

FY 2022 AGENCY QUARTERLY DIVERSITY AND EEO REPORT

AGENCY NAME: <u>NYC OFFICE OF MANAGEMENT AND BUDGET</u>			
<input type="checkbox"/> 1 st Quarter (July -September), due November 6, 2021	<input type="checkbox"/> 2 nd Quarter (October - December), due January 29, 2022		
<input type="checkbox"/> 3 rd Quarter (January -March), due April 30, 2022	<input checked="" type="checkbox"/> 4 th Quarter (April -June), due July 30, 2022		
Prepared by:			
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Date Submitted: 2/13/2023			
<u>FOR DCAS USE ONLY:</u>		<u>Date Received:</u>	

INSTRUCTIONS FOR FILLING OUT QUARTERLY REPORTS FY 2022

[NOTE: These forms are cumulative. For Q2, Q3 and Q4 use previous quarter's submission to update]

1. Please save this file as '**XXXX Quarter X FY 2022 DEEO 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 and EEO Training Summary" details in the attached Excel file. Under Section 10 ("Other"), 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 2022 DEEO 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.

PART I: NARRATIVE SUMMARY**I. COMMITMENT AND ACCOUNTABILITY STATEMENT BY THE AGENCY HEAD**

Distributed to all agency employees? Yes, On (Date): 6/21/2021 No
 By e-mail
 Posted on agency intranet
 Other

II. RECOGNITION AND ACCOMPLISHMENTS

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

- Diversity & EEO Awards
- Diversity and EEO Appreciation Events
- Public Notices
- Positive Comments in Performance Appraisals
- Other (please specify): _____

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

III. WORKFORCE REVIEW AND ANALYSIS

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

Q1 (9/30/2021):	371	Q2 (12/31/2021):	378
Q3 (3/31/2022):	373	Q4 (6/30/2022):	378

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

Yes - On (Date): May 14, 2021; October 29, 2021, May 13, 2022 No

The agency’s new employee orientation also includes information about how to use ESS to update self-identification information. This orientation is conducted live, and new employees are also provided with a soft copy of the slide deck after the presentation.

3. The agency conducted a review of the dashboard sent 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.

Yes - On (Dates): Q1 - October 2021 (note that EEO Officer was not hired at this time, HR reviewed information directly)
 Q2 – February 24, 2022
 Q3 – April 13, 2022
 Q4 – May 10, 2022; August 26, 2022

Note that the HR Director also discussed issues relating to demographic data and trends with the Chief of Staff and Agency Head as necessary. The HR Director and EEO Officer meet weekly to discuss various EEO/DEI related issues, including those pertaining to workforce composition.

	Q1	Q2	Q3	Q4
The review was conducted with:	<input checked="" type="checkbox"/> Human Resources <input type="checkbox"/> Agency Head <input type="checkbox"/> General Counsel <input type="checkbox"/> Other <input type="checkbox"/> Not conducted	<input checked="" type="checkbox"/> Human Resources <input type="checkbox"/> Agency Head <input type="checkbox"/> General Counsel <input type="checkbox"/> Other _____ <input type="checkbox"/> Not conducted	<input checked="" type="checkbox"/> Human Resources <input type="checkbox"/> Agency Head <input type="checkbox"/> General Counsel <input type="checkbox"/> Other _____ <input type="checkbox"/> Not conducted	<input checked="" type="checkbox"/> Human Resources <input checked="" type="checkbox"/> Agency Head <input type="checkbox"/> General Counsel <input checked="" type="checkbox"/> Other (Chief of Staff) <input type="checkbox"/> Not conducted

IV. EEO, DIVERSITY, INCLUSION, AND EQUITY INITIATIVES FOR FY 2022

Please describe your progress this quarter in implementing the primary goals in Section IV of your Agency Diversity and EEO Plan for FY 2022 - Proactive Strategies to Enhance Diversity, EEO and Inclusion:

