

# **Diversity, Equity, Inclusion and Equal Employment Opportunity Plan (“EEO Plan”)**

**Fiscal Year 2026**

**NYC Office of Technology and Innovation**



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## I. Introduction

This Diversity, Equity, Inclusion and Equal Employment Opportunity Plan (“EEO Plan”) describes measures and programs that the agency will undertake in FY 2026 to ensure fair and effective efforts to provide equal employment opportunity, including for minority group members and women.<sup>1</sup>

## II. Annual Commitment, Accountability, and EEO Statement (EEO Policy Statement).

Technology drives the future, and OTI works every day to help ensure that every New Yorker can be part of that future. To succeed, we must have a clear vision for the future—one powered by innovative, secure, and inclusive technology that serves all New Yorkers. That vision requires a relentless focus on our mission: delivering user-centered technology solutions that simplify access to City services and drive innovation across New York City government.

OTI remains committed to making services easier and improving life for all New Yorkers through the following strategic priorities:

- Build a Connected City by ensuring all New Yorkers can meaningfully engage in the digital economy and society.
- Advance Digital Service Delivery by accelerating and simplifying City services and modernizing the technologies that support them.
- Harness the Power of Data by integrating City data to improve transparency, track performance, and support data-driven decision-making.
- Tech Innovation for All by strengthening New York City as a global hub for inclusive and innovative technology.
- Enhance Technology Resilience by providing reliable, secure, and consolidated technology infrastructure for City agencies and the public.

Delivering on these priorities depends on people. OTI’s commitment to diversity, equity, inclusion, and equal employment opportunity is key to our ability to design accessible systems, solve complex problems, and serve New Yorkers effectively. A workforce that reflects the diversity of our city and a workplace culture where everyone feels respected, supported, and valued makes our technology stronger and our services more responsive to community needs.

As the City’s Chief Technology Officer and Commissioner of OTI, I, Matthew C. Fraser, reaffirm my commitment to upholding and enforcing the New York City Equal Employment Opportunity Policy, the City and State Human Rights Laws, and all other applicable federal, state, and local

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<sup>1</sup> See the Agency EEO Plans of the NYC EEO Policy (Section X) as well as the Agency Guide for preparing this template.

laws. This commitment extends to all OTI employees, job applicants, interns, temporary workers, consultants, contractors, agency partners, and members of the public we serve.

OTI is committed to building an inclusive workplace where contributions are valued equitably and opportunities to succeed are accessible to all regardless of personal characteristics. We will continue working to identify and eliminate structural barriers in recruitment, hiring, career development, advancement, and retention. Advancing equity is not a one-time effort; it is an ongoing responsibility that strengthens our workforce and supports our mission.

To sustain this commitment, all personnel are expected to contribute to a professional environment rooted in respect and appreciation for differences. Managers and supervisors play a critical role by modeling inclusive leadership, promptly addressing and reporting discriminatory behavior, informing employees of their right to request reasonable accommodations, and actively supporting the EEO Office in resolving EEO-related matters.

OTI's Office of EEO & Diversity Management serves as a key resource for employees and leadership, providing guidance, addressing concerns, and ensuring compliance with applicable laws and policies. Anyone who believes they have experienced discrimination or who needs a reasonable accommodation is encouraged to contact the EEO Office at [eeoanddiversity@oti.nyc.gov](mailto:eeoanddiversity@oti.nyc.gov). OTI's EEO Officer, Elizabeth Lundi, serves as the primary resource and can be reached at [ellundi@oti.nyc.gov](mailto:ellundi@oti.nyc.gov).

Beyond our internal workforce, OTI remains committed to advancing inclusive innovation citywide. We will continue building partnerships that expand access to technology training, provide pathways into tech careers for youth and underrepresented communities, and strengthen neighborhood-based and virtual workforce development programs. These efforts support both our mission and our responsibility to help New Yorkers thrive in a digital city.

OTI will continue reporting to DCAS on compliance with Executive Orders and local laws prohibiting employment discrimination and will advance the goals outlined in OTI's Diversity, Equity, Inclusion, and Equal Employment Opportunity (DEI-EEO) Plan. All initiatives will remain aligned with EEO requirements and with our broader mission to improve City services through technology.

As part of this ongoing commitment, I will issue this Policy Statement annually to reaffirm OTI's dedication to EEO compliance and to the principles of equity, inclusion, and fairness that guide our work.

☐ This statement is the same as last year.

**NOTE:** If this statement has been in use for more than two years the Agency Head should issue a revised statement.

☒ This statement will be disseminated to all employees in the agency, at least annually, as required by the EEO Policy.

☒ Agency fulfills its obligation to inform employees of their rights and protections under the New York City EEO Policy

### III. Recognition and Accomplishments

[Describe below key initiatives and accomplishments that your agency undertook last fiscal year (2025) to advance DEI and EEO goals. For example, recognizing employee contributions to DEI goals through awards and employee recognition, introducing new equity programs, training all staff on mandatory training, or launching employee resource groups. If some of the accomplishments listed below are a continuation of what was included in previous Annual plans, you will need to provide a statement on how it has changed and/or developed in the past year. Add more items as needed.]

In the past fiscal year, our agency accomplished the following as part of our commitment to DEI and EEO:

1. Mandated Disability Awareness and Etiquette Training - OTI implemented mandatory training for all new staff to promote respectful and inclusive communication with individuals with disabilities, reduce bias, and ensure equitable treatment. The training provides practical guidance on disability etiquette and up-to-date information to counter common misconceptions.

2. Expanded and Launched New Employee Resource and Affinity Groups - OTI continued to promote an inclusive workplace by expanding existing ERGs and launching new ones to support personal and professional development, foster community, and encourage dialogue across diverse identities and interests. All ERGs are employee-led, inclusive, and approved by the EEO Office, with active groups now including Military@OTI, Out@OTI (LGBTQI+), Black American and African Diaspora ERG, and Asian American ERG, along with various interest-based Affinity Groups.

3. In FY 2025, OTI celebrated and acknowledged a wide range of heritage months and awareness days through internal communications, including features on the Intranet and agency-wide announcements. These included:

Disability Pride Month, Women's Equality Day, Hispanic Heritage Month, Italian American Heritage Month, National Disability Employment Awareness Month, Breast Cancer Awareness Month, Domestic Violence Awareness Month, National Coming Out Day, Native American Heritage Month, Transgender Day of Remembrance, Veterans Day, MLK Jr. Day, Black History Month, Lunar New Year, Women's History Month, Transgender Day of Visibility, Arab American Heritage Month, Deaf History Month, Asian American Native Hawaiian Pacific Islander Month, Jewish American Heritage Month, Mental Health Awareness Month, Older Americans Month, Military Appreciation Month, Pride Month, and Caribbean American Heritage Month.

