

# AGENDA

## **Equal Employment Opportunity Committee**

### **Meeting Date**

June 12, 2012

### **Time**

11:00 A.M.

### **Location**

Board Room (532)

CALL TO ORDER

Rev. Diane Lacey

ADOPTION OF MINUTES

Rev. Diane Lacey

APRIL 10, 2012

ASSISTANT VICE PRESIDENT'S REPORT

Manasses C. Williams

REPORT ON THE EQUAL EMPLOYMENT  
OPPORTUNITY COMMISSION (EEOC)  
GUIDELINES ON ARREST AND CRIMINAL  
RECORDS  
DORMITORY AUTHORITY  
OF THE STATE OF NEW YORK (DASNY)  
M/WBE MONITORING OF THE HARLEM  
HOSPITAL CENTER RENOVATION PROJECT

Michael Clay

CONDITIONAL CONTRACTORS

Sharon Foxx

NOUVEAU ELEVATOR INDUSTRIES, INC.  
PERKINS EASTMAN ARCHITECTS, PC  
SODEXO LAUNDRY SERVICES, INC.  
A&P COAT, APRON & LINEN SUPPLY, INC.

2012 CORPORATE M/WBE PROGRAM ANNUAL  
REPORT

Manasses C. Williams

OLD BUSINESS

NEW BUSINESS

ADJOURNMENT

**EQUAL EMPLOYMENT  
OPPORTUNITY  
COMMITTEE**

**MINUTES**

Meeting Date  
April 10, 2012

**BOARD OF  
DIRECTORS**

**EQUAL EMPLOYMENT OPPORTUNITY  
COMMITTEE MEETING**

A meeting of the Equal Employment Opportunity Committee of the HHC Board of Directors was held on April 10, 2012 in the Board Room at 125 Worth Street, New York City with the Rev. Diane Lacey, Committee Chair, presiding.

**COMMITTEE MEMBERS**

Rev. Diane Lacey, Chairperson  
Alan D. Aviles, President  
Josephine Bolus, RN

**HHC STAFF**

Joseph Alexander, HHC Health & Home Care  
Danielle Barrett, Kings County Hospital Center  
Jennifer Boakye, Queens Health Network  
Edith Brown, Affirmative Action/EEO  
Deborah Cates, Chairman's Office/Board Affairs  
Melissa Clitandre, North Brooklyn Healthcare Network  
Martin O. Everette, Affirmative Action/EEO  
Sharon Foxx, Affirmative Action/EEO  
Ann Frisch, Health & Home Care  
Mondo E. Hall, Human Resources Services  
Veronika Hoka, Generations +/Northern Manhattan Health Network  
John Kim, MetroPlus Health Plan  
Elyanne Mercado, Generations +/Northern Manhattan Health Network  
Susan H. Morris, North Bronx Healthcare Network  
Lena Mullings, Human Resources Services  
Lois Penn, South Manhattan Healthcare Network/Bellevue Hospital Center  
Gail Proto, Affirmative Action/EEO

Salvatore J. Russo, Legal Affairs  
Jodi Savage, Southern Brooklyn and Staten Island Healthcare  
Network/Coney Island Hospital  
Tania Spencer, MetroPlus Health Plan  
Paola Torres, Affirmative Action/EEO  
Deidre Vidro, Jacobi Medical Center/North Central Bronx Medical Center  
Jorge Vidro, Generations +/Northern Manhattan Health Network  
Yvette Villanueva, Generations +/Northern Manhattan Health Network  
Manasses C. Williams, Affirmative Action/EEO

### **CALL TO ORDER**

The meeting was called to order at 10:05 a.m. by Rev. Diane Lacey, Committee Chairperson. The minutes of the January 10, 2012 EEO Committee were adopted as submitted.