A. WORKFORCE:

Please list the Workforce Goal(s) included in <i>Section IV: Proactive Strategies to Enhance Diversity, EEO and Inclusion</i> , which you set/declared in your FY 2022 Diversity and EEO Plan (e.g., underutilization, workforce planning, succession planning and diverse applicant pool, among others):	Please describe the steps that your agency has taken to meet the Workforce Goal(s) set/declared in your plan. ○ Include steps that were taken or considered to build an inclusive and sustainable pipeline for your agency across all levels.	Q1 Update	Q2 Update	Q3 Update	Q4 Update
A central workforce goal is for OMB to secure, support, and maintain a high-performing and diverse workforce.	<p>This quarter, OMB continued its ongoing efforts to recruit from a diverse, qualified group of applicants. Including discussing options for developing a more effective recruitment and hiring system, continue to train hiring managers in best practices and recommending necessary changes to make the workforce more inclusive.</p> <p>The EEO/DEI Officer works closely with the HR Director and other agency leadership as necessary to implement DCAS’s Diverse and Inclusive Recruitment Best Practices, as established by DCAS in the first quarter of FY 2022 and add additional practices as necessary to help build a diverse and inclusive workforce. The EEO/DEI Officer and HR Director meet on a weekly basis to discuss diversity efforts in recruitment and retention, amongst many</p>	<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	<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	<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	<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

	<p>other issues relating to their work.</p> <p>OMB continues to recruit employees from a diverse group of schools. OMB posts job openings using Handshake which reaches a large pool of applicants. This quarter, the EEO/DEI Officer began compiling a list of additional organizations to add to recruitment efforts, focusing on diversifying the pool of qualified applicants (e.g., affinity groups within colleges and universities, HBCUs, etc.).</p>				
<p>Continue to support the promotion and retention of staff with diverse experience and attributes this fiscal year.</p>	<p>This quarter, the agency continued to analyze the composition of its workforce, as well as demographic information of job applicants and staff selected for promotion, to better understand how that information might influence certain practices and programs developed by the agency. The agency also continued to engage in efforts such as work with EquityNYC (including requirements under Executive Order 34) and performing additional analysis of workforce composition, including a review of promotion practices, professional development opportunities, and other issues relevant to this workforce goal.</p>	<p><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</p>	<p><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</p>	<p><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</p>	<p><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</p>
<p>Another workforce goal is to cultivate an inclusive workplace that enables full participation encourages collaboration, flexibility, and fairness.</p>	<p>The agency is looking to update its mentorship program to strengthen its efforts while supporting the existing mentor/mentee connections. The existing program pairs together senior managers and less experienced staff to share perspectives, values, and experiences. It also provides an opportunity for</p>	<p><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</p>	<p><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</p>	<p><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</p>	<p><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</p>

	<p>staff to explore areas of interest outside their assigned portfolio. To allow for greater participation throughout the agency, each year preference is given to mentees who have not participated in program. The agency will re-visit this Program during this fiscal year and determine additional areas for growth, including determining whether broadening the Program to also include a mentorship opportunity between junior employees and mid-level managers, to provide additional opportunities for junior employees to gain insight from the experiences of the mid-level managers and to provide participating mid-level managers with the opportunity to strengthen their leadership skills.</p>				
<p>Significantly expanding professional development opportunities is another key workforce goal for this fiscal year.</p>	<p>The agency’s Chief Learning Officer, who began her work last quarter, is in the process of building up a formal learning and development program for the agency. The L&D program will include training for employees at all levels, initially targeting managers and analysts.</p>	<p><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</p>	<p><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</p>	<p><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</p>	<p><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</p>

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

The job groups where underutilization was identified in the DCAS quarterly workforce reports were Management Specialists (Black, -47) and Managers (Black, -10).