OTI also featured staff profiles during key observances, including Hispanic Heritage Month, Black History Month, Women's History Month, and Asian American Heritage Month. These stories celebrated the contributions and experiences of employees, fostering a culture of inclusion and representation.

4. In FY 2025, OTI hosted a variety of events to support employee engagement, cultural awareness, and community service. We organized two Health Fairs, one in Brooklyn and one in Manhattan, to promote employee wellness and connect staff with health resources. During Breast Cancer Awareness Month, pins were distributed to raise awareness. We honored Veterans Day with a dedicated event in collaboration with our Military ERG and supported the community through holiday coat and toy drives. For Black History Month, we hosted a panel discussion

featuring Bruce Jackson, author of *Never Far from Home: My Journey from Brooklyn to Hip Hop, Microsoft, and the Law*, Fabayo McIntosh, Executive Director of New School Development and Design, NYC Public Schools, and Maryum Long, Chief of Staff, OTI Public Safety and Emergency Management. The agency also hosted a “Take Your Children to Work Day” event, planned by an interdivisional team of leaders from the Public Safety, Strategic Initiatives, and Data Analytics divisions. The event provided an engaging, family-friendly experience and gave employees’ children a meaningful introduction to the world of work. In recognition of Asian American Native Hawaiian Pacific Islander Month, we welcomed Commissioner Jeanette Moy as a guest speaker. We also held a Juneteenth celebration to honor the history and contributions of African Americans.

5. Roughly 11% of New Yorkers, nearly one million people, live with one or more disabilities. Some people with disabilities, including those with visual, auditory, physical, speech, cognitive, language, learning, and neurological disabilities, may have difficulty interacting with web content and mobile applications (apps) that are not designed for people with disabilities in mind. Web content and mobile apps that are accessible remove the barriers that make it difficult for people with disabilities to access government services, programs, and activities.

On April 24, 2024, the United States Department of Justice (DOJ) issued a final rule updating its regulations for Title II of the Americans with Disabilities Act (ADA) applicable to state and local governments. The new regulations, codified at 28 CFR § 35.200, include specific requirements about how to ensure that web content and mobile apps are accessible to people with disabilities. To aid the City in meeting the federally mandated requirements, in FY 25 OTI created a digital Design System that can be integrated into all websites to ensure accessibility with current WCAG 2.2 guidelines and any future compliance updates.

## IV. Workforce Review and Analysis

Please provide the total agency headcount as of 6/30/2025 as well as the number of employees in your agency whose demographic information is unknown.

[NOTE: These numbers are available on the total line for your agency in the FY 2025 Q4 EBEPR210 CEEDS report]

**Total Headcount: 1543**

**Unknown Race/Ethnicity: 82**

**Unknown Gender: 3**

**Unknown Both: 2**

Pursuant to Local Law 27 (2023) \*\* provide an analysis of your agency's compensation data and measures to address pay disparity and occupational segregation in FY 2025. If your agency conducted such analysis in previous years, please describe agency actions undertaken as a result of the analysis.

*\*\* Please note: The agency is responsible for providing the above information regarding pay equity analysis. In addition, it is the agency's responsibility to prepare and submit a separate report pursuant to Local Law 27 (2023).<sup>2</sup>*

Occupational segregation is deemed to exist when a group is under-represented or over-represented in any job type or field of work, when such group is protected by the employment related provisions of the City's Human Rights law, and such group does not benefit from greater pay, responsibility, flexibility, stability, prestige, or other indicators of job desirability within the job type or field of work. Occupational segregation may appear in lower paying as well as higher paying job types.

1. [While DCAS has engaged an external vendor to conduct a citywide job evaluation pay equity analysis of the city government workforce, pursuant to Local Law 27 (2023), agencies must conduct their own analysis of compensation practices and measures to address pay disparity and occupational segregation with regard to the various titles they use.
  - Describe below your agency's analysis of compensation data, including conformity with collective bargaining agreements and Mayor's Personnel Orders (MPO).
  - Also describe possible indicators of occupational segregation such as significant over- or under-utilization of certain ethnic or gender categories in major Job Groups.
  - If such analysis was conducted in previous years, describe actions undertaken to reduce occupational segregation.]

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<sup>2</sup> Local Law 27 (2023) requires that a separate report be submitted by September 30 annually to the Mayor, the Speaker of the Council, the Department of Citywide Administrative Services, and the Equal Employment Practices Commission.

a) **Analysis of Agency Compensation Data:** During FY 2025, the EEO Office conducted a pay equity analysis of salaries for Call Center Representatives (CCRs) within the agency's 311 Division. The analysis found no significant pay disparities based on gender or race. Compensation levels were consistent with applicable collective bargaining agreements and aligned with the Mayor's Personnel Orders (MPO).

b) **Indicators of Occupational Segregation:**

While the agency's FY 2025 pay equity analysis of CCRs in the 311 Division found no significant salary disparities by gender or race, the data revealed indicators of occupational segregation. Entry-level CCR positions, among the lowest-paying roles in the agency, are overwhelmingly filled by minority and female employees. Additionally, there is currently no defined pathway for upward mobility from these roles, and representation of minority staff significantly decreases at higher levels of leadership, which remain predominantly White and male.

c) **Actions undertaken to reduce occupational segregation considering previous analyses:**

While hiring for CCRs is governed by the civil service exam process, which limits flexibility in recruitment, the agency recognizes that these entry-level roles, largely held by minority and female staff, offer limited mobility and are among the lowest paying in the agency. To address this occupational segregation, the agency is exploring internal career development pathways, targeted mentorship and skills-building programs to help CCRs prepare for advancement and increase access to higher-level roles.

2. **[Indicate, below, all steps taken to encourage all employees at your agency to update self-ID information regarding race/ethnicity, gender, and veteran status through either NYCAPS Employee Self Service (ESS) or other means. Check all appropriate boxes.]**

- ☒ NYCAPS Employee Self Service (by email; strongly recommended every year)
- ☐ Agency's intranet site
- ☒ On-boarding of new employees
- ☒ In FY 2026, the agency will inform and remind employees of the option to add preferred name in ESS.

3. **Review and Analysis of Workforce Reports**

EEO has quarterly meetings with the APO and Agency Head to review the CEEDS data. HR and Budget review all promotional actions to help establish parity across the agency

**Note:** If necessary, the agency can reach out to DCAS CEI for guidance on interpreting their underutilization reports. However, it is the agency's responsibility to use that data to inform its recruitment plans and efforts to reduce/eliminate underutilization.]



