



The City of New York

Manhattan Community Board 1

Catherine McVay Hughes CHAIRPERSON | Noah Pfefferblit DISTRICT MANAGER

July 9, 2013

Cesar A. Perez, Esq.
Chair
NYC Equal Employment Practices Commission
256 Broadway, Suite 602
New York, NY 10007

Dear Mr. Perez:

I am responding to the letter from you to Manhattan Community Board 1 (CB1) Chair Catherine McVay Hughes dated June 20, 2013 regarding the findings of the audit and analysis of the CB1 Equal Employment Opportunity (EEO) program for the period covering January 1, 2009 through December 31, 2012.

The audit found that CB1's Selection and Recruitment System is in partial compliance with the minimum standard because while we posted job vacancies in our office we did not post them at the Manhattan Borough President's Office. The audit requires that we take corrective action and post job vacancies in the Manhattan Borough President's Office (MBPO) as well as at CB1.

Please note that we sent our job postings to the MBPO during the time period covered by the audit. In the future when job vacancies arise at CB1, we will contact the MBPO and request that the notices are posted there and confirm that this has been done.

Sincerely,

A handwritten signature in black ink, appearing to read 'Noah Pfefferblit', with a stylized flourish at the end.

Noah Pfefferblit
District Manager

cc: Ingrid Sotelo, EEO Officer, MBPO