The following steps were taken to address underutilization as identified in the Q4 workforce reports:

1. Expanding internal and external applicant pools to address the underutilization through outreach strategies for broader recruitment, including beginning to formulate a list of additional contacts to help diversify the pool of qualified applicants.
2. Continuing to inform and encourage applications for the upcoming civil service examinations.
3. Continue to use the quarterly workforce report and dashboard to identify specific job groups where underutilization exists and guide recruitment efforts. This quarter, the agency performed its own annual analysis of staff demographics, with the HR team examining internal staff data to better identify groups based on gender and/or race, and whether there were groups that were under-represented and, if so, how to better diversify the pool of applicants to meet the agency's needs.
4. Strengthen professional development opportunities to better train existing staff to grow into more senior-level positions, including those that fall under the Managers categories. The agency's first Chief Learning Officer will continue to work in partnership with HR and EEO where appropriate to develop these opportunities.
5. Expanding efforts to cultivate an inclusive workplace that enables full participation encourages collaboration, flexibility, and fairness, including starting consistent DEI-related activities. This quarter, the agency hosted three agency-wide cultural DEI celebrations, in recognition of Asian American Pacific Islander Heritage Month, Pride Month, and Caribbean American Heritage Month (see below for more details).

B. WORKPLACE:

Please list the Workplace Goal(s) included in <i>Section IV: Proactive Strategies to Enhance Diversity, EEO and Inclusion</i> , which you set/declared in your FY 2022 Diversity and EEO Plan (e.g., job satisfaction/engagement surveys, exit interviews/surveys, and onboarding surveys):	Please describe the steps that your agency has taken to meet the Workplace Goal(s) set/declared in your plan. ○ Include steps that were taken or considered to create an inclusive work environment that values differences that each of your unique employees brings to work, and to maintain focus on retaining talent across all levels.	Q1 Update	Q2 Update	Q3 Update	Q4 Update
Continue to track, measure, evaluate, and improve employee job satisfaction.	OMB continues to provide exit surveys to all exiting employees. The survey includes a question asking whether our agency provided a work environment that was inclusive and values employee differences.	<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	<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	<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	<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
Continue to ensure that all new employees complete all the City’s required Computer Based Trainings.	Continued efforts to achieve 100% employee participation in the DCAS Computer Based Training modules including, but not limited to, EEO Awareness, Diversity and Inclusion; lgbTq: The Power of Inclusion; Sexual Harassment Prevention; DOI Corruption Prevention Awareness; and Conflicts of Interest Prevention Training. Computer-based training details are sent to all new employees and HR follows up to ensure completion. The EEO/DEI Officer has implemented a process, with the assistance of other staff, to consistently track training completions and	<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	<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	<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	<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

	engage additional measures to encourage staff to complete the trainings prior to their deadlines, including individualized emails, outreach to supervisors, and phone calls.				
Continue to distribute and highlight the City's EEO Policy.	<p>OMB provides EEO training in New Employee Orientations (which highlights the EEO Policy, amongst other topics relating to EEO) in addition to providing all new employees with a copy of the City's EEO Policy when they first start at the agency.</p> <p>This quarter, the EEO/DEI Officer provided an Introduction to EEO Training during the New Employee Orientation held April 22, 2022.</p>	<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	<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	<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	<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
Keep employees connected throughout the agency and keep all up to date on key issues relevant to the budgeting process to keep all staff up to date on issues important to their daily work.	<p>Continue to offer OMB Institute trainings to all employees which are led by OMB senior management and aim to educate employees on current budget issues.</p> <p>OMB also has a Data Science Huddle, which is a group organized by employees that focuses on various issues relating to data science relevant to employees' work at the agency and issues of general interest that impact people who live in NYC. The Data Science Huddle provides positive educational opportunities in a less-formal setting and across taskforces/divisions. The group also creates an environment where employees can explore data-related issues that may have personal meaning to them and explore tools that they might not use in their day-to-</p>	<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	<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	<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	<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