- ☒ The agency conducts regular reviews of the CEEDS workforce reports, and the summary dashboard sent to the EEO Officer by DCAS' Citywide Equity and Inclusion (CEI) to provide demographic data and trends. The review includes an analysis of workforce composition by job title, job group, race/ethnicity, and gender for all employees; new hires, promotions, and separation data; and utilization analysis.
- ☒ The agency review entails a discussion concerning perceived workplace barriers for job groups that may surface in underutilization reports and for factors that may be creating these barriers (e.g. hiring patterns in specific job titles).

The EEO officer conducts workforce review with the following agency units:

**Agency Head**

☒ Quarterly ☐ Semi-Annually ☐ Annually ☐ Other \_\_\_\_\_

**Human Resources**

☒ Quarterly ☐ Semi-Annually ☐ Annually ☐ Other \_\_\_\_\_

**General Counsel**

☒ Quarterly ☐ Semi-Annually ☐ Annually ☐ Other \_\_\_\_\_

**Other (specify):** \_\_\_\_\_

☐ Quarterly ☐ Semi-Annually ☐ Annually ☐ Other \_\_\_\_\_

## V. EEO, Diversity, Inclusion, and Equity Initiatives for FY 2026

[State below the general (high-level) goals of your strategy for FY 2026 and programs focused on promoting equity, increasing diversity, assuring equal employment opportunity, and enhancing the value of inclusion at your agency. Then provide a description of specific programs, initiatives, and actions directed toward achieving these goals.]

### A. WORKFORCE

**State your Agency's general goals and strategies to enhance DEI and EEO aimed to enhance your agency workforce.**

[Workforce goals should be directed at the composition of your workforce, recruitment, retention, promotion, and professional development.]

Our agency's workforce goals are focused on building a more diverse, equitable, and representative workforce through intentional efforts in recruitment, retention, promotion, and professional development. We aim to attract candidates from underrepresented and underutilized demographic groups, support equitable hiring practices, and strengthen leadership across all levels to foster an inclusive and supportive work environment. Additionally, we are committed to developing internal talent by providing opportunities for advancement and skill-building, particularly for current and emerging leaders.

[In addition to the strategic goals above, please indicate here specific actions and initiatives planned with respect to Workforce.]

#### **Planned Programs, Initiatives, Actions aimed at Workforce:**

[Describe how your agency will address underutilization in FY 2026. Please mention here major job groups experiencing underutilization of women and minority group members in your agency, and how your agency plans to address the underutilization. This should also include details of how the quarterly reports and dashboards will be used, partnership with the human resources office, initiatives around targeted recruitment, professional development for existing employees, and focus on civil service exams.]

[Also describe special initiatives to enhance equity, inclusion, and anti-racism<sup>3</sup> in your agency programs and activities. For example, non-traditional inclusion initiatives for minority group members, such as multigenerational workforce initiatives for which you would pay attention to efforts to engage older employees in inclusion efforts and discussion forums.]

Your actions listed below require internal agency collaboration and are not limited to the EEO Office.

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<sup>3</sup> New York City Local Law No. 14 (2024); New York City Charter Chapter 35 Section 815.3

**[Note: Please address the specific recruitment, selection and promotion strategies, sources, and procedures in Sections V and VI, below.]**

1. OTI currently has underutilization in the following categories: Managers, Paraprofessional Occupations, Technicians, and Science Professionals. OTI EEO and HR will use the quarterly workforce reports and dashboards to guide our recruitment efforts. We will also provide staff with information for relevant upcoming civil service examinations, including promotional civil service examinations.
2. Senior Technical Recruiter, Ambreen Imran, was hired on June 9, 2025. The STR will focus on recruiting for underrepresented and underutilized demographic groups. Human Resources and EEO have monthly check-ins to discuss hiring trends, and recruitment and retention strategies
3. In FY 2026, Human Resources will commence the OTI Leadership Academy, an eight-week comprehensive program designed for supervisors and managers at all management levels. It provides participants with skills to motivate teams, foster a positive culture, and secure long-term success. The curriculum includes tools and strategies to improve the effectiveness of supervisors. This well-rounded program presents principles and mindsets for achieving the best outcomes. It offers fundamental leadership tools for adjusting to changing work environments and building cohesive teams. By teaching core practices for developing high-performance relationships and essential personnel knowledge, the Academy helps supervisors and managers lead effectively, reduce grievances, and develop the key people skills needed for agency success.
4. In FY 2026, OTI will launch the IT Management Academy, a professional development program for City employees in IT leadership roles (Director level and above). It is designed to strengthen managerial skills, enhance strategic thinking, and deepen understanding of Citywide technology operations. 2025 New York City Information Technology Management Academy, a partnership initiative between OTI and DCAS that will provide a unique opportunity for emerging IT leaders to enhance their managerial competencies, lead high-performing teams, and navigate the complex systems and processes that power citywide technology. We are eager to open applications as we see this as an opportunity to build on the excellence that city employees display in innovative, future-forward solutions in information technology.

Over the course of 12 weeks on a part-time basis, participants will engage in a series of workshops led by expert consultants, senior managers, and IT executives from across various city agencies. These sessions will provide tools and insights to strengthen leadership and communication skills; support informed decision-making; and cultivate inclusive, efficient, and adaptive workplace cultures - all key to success in today's public-sector IT environment.

5. OTI plans to continue our relationships with our external partners, including the CUNY Research Foundation. In FY25, we worked and are continuing to work with CUNY on the CUNY OTI Fellowship program. This three-year program offers a competitive wage, professional development, and support to help recent CUNY graduates further their careers in the tech industry. As an OTI Fellow, they will have the opportunity to gain experience and a direct path to a career with the City of New York. Over the three years, Fellows are expected to take civil service exams which would make them eligible to become full time employees. This program is designed to help recent CUNY graduates build their skills and launch their careers in technology within the NYC public sector matrix.

Alongside these efforts, OTI supports a range of internship and fellowship programs. In FY26, OTI plans to recruit interns through the Public Service Corps (2 interns), Summer College Interns (40 interns), Summer Graduate Interns (4 interns), CUNY For Credit Interns (6 interns).

In addition, we have for credit fellowships through partnerships with the Public Interest Tech Initiative (PiTech) through Cornell University and Moynihan Center through CUNY. The PiTech fellowship is for PhD students and is committed to fostering the next generation of innovators, leaders, and researchers shaping technology to achieve positive societal outcomes. It is a 12-week summer externship with nonprofit and public sector organizations across NYC. The Moynihan Undergraduate Fellowship is a transformative program that prepares promising CCYNY (City College of New York) students for impactful careers in government, policy research, and civic leadership. The Fordham Law externship program is a partnership between Fordham Law School and OTI that gives participating externs a firsthand look at how the city's local privacy laws operate in practice, alongside federal and state privacy frameworks. Students also had the opportunity to engage in legal research and writing and to produce a capstone project focused on privacy law and practice. We hope to host 2 fellows each in both the PiTech and Moynihan fellowships and 11 Fordham Law School externs.

