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Report on the Fiscal 2025 Preliminary Plan
and the Fiscal 2024 Preliminary Mayor's
Management Report for the

Equal Employment Practices Commission

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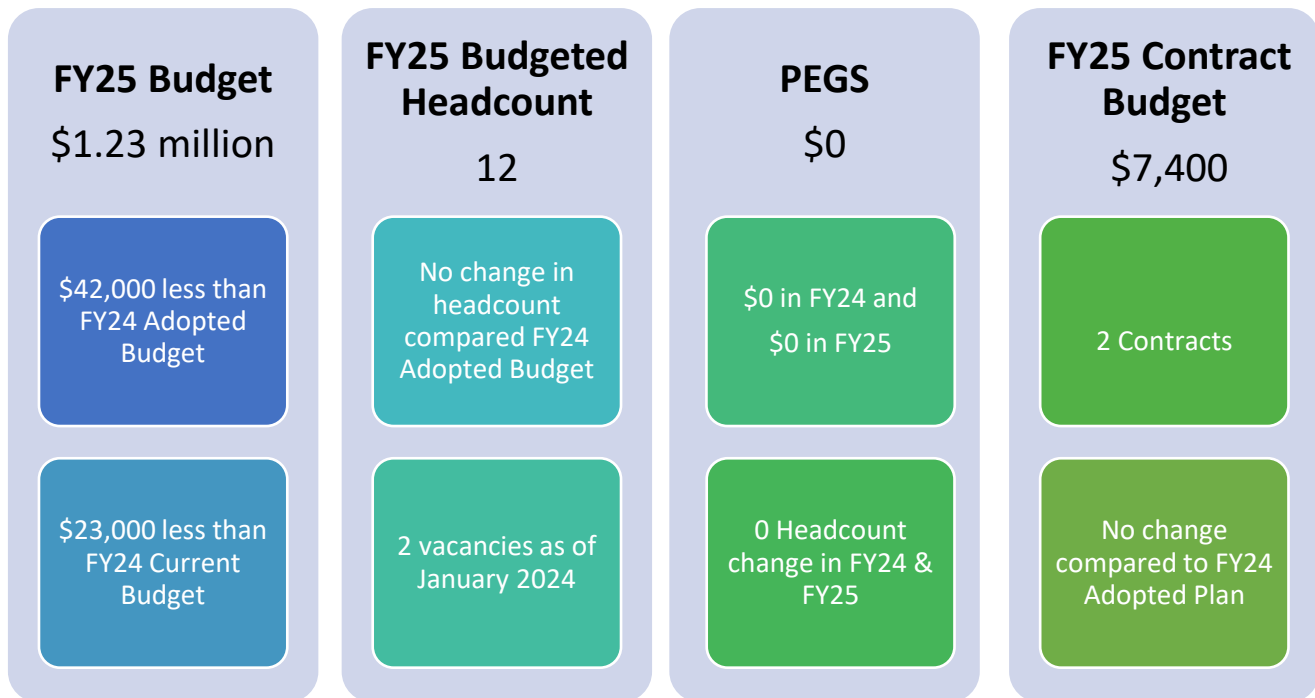
Equal Employment Practices Commission Overview

The Equal Employment Practices Commission (EEPC, the Commission) is an independent Commission comprised of five commissioners, 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 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 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 145 City entities 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 comply 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 up to six months to ensure compliance. The EEPC has the authority to conduct both general and issue-specific audits, all conducted using uniform standards and guidelines.