	<p>day work but might incorporate in the future. At times, the Data Science Huddle also hosts events with a focus on equity-related issues. Overall, the DSH contributes greatly to the agency and efforts relating DEI and overall community.</p> <p>OMB also holds an OMB Institute program every summer, which is intended to highlight and educate key issues relating to the agency’s budgeting work. This year, there will also be an equity component to the Institute as well. The OMB Institute will take place next quarter, although planning is well underway this quarter.</p>				
<p>Improve workplace by strengthening the existing employee resource group and mentorship programs.</p>	<p>This quarter, the agency began to create a formal structure for an Employee Equity Group program, by beginning to pull together resources that will ultimately result in a toolkit provided to any staff interested in beginning an EEG. The EEG program is open to all interested employees, but focuses on groups that may fall under the City’s EEO Policy, as well as groups that have been identified as underutilized based on DCAS reporting. The EEGs are intended to put on events and address the myriad of issues to help enhance equity at the agency, and continue and strengthen existing efforts such as the mentorship program, and events to address broader issues relating to race relations.</p>	<p><input checked="" type="checkbox"/> Planned <input type="checkbox"/> Not started <input type="checkbox"/> Ongoing <input type="checkbox"/> Delayed <input type="checkbox"/> Deferred <input type="checkbox"/> Completed</p>	<p><input checked="" type="checkbox"/> Planned <input type="checkbox"/> Not started <input type="checkbox"/> Ongoing <input type="checkbox"/> Delayed <input type="checkbox"/> Deferred <input type="checkbox"/> Completed</p>	<p><input checked="" type="checkbox"/> Planned <input type="checkbox"/> Not started <input type="checkbox"/> Ongoing <input type="checkbox"/> Delayed <input type="checkbox"/> Deferred <input type="checkbox"/> Completed</p>	<p><input type="checkbox"/> Planned <input checked="" type="checkbox"/> Not started <input type="checkbox"/> Ongoing <input type="checkbox"/> Delayed <input type="checkbox"/> Deferred <input type="checkbox"/> Completed</p>

Continued support of OMB’s LGBTQ+ Employee Resource Group.	See immediately above. The LGBTQ+ group will be re-launched as part of the agency’s EEG program.	<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	<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	<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	<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
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Please specify any other EEO-related activities during the quarter (e.g., postings, meetings, cultural programs promoting diversity, newsletters/articles, etc.) and describe briefly the activities, including the dates when the activities occurred.

EEO/DEI Activities

There were numerous meetings and trainings relating to EEO and DEI efforts during the 4th quarter of FY2022.

As mentioned earlier, this quarter the EEO/DEI Officer worked with colleagues to put on cultural programming in recognition of Earth Day (April 22, 2022), Asian American Pacific Islander Heritage Month (May 26, 2022), Pride Month (June 16, 2022), and Caribbean American Heritage Month (June 30, 2022). In celebration of Earth Day, staff from the agency’s Environmental Sustainability and Resiliency taskforce presented various environmental-related laws and policies in NYC, and highlighted some of their own work with respect to ESR. The event also featured an Earth Day trivia game. For AAPI Heritage Month, the organizers put together an educational PowerPoint presentation that was paired with music featuring AAPI artists, an AAPI-themed trivia game with prizes, and a volunteer-led origami activity. For Pride Month, the agency hosted a “lunch and learn” featuring Vanessa Fuentes, from the Department of Social Services, who presented a talk titled “LGBTQ 101” which focused on how to be inclusive around gender and sexuality, as well as a focus on the transgender experience, as the presenter is a transgender woman who wanted to share her personal experiences as a City employee. For Caribbean American Heritage Month, the organizers presented an educational PowerPoint presentation featuring the many countries and cultures that fall under the umbrella this heritage month, hosted a panel that featured OMB employees who identify as being Caribbean American (who spoke on some of their shared cultural experiences as well as their individual experiences as they related to their cultural and racial identity), and highlighted different styles of dance as well. All the events were attended by senior leadership, including the agency head and Chief of Staff. All the events were at full capacity and resulted in positive feedback from attendees.