## **B. WORKPLACE**

**State your Agency's general goals and strategies to enhance DEI and EEO aimed to enhance your agency workplace and cultural environment.**

[Workplace goals have to do with inclusion, workplace culture, and employee activities.]

Our agency's goals around DEI and EEO are focused on creating a workplace where people feel respected, included, and connected. We're building a stronger, more inclusive culture by supporting events that celebrate the diversity of our workforce, like heritage month celebrations, potlucks, luncheons, and community-focused gatherings. These events, now funded by the agency, give employees meaningful ways to engage, share experiences, and build relationships across teams. We're also working to make our hiring process more equitable by reviewing job postings for gender bias and ensuring they're accessible to a wide range of applicants. Additionally, recent team consolidations are helping staff collaborate more effectively and strengthen day-to-day operations. Overall,

our strategy is about making sure everyone feels like they belong and have opportunities to grow and thrive here.

[In addition to the strategic goals above, please indicate here specific actions and initiatives planned with respect to Workplace.]

**Planned Programs, Initiatives, Actions aimed at Workplace:**

[Describe specific actions designed to create inclusive workplace culture, and initiatives undertaken to address equity, inclusion, and anti-racism in the agency. (e.g., modeling inclusive language such as preferred pronouns and age-inclusive language on job postings, celebrating heritage months, ensuring worksite and meetings are accessible, creating agency specific surveys or implementing initiatives based on previous agency specific surveys, etc.).]

[Also describe special initiatives to enhance equity, inclusion, and anti-racism awareness, including, but not limited to, anti-racial discrimination training as aligned with Local Law 14 (2024), in your agency programs and activities. Pay attention to age inclusivity, non-traditional minorities inclusion initiatives, engagement of traditional and older employees in inclusion efforts and discussion forums.]

1. Since the start of the fiscal year, we have been actively supporting a variety of cultural and community events through our ERGs to celebrate the diversity of our workforce. These include heritage month celebrations, picnics, potlucks, and larger gatherings such as an Asian American Potluck, Black American and African Diaspora ERG happy hour and lunch. Planned events include a "Back to School" talk with Michelle Gall from Girls Who Code, and a Diwali celebration. We will also mark important awareness months by handing out pins for Breast Cancer Awareness and wearing purple for Domestic Violence Awareness. Other events include a Veterans Day luncheon, Friendsgiving with ERGs, a Toy and Coat Drive, Lunar New Year celebrations, Black History Month programming, and observances for Pride Month, Memorial Day, and Asian American Native Hawaiian Pacific Islander Month, with plans for Women's History Month and Disability Pride Month as well.
2. To ensure fairness and accessibility in hiring, all job postings are reviewed to eliminate gender bias and to confirm they are written at an appropriate reading level.

[Please select below the options that apply to your agency.]

- ☒ Promote employee involvement by supporting Employee Resource Groups (ERGs). List below the names of existing ERGs:

1. Military@OTI
2. Out@OTI (LGBTQI+)
3. Black American and African Diaspora
4. Asian American ERG

## 5. Disability and Neurodiversity

- ☐ Agency does not presently have any ERGs.
- ☒ Agency will create and leverage equity and inclusion programs through its Diversity and Inclusion Officer and/or a Diversity Committee
- ☒ Agency has an active Diversity Committee/Council
- ☒ Agency will sponsor focus groups, Town Halls and learning events on race, equity, and inclusion
- ☒ Agency will continue to fulfill its obligation to inform employees of their rights and protections under the New York City EEO Policy
- ☒ Agency will ensure that its workplaces post anti-hate or anti-discrimination posters.

## C. COMMUNITY and EQUITY, INCLUSION and ANTI-RACISM

**State your Agency's general goals and strategies to enhance DEI and EEO in areas of Community and Anti-Racism.**

[Community goals should be directed at the external environment of your agency, that is the public, communities, organizations, and other entities served by your agency.]

1. One of OTI's key community goals is to bridge the digital divide by expanding access to free, high-speed internet for New Yorkers, particularly in underserved communities.
2. OTI also aims to expand the opportunities for MWBEs to engage in business with the City.
3. Improve NYC.gov's accessibility to meet and exceed ADA compliance standards.

## **Planned Programs, Initiatives, Actions aimed at Community, Equity and Anti-Racism:**

[In addition to the strategic goals above, please describe in detail specific initiatives, programs and policies planned with respect to your agency's services to the community. This should include initiatives to enhance equity, improve community relations and increase awareness about services offered by your agency.]

[Also describe special initiatives to enhance equity, inclusion, and anti-racism in your agency programs and activities. Pay attention to age inclusivity, non-traditional minorities

inclusion initiatives, engagement of traditional and older employees in inclusion efforts and discussion forums.]

- 1) In FY 2026, OTI maintains its strong commitment to digital equity through the continued expansion of Big Apple Connect, the nation's largest municipal broadband program. At the start of the fiscal year, the program has surpassed 124,000 household enrollments, reaching over 80% of eligible NYCHA households and providing free high-speed internet and basic cable TV to over 330,000 New Yorkers across 220 NYCHA developments citywide. Existing Optimum and Spectrum customers in eligible NYCHA housing were automatically enrolled, while new users can sign up through service providers or at on-site events. OTI's three-year agreements with Altice and Charter include plans for future extensions. In 2025, OTI launched a resident survey to inform long-term planning. OTI is also driving 5G expansion citywide, especially in underserved areas, by deploying Link5G kiosks and leveraging franchise agreements with wireless providers. In parallel, OTI is enhancing the MyCity portal to streamline access to benefits in ten languages, including new features for childcare assistance and future support for job seekers and small businesses.
- 2) OTI's primary goal of expanding opportunities for diverse businesses remains at the top of our agenda. Through targeted outreach, recommended capacity-building initiatives, and strategic partnerships we aim to ensure MWBEs have a strong presence in the contracting landscape. Our efforts also include collaborating with City partners to host and attend industry specific roundtables, events, and online workshops. We will continue in our efforts to offer valuable resources, mentorship, and guidance, helping MWBEs navigate the procurement process. Our commitment remains steadfast – to increase MWBE participation and foster their success.

[Please select below the options that apply to your agency.]

