



**Equal Employment
Practices Commission**

Cesar A. Perez, Esq.
Chair

Angela Cabrera
Malini Cadambi Daniel
Elaine S. Reiss, Esq.
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September 18, 2014

Mary Travis Bassett, MD, MPH
Commissioner
Department of Health and Mental Hygiene
Gotham Center: 42-09 28th Street, 8th Floor
Long Island City, NY 11101-4132

Re: Resolution #2014/816C -25: Determination of Agency Compliance

Dear Commissioner Bassett:

On behalf of the members of the Equal Employment Practices Commission (EEPC or Commission), I want to formally inform you that the Commission has issued the attached Determination of Compliance to the Department of Health and Mental Hygiene. This Commission has determined that the Department of Health and Mental Hygiene has implemented the required corrective action deemed necessary by this Commission for ensuring a fair and effective affirmative employment program of equal opportunity as required by the equal employment opportunity standards of this Commission and Chapters 35 and 36 of the New York City Charter.

On behalf of this Commission, I want to thank you and Principal EEO Professional James Hallman for the cooperation extended to the EEPC during the compliance-monitoring period.

Sincerely,

Elaine S. Reiss, Esq.
Commissioner

c: James Hallman, Principal EEO Professional
Judith García Quiñonez, Esq., Deputy Director/Agency Counsel

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

RESOLUTION #2014/816C-25: Determination of **Compliance** (Monitoring Period Not Required) by the Department of Health and Mental Hygiene with the Equal Employment Practices Commission's required corrective actions pursuant to the audit and evaluation of its Discrimination Complaint and Investigation Procedures from January 1, 2012 through December 30, 2013.

Whereas, pursuant to Chapter 36, Section 831(d)(2) and (5) of the New York City Charter, the Equal Employment Practices Commission is authorized to audit and evaluate the employment practices, programs, policies, and procedures of city agencies and their efforts to ensure fair and effective equal employment opportunity for minority group members and women, and to make recommendations to city agencies to insure equal employment opportunity for minority group members and women; and

Whereas, pursuant to Chapter 36, Section 831(d)(2), this Commission has adopted *Uniform Standards for EEPC Audits* and *Minimum Equal Employment Opportunity Standards for Community Boards* to assess agencies' EEO programs and policies for compliance with federal, state and local laws, regulations, policies and procedures which are designed to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination in employment within municipal government; and

Whereas, pursuant to its audit and analysis of the Department of Health and Mental Hygiene's (DoHMH) EEO Program, the Equal Employment Practices Commission (EEPC) issued a preliminary determination letter, dated July 25, 2014, setting forth findings and the following required corrective action:

1. Issue and maintain written confirmation when a complaint is withdrawn or resolved by agreement of the parties.

Whereas, the DoHMH submitted its response to the EEPC's preliminary determination letter, on September 5, 2014, with documentation of its actions to rectify the required corrective action; and

Whereas, in accordance with Chapter 36, Section 832(c) of the New York City Charter, the EEPC considered the agency's response and accepted documentation for implementation of the aforementioned corrective actions; and

Whereas, at the EEPC's request pursuant to Section 815.a.(15) of the New York City Charter, the DoHMH submitted a copy of the agency head's memorandum to staff dated August 25, 2014, which outlined the corrective actions implemented in response to the EEPC's audit and reiterated his commitment to the agency's EEO Program; and

Whereas, all of the EEPC's corrective actions are required by, or are consistent with,

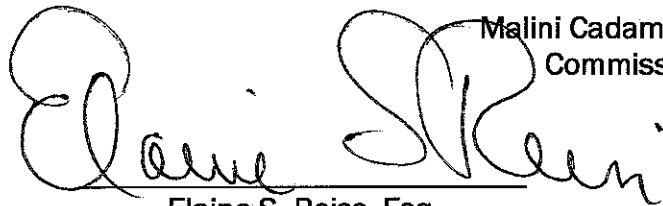
federal, state and local laws, regulations, policies and procedures which are designed to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination in employment within municipal government; Now Therefore,

Be It Resolved, that the Department of Health and Mental Hygiene has implemented the required corrective actions deemed necessary to ensure compliance with the equal employment opportunity standards of this Commission and requirements of Chapters 35 and 36 of the City Charter.

Be It Finally Resolved, that the Commission authorizes Chair Cesar A. Perez, Esq., to forward this Determination to Dr. Mary Travis Bassett, Commissioner of the New York City Department of Health and Mental Hygiene.

Approved unanimously on September 18, 2014.

Angela Cabrera
Commissioner

A handwritten signature in black ink, appearing to read 'Elaine S. Reiss', written over a horizontal line.

Elaine S. Reiss, Esq.
Commissioner

Malini Cadambi Daniel
Commissioner