The EEO/DEI Officer continued to draft and distribute a monthly DEI newsletter this quarter. The newsletter is distributed to all agency employees via email and is also posted to the agency’s intranet. Each month will feature various DEI-related celebrations and commemorations. For example, the newsletter for April 2022 highlighted National Deaf History Month, Arab American Heritage Month, and Autism Acceptance Month (and also listed additional occasions including Earth Day, the Gathering of Nations, and the National Day of Silence). Unique newsletters were also drafted and distributed in May and June 2022. The intent of this newsletter is to highlight key DEI-related occasions to highlight issues that may resonate to some of the agency’s employees and serve as an educational tool.

During the 4th quarter of FY2022, the EEO/DEI Officer also participated in a few trainings focusing on EEO/DEI issues: (1) Building an Inclusive Culture – Understanding Unconscious Bias (a DCAS training that took place on May 3, 2022), (2) Effective Employee Resource Groups (a Cornell School of Industrial and Labor Relations course that took place on May 6, 2022), and (3) Structured Interviewing and Unconscious Bias (a DCAS training that took place on June 8, 2022). Additionally, the EEO/DEI Officer attended meetings hosted by DCAS and other City partner agencies specifically the EEO Best Practices meeting on April 29, 2022, the EEPC Symposium on June 9, 2022, training on hiring using the City’s 55-a program on June 16, 2022, the joint APO/EEO Best Practices meeting on June 27, 2022, and the DFTA training on Recruitment, focusing on “Building an Age-Inclusive NYC,” which took place on June 29, 2022.

This quarter, the EEO/DEI Officer posted and hired for two summer internship positions. These interns assisted with a number of EEO/DEI-related tasks, with a special focus on DEI-related event planning and helping to create organizational systems, both electronic and paper filing. Since the EEO/DEI Office is a staff of one person, their efforts were incredibly helpful to the agency’s overall EEO/DEI work.

The EEO Officer also continued her efforts, working with EquityNYC, and met with Sara Shoener of EquityNYC this quarter on April 11, 2022, to discuss ways the agencies might continue to partner on other equity-related work.

Data Science Huddle

As stated above the Data Science Huddle events are intended to provide unique educational opportunities to all interested staff, while helping to build community by bringing together employees who might not normally collaborate in their everyday work. The Data Science Huddle also ensures that at least a few events per year center on an equity-based topic, including this quarter’s presentation public schools and ACS household income data (April 8, 2022, external presenter).

C. COMMUNITY:

Please list the Community Goal(s) included in <i>Section IV: Proactive Strategies to Enhance Diversity, EEO and Inclusion</i> , which you set/declared in your FY 2022 Diversity and EEO Plan (e.g., community outreach and engagement, MWBE participation and customer satisfaction surveys):	Please describe the steps that your agency has taken to meet the Community Goal(s) set/declared in your plan. ○ Include steps that were taken or considered to establish your agency as a leading service provider to the citizens of New York City focused on inclusion and cultural competency, while reflecting the vast communities that are served.	Q1 Update	Q2 Update	Q3 Update	Q4 Update
Continue to make OMB’s public-facing work accessible to the diverse population of NYC.	OMB will continue to work with the Mayor’s Office of Immigrant Affairs to coordinate our agency’s language access policy and implementation plan. Per the Mayor’s executive order, the agency has and will continue to work with DOITT to make our website and its publications on the City’s budget more accessible to all New Yorkers.	<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	<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	<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	<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
Actively utilize qualified M/WBE vendors.	OMB attends M/WBE outreach events and procurement fairs hosted by various city agencies. In keeping with past precedent and dependent on available events, OMB plans to attend a minimum of four events this year while also fielding calls and conducting procurement-specific outreach to qualified M/WBE vendors.	<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	<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	<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	<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

