

## FY 2022 AGENCY QUARTERLY DIVERSITY AND EEO REPORT

AGENCY NAME: CITY COMMISSION ON HUMAN RIGHTS

1<sup>st</sup> Quarter (July -September), due October 29, 2021

2<sup>nd</sup> Quarter (October - December), due January 31, 2022

3<sup>rd</sup> Quarter (January -March), due April 29, 2022

4<sup>th</sup> Quarter (April -June), due July 29, 2022

**Prepared by:**

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Date Submitted: May 6, 2022

**FOR DCAS USE ONLY:**

*Date Received:*

### INSTRUCTIONS FOR FILLING OUT QUARTERLY REPORTS FY 2022

**[NOTE: These forms are cumulative and intended to retain information for the entire FY 2022.**

**For Q2, Q3 and Q4 use previous quarter's submission to update, retaining all information for the prior quarters]**

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 Part II - Training Summary [see the attached Excel file]. Under Section 10 ("Other Diversity/EEO Related"), 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): April 25, 2022  No  
 By e-mail (April 25, 2022)  
 Posted on agency intranet (April 2022)  
 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): Agency wide staff appreciation event

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

The Commission on Human Rights regularly celebrates the work of staff advancing human rights, in team meetings and public programming, among other efforts. In Q3, the Commission hosted a staff appreciation breakfast, as well as an all-staff coffee with the Commissioner, accompanied by a staff-wide email from the Commissioner recognizing the hard work of everyone at the agency.

### III. WORKFORCE REVIEW AND ANALYSIS

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

Q1 (9/30/2021): 116 Q2 (12/31/2021): 114 Q3 (3/31/2022): 107 Q4 (6/30/2022): \_\_\_\_\_

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

Yes, On (Date): Continuously posted on agency SharePoint  Yes, again on (Date): \_\_\_\_\_  No  
 NYCAPS Employee Self Service (by email; strongly recommended every year)  Agency's intranet site  
 Newsletters and internal Agency Publications  On-boarding of new employees

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 Review Date: 11/1/21 Q2 Review Date: 1/20/21 Q3 Review date: 4/25/22 Q4 Review date: \_\_\_\_\_

The review was conducted with:

<input checked="" type="checkbox"/> Human Resources	<input checked="" type="checkbox"/> Human Resources	<input checked="" type="checkbox"/> Human Resources	<input type="checkbox"/> Human Resources
<input checked="" type="checkbox"/> Agency Head	<input checked="" type="checkbox"/> Agency Head	<input checked="" type="checkbox"/> Agency Head	<input type="checkbox"/> Agency Head
<input checked="" type="checkbox"/> General Counsel	<input type="checkbox"/> General Counsel	<input checked="" type="checkbox"/> General Counsel	<input type="checkbox"/> General Counsel
<input checked="" type="checkbox"/> Other <u>Chief EEO Officer</u>	<input checked="" type="checkbox"/> Other <u>Chief EEO Officer</u>	<input checked="" type="checkbox"/> Other <u>Chief EEO Officer</u>	<input type="checkbox"/> Other _____
<input type="checkbox"/> Not conducted	<input type="checkbox"/> Not conducted	<input type="checkbox"/> Not conducted	<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 <b>Workforce Goal(s)</b> 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 <b>Workforce Goal(s)</b> set/declared in your plan. <ul style="list-style-type: none"> <li>• <b>Include steps that were taken or considered to build an inclusive and sustainable pipeline for your agency across all levels.</b></li> </ul>	Q1 Update	Q2 Update	Q3 Update	Q4 Update
Improving, tracking, and documenting recruitment and hiring practices.	While the agency continues to be subject to hiring restrictions, we maintain our Recruitment Committee, which meets virtually, and make opportunities for training on relevant topics, including DCAS offerings, available to staff. The agency circulates job posting through several job sites.	<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"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Improving promotional opportunities through professional development training programs.	Though promotional opportunities have been limited due to budgetary constraints, the Commission has continued to offer professional development opportunities, such as brown bags with leaders in government and the non-profit sectors, in order to help staff gain insight and knowledge to guide their thinking about their career paths.	<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"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

<p>Building deliberate partnerships with organizations or groups that assist people with disabilities, people with criminal conviction histories, and other marginalized groups with finding employment in an effort to continue to improve staff diversity in all areas.</p>	<p>The Commission continues to build and expand partnerships with community organizations that serve these groups.</p> <p>In Q2, the Commission conducted outreach to organizations working to ban the box in employment and housing, updated materials on fair chance in employment, held resource fairs on employment and anti-discrimination protections, and worked closely with organizing in the low wage sector to share information on workplace rights. A fair chance training was conducted in October.</p> <p>In Q3, the Commission, the Commission continued its efforts to educate businesses on Fair Chance Protections, providing a workshop on the Human Rights Law &amp; Credit and Criminal History Discrimination in Employment for employment agency staff in the City. The Commission also continued work to ensure that social justice leaders, including from the disability rights movement, were recognized and celebrated during Women’s History Month and Black History Month, in collaboration with community partners and sibling agencies.</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"/>  <input type="checkbox"/>  <input checked="" type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/></p>	<p><input type="checkbox"/>  <input type="checkbox"/>  <input checked="" type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/></p>	<p><input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/></p>
<p>Ensuring all departments are adequately trained on structured interviewing and aligned with agency best practices.</p>	<p>The Commission continues to make these opportunities available to staff, circulating information about upcoming trainings to appropriate hiring managers.</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"/>  <input type="checkbox"/>  <input checked="" type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/></p>	<p><input type="checkbox"/>  <input type="checkbox"/>  <input checked="" type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/></p>	<p><input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/></p>
<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.</p>					

CCHR's dashboard include underutilization of females and Black individuals in the social work category. Utilization analysis looks to assess whether the City's workforce is representative of those people who could be in its workforce. The most critical part of a utilization study is an availability analysis. An estimate is the number of people in various race/ethnic and gender categories who are available for employment in each job group, expressed as a percentage of all qualified persons available for employment in the job group. The analysis compares current workforce composition to availability estimates and determines imbalances (under/over – utilization). Due to the Civil Service Availability used by Department of Citywide Administrative Services (DCAS), derived from the certified eligibility lists using the Social Worker title, CCHR believes the analysis is flawed (as repeatedly articulated to DCAS). This is evidenced by CCHR only possessing six out of one hundred thirty-four titles – four of which are specific to the agency.

