

FY 2021 AGENCY QUARTERLY DIVERSITY AND EEO REPORT

AGENCY NAME: NEW YORK CITY POLICE DEPARTMENT☐ 1st Quarter (July -September), due November 6, 2020☒ 2nd Quarter (October - December), due January 29, 2021☐ 3rd Quarter (January -March), due April 30, 2021☐ 4th Quarter (April -June), due July 30, 2021

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Date Submitted: 02/23/21**FOR DCAS USE ONLY:****Date Received:****INSTRUCTIONS FOR FILLING OUT QUARTERLY REPORTS FY 2021****[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 2021 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 2021 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): TBD 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 (9/30/2020): 52,322

Q2 (12/31/2020): 51,891

Q3 (3/31/2021): _____

Q4 (6/30/2021): _____

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

☒ Yes , On (Date): 11/30/2020 ☐ No

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): 1/22/21 _____

The review was
conducted with:

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

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

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

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

IV. EEO, DIVERSITY, INCLUSION, AND EQUITY INITIATIVES FOR FY 2021

Please describe your progress this quarter in implementing the primary goals in Section IV of your Agency Diversity and EEO Plan for FY 2021 - 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 2021 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
Deaf and Hard of Hearing Working Group ADA Compliance Working Group		☐ Planned ☐ Not started ☒ Ongoing ☐ Delayed ☐ Deferred ☐ Completed	☐ ☐ ☒ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐
Civilian Workplace Issues Working Group Civilian Advancement Working Group		☐ Planned ☐ Not started ☒ Ongoing ☐ Delayed ☐ Deferred ☐ Completed	☐ ☐ ☒ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐
NYPD MOS Race Forums		☐ Planned ☐ Not started ☒ Ongoing ☐ Delayed ☐ Deferred ☐ Completed	☐ ☐ ☒ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐

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 2021 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
Pregnancy and Parental Leave Toolkit		☐ Planned ☐ Not started ☒ Ongoing ☐ Delayed ☐ Deferred ☐ Completed	☐ ☐ ☐ ☐ ☐ ☒	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐
LGBTQIA+ Community Working Group		☐ Planned ☐ Not started ☒ Ongoing ☐ Delayed ☐ Deferred ☐ Completed	☐ ☐ ☒ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐
Mentorship Program Assessment		☐ Planned ☐ Not started ☒ Ongoing ☐ Delayed ☐ Deferred ☐ Completed	☐ ☐ ☒ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐
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.					
Recruiting candidates from Diversity Groups utilizing various sources (e.g., web chats, directed online campaign, ad placement in professional and occupation-specific journals, etc.					

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 2021 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
Barriers: Exit Interview and Resignations		☐ Planned ☐ Not started ☒ Ongoing ☐ Delayed ☐ Deferred ☐ Completed	☐ ☐ ☒ ☐ ☐ ☒	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐
Sexual Harassment Training, Exec Ord 16 Training		☐ Planned ☐ Not started ☒ Ongoing ☐ Delayed ☐ Deferred ☐ Completed	☐ ☐ ☒ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐
Promoting a diverse and inclusive work environment	Hiring and interviewing candidates from Diversity Group's job pool via LinkedIn Hiring and interviewing candidates recommended Employee Resource Groups.	☐ Planned ☐ Not started ☒ Ongoing ☐ Delayed ☐ Deferred ☐ Completed	☐ ☐ ☒ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐

LGBTQIA+ Training Module (EO16 Enhancement)		☒ Planned ☐ Not started ☐ Ongoing ☐ Delayed ☐ Deferred ☐ Completed	☐ ☐ ☒ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐
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.					

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 2021 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
NYPD Reform and Reinvention in person and Facebook Live	NYPD will be conducting forums with the public across all the boroughs of the city.	☒ Planned ☐ Not started ☐ Ongoing ☐ Delayed ☐ Deferred ☐ Completed	☐ ☐ ☒ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐
Community Council Meetings	Throughout the Quarter, the NYPD participated in community council meetings across New York City by videoconference and limited in person attendance.	☐ Planned ☐ Not started ☒ Ongoing ☐ Delayed ☐ Deferred ☐ Completed	☐ ☐ ☒ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐
Holiday Sleigh Ride 2020	In December, the Community Affairs Bureau went throughout the city providing gifts to Children across the Boroughs.	☐ Planned ☐ Not started ☐ Ongoing ☐ Delayed ☐ Deferred ☒ Completed	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐

Free Food & Clothes Giveaways	NYPD Outreach division participated in free food and clothing giveaways. Community affairs bureau and clergy working together to give back to the community.	☐ Planned ☐ Not started ☒ Ongoing ☐ Delayed ☐ Deferred ☐ Completed	☐ ☐ ☒ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐
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.					