<p>Continue to incorporate equity principles into the agency's work.</p>	<p>This quarter, the agency continued to work with EquityNYC on efforts to incorporate equity into the agency's broader budgeting work, continued strong use of purchasing from MWBEs, and through methods such as the future employee equity groups, and working toward a more diverse workforce and inclusive culture (including through efforts outlined above), which would drive a better understanding of the needs and relevant expectations of the community.</p>	<p><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</p>	<p><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</p>	<p><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</p>	<p><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</p>
<p>Please specify any other Community-directed activities during the quarter (e.g., meetings, educational and cultural programs, promotion of agency services, community fairs, etc.) and describe briefly the activities, including the dates when the activities occurred.</p>					
<p>The nature of OMB's work is not directly community-facing, but the agency does make efforts to integrate Community-directed activities where appropriate as outlined above.</p>					

V. RECRUITMENT

A. RECRUITMENT EFFORTS

Please list Recruitment Strategies and Initiatives which you set/declared in your FY 2022 Diversity 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):	Please describe the steps that your agency has taken to meet the Recruitment Goal(s) set/declared in your plan.	Q1 Update	Q2 Update	Q3 Update	Q4 Update
As part of the agency’s recruitment strategies and initiatives, continue active outreach within the agency.	OMB notifies its employees of all discretionary vacancies within the agency by emailing job notices agency-wide and requiring all hiring managers to interview any eligible internal candidates during the initial hiring period. All job notices are listed internally for 10 business days. All job notices are posted on the agency’s website and on E-Hire. In addition, OMB’s Office of Personnel Management actively works with staff interested in expanding or changing their portfolio.	<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	<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	<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	<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
Identify additional resources to diversify the pool of candidates.	To identify a more diverse pool of candidates, OMB will continue to review and its recruiting efforts, particularly at CUNY and SUNY schools as well as at HBCUs. The agency has begun developing a plan on how to better engage affinity groups, including at colleges and universities, in our recruitment efforts.	<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	<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	<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	<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

Partner with other City agencies and non-profit organizations to help diversify the pool of candidates, including for senior-level positions.	OMB is actively working with other partners in City government and in the non-profit sector, including the Mayor’s Office of Appointments, to help identify candidates for senior level vacancies.	<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	<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	<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	<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
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B. INTERNSHIPS/FELLOWSHIPS

The agency is providing the following internship opportunities in FY 2022:
 [NOTE: Please update this table every quarter]

Type of Internship\Fellowship	Total	Race/Ethnicity* [#s] * Use self-ID data	Gender* [#s] [N-B=Non-Binary; O=Other; U=Unknown] * Use self-ID data
1. Urban Fellows			M ___ F ___ N-B ___ O ___ U ___
2. Public Service Corps			M ___ F ___ N-B ___ O ___ U ___
3. Summer College Interns	15	Asian (7), Black (3), White (4), 2+ Races (incl. Hispanic (1))	M _9_ F _6_ N-B ___ O ___ U ___
4. Summer Graduate Interns	4	Asian (1), White(2), 2+ Races (inc. Hispanic) (1))	M ___ F _3_ N-B ___ O _1_ U ___
5. College Aide	4	Asian (2), White (1), 2+ Races (1)	M ___ F _4_ N-B ___ O ___ U ___

Additional Comments:

C. 55-A PROGRAM

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

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

Currently, there are 0 [number] 55-a participants.

During the 1st Quarter, a total of 0 [number] new applications for the program were received.
During the 1st Quarter 0 participants left the program due to [state reasons] _____.

During the 2nd Quarter, a total of [number] new applications for the program were received.
During the 2nd Quarter 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
in training sessions: Yes No
on the agency website: Yes No
through an agency newsletter: Yes No

VI. SELECTION (HIRING AND PROMOTION)

Please review Section VI of your Annual Plan and describe your activities for this quarter below:

Please list additional Selection Strategies and Initiatives which you set/declared in your FY 2022 Diversity and EEO Plan (<i>include use of structured interview, EEO or APO representatives observing interviews, review of placements, review of e-hire applicant data</i>)	Please describe the steps that your agency has taken to meet the Selection (Hiring and Promotion) Goal(s) set/declared in your plan.	Q1 Update	Q2 Update	Q3 Update	Q4 Update
Career Counseling: Advising employees of opportunities for promotion and career development; notification of promotion/transfer opportunities.	All OMB employees are advised of current openings within the Agency as they become available. Staff are notified via an email sent to all employees; all employees are located at one facility and have access to a computer and email. Each position is posted internally for a minimum of 10 business days and all hiring managers are required to interview any eligible internal candidates during that period. In addition, hiring managers are strongly encouraged to interview approximately 5 – 10 candidates. Job notices are also posted on the agency’s website and on E-Hire. Resumes received via outside sources are screened for education and experience minimum qualification requirements prior to being posted for hiring managers to review.	<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	<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	<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	<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
Reviewing the methods by which candidates are selected for promotion or to fill vacancies (new hires), especially for mid- and high-level discretionary positions.	All new candidates are reviewed by Human Resources and Chief of Staff, as well as the hiring team’s manager.	<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"/> Planned <input type="checkbox"/> Not started <input checked="" type="checkbox"/> Ongoing <input type="checkbox"/> Delayed <input type="checkbox"/> Deferred	<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"/> Planned <input type="checkbox"/> Not started <input checked="" type="checkbox"/> Ongoing <input type="checkbox"/> Delayed <input type="checkbox"/> Deferred

		<input type="checkbox"/> Completed	<input type="checkbox"/> Completed	<input type="checkbox"/> Completed	<input type="checkbox"/> Completed
Reviewing the methods by which candidates are selected for promotion or to fill vacancies (new hires) filled through civil service lists.	OMB does not fill positions through a Civil Service list; however, all employees are encouraged to take relevant Civil Service exams.	<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	<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	<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	<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
Describe the role of agency EEO Officer and other EEO staff in the selection of candidates for appointment or promotion (pre- and post-appointment)	Director of HR is part of the EEO staff and reviews selection of candidates for appointment or promotion. The agency consults with the EEO/DEI Officer about EEO/DEI-related issues that arise during the appointment or promotion process.	<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	<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	<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	<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
Analyzing the impact of layoffs or terminations on racial, gender and age groups	If there is a potential situation for layoffs or terminations, the Citywide process for reviewing impact on race, gender, and age will be followed.	<input checked="" type="checkbox"/> Planned <input type="checkbox"/> Not started <input type="checkbox"/> Ongoing <input type="checkbox"/> Delayed <input type="checkbox"/> Deferred <input type="checkbox"/> Completed	<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	<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	<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

During this Quarter the Agency activities included:	# of Vacancies (budgeted headcount)	46	39	36	56
	# of New Hires	27	26	28	39
	# of New Promotions	61	48	46	84

VII. TRAINING

Please provide your training information in Part II of the report “DIVERSITY AND 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-dcslnx01.csc.nycnet/Login.aspx>

IX. COMPLIANCE AND IMPLEMENTATION OF REQUIREMENTS UNDER EXECUTIVE ORDERS AND LOCAL LAWS

A. EXECUTIVE ORDER 16: TRAINING ON TRANSGENDER DIVERSITY AND INCLUSION

Please provide E.O. 16 Training Information in Part II of the report “DIVERSITY AND EEO TRAINING SUMMARY” (in MS Excel).

B. LOCAL LAW 92: ANNUAL SEXUAL HARASSMENT PREVENTION TRAINING

Please provide Sexual Harassment Prevention Training Information in Part II of the report “DIVERSITY AND EEO TRAINING SUMMARY” (in MS Excel).

C. 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 Q2 Q3 Q4

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

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://mspwwa-dcslnx01.csc.nycnet/Login.aspx>

D. LOCAL LAW 101: CLIMATE SURVEY

Please provide a short description of your efforts to analyze the results of climate survey in your agency.