In FY 2026, the agency will:

- ☒ Continue or plan to promote diversity and EEO community outreach in providing government services
- ☒ Promote participation with minority and women owned business enterprises (MWBEs)
- ☒ Expand language services for the public

## VI. Recruitment

### A. Recruitment Efforts

[Summary of Recruitment Efforts – Include proactive strategies and practices your agency will use to build and retain a diverse and inclusive workforce. Strategies should include steps that will be taken to promote discretionary positions, use of underutilization reports to inform recruitment efforts, and review of current policies, procedures, and practices related to recruitment generally, and training hiring managers and recruiters on DEI best practices.]

NOTE: This section must be prepared collaboratively among Agency EEO Officer, DEI Officer and Human Resources.

The EEO Office will continue to review job postings to ensure that equal opportunity employer messaging is included. EEO and Human Resources will work to target job postings to be submitted to MOPD's NYC: ATWORK Job Board.

We will continue to monitor the City's fiscal climate to determine the timeline and feasibility of recruitment actions. Updates will be provided in upcoming quarterly reports.

A Senior Technical Recruiter was onboarded in May 2025 and is focusing on recruiting for underrepresented and underutilized demographic groups. Amongst their duties would be the following with regards to diversity and inclusion:

This role will be responsible for expanding OTI's Diversity and Inclusion initiatives as it relates to recruitment efforts, as well as managing mandated EEPD audits and local laws. The Senior Tech Recruiter oversees the following diversity functions:

- Manages the adherence and reporting of Local Law 28 mandating all agencies to submit annual Diverse Recruitment and Examination Reports to include recruiting events attended, expenditures used, and materials created related to promoting civil service exams; as well as training programs required for civil service appointments.
- Participates in mandated EEPD audits and provide responses with regards to recruitment best practices.
- Proactively is developing a diversity recruitment strategy and best practices to recruit skilled IT professionals.
- Focuses on recruitment efforts as it relates to promoting equity, increasing diversity, assuring equal employment opportunity, and enhancing the value of inclusion;
- Researches and explores ways to attract, build, retain and promote a diverse and inclusive workforce.
- Fosters relationships with diverse professional organizations.

### B. Recruitment for Civil Service Exams



[Summary of recruitment efforts that will be undertaken in FY 2026 to promote open competitive and promotion civil service exams.] NONE

Due to the budgetary restrictions, we will not be attending external recruitment events, other than DCAS hiring fairs. The agency continues to use social media to advertise all other IT exams on OTI's career page, LinkedIn, WorkplaceDiversity.com and other social media sites with the assistance of the comms team, as well as Dice (a technical recruiting resource). We will continue to monitor the City's fiscal climate to determine the timeline and feasibility of recruitment actions. Updates will be provided in upcoming quarterly reports.

## C. Recruitment for Civil Service Exams

[Summary of recruitment efforts that will be undertaken in FY 2026 to promote open competitive and promotion civil service exams.]

List any planned recruitment events for FY 2026 that will be held by the agency to promote open-competitive civil service examinations. [This list should be updated in your quarterly reports]

- All-staff monthly emails regarding DCAS's Civil Service 101 sessions and their registration links, as well as information regarding all citywide exams being offered that month.
- All-staff Open-Competitive Exam announcements for appropriate OTI titles as they become available. FY'26 exams being offered include the following titles:
  - Previous communications: Admin Community Relations Specialist; Computer Associate Operations; Procurement Analyst
  - Upcoming: Telecommunications Associate (Voice); Certified IT Administrator (Database); Bridge Exam (which includes Secretary and Radio Repair Mechanic for this year)
- Targeted promotion and open-competitive exam emails for affected employees (ie provisional employees and/or employees eligible to take specific promotional exams)
- In-person OTI Civil Service 101 quarterly seminars for new employees
- Civil Service presentation as a part of OTI's bi-weekly new hire orientation, which includes handouts.
- CivilService@OTI mailbox created for employees to inquire about career counseling including exam info and promotional opportunities.
- HR Intranet/Civil Service page: includes links to DCAS Tentative Exams Schedule

Event Date	Event Name	Borough
TBD	DCAS Hiring Fairs	TBD

List planned expenditures for FY 2026 related to recruiting candidates for open-competitive and promotion civil service exams.

Borough	Approximate Dollar Amount (\$)
---------	--------------------------------

Bronx	0
Brooklyn	0
Manhattan	0
Queens	0
Staten Island	0
Other (include online)	

## D. Recruitment Sources

[List diverse recruitment sources, the target population your agency hopes to reach through these resources and whether the use of these sources resulted in hires. Recruitment sources should reflect your agency's effort to reduce underutilization in specific job groups and to otherwise diversify your workforce.]

1. LinkedIn
2. Citywide Hiring Halls
3. WorkplaceDiversity.com
4. Dice.com (Tech Job Board)
5. The National Association of Telecommunications Officers and Advisors (NATOA) Civic-Tech/Telecomm Network job board.
6. GitHub Pages and technical blogs
7. Handshake (University & Academic Job Board)
8. Columbia University job board

## E. Internships and Fellowships

[Indicate the type of internship/fellowship opportunities available at your agency. Please provide the number of student interns/fellows employed in FY 2025 and their demographic profiles, based on self-ID data. Indicate your plans to provide internship/fellowship opportunities in FY 2026. What are the sources you plan to draw upon in recruiting and hiring interns? Are you providing opportunities for interns to advance to entry-level positions in your agency? Did the agency hire interns in the past? Explain the reason if your agency does not offer internship/fellowship opportunities.]

Describe your agency plans to recruit interns for FY 2026 and provide a brief outline of how they will help support your agency's mission. How will your internship program enhance the interns' professional development?

The agency provided the following internship opportunities in FY 2025:

<b>Type of Internship/Fellowship</b>	<b>Total</b>	<b>Race/Ethnicity *[#s] * Use self-ID data</b>	<b>Gender * [#s] * Use self-ID data</b>
1. Urban Fellows	0		M __ F__ Non-Binary __ Other __ Unknown __
2. Public Service Corps	0		M __ F__ Non-Binary __ Other __ Unknown __
3. Summer College Interns	29		M _9_ F_20_ Non-Binary __ Other __ Unknown __
4. Summer Graduate Interns	11		M _3_ F_8_ Non-Binary __ Other __ Unknown __
5. Civil Service Pathways Fellows	0		M __ F__ Non-Binary __ Other __ Unknown
6. Other: Youth Apprentice	7		M _5_ F_2_ Non-Binary __ Other __ Unknown __
7. Other: Fordham Legal Externs	6		M _1_ F_5_ Non-Binary __ Other __ Unknown __

\*According to our Workforce Development unit, CUNY employees are not our employees. Therefore, we cannot run a demographic report. Also, historically, CUNY doesn't collect that info either. We plan to implement an internal demographics survey for all fellowships and external internship programs in the upcoming fiscal year.