### **ASSISTANT VICE PRESIDENT'S REPORT**

Manasses C. Williams, Assistant Vice President, Affirmative Action/EEO, commenced his report by reporting to the Committee that on December 28, 2011, Mayor Michael R. Bloomberg, signed Executive Order 159, amending Executive Order 50 of 1980. The reason for the amendment was to increase the EEO compliance approval period from two years to three years. He then briefed the Committee on the Equal Employment Opportunity Commission's (EEOC) 2011 report on discrimination cases. He reported that for 2011, the EEOC observed a 0.03% percent increase (99,922 to 99,947) from the prior year charges filed. He further stated that charges based on retaliation, sex, age and disability were the leaders in most frequently filed claims, with retaliation as the number one complaint filed. Ms. Bolus asked Mr. Williams which office handles the retaliation complaints. He stated that his office investigates all the complaints. Ms. Bolus asked if the person filing the retaliation complaint knows that his office investigates the complaint filed. He stated that the employee is aware of his office investigation, since they become part of the investigation process. Ms. Bolus asked if the complainant seems satisfied with the process. He stated that they are. Alan Aviles, President, HHC, stated that although there are substantial cases of retaliation at HHC, it often appears in the context of a Human Resources action involving disciplinary actions. Ms. Bolus stated that when an employee becomes a whistleblower, retaliation often occurs when an employer takes adverse action against the employee as retribution for exposing wrongdoing by the employer. Mr. Aviles stated that these complaints are reviewed on a case by case basis and that there are instances where they are substantiated. Mr. Williams explained that the employee is not limited to the amount of times they can file a retaliation complaint; therefore, if an employee feels that the first time they filed a complaint and a probable cause finding was not found and the harassment is still continuing, they can again file a complaint. He also stated that in addition, the complainant can go to an outside agency and file a complaint. He further stated that there are many avenues in which an employee can follow-up in terms of filing their complaint and can also file their complaint as often as they feel they are being retaliated against. Salvatore J. Russo, Senior Vice President/General Counsel, Legal Affairs, explained that

whistleblowers particularly in the health care arena are very well protected by a whole slew of statutes and that most employees are well acquainted with some of the provisions. He also stated that HHC is very particular in instructing the supervisors not to retaliate especially in the case of a whistleblower. Rev. Lacey asked in what way or manner are the whistleblowers actions documented. Mr. Williams stated that the whistleblowers actions are more appropriate for the Inspector General's office than for his office. Ms. Bolus stated that this does not enhance the ability to become whistleblowers. She further stated that what usually happens is that the whistleblower will not feel comfortable with the situation and either absorbs it and goes on or leaves the facility. She also stated that it is how HHC winds up with situations that continue and no one is being informed for fear of retaliation. Rev. Lacey stated that HHC needs an atmosphere in which employees feel more comfortable to be able to come forward with an EEO complaint. Mr. Williams stated that this is paramount to HHC and that his office generally encourages employees to file complaints. He also stated that HHC is probably the only organization that will provide the complainant with a list of outside agencies that they can file with. Mr. Aviles stated that HHC also has a toll free number to the compliance office where employees can make anonymous complaints which is quite extensive. He also stated that the complaints often turn out to be frivolous allegations and have been more about personality issues with their supervisors, but that they sometimes get substantive allegations that come in through the toll free line, the website and the Inspector General's office which maintains its own number.

Mr. Williams then reported that on March 21, 2012, Mr. Aviles amended Operating Procedure 20-32, in order to switch the oversight of the EEO Officer's from the facilities to Central Office under the direction of the General Counsel. Mr. Aviles explained that it was put forth in part due to concerns expressed by the City Law Department which ultimately defends HHC in cases of litigation. There were concerns that they were seeing a lack of standardization or uneven quality to the preliminary investigative work that was sometimes done around the complaints. He stated that the EEO Officers are an integral part of the investigative process and that the change will increase the quality of preliminary investigations. He also stated that the motive to centralize that operation was to have the staff with expertise in the area of the Legal Department guide the EEO Officers with their investigation. Salvatore J. Russo stated that Mr. Williams' office will continue to handle the non-legal component of the investigations. Rev. Lacey asked if the switch over has taken place. He stated that it is currently being implemented. Rev. Lacey stated that she would like to be informed when it does occur.

### **CONDITIONAL APPROVALS**

Sharon Foxx, Senior Management Consultant, Affirmative Action/EEO, presented Nouveau Elevators, Inc. She stated that the contractor was not present. She also stated that they maintained the same two minority underutilizations from last year, Clerical Job Group 3 and Crafts Job Group 1. She explained that they lost 59 employees in Crafts Job Group 1. Mr. Aviles asked Ms. Foxx if Nouveau Elevators, Inc. had submitted their quarterly report. She stated that they had not submitted their report. Rev. Lacey stated that she seemed to remember that when Nouveau Elevators, Inc. presented to the Board

the past, their answers regarding not being able to find females/minorities to fill the vacant positions were very weak. Mr. Williams suggested that he can request Nouveau Elevators, Inc. to appear at our next EEO Committee meeting scheduled for June 12, 2012.