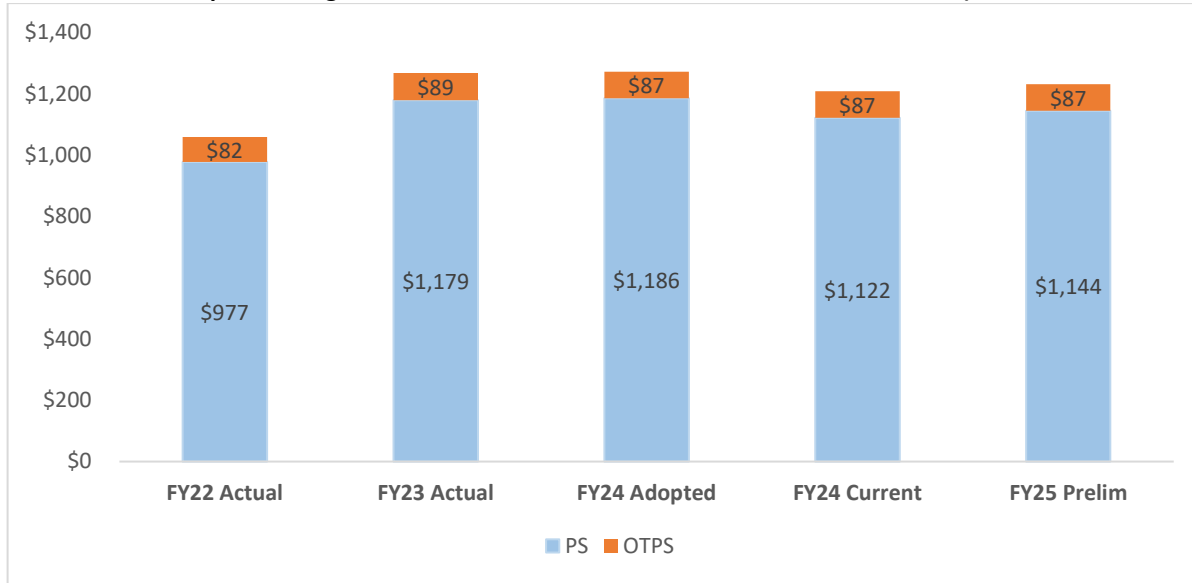
EEPC Fiscal 2025 Budget Snapshot



EEPC’s Financial Plan Overview

EEPC’s Fiscal 2024 – 2028 Preliminary Financial Plan (Preliminary Plan) includes a budget of \$1.23 million in Fiscal 2025, less than one percent of the City’s \$109.4 billion Fiscal 2025 Budget. EEPC’s Fiscal 2025 Budget includes \$1.1 million for Personal Services (PS) to support 12 positions. The agency’s Other Than Personal Services (OTPS) budget totals \$86,555, of which the bulk is allocated to contractual and telecommunications services. Chart 1 presents the breakdown of EEPC’s budget by PS and OTPS.

Chart 1: EEPC’s Expense Budget – Personal Services and Other Than Personal Services (Dollars in Thousands)

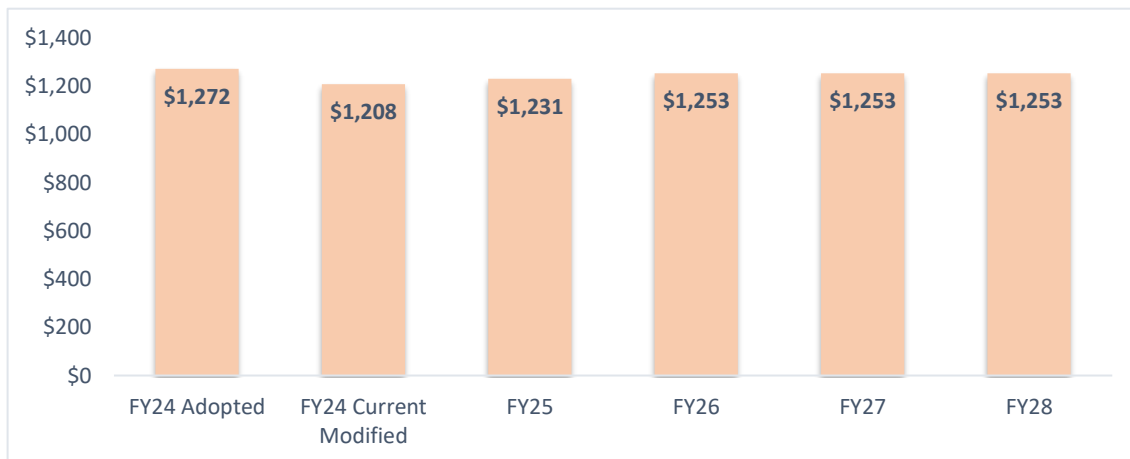


Source: New York City Office of Management and Budget

Equal Employment Practices Commission Financial Summary

The Preliminary Plan includes \$1.23 million for EEPC in Fiscal 2025, \$41,567 less than the Fiscal 2024 Adopted Budget of \$1.27 million. EEPC’s budget is relatively unchanged throughout the Plan period, increasing by only \$45,000 between Fiscals 2024 and 2028.