We plan on continuing our relationships with our external partners, including the CUNY Research Foundation. In FY25, we worked and are continuing to work with CUNY on the CUNY OTI Fellowship program. This three-year program offers a competitive wage, professional development, and support to help recent CUNY graduates further their careers in the tech industry. As an OTI Fellow, they will have the opportunity to gain experience and a direct path to a career with the City of New York. Over the three years, Fellows are expected to take civil service exams which would make them eligible to become full time employees. This program is designed to help recent CUNY graduates build their skills and launch their careers in technology within the NYC public sector matrix.

In addition, we have for credit fellowships through partnerships with the Public Interest Tech Initiative (PiTech) through Cornell University, Fordham Law School, and the Moynihan Center through CUNY. The PiTech fellowship is for PhD students and is committed to fostering the next generation of innovators, leaders, and researchers shaping technology to achieve positive societal outcomes. It is 12-week summer externships with nonprofit and public sector organizations across NYC. In FY 25, OTI hosted 2 PiTech fellows one each in our Strategic Initiatives and Data Analytics divisions.

The Moynihan Undergraduate Fellowship is a transformative program that prepares promising CCNY (City College of New York) students for impactful careers in government, policy research, and civic leadership. In FY 25, OTI hosted 1 Moynihan fellow in our Data Analytics division.

The Fordham Law externship program is a partnership between Fordham Law School and OTI that gives participating externs a firsthand look at how the city's local privacy laws operate in practice, alongside federal and state privacy frameworks. Students also had the opportunity to engage in legal research and writing and to produce a capstone project focused on privacy law and practice.

## F. 55-a Program

Section 55-a of the New York State Civil Service Law allows a qualified person with a certified mental or physical disability to be hired into a competitive civil service position without having to take and pass a civil service examination. The City encourages agencies to use the 55-a program as a tool to build a diverse workforce and create greater access to City employment for qualified candidates with disabilities.

- Presently, the agency employs **8** [number] 55-a participants. [Enter '0' if none]
- There are **0** [number] participants who have been in the program less than 2 years.
- In the last fiscal year, a total of **3** [number] new applications for the program were received and **1** participant left the program due to [state reasons] **transferred to the Brooklyn DA's Office.**

[Describe your agency's plans to utilize the 55-a Program to hire and retain qualified individuals with disabilities. This should include the goals for the Program, strategies your agency will use to educate hiring managers and those involved in the recruitment process, any challenges your agency has or foresees in recruiting and hiring 55-a candidates. If your agency hires for competitive titles and does not use the program, please explain why.]

All managers receive information on the 55a program during Structured Interviewing trainings. Human Resources ensures that information about the 55a program is included on all job postings for competitive titles. New hires also receive information about 55a during their new hire orientation. Current employees who are interested in the 55a process may schedule meetings with the 55a Coordinator to discuss their eligibility and the 55a process. In FY25, the 55a Coordinator met with five agency employees to discuss 55a, and three employees submitted applications.

The agency's new Senior Technical Recruiter focuses on recruitment for underrepresented and underutilized demographic groups, and as part of her efforts, will work to target 55a-eligible job postings to be submitted to MOPD's NYC: ATWORK Job Board.

☐ Agency uses mostly non-competitive titles which are not eligible for the 55-a Program.

☐ Agency does not use the 55-a Program and has no participating employees.

## VII. Selection (Hiring and Promotion)

NOTE: This section must be prepared collaboratively among Agency EEO Officer, DEI Officer and Human Resources, and must describe the activities and future plans of Agency Career Counselors in A) below. EEO must respond to questions in C) below.

### A. Career Counselors

[Describe the activities and future plans of the agency Career Counselor(s) to promote advancement and transfers within the agency, advise employees of opportunities for promotion, availability of civil service exams, and provide resources to help employees grow and develop future careers.]

OTI's Career Counselor will review policies, procedures, and practices related to hiring (including vacancy announcements, use of certification lists); provide information about promotional opportunities; explain the civil service process to staff and what it means to become a permanent civil servant, provide technical assistance in applying for upcoming civil service exams, and notify staff of relevant civil service exam notices.

### B. New Hires and Promotions

[Describe planned actions to review and assess the current new hire and promotional procedures for selection, especially for mid- and high-level discretionary positions. Actions may include monitoring the representativeness and fairness of the selection and appointment process, vacancy posting protocols, training of hiring managers, procedures for interviewing applicants, the role of the EEO Officer in the selection and promotion actions, the use of the NYCAPS Applicant Interview Log Report, and efforts to identify and eliminate structural barriers to employment.]

OTI will publicly post announcements for all positions, including senior level positions; conduct targeted outreach and recruitment; review and analyze the demographics race/ethnicity and gender for those who received promotions/salary raises to ensure such practices are equitable and will review the demographics of newly hired staff with the Chief Technology Officer and Human Resources.

### C. EEO Role in Hiring and Selection Process

[Briefly detail which stages of selection involve your EEO Officer (pre- and post-selection).]

In FY 2026, the agency EEO Officer will do the following:

- ☒ Ensure that all vacancy announcements include the revised NYC EEO Anti-Discrimination Statement.
- ☒ Be available for consultation on vacancy postings to ensure elimination of language that has the potential for gender and age stereotyping and other unlawful discrimination. (It is

recommended to use gender-neutral terms and pronouns as well as language that is age-inclusive).

- ☒ Refer hiring managers to Structured Interviewing and Unconscious Bias training.
- ☒ Collaborate with Human Resources to review workforce metrics that inform broader outreach in recruitment efforts and ensure recruitment strategy aligns with the diversity goals of the agency.
- ☒ Provide consultation regarding creation/review of objective criteria for evaluating candidates for hire or promotion and applying those criteria consistently to all candidates.
- ☒ In collaboration with the Director of Human Resources, review interview questions to ensure that they are EEO-compliant, job-related, and required by business necessity.
- ☒ Assist the hiring manager if a reasonable accommodation is requested for an interview.
- ☒ Advise Human Resources to use candidate evaluation form for uniform assessment and equity.
- ☒ Periodically review candidate evaluation forms and conduct a job applicant analysis via the NYCAPS eHire Applicant Interview Log and/or SmartRecruiters reports to advise Human Resources of any demographic trends and/or EEO concerns based on available self-ID data.
- ☒ Review hiring package to evaluate that the selection process was conducted in accordance with EEO best practices.
- ☐ Other: \_\_\_\_\_

#### **D. Layoffs**

During periods of layoffs, terminations, and demotions due to legitimate business/operational reasons, what is your protocol for analyzing the impact of such actions based upon gender, race, and age? *[It is most useful to conduct this analysis prior to finalizing the list of titles that will be impacted. Ensure that the Agency General Counsel and the Law Department are involved in the review.]*

- ☒ The agency will use the DCAS Layoff Procedure as guidance, should there be any layoffs, terminations, and demotions due to legitimate business/operational reasons in FY 2026.
- ☒ The agency will analyze the impact of layoffs or terminations on racial, ethnic, gender, age groups, and people with disabilities.