Following numerous conversations with DCAS, CCHR continues to implement the following recommendations to address underutilization: (i.) The Equal Employment Opportunity Team works with Human Resources to review the agency's hiring needs and hiring plans; (ii.) CCHR creates targeted diversity and recruitment strategies that include strategic partnerships with internal and external partners; (iii.) CCHR has diverse panels and structured interviewing; and (iv.) CCHR pursues employee engagement, coaching, mentorship, and access to career counseling.

**B. WORKPLACE:**

Please list the <b>Workplace Goal(s)</b> 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 <b>Workplace Goal(s)</b> set/declared in your plan. <ul style="list-style-type: none"> <li>• <b>Include steps that were taken or considered to create inclusive work environment which values differences that each of your unique employees brings to work, and to maintain focus on retaining talent across all levels.</b></li> </ul>	Q1 Update	Q2 Update	Q3 Update	Q4 Update
Prioritizing senior positions for internal advancement and evaluating internal applicants consistently with external applicants by assessing applicants through the tasks and standards associated with a given position and other objective criteria.	We remain deeply committed to internal advancement and look forward to having more budgetary flexibility to fill vacancies through internal promotions.	<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"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Ensuring EEO team involvement in hiring and promotional processes, including reviewing job postings, offering trainings for department heads, and hiring managers on best practices in recruitment, and sitting in on interviews on an as-needed basis.	Though the agency has been subject to hiring restrictions during this period, the EEO team continues to be involved in these practices.	<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"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Conduct EEO Managerial Performance Evaluations.	Pursuant to the Commission’s directive, the Commission completed Managerial EEO Performance Evaluations for the period of January 11, 2021 – September 30, 2021, as an additional means for implementing and ensuring that managers are held accountable for enforcing the agency’s EEO and sexual harassment prevention policies and complaint procedures.	<input type="checkbox"/> Planned <input type="checkbox"/> Not started <input checked="" type="checkbox"/> Ongoing <input type="checkbox"/> Delayed <input type="checkbox"/> Deferred <input checked="" type="checkbox"/> Completed	<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

<p>Maintaining and disseminating updated tasks and standards to all staff as well as conducting annual performance evaluations to all staff.</p>	<p>CCHR’s policy is that all unit heads are responsible for ensuring distribution of tasks and standards on the first day of a new employee’s start date and to confirm the distribution with Human Resources.</p> <p>Tasks and standards were distributed, and evaluations were completed in Q1.</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"/>  <input type="checkbox"/>  <input checked="" type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/></p>	<p><input type="checkbox"/>  <input type="checkbox"/>  <input checked="" type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/></p>	<p><input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/></p>
<p>Continuing to provide anti-discrimination trainings on a variety of topics including and beyond that required by law, such as “Understanding Muslim Communities.” Complete the development of the training “Discrimination Based on Race and Color.”</p>	<p>The Commission continues to provide anti-discrimination trainings such as Working with Transgender and Gender Non-Conforming Persons and Anti-Black Racism &amp; Other Forms of Discrimination Based on Race and Color.</p> <p>In Q2, Commission has engaged in ongoing discussions about creating new trainings and materials related to anti-black racism, in addition to the existing training rolled out in 2021, Bystander Intervention was rolled in collaboration with CAE (Center for Anti-Violence Education). The Commission is currently exploring development of a training on Jewish experiences and anti-Semitism.</p> <p>In Q3, the Commission finalized and announced a new training on the Jewish Experience and anti-Semitism and.</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"/>  <input type="checkbox"/>  <input checked="" type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input checked="" type="checkbox"/></p>	<p><input type="checkbox"/>  <input type="checkbox"/>  <input checked="" type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/></p>	<p><input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/></p>
<p>Maintaining an active employee engagement committee and continuing to hold events to empower and appreciate Commission employees. Past events have included an annual CCHR Bake Off, Heritage Celebrations and Potlucks, and Staff Appreciation Events.</p>	<p>The Commission continues to hold brown bag lunch events for staff featuring experts across different fields.</p> <p>We have an active LGBTQ committee, and on October 20, 2021, had a brownbag on LGBTQIA individuals and the justice system. The Commission has virtual 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"/>  <input type="checkbox"/>  <input checked="" type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/></p>	<p><input type="checkbox"/>  <input type="checkbox"/>  <input checked="" type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/></p>	<p><input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/></p>



	<p>checks for staff on Friday afternoons.</p> <p>The Commission held a virtual Staff Appreciation Event on December 16, 2021 and a Staff Appreciation Breakfast on February 14, 2022.</p> <p>On February 16, 2022 the Commission held a virtual brown bag lunch on Afro-Latinidad in the Dominican Republic Diaspora with guest speaker Zenaida Mendez, Director of Manhattan neighborhood Network El Barrio Firehouse Community Media.</p> <p>On March 24, 2022 the Commission held a Social Work Day Fireside Chat on Facebook Live to celebrate the contributions of the profession and staff that are social workers.</p>				
<p>Providing professional mentorship, skill-building, and relationship-building opportunities to increase advancement prospects for underrepresented staff; holding get-togethers to address issues of concern to staff as related to cultural competency, diversity, and inclusion, including film screenings or “lunch and learns.”</p>	<p>The Commission continues to provide a series of internal trainings promoting the values of a diverse and inclusive work force and improving cultural competency of its staff to interact with diverse communities.</p> <p>The Commission’s Community Relations Bureau (CRB) executive team holds regular meetings with CRB staffers to provide mentorship, relationship-building, and skill building opportunities. Under normal circumstances when resources and external budgetary constraints permit, CRB’s executive team actively seeks out advancement opportunities for its staffers. CRB holds monthly staff meetings, biweekly Directors’ and Lead Advisers’ meetings, and weekly supervisions with staffers, along with individual check-in meetings. The executive</p>	<p><input type="checkbox"/> <b>Planned</b></p> <p><input type="checkbox"/> <b>Not started</b></p> <p><input checked="" type="checkbox"/> <b>Ongoing</b></p> <p><input type="checkbox"/> <b>Delayed</b></p> <p><input type="checkbox"/> <b>Deferred</b></p> <p><input type="checkbox"/> <b>Completed</b></p>	<p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input checked="" type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>	<p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input checked="" type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>	<p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>