Describe any follow-up measures taken to address the results of the climate survey:

The HR Director and EEO/DEI Officer reviewed the results from the 2020 Climate Survey, which were provided to the agency toward the end of this quarter, on June 21, 2022. They identified and discussed the potential areas of improvement based on the survey results, but also noted that the survey was done in 2020, during the thick of the pandemic, and with only 30 out of 394 employees responding (7.9%). Since the survey was distributed, the agency hired a full-time EEO/DEI Officer, who is tasked with playing a role in addressing many of the issues raised in the survey. The agency will continue with its strong commitment to ensuring adherence to the City’s EEO Policy, including focusing on (1) employee familiarity with the EEO Policy and EEO complaint/inquiry process, (2) potential workplace discrimination, and (3) supervisor/managerial knowledge of EEO policies and procedures.

X. AUDITS AND CORRECTIVE MEASURES

Please choose the statement that applies to your agency.

The agency is NOT involved in an audit conducted by NYC EEPC or another governmental agency specific to our EEO practices.

The agency is involved in an audit; please specify who is conducting the audit: _____.

Attach the audit recommendations by NYC EEPC or the other auditing agency.

The agency has submitted or will submit to OCEI an amendment letter, which shall amend the agency plan for FY 2022.

APPENDIX: OMB EEO PERSONNEL DETAILS
EEO PERSONNEL FOR 4th QUARTER, FISCAL YEAR 2022

A. PERSONNEL CHANGES

Personnel Changes this Quarter: <input checked="" type="checkbox"/> No Changes			
Employee's Name & Title			
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:
NOTE: Please attach CV/Resume of new staff to this report			
For New EEO Professionals:			
Name & Title			
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)
Proportion of Time Spent on EEO Duties	<input type="checkbox"/> 100% <input type="checkbox"/> Other: (specify %): <5%	<input type="checkbox"/> 100% <input type="checkbox"/> Other: (specify %):	<input type="checkbox"/> 100% <input type="checkbox"/> Other: (specify %):
Completed Trainings:			
EEO Awareness	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Diversity & Inclusion	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
IgbTq: The Power of Inclusion	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Sexual Harassment Prevention	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
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
Training Source(s):	<input type="checkbox"/> DCAS <input type="checkbox"/> Agency <input type="checkbox"/> Other	<input type="checkbox"/> DCAS <input type="checkbox"/> Agency <input type="checkbox"/> Other	<input type="checkbox"/> DCAS <input type="checkbox"/> Agency <input type="checkbox"/> Other

B. CONTACT INFORMATION (Please list ALL current EEO professionals)

DIVERSITY AND EEO STAFFING IN OMB AS OF 4th QUARTER FY 2022 *

<u>EEO\ Diversity Role</u>	<u>Name</u>	<u>Civil Service Title</u>	<u>% of Time Devoted to EEO & Diversity Functions</u>	<u>Office E-mail Address</u>	<u>Telephone #</u>
Chief Diversity Officer	Tara Boirard			BoirardT@omb.nyc.gov	212-788-6420
Chief EEO and DEI Officer	Danica You			YouD@omb.nyc.gov	212-788-6030
Deputy EEO Officer	N/A				
ADA Coordinator	Danica You			YouD@omb.nyc.gov	212-788-6030
Disability Rights Coordinator	Danica You			YouD@omb.nyc.gov	212-788-6030
Disability Services Facilitator	Danica You			YouD@omb.nyc.gov	212-788-6030
55-a Coordinator	Danica You			YouD@omb.nyc.gov	212-788-6030
Career Counselor	Lauren Wittels			Wittelsl@omb.nyc.gov	212-788-6371
EEO Counselor	Angel Acevedo, Donna Brathwaite, Kara Kirchoff, Debbie Brown, Kathryn Johnson			AcevedoA@omb.nyc.gov BrathwaiteD@omb.nyc.gov KirchoffK@omb.nyc.gov BrownDeb@omb.nyc.gov JohnsonK@omb.nyc.gov	212-788-2984 212-788-6291 212-788-6348 212-788-6149 212-788-6432
EEO Investigator	Danica You			YouD@omb.nyc.gov	212-788-6030
EEO Counselor/Investigator	N/A				
Investigator/Trainer	N/A				
EEO Training Liaison	Danica You			YouD@omb.nyc.gov	212-788-6030
Other (describe)					

* 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.