- ☒ Where layoffs or terminations would have a disproportionate impact on any protected category groups, the agency will document that the targeted titles or programs were selected based on objective criteria and justified by business necessity.
- ☒ The Agency Personnel Officer, EEO Officer and General Counsel will be involved in making layoff or termination decisions. It should be noted that layoffs must be conducted by seniority in compliance with civil service law (for competitive titles) and union contract (for non-competitive and labor class titles).

## VIII. Training

[Please refer to **Section X** to ensure the agency complies with training requirements under local laws and Executive Orders.]

Training Topic	Type of Audience (e.g., All Staff, Front-line Employees, Managers, Supervisors, etc.)	Goal Number of Participants	Projected Dates
1. Everybody Matters: EEO and Diversity & Inclusion Training for NYC Employees (e-learning)	All employees – Annually (Cycle 3 must be completed by June 30, 2026.)	100% of staff	April 30, 2026
2. Everybody Matters: EEO and Diversity & Inclusion Training for NYC Employees (classroom/live webinar)	All employees – Annually (Cycle 3 must be completed by June 30, 2026.)		
3. Sexual Harassment Prevention (e-learning)	All employees – Annually (Cycle 7 runs between September 1, 2025 – August 31, 2026)	100% of staff	July 1, 2026
4. Sexual Harassment Prevention (classroom/live webinar)	All employees – Annually (Cycle 7 runs between September 1, 2025 – August 31, 2026)		
5. lgbTq – Power of Inclusion (e-learning)	Managers, Supervisors, and Front-line employees (must be completed by March 31, 2026) All other employees	100% of staff	January 30, 2026
6. lgbTq – Power of Inclusion (classroom/live webinar)	Managers, Supervisors, and Front-line employees (must be completed by March 31, 2026) All other employees		
7. Disability Awareness and Etiquette	All new hires.		Rolling basis.
8. Structured Interviewing and Unconscious Bias (classroom/live webinar)	All hiring managers		Rolling basis, approx. 150
9. Other (specify)			
10. Other (specify)			



## IX. Reasonable Accommodation

[Please indicate the actions your agency takes to ensure that the process of reviewing reasonable accommodation requests is compliant with the EEO Policy as well as the applicable federal, state, and local laws. Additionally, please detail any best practices currently implemented in this area. Lastly, always review the City Reasonable Accommodation Procedural Guidelines.]

- ☒ Managers, supervisors, human resources personnel and discipline personnel are required to report to the EEO Office any reasonable accommodation requests and needs that are received, observed, learned about, or suspected, so that the EEO Office may facilitate discussions, research appropriate accommodations, and assist with the resolution of the matter.
- ☒ Absent any undue hardship, the agency provides reasonable accommodations for disability; religious observances; victims of domestic violence, sex offenses and stalking; and pregnancy, childbirth, or related medical conditions.
- ☒ The agency follows the City's Reasonable Accommodation Procedure.
- ☒ The agency adheres to the City's Reasonable Accommodation Procedural Guidelines published in July 2024.
- ☒ The agency initiates the cooperative dialogue within 10 days from notice of a Reasonable Accommodation need or request.
- ☒ The agency sends a written reminder to the individual at least 10 business days before an accommodation is set to expire.
- ☒ The agency issues a written notice of any decision granting or denying an accommodation and all appeal rights within 15 days from the conclusion of the cooperative dialogue.
- ☒ When necessary, in certain time-sensitive circumstances the agency conducts an expedited review and grants or denies request in less than 15 days.
- ☒ The Agency Head or designee reviews and grant or deny issues a written determination on appeals within fifteen (15) business days after submission of the appeal.
- ☒ If the review and decision on appeal is not done by the Agency Head.  
Provide the name and title of the Agency Head's designee<sup>4</sup> : Dineil Diaz, OTI Chief of Staff for Interim CTO Ruby Choi.
  - ☒ The designee reports directly to the Agency Head.
- ☒ The agency enters all the Reasonable Accommodation requests and determinations in the DCAS Citywide Complaint and Reasonable Accommodation (CAD) Database and updates the information as needed.

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<sup>4</sup> **To avoid conflicts of interest, the EEO Officer or General Counsel cannot be designated** to review appeals of reasonable accommodation decisions.

## **X. Compliance and Implementation of Requirements Under Local Laws and Mayoral Executive Orders**

### **A. Local Law 92 (2018): Annual Sexual Harassment Prevention training**

- ☒ The agency plans to train all new employees on Sexual Harassment Prevention within 30 days of start date.
- ☒ The agency will train all current employees on Sexual Harassment Prevention (Cycle 7 – September 1, 2025 – August 31, 2026) as indicated in the Section VII Training above.

### **B. Local Law 97 (2018): Annual Sexual Harassment and Complaint Reporting**

- ☒ The agency will ensure that sexual harassment complaints, and all other EEO complaints, are investigated and closed within 90 days.
- ☒ The agency will input sexual harassment complaint data, as well as all other types of complaints, on the DCAS Citywide Complaint and Reasonable Accommodation (CAD) Database, contemporaneously update the information, and affirm the data in a timely manner when requested by DCAS.

### **C. Local Law 121 (2020): Age Discrimination Training; Local Law 14 (2024): Anti-racism and Anti-racial Discrimination Training**

- ☒ The agency plans to train all new employees on Everybody Matters: EEO and Diversity & Inclusion Training for NYC Employees within 30 days of start date.
- ☒ The agency will train all current employees on Everybody Matters: EEO and Diversity & Inclusion Training for NYC Employees (Cycle 3: July 1, 2025 – June 30, 2026) as indicated in the Section VIII Training above.

### **D. Local Law 27 (2023): Access to Workplace Facilities**

- ☒ Employees have access to gender appropriate bathrooms and lactation rooms.
- ☒ Employees are provided with information on how to request workplace accommodations and has access to respective facilities, including access for individuals with disabilities.

[Local Law 27 requires listing a summary of schedule and workplace accommodations that are provided by your agency]. Select the types of accommodations that your agency has provided to your workforce in FY 2025.

- ☒ Reassignment
- ☒ Modification of Work Schedule
- ☒ Flexible leave
- ☒ Modification or Purchase of Furniture and Equipment
- ☒ Modification of Workplace Practice, Policy and/or Procedure
- ☒ Grooming/Attire

**E. Local Law 27 (2023): Diversity and Inclusion Training for FY 2026**

- ☒ List of diversity and inclusion training for FY 2026 is included in section VII of this annual plan.