	<p>team members also consult with borough office teams and invite staffers along to events and networking opportunities as often as possible.</p> <p>The Law Enforcement Bureau (LEB) team has weekly attorney staff meetings during which training opportunities are offered in applying the NYC Human Rights Law (NYCHRL) in the case scenarios they investigate. They also discuss current issues that the Commission has or would like to investigate.</p> <p>The Office of the Chair’s policy team meets weekly to discuss pending projects, and weekly individual staff check-ins with the supervisor provide a forum to work on development of substantive knowledge and skill development</p> <p>The Commission continued to run public facing events, programs and resources celebrating the richness and diversity of the city’s communities and reinforcing the themes of equity and inclusion.</p> <p>In Q2 the Commission participated in a two-day convening of state and local agencies from around the country working to prevent and address discrimination.</p> <p>COVID-19 intensified the need for creating accessible spaces for conversation, connection, and comfort. We have created a number of such informal spaces that are led by staff with experience in facilitation, such as</p>				
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	<p>Deputy Commissioner of CRB Kajori Chaudhuri. These have proven valuable forums in which staff can strengthen relationships build community despite the isolation created by the pandemic. One example is an internal Restorative Justice Working Group, facilitated by CRB staff. Brown bag lunches on specific topics are also a space for staff to strengthen relationships and increase awareness of human rights issues in New York City.</p> <p>In Q3, the Commission’s Director of the Social Work Unit, along with other staff convene regular Community Check-ins open to all staff. Additionally, Commission programming included highlighting social justice careers (during Black History Month), careers in the social work field (Women’s History Month).</p>				
<p>The Commission will continue inviting guest speakers to address not just human rights issues but also wellness related topics (e.g.: mindfulness and meditation).</p>	<p>Previously scheduled wellness trainings for September were postponed to accommodate challenges relating to in person meetings.</p> <p>October 12, 2021, the Commission’s LGBTQ+ Committee hosted a brownbag lunch.</p> <p>On March 24, 2022, in Celebration of Women’s History Month, the Commission hosted <i>Human Rights Perspective on the Lessons Learned from the Pandemic, conversation</i> on lessons learned from the pandemic and how women managed needs and obligations work, caregiving, gender-based violence, and mental health.</p>	<p><input type="checkbox"/> <b>Planned</b>  <input checked="" type="checkbox"/> <b>Not started</b>  <input type="checkbox"/> <b>Ongoing</b>  <input type="checkbox"/> <b>Delayed</b>  <input type="checkbox"/> <b>Deferred</b>  <input type="checkbox"/> <b>Completed</b></p>	<p><input type="checkbox"/>  <input checked="" type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/></p>	<p><input type="checkbox"/>  <input type="checkbox"/>  <input checked="" type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/></p>	<p><input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/></p>

<p>Providing robust EEO support to staff and continuing to offer reasonable accommodations, including caregiving flexibility as permitted by the City’s Leave Guidance, by way of flex scheduling, technology, location changes, increased breaks, and, where permitted, telework.</p>	<p>The Commission continues to accommodate the needs of staff related to disability, pregnancy, childbirth and related medical conditions, status as a victim of domestic violence, and religion.</p> <p>In response to COVID-19, the Commission accommodated employees who needed equipment and schedule changes to work from home, or to respond to COVID-related life events. These accommodations were granted consistent with City policies and guidance.</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"/>  <input type="checkbox"/>  <input checked="" type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/></p>	<p><input type="checkbox"/>  <input type="checkbox"/>  <input checked="" type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/></p>	<p><input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/></p>
<p>Continuing practices in each department for management to hold regular meetings and check-ins with non-management staff to promote development and address issues that arise</p>	<p>The Commission utilizes a team structure across each of its units such that staff in each department are regularly in group meetings that include managers and have regular opportunities for one-on-one communication with management.</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"/>  <input type="checkbox"/>  <input checked="" type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/></p>	<p><input type="checkbox"/>  <input type="checkbox"/>  <input checked="" type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/></p>	<p><input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/></p>
<p>Please specify any other EEO-related activities designed to improve/enhance the workplace 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.</p>					
Empty space for additional activities					

**C. COMMUNITY:**

Please list the <b>Community Goal(s)</b> 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 <b>Community Goal(s)</b> set/declared in your plan. <ul style="list-style-type: none"> <li>• <b>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 variety of communities that are served.</b></li> </ul>	Q1 Update	Q2 Update	Q3 Update	Q4 Update
<p>Ensuring that Commission services and resources are accessible to all of New York’s diverse populations through building on our robust program of community education and outreach work promoting diversity and inclusion and continuing to provide monthly workshops to the public in each of the five boroughs. Ensuring that Commission services and resources are accessible to all of New York’s diverse populations through building on our robust program of community education and outreach work promoting diversity and inclusion and continuing to provide monthly workshops to the public in each of the five boroughs.</p> <p>Actively engage M/WBE vendors by coordinating agency sponsored events, collaborating with and participating in events with sister agencies and developing programming with CRB to further engage the business community.</p> <p>Promote participation with minority and women owned business enterprises (M/WBEs): Continuing to prioritize and center diversity and inclusion in how the Commission is represented to the public, including inclusive photos, content that</p>	<p>The Commission continues to conduct several trainings to the public virtually. Some of trainings provided by the agency are:</p> <ul style="list-style-type: none"> <li>• Human Rights Law (HRL) Overview (Know Your Obligations)</li> <li>• HRL and Discrimination Based on Race and Color</li> <li>• Working with Transgender and Gender-Non-Conforming Communities</li> <li>• Discrimination: Gender, Gender Identity, Sexual Orientation (Youth Program)</li> <li>• Credit Discrimination and the Fair Chance Act</li> <li>• Sexual Harassment in the Workplace Prevention</li> <li>• Students for Human Rights</li> <li>• Empowering Young Women (Youth Program)</li> </ul> <p>The Commission continued to prioritize diversity and inclusion in its representation of the agency to the public, intentionally utilizing</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"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

