

THE COUNCIL OF THE CITY OF NEW YORK

Hon. Melissa Mark-Viverito
Speaker of the Council

Hon. Darlene Mealy
Chair, Civil Rights Committee



Report on the Fiscal 2017 Preliminary Budget and the Fiscal 2016 Preliminary Mayor's Management Report Equal Employment Practices Commission

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Equal Employment Practices Commission Overview

The Equal Employment Practices Commission (EEPC or the Commission) is not a mayoral agency. It is an independent Commission comprised of five commissioners. The Charter authorizes the appointment of two Commissioners by the Mayor, two by the City Council, and the joint appointment of the Chair by the City Council Speaker and the Mayor. All Commissioners serve part-time, for four-year staggered terms. The EEPC is empowered by the New York City Charter to monitor and evaluate the employment programs, practices, policies, and procedures of all City agencies to ensure that they maintain an effective, affirmative employment program of equal employment opportunity for protected groups who are employed by, or seek employment with, the New York City government.

The EEPC reviews the affirmative employment plan of each City agency and provides appropriate recommendations, conducts public and private hearings to discuss major Equal Employment Opportunities (EEO) topics relevant to the City of New York, and annually publishes a report to the Mayor and City Council on the activities of the Commission.

There are currently 141 agencies within EEPC's jurisdiction, including the Office of the Mayor, all mayoral agencies, and the City Council. According to the City Charter, the EEPC must audit the employment programs of these agencies at least once every four years to ensure that they are in compliance with City, State, and federal regulations and requirements. If an agency is not following the guidelines set by EEO policies, the City Charter requires that the EEPC provide recommendations to the agency and monitor the agency for a period of up to six months to ensure compliance. The EEPC has the authority to conduct both general audits and issue-specific audits all of which are conducted using uniform standards and guidelines.

This report provides a review of the EEPC's Preliminary Budget for Fiscal 2017. In the section below, the Fiscal 2017 Budget is presented in a chart which details the EEPC's spending by Personal Services (PS) and Other Than Personal Services (OTPS), followed by the Financial Plan Summary chart which provides an overview of the EEPC's budget by unit of appropriation, funding source, and headcount. An analysis of significant initiatives included in the November and Preliminary Financial Plans is also discussed. There is no Preliminary Mayor's Management report for EEPC, however, the EEPC releases an annual report to the Mayor and City Council. EEPC's 2015 Annual Report has not been released yet.

Fiscal 2017 Preliminary Budget Highlights

The City's Preliminary Fiscal 2017 Budget is \$82.1 billion, \$3.6 billion more than the Fiscal 2016 Adopted Budget of \$78.5 billion. The EEPC's Fiscal 2017 Preliminary Budget totals \$1.10 million (including City and non-City funds); this represents less than one percent of the City's total Budget. The EEPC's Fiscal 2017 Preliminary Budget is \$35,000 more than the Fiscal 2016 Adopted Budget of \$1.07 million.

Financial Summary

Equal Employment Practices Commission Financial Summary						
<i>Dollars in Thousands</i>						
	2014	2015	2016	Preliminary Plan		*Difference
	Actual	Actual	Adopted	2016	2017	2016 - 2017
Personal Services	\$40	\$166	\$157	\$157	\$177	\$19
Other Than Personal Services	424	534	914	868	930	16
TOTAL	\$464	\$701	\$1,071	\$1,025	\$1,107	\$35
Personal Services						
Full-Time Salaried	\$421	\$513	\$883	\$837	\$899	\$16
Other Salaried and Unsalaries	3	21	31	31	31	0
TOTAL	\$424	\$534	\$914	\$868	\$930	\$16
Other Than Personal						
Contractual Services	10	115	15	70	68	\$53
Fixed & Misc. Charges	2	0	1	1	1	0
Other Services & Charges	18	43	51	41	71	20
Property & Equipment	9	8	5	10	5	0
Supplies & Materials	0	0	85	35	32	(53)
TOTAL	\$39	\$166	\$157	\$157	\$177	\$20
Funding						
City Funds	\$0	\$0	\$1,071	\$1,025	\$1,107	\$36
TOTAL	\$0	\$0	\$1,071	\$1,025	\$1,107	\$36
Budgeted Headcount						
Full-Time Positions - Civilian	6	7	12	12	12	0
TOTAL	6	7	12	12	12	-

**The difference of Fiscal 2016 Adopted Budget compared to Fiscal 2017 Preliminary Budget.*

Since adoption of the Fiscal 2016 budget, the Financial Plan updates have made only one change to the Fiscal 2016 budget and the Fiscal 2017 budget remains unchanged. For Fiscal 2016 this includes a reduction of \$46,000 in hiring accruals due to attrition. This action reconciles the EEPC to its current budget of \$1.02 million for Fiscal 2016 and \$1.10 million for Fiscal 2017. The EEPC has an authorized headcount of 12 positions, however, there are currently only nine positions filled. These positions include the Executive Director, the Deputy Director/Executive Agency Counsel, Agency Attorney/Director of Compliance and Monitoring, Supervisory EEO Program Analyst/Administrator of Electronic Audit Management Systems, three EEO program analysts, an Administrator of Audits and

Executive Services, and a computer technician. Vacant positions include the Chair of the EEPC, the Director of Research Initiatives and Public Hearings, and a legal intern.

Financial Plan Changes

- The Fiscal 2017 Preliminary Budget recognizes savings of \$46,000 in Fiscal 2016 only due to hiring accruals and attrition. According to EEPC, recruitment to fill the current vacancies is ongoing and in the interim, the EEPC has employed college aides, and interns via the Public Service Corps program.