

PUBLIC ADMINISTRATOR



RICHMOND COUNTY

GARY D. GOTLIN
COMMISSIONER
PUBLIC ADMINISTRATOR

MICHAEL J. FUSCO
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October 3, 2011

VIA U.S. MAIL & FAX

Cesar Perez, Esq.
Chair
Equal Employment Practices Commission
City of New York
40 Rector Street, 14th Floor
New York, New York 10006

REFERENCE: AUDIT OF RICHMOND COUNTY PUBLIC ADMINISTRATOR (RCPA)
PERIOD JANUARY 1, 2008 TO DECEMBER 31, 2010
RESPONSE TO RECOMMENDED CORRECTIVE ACTIONS

Dear Chair Perez:

In accordance with your request in a letter dated September 9, 2011, I offer herein responses to your recommendations.

RESPONSE TO RECOMMENDATION NUMBER 1. - *The RCPA should designate at least one EEO professional of each gender to receive and investigate discrimination complaints.*

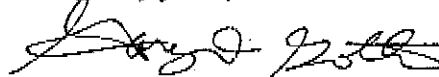
Although we are sensitive to the needs of all employees, based on the size of our staff, we do not feel it would warrant two EEO Officers for five employees. At present we have one EEO Officer with zero complaints recorded. Should an employee be uncomfortable with the gender of the EEO Officer, we would propose contacting EEO directly to discuss the matter, and/or forward the issue to another agency within the City of New York who would be properly trained to deal with such issues. We would welcome your suggestions in this regard should the matter present itself.

RESPONSE TO RECOMMENDATION NUMBER 2. - The RCPA should update its organizational chart to reflect the EEO Officer reporting directly to the agency head.

Attached is the updated organizational chart of the RCPA.

We would like to thank you for the professional way in which this audit was conducted.

Very truly yours,



Gary D. Gotlin
Commissioner
Public Administrator Richmond County

GDG:clg

Equal Employment Opportunity.wpd

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**RICHMOND COUNTY PUBLIC ADMINISTRATOR (RCPA)
ORGANIZATIONAL CHART**