<p>highlights diverse communities, and working with minority and women-owned businesses for communications and other initiatives.</p>	<p>images of diverse communities in its social media posts, reports and ensuring diverse CCHR staff participation in public-facing events.</p> <p>In Q1 and Q2 the Commission participated in in-person resources fairs in Brooklyn and Manhattan.</p> <p>In Q2, the agency launched a Spanish and English Language social media campaign on domestic workers’ rights, and published new materials on hair discrimination, which constitutes racial and religious discrimination.</p> <p>In addition, in Q1 and Q2 the agency has continued to prioritize MWBE contracting across the board, to partner with MWBEs in prioritized categories on specific topics and to encourage and support eligible entities to register with the City’s MWBE program.</p> <p>In Q3, the Commission continued its efforts to educate businesses on Fair Chance Protections, providing a workshop on the Human Rights Law &amp; Credit and Criminal History Discrimination in Employment workshop for an employment agency.</p> <p>In January and February, the Commission staff facilitated the <i>Human Rights Law (HRL) and Anti-Black Racism and Other Forms of Discrimination Based on Race and Color</i> workshop for DYCD staff and Department of Health Staff.</p>				
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	<p>On February 23, 2022, the Commission hosted a free virtual event for black entrepreneurs as part of our annual M/WBE outreach events.</p> <p>In February, the Commission conducted the Commission’s training, Working with Transgender and Gender Non-Conforming Persons, for the Department of Education and the Department of Health</p> <p>In March, the Commission facilitated a training on Human Rights Law and Age Discrimination in Employment for NYC Dept. of Probation staff and spoke at a city-wide event for EEO Officers on an Age Inclusive Workplace.</p>				
<p>Continue or plan to promote diversity and EEO community outreach in providing government services.</p>	<p>CRB has continued to engage with diverse groups in NYC, focused on the agency’s core mandate to foster inter-group relations and build understanding.</p> <p>The Commission continued focusing on more significant events while simultaneously broadening the base of our core workshops to reach diverse communities across NYC, deepening our relationships and building new ones. CCHR concentrated on language diversity and accessibility as we increased community awareness. We hosted our co-sponsored events in different languages.</p> <p>In Q2, the agency also developed Indigenous language know your rights video content. Concurrently, the agency held a Native</p>	<p><input type="checkbox"/> <b>Planned</b></p> <p><input checked="" type="checkbox"/> <b>Not started</b></p> <p><input type="checkbox"/> <b>Ongoing</b></p> <p><input type="checkbox"/> <b>Delayed</b></p> <p><input type="checkbox"/> <b>Deferred</b></p> <p><input type="checkbox"/> <b>Completed</b></p>	<p><input type="checkbox"/></p> <p><input checked="" type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>	<p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input checked="" type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>	<p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>

	<p>American and Indigenous Leaders' Roundtable with the Commissioner, staff, and community representatives on November 16, 2021. The agency also hosted a staff-focused brown bag lunch featuring an expert on North American Indigenous peoples.</p> <p>In Q3, the Commission held a virtual brown bag lunch on Afro-Latinidad in the Dominican Republic Diaspora with guest speaker Zenaida Mendez, Director of Manhattan neighborhood Network El Barrio Firehouse Community Media.</p> <p>The Commission worked with the Chinese Radio Network to record a human rights commission video message for their members for Lunar New Year.</p>				
<p>Identify best practices for establishing a brand of inclusive customer service.</p>	<p>The Commission continues to offer events to the public that further outreach to a range of communities and promote diversity and inclusion. This is done via CRB's programming/event portfolio, general outreach, and youth/school's portfolios. Every aspect of CRB's work is geared towards increasing protections for immigrant communities, communities of color, and underserved/under-reached communities with respect to the NYCHRL.</p> <p>In Q2, through diverse outreach methods, CRB continued engaging immigrant communities across the City.</p> <p>The Commission also continues to offer workshops and events to various organizations and public which promote</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"/>  <input type="checkbox"/>  <input checked="" type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/></p>	<p><input type="checkbox"/>  <input type="checkbox"/>  <input checked="" type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/></p>	<p><input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/></p>



	<p>outreach, diversity, and inclusion.</p> <p>In Q3, the Commission worked with Domestic Workers and grassroots organizations share information with all New Yorkers about new workplace protections for Domestic Workers, including a joint multilingual press conference with the National Domestic Workers’ Alliance. The Commission worked closely with DCWP, MOIA, and sibling agencies to spread the word about the protections that went into effect on March 12, 2022.</p>				
<p>Undertake initiatives to improve community relations, community awareness, and to engage communities being served in recruitment efforts, service development and delivery</p>	<p>In FY 2022, we continued to track and respond to COVID-19 related Anti-Asian bias and discrimination incidents in the City.</p> <p>We continued to ensure language and cultural-specific outreach formed the core of education and awareness programs through Bystander Intervention Trainings in English, Mandarin, Spanish and Korean.</p> <p>We continued to bring diverse community partners in dialogue during relevant trainings, such as trainings related to gender identity. We made tools of “restorative circle-keeping” accessible to staff, and conducted days of visibility in October, including once in response to the defacing of the Statue of George Floyd, in collaboration with community partners, and a day of action organized by community partners.</p> <p>We continued with our workshops and trainings on NYC Human Rights Law, especially those used to build cultural competency and bridge understanding about</p>	<p><input type="checkbox"/> <b>Planned</b></p> <p><input type="checkbox"/> <b>Not started</b></p> <p><input checked="" type="checkbox"/> <b>Ongoing</b></p> <p><input type="checkbox"/> <b>Delayed</b></p> <p><input type="checkbox"/> <b>Deferred</b></p> <p><input type="checkbox"/> <b>Completed</b></p>	<p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input checked="" type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>	<p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input checked="" type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>	<p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>

