



EQUAL EMPLOYMENT PRACTICES COMMISSION

City of New York

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Deputy Director

June 14, 2007

Lois M. Rosenblatt, Esq.
Queens County Public Administrator
88-11 Sutphin Boulevard, Room 61
Jamaica, NY 11435

Re: Final Determination Pursuant to the Desk Audit of the Queens County Public Administrator and its Compliance with the Equal Employment Practices Commission's Minimum Standards for Equal Employment Opportunity for Non-Mayoral Agencies with Less than 15 Employees from January 1, 2005 to June 30, 2006

Dear Ms. Rosenblatt:

Thank you for your May 18, 2007 response (signed by Deputy Public Administrator Susan B. Brown) to our April 26, 2007 Letter of Preliminary Determination pursuant to the desk audit of the Queens County Public Administrator and its compliance with the Equal Employment Practices Commission's Minimum Standards for Equal Employment Opportunity by Non-Mayoral Agencies with Less than 15 Employees (Minimum Standards) from January 1, 2005 to June 30, 2006.

After reviewing your response, our Final Determination is as follows:

Agree

We agree with your response to the following EEPC recommendation, pending documentation that can be attached to your reply or provided during the compliance period:

Recommendation #2

The QCPA should provide basic EEO training to all current and new employees.

No Response

Recommendation #1

The QCPA should provide appropriate EEO training (such as the 5-day basic training for EEO Professionals by the Department of Citywide Administrative Services or the EEO Studies Program of Cornell University's School of Industrial and Labor Relations) to its EEO Officer, or designate a trained EEO professional from another City agency to administer the EEO Program.

Although your written response does not address this recommendation, Deputy Public Administrator Susan B. Brown informed EEPC Deputy Director Eric Matusewitch by phone on June 12, 2007 that the Queens County District Attorney's office will not administer (other than providing EEO training to the QCPA employees) your agency's EEO Program. Pursuant to the Commission's Minimum Standards, your agency should either obtain the EEO services of another government agency (such as the Queens Borough President) or provide the appropriate training to your EEO officer, who will in turn administer the EEO Program.

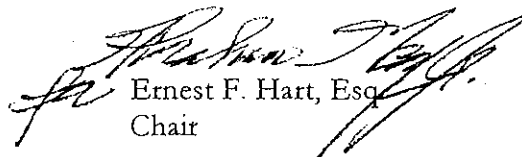
Conclusion

Pursuant to section 832 of the New York City Charter, this Commission will initiate an audit compliance procedure for a period not to exceed six months. However, you may respond in writing to this Final Determination prior to the initiation of audit compliance.

If you decide to issue a written response, please do so within thirty days. If you decide not to issue a written response, we will initiate audit compliance shortly thereafter. EEPC Counsel Lisa Badner or her designee will contact your EEO Officer to ascertain your intentions.

In closing, we thank you and your staff for your cooperation during the audit process. We look forward to a mutually satisfactory compliance process.

Sincerely,


Ernest F. Hart, Esq.
Chair

c: Susan B. Brown, Deputy Public Administrator, QCPA
Lisa Badner, Esq., Counsel, EEPC