOT ATTEMPT TO MAKE ANY ENTRIES IN PINK-SHADED CELLS

SAVE THIS FILE AS: [AGENCY ACRONYM] Quarter # FY 2025 DEEO TRAINING SUMMARY

SUBMITTED BY (TITLE): Tanika Thomas

DATE SUBMITTED: 1/30/2025 E-MAIL: Tthomas@dep.nyc.g TEL #: (718) 595-7592

1st Quarter (July-September) DUE November 6, 2024; 2nd Quarter DUE January 30, 2025;
3rd Quarter (January-March) DUE April 30, 2025; 4th Quarter (April-June) DUE July 30, 2025.

ALL EEO-RELATED TRAINING (ALL MODALITIES)	1st Qtr (July - Sept. 2024)	2nd Qtr (Oct. - Dec. 2024)	3rd Qtr (Jan. - Mar. 2025)	4th Qtr (April - June 2025)	FY 2025 YEAR TO DATE
TOTAL DIVERSITY & EEO TRAINING	153	1862	0	0	2015

CORE DIVERSITY AND EEO TRAINING (All Modalities)					
TOTAL CORE EEO TRAINING ALL MODALITIES: E-Learning & Instructor-led training	78	1579	0	0	1657
1. Everybody Matters: EEO and Diversity & Inclusion for NYC Employees	12	1532	0	0	1544
Administered by DCAS [Copy data from DCAS Learning & Development report in this row. ENTER ALL ZEROS. Do not leave blank.]	12	1532			1544
Administered by Agency [Enter data from internal training in this row] NOTE: Completions from DCAS-provided training count towards agency compliance for these mandated trainings.					0

ALL EEO-RELATED TRAINING (ALL MODALITIES)	1st Qtr (July - Sept. 2024)	2nd Qtr (Oct. - Dec. 2024)	3rd Qtr (Jan. - Mar. 2025)	4th Qtr (April - June 2025)	FY 2025 YEAR TO DATE
2. Sexual Harassment Prevention	59	32	0	0	91
Administered by DCAS [Copy data from DCAS Learning & Development report in this row. ENTER ALL ZEROS. Do not leave blank.]	59	32			91
Administered by Agency [Data Entry BLOCKED]	NOTE: SHP training that is administered by an agency (A-ILT/EL) must utilize curriculum that is approved annually by DCAS and the completion data must be provided to DCAS. The number reported in "Administered by DCAS" includes all SHP training that is administered by an agency.				0
3. lgbTq: The Power of Inclusion	7	13	0	0	20
Administered by DCAS [Copy data from DCAS Learning & Development report in this row. ENTER ALL ZEROS. Do not leave blank.]	7	13			20
Administered by Agency [Enter data from internal training in this row] NOTE: Completions from DCAS-provided training count towards compliance for these mandated trainings.					0
4. Disability Awareness & Etiquette	0	2	0	0	2
Administered by DCAS [Copy data from DCAS Learning & Development report in this row. ENTER ALL ZEROS. Do not leave blank.]	0	2			2
Administered by Agency [Enter data from internal training in this row]					0

ALL EEO-RELATED TRAINING (ALL MODALITIES)	1st Qtr (July - Sept. 2024)	2nd Qtr (Oct. - Dec. 2024)	3rd Qtr (Jan. - Mar. 2025)	4th Qtr (April - June 2025)	FY 2025 YEAR TO DATE
OTHER DIVERSITY AND EEO RELATED TRAINING (All Modalities)					
ALL OTHER DIVERSITY & EEO RELATED TRAINING	75	283	0	0	358
5. New Employee Orientation (Only if it includes EEO Component)	NOTE: Do not make entries here if new employees received CORE EEO training as part of their onboarding				
TOTAL PARTICIPANTS TRAINED	75	104			179
6. Structured Interviewing and Unconscious Bias	FULL TITLE: Structured Interviewing and Unconscious Bias				
TOTAL PARTICIPANTS TRAINED	0	0			0
7. Structured Interviewing and Unconscious Bias (Follow up)	FULL TITLE: Structured Interviewing: Utilizing Follow-Up and Probing Questions				
TOTAL PARTICIPANTS TRAINED	0	0			0
8. Building an Inclusive Culture: Understanding Unconscious Bias	FULL TITLE: Building an Inclusive Culture: Understanding Unconscious Bias				
TOTAL PARTICIPANTS TRAINED	0	0			0
9. From Microaggressions to Microaffirmations	FULL TITLE: Creating a Culture of Inclusion, From Microaggressions to Microaffirmations				
TOTAL PARTICIPANTS TRAINED	0	0			0
10. Managing the Multi-Generational Workforce	FULL TITLE: Managing the Multi-Generational Workforce: Leveraging the Talents of 5 Generations				
TOTAL PARTICIPANTS TRAINED	0	0			0
11. Bystander Training	FULL TITLE: Moving from Bystander to Upstander, What Would You Do?				
TOTAL PARTICIPANTS TRAINED	0	0			0
12. Reasonable Accommodation	FULL TITLE: Reasonable Accommodation Procedural Guidelines				
TOTAL PARTICIPANTS TRAINED	0	2			2
13. The Power of Words	FULL TITLE: The Power of Words, Can We Talk?				
TOTAL PARTICIPANTS TRAINED	0	0			0
14. Other Diversity/EEO Related	Specify topic >	FULL TITLE: EEO Semi-Annual Briefing			
TOTAL PARTICIPANTS TRAINED	0	176			176
16. Other Diversity/EEO Related	Specify topic >	FULL TITLE: EEO Fundamentals Training			
TOTAL PARTICIPANTS TRAINED	0	1			1
15. Other Diversity/EEO Related	Specify topic >				
TOTAL PARTICIPANTS TRAINED					0
16. Other Diversity/EEO Related	Specify topic >				
TOTAL PARTICIPANTS TRAINED					0
17. Other Diversity/EEO Related	Specify topic >				
TOTAL PARTICIPANTS TRAINED					0
18. Other Diversity/EEO Related	Specify topic >				
TOTAL PARTICIPANTS TRAINED					0
ADDITIONAL TRAINING	COPY AND PASTE ROWS 93-94 BELOW IF YOU NEED MORE SPACE TO REPORT ADDITIONAL TRAINING. DCAS/OCEI WILL RECALCULATE THE TOTALS IN ROW 48 AND RETURN THE REPORT TO THE AGENCY.				
... Other Diversity/EEO Related	Specify topic >				
TOTAL PARTICIPANTS TRAINED					0
... Other Diversity/EEO Related	Specify topic >				
TOTAL PARTICIPANTS TRAINED					0