	<p>communities- Working with Transgender and Gender Non-Conforming Communities.</p> <p>We co-sponsored events like the inter-faith Diwali event with community partners to promote understanding of the Hindu festival and build community solidarity around it. We held a Hispanic Heritage month event and celebrated International Human Rights Day.</p> <p>In Q3, the Commission participated in canvassing with Jews for Racial &amp; Economic Justice (JFREJ) in response to ongoing antisemitic incidents and in coordination with elected officials conducted a <i>Community Solutions to Hate</i> Program on Know Your Rights and Bystander Intervention Techniques.</p> <p>During Black History Month and for MLK day, the Commission engaged in a wide array of reflective public events: hosting restorative circles with youth, a Black Veterans recognition event with the Department of Veteran Services and a community event honoring a number of the City’s local Black leaders.</p>				
<p>Expand language services for the public</p>	<p>The Commission already translates core LEB documents into 10 different languages including Spanish, Bengali, Haitian Creole, Russian, Chinese, French, Korean, Urdu, Polish, and Arabic. LEB also sends out an insert with service of all correspondence in the enforcement process containing an advisory in 23 languages that the document contains important information about the case.</p> <p>In FY22, we continue to update our website to maximize ability of readers to translate</p>	<p><input type="checkbox"/> <b>Planned</b></p> <p><input type="checkbox"/> <b>Not started</b></p> <p><input checked="" type="checkbox"/> <b>Ongoing</b></p> <p><input type="checkbox"/> <b>Delayed</b></p> <p><input type="checkbox"/> <b>Deferred</b></p> <p><input type="checkbox"/> <b>Completed</b></p>	<p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input checked="" type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>	<p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input checked="" type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>	<p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>

	<p>content.</p> <p>For our Q2 launched domestic workers campaign, the Commission has developed materials in Nepali, Twi, and a range of other languages spoken in the domestic worker sector. In Q3, the Commission developed domestic worker trainings in Spanish and Mandarin.</p> <p>In recognition of Lunar New Year, the Commission released a Chinese language PSA, and social media content in Chinese.</p> <p>We continued to deepen our relationships and build new ones. We concentrated on language diversity and accessibility as we increased community awareness. We hosted our co-sponsored events in different languages.</p>				
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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.

Recognizing the continuing effects of discrimination on businesses owned by minorities and women in the market where the City conducts its procurements, and in compliance with Executive Order 59, the Commission appointed a Chief Diversity Officer/Chief M/WBE Officer to oversee the Commission's M/WBE program. The Chief Diversity Officer/Chief M/WBE Officer reports directly to the Commissioner and is empowered and supported by staff to facilitate the Commission's meeting of its M/WBE, diversity and inclusion goals. In this area, the Commission has led and spent more than 50% of the agency's eligible funds with M/WBE vendors and has earned a coveted "A" grade from the Comptroller in this area for four years running. The Commission's Chief Diversity Officer also participated earlier this year in a virtual procurement fair specifically for M/WBE vendors to help vendors take full advantage of their certification. Finally, the Chief Diversity Officer continues to create programming around the Commission's Business Outreach program and will develop videos and other informational literature to encourage M/WBE vendors to do business with Commission, as noted elsewhere in this report. The Commission continues to identify new potential vendors as well.

C.

D.

**C. EQUITY and RACE RELATIONS INITIATIVES:**

Please specify Equity and Race Relations Initiatives embarked on or continued from previous year(s) the quarter (e.g., meetings, educational and cultural programs, presentations, discussions, books/articles, other suggested readings, etc.) and describe briefly the activities, including the dates when the activities occurred.

Racial justice remained a core value of our work. We used our Bystander Intervention Trainings as a tool of response to disrupt bias and hate. We brought diverse community partners in dialogue during these trainings. We made tools of restorative circle-keeping accessible to communities to create a structure for people with common interests to share their concerns, solutions, and resources while building strength and community. We ensured we were visible in communities highlighting resiliency and bringing resources.

Through celebrations, working with partners to provide intervention tools, and having difficult conversations in Circles are some methods we use to address racial discrimination. To celebrate Black History Month, we held a series of community engagements, from focusing on the rights of Black Veterans to highlighting stories and honoring Black leaders in NYC.

In addition to the events and programs discussed above, the Commission continued to participate in conversations about the implementation of EO 45 – both internally and in inter-agency conversations around Racial & Social Equity. The Commission’s internal Restorative Justice Working Group meets bi-weekly to discuss opportunities to put these principles into practice across agency units and is working to build out the Working Group’s external advisory group.

**V. RECRUITMENT**

**A. RECRUITMENT EFFORTS**

Please list <b>Recruitment Strategies and Initiatives</b> 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 <b>Recruitment Goal(s)</b> set/declared in your plan.	Q1 Update	Q2 Update	Q3 Update	Q4 Update
<p>Review policies, procedures, and practices related to targeted outreach and recruitment. Utilize the Inclusive Recruitment Guide issued by the Office of Citywide Equity and Inclusion to develop strategic recruitment plans. Review underutilization in job groups to inform recruitment efforts. Identify resources to bolster efforts aimed at increasing the effectiveness of diversity recruitment. Put in place an operating, up-to-date, accessible website, mobile application, and social media presence related to EEO protection and rights. Assess agency job postings to ensure new diversity, inclusion, and equal opportunity employer messaging is included.</p>	<p>When budget constraints allow, the Commission staff continually engages with professional and community organizations through job and career fairs thereby providing us with an avenue to expand our outreach. Through its CRB, the Commission continues to foster relations with organizations that assist people with disabilities and criminal convictions to improve staff diversity. COVID-19 and working remotely has proved challenging in pursuing additional target outreach and recruitment this quarter.</p> <p>When conditions permit, the agency utilizes social media to share job announcements such as through LinkedIn and Twitter. We will continue taking such actions as budgetary conditions permit and advocating for the resources we need to hire and promote during fiscal year 2023.</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"/>  <input type="checkbox"/>  <input checked="" type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/></p>	<p><input type="checkbox"/>  <input type="checkbox"/>  <input checked="" type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/></p>	<p><input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/></p>

