



# Public Administrator

## County of New York

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ETHEL J. GRIFFIN, *Commissioner*  
*Public Administratrix*

JOY A. THOMPSON, *Deputy Commissioner*  
*Deputy Public Administrator*

May 1, 2012

### MEMORANDUM

**TO: Public Administrator Employees**

**FROM: Ethel J. Griffin, Public Administrator**

**RE: Equal Employment Practices Commission Audit Compliance**

The Equal Employment Practices Commission (EEPC) recently completed its Audit of this Office's compliance with the City's Equal Employment Opportunity Program. The auditors looked at our current practices to ascertain how the agency is addressing Equal Employment Opportunity (EEO) issues. I am pleased to report that we have successfully complied with the three procedural recommendations.

1. We have updated our Organizational Chart to reflect that the EEO Officer, Joy Thompson, reports directly to the agency head.
2. We have designated Joe Gagliardi as our male EEO Officer and included him on the organizational chart. (We announced Joe's designation at the March 29, 2012 Staff Meeting.)
3. The final recommendation is that I write this Memorandum discussing the audit findings.

I want to reaffirm the Office of the New York County Public Administrator's strong commitment to maintaining fair employment practices for all employees and job applicants. We are committed to ensuring that we prevent discrimination and that all employees are aware of their rights and obligations under this policy. We should all dedicate ourselves to creating a work environment that tolerates and appreciates differences between employees and work together to maintain an atmosphere of appreciation for the diversity that is reflected in our staff.

All employees are encouraged to use the resources available and to address any concerns with EEO Officers Joy Thompson and Joe Gagliardi.