**F. Local Law 27 (2023): Workforce Information Report for FY 2025**

- ☒ The agency will submit the mandated annual report with workforce information to the Mayor, the Speaker of the Council, the Department of Citywide Administrative Services, and the Equal Employment Practices Commission by September 30, 2025.

**G. Local Law 28 of (2023): Diverse Recruitment and Retention in City Government**

Under Local Law 28 (2023), agencies must provide information about agency-specific training programs that are required for, or relevant to, an applicant's appointment to a position based on an open-competitive or promotional civil service examination. Additionally, agencies must provide information on expenditures related to recruiting candidates for open competitive and promotional civil service examinations, a list of recruiting events to promote open-competitive civil service examination and a list of any preparatory materials developed for applicants or potential applicants for open-competitive and promotional civil service examinations. The deadline for submission of this information is the same as for the submission of the Annual Plan].

- ☒ The agency submitted all information required by Local Law 28 for FY 2025 using the form and templates provided.

**H. Executive Order 16: Training on Transgender Diversity and Inclusion**

Under Executive Order No. 16 of 2016, the agency must provide supervisory and front-line staff training approved by DCAS on transgender diversity and inclusion. Pursuant to Executive Order No. 16, this training must be provided to all newly hired supervisory and managerial employees and line staff whose work tasks involve contact with the public. The current Cycle 5 runs from April 1, 2024, to March 31, 2026.

- ☒ The agency plans to train all new employees within 30 days of start date.
- ☒ All managers, supervisors, and front-line employees will be re-trained every two years, no later than the third quarter of the second year of the training cycle, as indicated in Section VII Training above.
- ☒ In addition, all other employees will be trained or re-trained every two years, as indicated in Section VII Training above.
- ☒ The agency will ensure that the single-sex facility (e.g., Restroom Access) notice/poster is posted where required, e.g., on bulletin boards, near restrooms and, in digital form, where other EEO notices and announcements can be found.

## XI. Audits and Corrective Measures

[Please check the statement(s) that apply to your agency].

- ☒ The agency is NOT currently subject of an audit conducted by NYC Equal Employment Practices Commission (EEPC) or another governmental agency specific to our EEO practices.
- ☐ The agency is currently being audited or preparing responses to an audit conducted by the EEPC or \_\_\_\_\_ [another governmental agency – please specify] specific to our EEO practices. Upon forwarding our responses to the recommendations issued by the EEPC, the agency will submit to CEI an amendment letter, which shall amend the agency plan for FY 2025 to include and implement EEPC recommendations that will be implemented during the fiscal year.
- ☐ The agency is subject to any other oversight or review by a federal, state or city civil rights agency [please specify] \_\_\_\_\_. [Please attach a copy of the document setting out the oversight parameters and the agency's most recent report to the oversight agency.]
- ☒ Within the last two years the agency was involved in an audit conducted by the EEPC or \_\_\_\_\_ [another governmental agency – please specify] specific to our EEO practices.
- ☐ The agency will continue/be required to implement corrective actions during the year that this plan is in effect [please attach a copy of the audit findings.]
- ☒ The agency received a Certificate of Compliance from the auditing agency. [Please attach a copy of the Certificate of Compliance from the auditing agency.]

## XII. Agency Head Affirmation and Signature

[Note: Agency Head's signature and date should be provided for final submission only after the agency receives approval of the plan by DCAS.]

This annual Diversity, Equity, Inclusion and Equal Employment Opportunity Plan ("EEO Plan") is hereby submitted and adopted for implementation pursuant to New York City Charter §815(a)(19)<sup>5</sup>

In addition, pursuant to New York City Charter § 815(i), the agency will submit quarterly reports reflecting the agency's efforts during the previous quarter to implement the agency's EEO Plan.

Ruby Choi, Acting CTO  
Print Name of Agency Head

*Ruby Choi*  
Signature of Agency Head

1/30/2026  
Date

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<sup>5</sup> Agencies shall file copies of their finalized EEO Plans with the Mayor, City Council, Equal Employment Practices Commission (EEPC), and City Civil Service Commission, and make EEO Plans available for reasonable public inspection.

## Appendix A: Contact Information for Agency EEO Personnel and Career Counselors\*

### Agency EEO Office mailing address:

2 MetroTech Center, 5<sup>th</sup> Floor  
Brooklyn NY, 11201

[Please provide contact information (name, title, e-mail, telephone number and **full office address** if different from the main address above, for the following EEO and HR roles at your agency. If several roles are performed by the same individual enter only the name in further entries. Insert additional rows as needed.]

**NOTE:** Include staff performing any of EEO or HR-related roles in this listing even if they work in another part of the agency and not in the Office of DEI-EEO.

\*To prevent potential conflicts, the Career Counselor should not be within the EEO Office]

	Title/Function	Name	Email	Telephone
1.	<b>Agency EEO Officer</b> [indicate if 'Acting' or 'Interim']	Elizabeth T. Lundi	<a href="mailto:ellundi@oti.nyc.gov">ellundi@oti.nyc.gov</a>	718-403-6640
2.	<b>Agency Deputy EEO Officer</b> [if appointed]			
3.	<b>Agency (Chief) Diversity &amp; Inclusion Officer</b> [if appointed]			
4.	<b>Chief Diversity Officer/Chief MWBE Officer per E.O. 59</b>	Shannez Thompson	shthompson@oti.nyc.gov	718-923-3747
5.	<b>ADA Coordinator</b>	Robin Peskin	rpeskin@oti.nyc.gov	718-403-8171
6.	<b>Disability Rights Coordinator</b>	Robin Peskin		
7.	<b>Disability Services Facilitator</b>	Justin Hernandez	justhernandez@oti.nyc.gov	718-403-6694
8.	<b>55-a Coordinator</b>	Rachel Alba	<a href="mailto:raalba@oti.nyc.gov">raalba@oti.nyc.gov</a>	718-403-8513
9.	<b>EEO Investigator(s)</b>	Justin Hernandez	justhernandez@oti.nyc.gov	718-403-6694
10.	<b>EEO Counselor(s)</b>			

11.	<b>EEO Training Liaison(s)</b>	Le Sean Noriega Jordan	Inoreigajordan@oti.nyc.gov	718-403-6681
12.	<b>Career Counselor(s)*</b>	Stacey Abramson	sabramson@oti.nyc.gov	718-403-8639
13.	<b>Other (specify)</b>	Tito Leon – Temp	tleon@oti.nyc.gov	718-403-8240