<p>Post all vacancies on NYC Careers.</p> <p>Share job vacancy notices with the Mayor’s Office for People with Disabilities at <a href="mailto:nycatwork@mopd.nyc.gov">nycatwork@mopd.nyc.gov</a>, (212) 788-2830 and ACCES VR by sending the job vacancy notices to Maureen Anderson at <a href="mailto:Maureen.Anderson@nysed.gov">Maureen.Anderson@nysed.gov</a> (212) 630-2329 so they can share it with their clients. Reach out to the DCAS Office of Citywide Recruitment (OCR) as a resource at <a href="mailto:citywiderecruitment@dcas.nyc.gov">citywiderecruitment@dcas.nyc.gov</a>.</p> <p>Ensure that agency personnel involved in both the discretionary and the civil service hiring process have received:</p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Structured Interviewing training</li> <li><input checked="" type="checkbox"/> Unconscious Bias training</li> <li><input checked="" type="checkbox"/> Everybody Matters EEO and Diversity and Inclusion Training</li> </ul>	<p>The Commission requires all applicants to utilize the City E-Hire process.</p> <p>All departments utilize structured interview questions, and managers are required to do structured interview training and unconscious bias trainings</p>	<p><input type="checkbox"/> Planned</p> <p><input type="checkbox"/> Not started</p> <p><input checked="" type="checkbox"/> Ongoing</p> <p><input type="checkbox"/> Delayed</p> <p><input type="checkbox"/> Deferred</p> <p><input type="checkbox"/> Completed</p>	<p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input checked="" type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>	<p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input checked="" type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>	<p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>
<p>Please specify any Recruitment efforts and initiatives designed to increase the effectiveness and improve the hiring and selection reach of your agency during the quarter and describe briefly the activities, including the dates when the activities occurred.</p>					
<p>The Commission has a dedicated Recruitment Strategist that works within the EEO team to improve its recruitment practices, which convened twice in Q2 in order to discuss strategies and approaches for outreach: November 5, 2021 and December 15, 2021. CCHR staff participated in the DCAS Structured Interview Training. Planned meetings for Q3 were postponed for unavoidable conflicts, and there are plans for ongoing recruitment meetings moving forward.</p>					

**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 obtained from NYCAPS	Gender* [#s] [N-B=Non-Binary; O=Other; U=Unknown] * Use self-ID data
1. Urban Fellows	0	N/A	M ___ F ___ N-B ___ O ___ U ___
2. Public Service Corps	0	N/A	M ___ F ___ N-B ___ O ___ U ___
3. Summer College Interns	4	1 Unknown, 2 White, 1 Asian	M <u>1</u> F <u>3</u> N-B ___ O ___ U ___
4. Summer Graduate Interns	4	1 Asian, 1 Latinx, 2 White	M <u>1</u> F <u>3</u> N-B ___ O ___ U ___
5. Other (specify):	1	Unknown	M ___ F <u>1</u> 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

Currently, the agency employs the following number of 55-a participants:

Q1 (9/30/2021):   0   Q2 (12/31/2021):   0   Q3 (3/31/2022):   0   Q4 (6/30/2022): \_\_\_\_\_

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

During the 1st Quarter   0   participants left the program due to   N/A  .

During the 2nd Quarter, a total of   0   new applications for the program were received.

During the 2nd Quarter   0   participants left the program due to   N/A  .

During the 3rd Quarter, a total of   0   new applications for the program were received.

During the 3rd Quarter   0   participants left the program due to   N/A  .

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. Ensured that the language, “This position is open to qualified persons with disability who are eligible for the 55-a Program” is on all the agency’s competitive job postings.
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 <b>Selection Strategies and Initiatives</b> 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 <b>Selection (Hiring and Promotion) Goal(s)</b> set/declared in your plan.
Career Counseling: Advising employees of opportunities for promotion and career development; Notification of promotion/transfer opportunities	<ol style="list-style-type: none"> <li>1. The Commission continues to inform staff of open positions within the agency.</li> <li>2. The Commission continues to evaluate internal applicants consistently with external applicants by assessing applicants through the tasks and standards associated with a given position and other objective criteria.</li> </ol>
Reviewing the methods by which candidates are selected for appointment, promotion, or to fill vacancies (new hires), especially for mid- and high-level discretionary positions	The Commission remains committed to using structured interview questions for all interviews. The Commission continues to hold applicant pools in office when civil service positions are available to increase these types of positions being filled.
Describe the role of agency EEO Officer and other EEO staff in the selection of candidates for appointment or promotion (pre- and post-appointment)	The EEO team is increasing its involvement in the recruitment process and endeavors to contribute to job posting and candidate selection.
Analyzing the impact of layoffs or terminations on racial, gender and age groups	The Commission continues to monitor and track reasons why employees are no longer with the agency and create ways to improve representation of all groups within the agency.

Other:					
During this Quarter the Agency activities included:		<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>
	# of Vacancies	# <u>9</u>	# <u>32</u>	# <u>18</u>	# _____
	# of New Hires	# <u>3</u>	# <u>12</u>	# <u>3</u>	# _____
	# of New Promotions	# <u>0</u>	# <u>0</u>	# <u>3</u>	# _____

**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://mstpwa-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. EXECUTIVE ORDER 59: CHIEF DIVERSITY OFFICER /CHIEF MWBE OFFICER**

The agency appointed new Chief Diversity Officer/ Chief MWBE Officer [different from the one listed in FY 2022 Annual Plan].

Provide the name and title of the new Chief MWBE Officer: \_\_\_\_\_

**C. 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).*

**D. 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://mstpwa-dcslnx01.csc.nycnet/Login.aspx>**

**E. 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 2020 Climate Survey:*

In response to the climate survey, the Commission has continued with previously implemented measures to make Sexual Harassment Prevention (SHP) training to be completed within thirty days of start date for new hires. Previously implemented practices requiring notification, distribution, and written acknowledgement of receiving EEO policies continued in this quarter. The agency also continues to conduct exit interviews with departing staff to better identify workplace issues to improve climate and retention.

*Describe your analysis of the results of the 2020 Climate Survey (when provided by DCAS):*

The Commission utilizes a standardized EEO complaint process and strives to ensure employees are/remain aware of this process at their current agency or when they transfer to another agency, consistent with DCAS policy. The EEO team

reviewed the 2020 Climate survey results with the General Counsel

## 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.
- The agency received a Certificate of Compliance from the auditing agency.