V. RECRUITMENT

A. RECRUITMENT EFFORTS

Please list Recruitment Strategies and Initiatives which you set/declared in your FY 2021 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
Review personnel policies, procedures, and practices related to targeted outreach and recruitment.	Personnel Bureau also provides coaching, mentoring, and cross training programs through Career Enhancement Unit.	☐ Planned ☐ Not started ☒ Ongoing ☐ Delayed ☐ Deferred ☐ Completed	☐ ☐ ☒ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐
Direct resources to bolster efforts aimed at increasing the effectiveness of diversity recruitment.	Advertising on social media, targeted internet banners and advertisements in diverse periodicals and on diverse job posting sites. Posting on LINKEDIN Diversity Groups, such as Professionals with Disabilities, Disabled American Veterans, NY LGBT Professional Network, Hispanic & Latino Professionals, and Black Professionals. NYPD also recruits through NYCAPS	☐ Planned ☐ Not started ☒ Ongoing ☐ Delayed ☐ Deferred ☐ Completed	☐ ☐ ☒ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐
Develop user-friendly accessible website, mobile application and social media presence related to careers.	Streamline links to application information.	☐ Planned ☐ Not started ☒ Ongoing ☐ Delayed ☐ Deferred ☐ Completed	☐ ☐ ☒ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐

B. INTERNSHIPS/FELLOWSHIPS

The agency is providing the following internship opportunities in FY 2021:

[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			M ___ F ___ N-B ___ O ___ U ___
4. Summer Graduate Interns			M ___ F ___ N-B ___ O ___ U ___
5. Other (specify):			M ___ F ___ N-B ___ O ___ U ___

Additional Comments:

*Due to Covid-19 the annual Summer Internship Program was cancelled in 2020. The agency plans to provide internships/fellowships in FY2021.

C. 55-A PROGRAM

The agency uses the 55-a Program to hire and retain qualified individuals with disabilities.

☒ Yes

☐ No

Currently, there are 41 [number] 55-a participants.

During the 1st Quarter, a total of 0 [number] new applications for the program were received.

During the 1st Quarter 3 participants left the program due to [state reasons] Voluntary Retirement.

During the 2nd Quarter, a total of 41 [number] new applications for the program were received.

During the 2nd Quarter 0 participants left the program due to [state reasons] N/A.

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

2. _____

3. _____

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 2021 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	Promote employee awareness of opportunities for promotion and transfer within the agency via agency email and agency intranet portal.	☐ Planned ☐ Not started ☒ Ongoing ☐ Delayed ☐ Deferred ☐ 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	Facilitate the use of training to improve skills and access to career opportunities of all employees in its Leadership Program and via referrals to DCAS.	☐ Planned ☐ Not started ☒ Ongoing ☐ Delayed ☐ Deferred ☐ Completed	☐ ☐ ☒ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐

Reviewing the methods by which candidates are selected for promotion or to fill vacancies (new hires) filled through civil service lists	Provide agency staff with citywide vacancy announcements, civil service exams notices and other career development information.	☐ Planned ☐ Not started ☒ Ongoing ☐ Delayed ☐ Deferred ☐ 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)	In collaborative effort between EEO, HR and managers where necessary, develop action plans to eliminate identified barriers. Use a diverse panel of interviewers to conduct the interview. Have the EEO Officer review the interview questions. Have the EEO Officer sit in on interviews, where possible.	☐ Planned ☐ Not started ☒ Ongoing ☐ Delayed ☐ Deferred ☐ Completed	☐ ☐ ☒ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐
Analyzing the impact of layoffs or terminations on racial, gender and age groups	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 2021.	☐ Planned ☐ Not started ☒ Ongoing ☐ Delayed ☐ Deferred ☐ Completed	☐ ☐ ☒ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐
Other:		☐ Planned ☐ Not started ☐ Ongoing ☐ Delayed ☐ Deferred ☐ Completed	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐
During this Quarter the Agency activities included:	# of Vacancies # of New Hires # of New Promotions	# _1914_ # _180_ # _49_	# _1314_ # _803_ # _646_	# ____ # ____ # ____	# ____ # ____ # ____

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://mispwva-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://mstpwwa-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:

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 EEPD or another governmental agency specific to our EEO practices.
- ☒ The agency is involved in an audit; please specify who is conducting the audit: NYC EEPD Ilacia N. Zuell, Manager – EEO Analysis and Audit Unit.
- ☐ Attach the audit recommendations by NYC EEPD 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 2021.