



THE CITY OF NEW YORK  
COMMUNITY BOARD 12

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**Eric Adams**

Borough President

**Yidel Perlstein**

Chairperson

**Barry Spitzer**

District Manager

Alan J. Dubrow, Chairman Emeritus

Ilacia N. Zuell, EEO Program Analyst  
NYC Equal Employment Practices Commission  
253 Broadway, Suite 602  
New York, NY 10007

Dear Ms. Zuell,

This letter is in response to the determination pursuant to the audit and evaluation of the equal employment opportunity program of Brooklyn Community Board 12.

The determination found that Community Board 12 was not in compliance with Article 4 Section 7 of the audit which requires that Community Boards must use the EEO tag line when advertising job vacancies and corrective action is required.

Corrective action is as follows:

In the event that Brooklyn Community Board 12 will have a job vacancy, we will advertise that job using the EEO tagline indicating that we are an equal opportunity employer.

Sincerely,

Barry Spitzer  
District Manager

cc: Yidel Perlstein  
Chairman, Community Board 12

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EEO Officer, Office of the Brooklyn Borough President