**Please attach a copy of the Certificate of Compliance from the auditing agency.**

**APPENDIX: CCHR EEO PERSONNEL DETAILS**  
**EEO PERSONNEL FOR 3rd QUARTER, FISCAL YEAR 2022**

**A. PERSONNEL CHANGES**

<b>Personnel Changes this Quarter:</b> <input type="checkbox"/> No Changes		<b>Number of Additions: 0</b>	<b>Number of Deletions: 1</b>
<b>Employee's Name &amp; Title</b>	<b>1. Bianca Scott, Policy Council</b>	<b>2.</b>	<b>3.</b>
<b>Nature of change</b>	<input type="checkbox"/> Addition <input checked="" type="checkbox"/> Deletion	<input type="checkbox"/> Addition <input type="checkbox"/> Deletion	<input type="checkbox"/> Addition <input type="checkbox"/> Deletion
<b>Date of Change in EEO Role</b>	4/1/21 (separated from agency)		
<b>Employee's Name &amp; Title</b>			
<b>Nature of change</b>	<input type="checkbox"/> Addition <input type="checkbox"/> Deletion	<input type="checkbox"/> Addition <input type="checkbox"/> Deletion	<input type="checkbox"/> Addition <input type="checkbox"/> Deletion
<b>Date of Change in EEO Role</b>	Start Date or Termination Date:	Start Date or Termination Date:	Start Date or Termination Date:
<b>For New EEO Professionals:</b>			
<b>Name &amp; Title</b>	<b>4.</b>	<b>5.</b>	<b>6.</b>
<b>EEO Function</b>	<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)
<b>Percent of Time Devoted to EEO</b>	<input type="checkbox"/> 100% <input type="checkbox"/> Other: (specify %):	<input type="checkbox"/> 100% <input type="checkbox"/> Other: (specify %):	<input type="checkbox"/> 100% <input type="checkbox"/> Other: (specify %):
<b>Name &amp; Title</b>			
<b>EEO Function</b>	<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)
<b>Percent of Time Devoted to EEO</b>	<input type="checkbox"/> 100% <input type="checkbox"/> Other: (specify %):	<input type="checkbox"/> 100% <input type="checkbox"/> Other: (specify %):	<input type="checkbox"/> 100% <input type="checkbox"/> Other: (specify %):

**EEO Training Completed within the Last TWO Years, including the Current Quarter (EEO and D&I Officers, Deputies, AND ALL NEW EEO Professionals):**

Name & EEO Role	1. JoAnn Kamuf-Ward Deputy Chief EEO Officer	2. Christelle Ownu Diversity & Inclusion Officer	3. Taiwo Onabanjo 55-a Coordinator
<b>Completed EEO Trainings:</b> 1. Everybody Matters-EEO/D&I 2. EEO Awareness 3. Diversity & Inclusion 4. Sexual Harassment Prevention 5. lgbTq: The Power of Inclusion 6. Unconscious Bias 7. Disability Etiquette	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>Completed OCEI Trainings:</b> A. EEO Officer Essentials: Complaint/Investigative Processes B. EEO Officer Essentials: Reasonable Accommodation C. Understanding CEEDS Reports	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Name & EEO Role	4. Alphonso Smith EEO Officer	5. Vanessa Ramos EEO Training Liaison	6. Ana Martinez ADA & Disability Rights Coordinator
<b>Completed EEO Trainings:</b> 1. Everybody Matters-EEO/D&I 2. EEO Awareness 3. Diversity & Inclusion 4. Sexual Harassment Prevention 5. lgbTq: The Power of Inclusion 6. Unconscious Bias 7. Disability Etiquette	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>Completed OCEI Trainings:</b> A. EEO Officer Essentials: Complaint/Investigative Processes B. EEO Officer Essentials:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

<p><b>Reasonable Accommodation</b> C. Understanding CEEDS Reports</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>
<p><b>Name &amp; EEO Role</b></p>	<p><b>7. Shanny Spraus-Reinhardt</b> Acting Chief EEO Officer</p>	<p><b>8. Sheshe Segar</b> Chief Diversity Officer</p>	<p><b>9. Katherine Carroll</b> EEO Counselor</p>
<p><b>Completed EEO Trainings:</b></p> <p>1. Everybody Matters-EEO/D&amp;I</p> <p>2. EEO Awareness</p> <p>3. Diversity &amp; Inclusion</p> <p>4. Sexual Harassment Prevention</p> <p>5. lgbTq: The Power of Inclusion</p> <p>6. Unconscious Bias</p> <p>7. Disability Etiquette</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>
<p><b>Completed OCEI Trainings:</b></p> <p>A. EEO Officer Essentials: Complaint/Investigative Processes</p> <p>B. EEO Officer Essentials: Reasonable Accommodation</p> <p>C. Understanding CEEDS Reports</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>



**B. CONTACT INFORMATION (Please list ALL current EEO professionals)****DIVERSITY AND EEO STAFFING IN CCHR AS OF THIRD QUARTER FY 2022 \***

<b><u>EEO\ Diversity Role</u></b>	<b><u>Name</u></b>	<b><u>Civil Service Title</u></b>	<b><u>% of Time Devoted to EEO &amp; Diversity Functions</u></b>	<b><u>Office E-mail Address</u></b>	<b><u>Telephone #</u></b>
<b>Acting Chief EEO Officer</b>	Shanny Spraus-Reinhardt	Deputy Commissioner for Community Relations	45%	sreinhardt1@cchr.nyc.gov	212-416-0138
<b>Deputy Chief EEO Officer</b>	JoAnn Kamuf Ward	Executive Agency Counsel	30%	jkamufward@cchr.nyc.gov	212-416-0255
<b>Chief Diversity &amp; Inclusion Officer</b>	N/A				
<b>Diversity &amp; Inclusion Officer</b>	Christelle Onwu	Associate Human Rights Specialist	40%	conwu@cchr.nyc.gov	212-416-0118
<b>Chief Diversity Officer/Chief MWBE Officer per E.O. 59</b>	Sheshe Segar	Executive Director of Operations & Chief Diversity Officer	75%	SSegar@cchr.nyc.gov	212-416-0123
<b>ADA Coordinator / Disability Rights Coordinator / Disability Services Facilitator</b>	Anna Martinez	Executive Director	Varies	amartinez@cchr.nyc.gov	718-657-5031
<b>55-a Coordinator</b>	Taiwo Onabanjo	Executive Director	8%	<a href="mailto:tonabanjo@cchr.nyc.gov">tonabanjo@cchr.nyc.gov</a>	212-416-0191
<b>Career Counselor</b>	N/A				
<b>EEO Counselor</b>	Katherine Carroll	Executive Agency Counsel	10%	kcarroll@cchr.nyc.gov	212-416-0141

<b>EEO Investigator</b>	N/A				
<b>EEO Counselor\ Investigator</b>	N/A				
<b>EEO Officer</b>	Alphonso Smith	Associate Human Rights Specialist	10%	aosmith@cchr.nyc.gov	718-657-1097
<b>EEO Training Liaison</b>	Vanessa Ramos	Executive Director	Varies	VRamos@cchr.nyc.gov	347-601-7445
<b>Accommodations Officer</b>	Nicolas Escobar	Community Coordinator	30%	nescobar@cchr.nyc.gov	212-416-0261

\* 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. You may provide full contact information once if several roles are performed by the same person.