Chart 2: EEPC Financial Summary (Dollars in Thousands)



Source: New York City Office of Management and Budget

Table 1 provides actual expenditures for Fiscal 2022 and Fiscal 2023, the Adopted Budget for Fiscal 2024 and planned spending for Fiscal 2024 and Fiscal 2025 as of the Preliminary Plan. This information is broken down by spending category, funding and headcount. EEPC’s budget is fully City-funded.

Table 1: EEPC Financial Summary

<i>Dollars in Thousands</i>	FY22	FY23	FY24	Preliminary Plan		*Difference
	Actual	Actual	Adopted	FY24	FY25	FY25-FY24
Spending						
Personal Services	\$977	\$1,179	\$1,186	\$1,122	\$1,144	(\$42)
Other Than Personal Services	82	89	87	87	87	0
TOTAL	\$1,059	\$1,267	\$1,272	\$1,208	\$1,231	(\$42)
Funding						
City Funds			\$1,272	\$1,208	\$1,231	(\$42)
TOTAL	\$1,059	\$1,267	\$1,272	\$1,208	\$1,231	(\$42)
Budgeted Headcount						
Full-Time Positions - Civilian	12	12	12	12	12	0
TOTAL	12	12	12	12	12	0

*The difference of Fiscal 2024 Adopted Budget compared to Fiscal 2025 Preliminary Budget
Source: New York City Office of Management and Budget*

EEPC’s Fiscal 2025 Preliminary Budget of \$1.23 million is \$41,567 less than its Fiscal 2024 Adopted Budget of \$1.27 million, the result of a decrease in the Commission’s PS budget that occurred in the November Plan Program to Eliminate the Gap (PEG). The November Plan PEG of \$64,000 was partially offset by salary adjustments related to collective bargaining agreements. No positions were impacted by this reduction.

Fiscal 2025 Preliminary Budget Changes

The Preliminary Plan did not include any budget actions for EEPC. The November Plan did however include a saving of \$64,000 in Fiscal 2024, \$65,000 in Fiscal 2025, and \$66,000 in the outyears for PS savings.

Table 2 presents the sum of the PEGs for each year of the Financial Plan as presented in the November and Preliminary Plans.

Table 2: EEPC Total PEGs (Dollars in Thousands)

	FY24	FY25	FY26	FY27	FY28
November 2023 Plan	(\$64)	(\$65)	(\$66)	(\$66)	(\$66)
Preliminary Plan	\$0	\$0	\$0	\$0	\$0
TOTAL PEGs	(\$64)	(\$65)	(\$66)	(\$66)	(\$66)

Headcount

EEPC’s Fiscal 2025 PS budget of \$1.14 million supports 12 full-time civilian positions. The agency’s Fiscal 2025 headcount is unchanged from the headcount in Fiscal 2024 at adoption. EEPC’s headcount has remained flat since Fiscal 2022. The Commission’s actual headcount as of January 2024 was 10 positions.

EEPC’s Contract Budget

The City’s Contract Budget includes expenditure on contractual services, office equipment maintenance, and temporary services. The Contract Budget is a subset of the OTPS portion of the City’s Expense Budget.

EEPC’s Fiscal 2025 Contract Budget totals \$7,400 for two contracts, one for office equipment maintenance and the other for training programs for City employees. The contract budget represents nine percent of the agency’s OTPS budget of nearly \$87,000. The Commission’s Fiscal 2025 contracts in the Preliminary Plan are the same as they were in Fiscal 2024 at adoption. However, in the Preliminary Plan, EEPC’s contract budget for Fiscal 2024 has increased by \$19,000 since adoption due to the addition of training programs.

Table 3: EEPC’s Contract Budget (Dollars in Thousands)

Category	Fiscal 2024 Adopted	Number of Contracts	Fiscal 2025 Preliminary	Number of Contracts
Office Equipment Maintenance	\$6	1	\$6	1
Training Program City Employees	1	1	1	1
TOTAL	\$7	2	\$7	2

Fiscal 2024 Preliminary Mayor’s Management Report

EEPC does not have a section in the Preliminary Mayor’s Management Report; however, Local Law 13 requires the Commission to publish an annual report. EEPC’s most recent Annual Report, released in 2024, for calendar year 2023. The report has 20 standards that are divided into eight sections: EEO policy issuance, distribution, and posting; Complaint investigation procedures; Annual EEO plan; Entity training; Employees and applicants with disabilities; Workforce review and analysis; Recruitment; and Selection (hiring and promotion). The Commission audited 18 entities in calendar year 2023. Some of the highlights in the 2024 report include:

- 14 agencies received a corrective action to provide “Training for personnel involved in recruiting/hiring”
- 13 agencies had a corrective action to “Designate Career Counselor”
- 11 agencies had a corrective action to provide “Annual workforce data review”
- 11 agencies received an “Annual workforce data review” corrective action
- Of the 18 entities audited, the Office of the Mayor, Conflicts of Interest Board, and the Administration for Children’s Services received no corrective actions

There were 119 corrective actions issued to the 15 other entities. Those included: Department of Consumer and Worker Protection; Office of the Queens County Public Administrator; Teachers' Retirement System of the City of New York; Board of Standards and Appeals; Department of Probation; Department of Small Business Services; Department of Finance; Department of Housing Preservation and Development; New York City Employees Retirement System; Department of Parks and Recreation ; Taxi and Limousine Commission; Department of Sanitation; Department of Design and Construction; Department of Youth and Community Development; Queensborough Community College; Borough of Manhattan Community College; Office of Management and Budget; Department of City Planning; Board of Correction; Office of the New York County District Attorney ; and the New York City Housing Development Corporation

Budget Issues and Concerns

While EEPC has been exempted from the Preliminary Plan PEGs and only had one PEG applied in the November Plan, there is still a concern regarding the agency's ability to monitor and evaluate the employment programs, practices, policies, and procedures of all the entities within EEPC's jurisdiction. In addition, there is a concern about EEPC's ability to retain current staff members with the salaries the Commission is able to offer.

Appendices

A. Budget Actions

<i>Dollars in Thousands</i>	FY24			FY25		
	City	Non-City	Total	City	Non-City	Total
EEPC Budget as of the Adopted FY24 Budget	\$1,313	\$0	\$1,313	\$1,273	\$0	\$1,273
Changes Introduced in the November Plan						
PS Savings	(\$64)	\$0	(\$64)	(\$65)	\$0	(\$65)
Subtotal, PEGs	(\$64)	\$0	(\$64)	(\$65)	\$0	(\$65)
Other Adjustments	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal, Other Adjustments	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL, All Changes in November Plan	(\$64)	\$0	(\$64)	(\$65)	\$0	(\$65)
EEPC Budget as of the November Plan	\$1,208	\$0	\$1,208	\$1,231	\$0	\$1,231
No Changes Introduced in the Preliminary Plan						
New Needs	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal, New Needs	\$0	\$0	\$0	\$0	\$0	\$0
Programs to Eliminate the Gap	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal, PEGs	\$0	\$0	\$0	\$0	\$0	\$0
Other Adjustments	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal, Other Adjustments	\$0	\$0	\$0	\$0	\$0	\$0
No Budget Actions In the Preliminary						
TOTAL, All Changes in the Preliminary Plan	\$0	\$0	\$0	\$0	\$0	\$0
EEPC Budget as of the Preliminary Plan	\$1,208	\$0	\$1,208	\$1,231	\$0	\$1,231

Source: New York City Office of Management and Budget

B. Unit of Appropriations

PS/OTPS						
<i>Dollars in Thousands</i>						
	FY22	FY23	FY24	Preliminary Plan		*Difference
	Actual	Actual	Adopted	FY24	FY25	FY25-FY24
Spending						
Personal Services						
Additional Gross Pay	\$24	\$1	\$0	\$0	\$0	\$0
Additional Gross Pay - Labor Reserve	0	24	0	0	0	0
Amounts to be Scheduled	0	0	837	837	837	0
Full-Time Salaried - Civilian	949	1,153	1,163	1,099	1,121	(42)
Unsalaries	3	0	22	22	22	0
Subtotal	\$977	\$1,179	\$1,186	\$1,122	\$1,144	(\$42)
Other Than Personal Services						
Contractual Services	\$14	\$21	\$7	\$26	\$7	\$0
Fixed & Misc. Charges	2	1	1	1	1	0
Other Services & Charges	25	29	51	40	51	0
Property & Equipment	37	28	4	13	4	0
Supplies & Materials	4	11	24	6	24	0
Subtotal	\$82	\$89	\$87	\$87	\$87	0
TOTAL	\$1,059	\$1,267	\$1,272	\$1,208	\$1,231	(\$42)
Funding						
City Funds			\$1,272	\$1,208	\$1,231	(\$42)
TOTAL	\$1,059	\$1,267	\$1,272	\$1,208	\$1,231	(\$42)
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