The following additions to training should be noted:

- Shanny Spraus-Reinhardt, Acting Chief EEO Officer
  - EEO (DCAS) – 11/24/21
  - LGBTQ: The Power of Inclusion (DCAS) – 11/24/21
  - Sexual Harassment Prevention (CCHR) – 11/30/21
  - Everybody Matters (DCAS) – 11/30/21, 3/30/22
  - Working with Transgender and Gender Non-Conforming Persons (CCHR) – 12/2/21
  - HRL and Discrimination Based on Race and Color (CCHR) – 12/21/21
  - Language Access – 2/2/22
- JoAnn Kamuf Ward, Deputy Chief EEO Officer
  - Everybody Matters (DCAS) – 8/23/21
  - LGBTQ: Power of Inclusion (DCAS) – 8/23/21
  - EEO (DCAS) – 9/3/21
  - Working with People with Disabilities/Disability Etiquette (MOPD) – 10/8/21
  - HRL and Discrimination Based on Race and Color (CCHR) – 12/14/21
  - Structured Interviewing and Unconscious Bias – 2/10/22

- Christelle Onwu, Diversity & Inclusion Officer
  - EEO (DCAS) – 10/29/20
  - Everybody Matters (DCAS) – 12/28/20
  - HRL and Discrimination Based on Race and Color (CCHR) – 11/25/20, 12/22/20, 12/14/21, 3/24/22
  - LGBTQ: The Power of Inclusion (DCAS) – 11/25/20, 3/22/22
  - Working with People with Disabilities/Disability Etiquette (MOPD) - 12/15/20
  - Sexual Harassment Prevention (CCHR) – 2/17/22
  - HRL and Discrimination in Housing (CCHR) – 3/8/22
  
- Anna Martinez, ADA Coordinator / Disability Rights Coordinator / Disability Services Facilitator
  - EEO (DCAS) – 10/29/20
  - Working with People with Disabilities/Disability Etiquette (MOPD) – 10/8/21, 3/30/22
  - HRL and Discrimination Based on Race and Color (CCHR) – 12/21/21
  - Language Access – 2/2/22
  - Sexual Harassment Prevention (CCHR) – 3/2/22
  - Everybody Matters (DCAS) – 3/11/22
  - LGBTQ: The Power of Inclusion (DCAS) – 3/11/22
  
- Taiwo Onabanjo, 55-a Coordinator / Career Counselor
  - Working with People with Disabilities/Disability Etiquette – 10/8/21
  - EEO (DCAS) – 10/29/20
  - LGBTQI (DCAS) – 12/16/20
  - Everybody Matters (DCAS) – 12/30/20
  - Career Counseling – 11/22/21
  - Sexual Harassment Prevention (DCAS) – 2/18/22
  
- Vanessa Ramos, EEO Training Liaison
  - HRL and Discrimination Based on Race and Color (CCHR) – 10/16/20, 10/21/20, 11/25/20, 12/22/20, 3/24/22
  - Working with People with Disabilities – 10/8/21, 12/9/21
  - Structured Interviews – 11/5/21
  - Conflict of Interest – 11/9/21
  - LGBTQI (DCAS) – 11/25/20
  - Working with Transgender and Gender Non-Conforming Persons (CCHR) – 12/2/21
  - EEO (DCAS) – 12/8/20
  - HRL and Discrimination Based on Race and Color (CCHR) – 12/14/21, 12/21/21, 12/28/21
  - Working with People with Disabilities/Disability Etiquette (MOPD) - 12/15/20, 3/30/22
  - Everybody Matters (DCAS) – 12/21/20, 2/7/22
  - Sexual Harassment Prevention (DCAS) – 1/5/22
  - Language Access – 2/2/22
  - LGBTQ: The Power of Inclusion (DCAS) – 3/3/22

- Nicolas Escobar, Accommodations Officer
  - EEO (DCAS) – 10/30/20
  - HRL and Discrimination Based on Race and Color (CCHR) – 12/14/21
  - LGBTQI (DCAS) – 12/18/20
  - Everybody Matters (DCAS) – 12/30/20
  
- Alphonso Smith, EEO Officer
  - HRL and Discrimination Based on Race and Color (CCHR) – 10/21/20, 12/14/21, 12/21/21
  - Everybody Matters (DCAS) – 12/29/20
  - Sexual Harassment Prevention (CCHR) – 1/15/21
  - Working with Transgender and Gender Non-Conforming Persons (CCHR) – 2/11/21
  - Language Access – 2/24/21
  - LGBTQ: The Power of Inclusion (DCAS) – 3/8/22
  
- Katherine Carroll, EEO Counselor
  - Sexual Harassment Prevention (CCHR) – 1/20/21
  - LGBTQ: The Power of Inclusion (DCAS) – 8/4/21
  
- Sheshe Segar
  - EEO (DCAS) – 10/16/20
  - Everybody Matters (DCAS) – 12/29/20
  - Sexual Harassment Prevention (CCHR) – 1/29/21
  - M/WBE Procurement & Utilization Plans – 4/8/21
  - M/WBE Program Compliance & Administration – 5/13/21
  - LGBTQ: The Power of Inclusion (DCAS) – 9/28/21
  - Language Access – 9/30/21
  - Working with People with Disabilities/Disability Etiquette (MOPD) – 10/8/21, 12/9/21
  - HRL and Discrimination Based on Race and Color (CCHR) – 12/14/21
  - Sexual Harassment Prevention (CCHR) – 1/27/22