### **2011 DISCRIMINATION COMPLAINTS REPORT**

Gail Proto, Senior Director, Affirmative Action/EEO, reported on the discrimination complaint status of the twelve network/facilities that were analyzed. She stated that the report was comprised of new complaints filed during January 1, 2011 – December 31, 2011 including complaints that were closed in 2011 and complaints filed in prior years, but are still open as of the 2010 report. She stated that this year, the ratio of complaints to the number of HHC's employees is 1/198. She then stated that we had 202 new complaints. She further stated that Counseling Sessions totals went down by 18 or approximately 9% and that for new complaints filed this year, there was a decrease of 80 or 28%. Open complaints percentages stayed virtually the same as last year, with a 2% decrease. Closed complaints percentages decreased by 54 or 21%. Ms. Bolus asked Mr. Williams why there were open complaints from prior years. He explained that the open complaints include complaints filed with outside agencies which his office has no control over. Ms. Proto further stated that the pie chart of the new allegations for 2011 included: Race 18%, Retaliation 18%, Sexual Harassment 14%, National Origin 14% and Disability 18% which together equal 72% of the allegations. Rev. Lacey asked what discrimination based on marital status meant. She stated that this can be based on being currently married, currently single, newly single, divorced or engaged. She further stated that nine of the 14 allegations tracked showed decreases this year. They are: Race (-8), National Origin (-5), Sexual Harassment (-7), Disability (-9), Age (-4), Gender (-14), Religion (-4), Sexual Orientation (-11) and Alienage/Citizenship (-1). She then concluded that the new allegations filed in 2011 showed increases in five of the 14 allegations tracked. They are: Retaliation (+1), Color (+8), Arrest (+3), Creed (+4) and Marital Status (+1). She further emphasized that color allegations increased from 16 in 2010 to 24 in 2011 which is an increase of eight or 50%. She further stated that the action plan was to meet with EEO Officers quarterly to pinpoint specific pockets of discrimination patterns and to strategize proactive measures. She additionally stated that they will discuss mediation techniques to diffuse even more difficult situations and schedule additional training. Rev. Lacey asked if the numbers also involved discrimination based on same sex marriage. Mr. Williams stated that his office has not come across a situation of that nature as of yet. She stated that we need to be aware that that is a potential area of controversy and discrimination. Rev. Lacey stated that if there were any further action needed, that the Board and President can assist to support the efforts and reduce the complaints, to please let her know.

There being no further business, the meeting was adjourned at 11:05 a.m.

# **ASSISTANT VICE PRESIDENT REPORT**

## **EEOC ISSUES CONVICTION AND ARREST RECORDS GUIDELINES**

On April 25, 2012, the U.S. Equal Employment Opportunity Commission (EEOC) issued its "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964. The guidance which takes effect immediately, is a summary of the EEOC's long-held position that employers' reliance on arrest and conviction records may have a disparate impact on individuals because of their race or national origin. The EEOC issued the updated "Guidance" on the Heels of its January 2012 announcement of a \$3.1 million settlement with an employer following the EEOC's finding that the employer allegedly screened out more than 300 African-American job applicants due to their criminal records.

Under the EEOC Guidance, Title VII violations may occur in two employment background check situations.

1. When employers treat criminal history differently for different applicant/employers, based on their race or national origin (disparate treatment).
2. When an employer's neutral background check policy or practice disproportionately impacts individuals (disparate impact), unless the policy is job related and consistent with business necessity. In addition, the Guidance explains that, for a disparate impact claim, the EEOC first must identify the policy or practice causing the disparate impact and thus confirm that there is a disparate impact. This suggests that the EEOC may request applicant and hiring data, in evaluating disparate impact. Once the EEOC has established disparate impact, the employer has the burden of proving the affirmative defense that its policy or practice is job-related and consistent with business necessity. The EEOC also repeated its long-held practice that an arrest, by itself, is never job-related and consistent with business necessity because an arrest does not establish that criminal conduct occurred individuals are proven innocent until proven guilty and many arrests does not result in convictions.

In addition, before the EEOC issued its guidelines, Mayor Bloomberg on August 4, 2011, issued Executive Order No. 151. This Executive order is designed to prevent unfair employment discrimination against job applicants who have been convicted of criminal offences, and set forth policies and procedures regarding inquiries into and consideration of prior criminal convictions at agencies governed by Article 23-A of the New York State conviction law. The Department of Citywide Administrative Services (DCAS) is the City agency entrusted with the responsibility of providing guidance to City agencies.

Finally, under the New York Executive Law § 296 – Human Rights Law – Unlawful discriminatory practices, states that:

## EEOC ISSUES CONVICTION AND ARREST RECORDS GUIDELINES

May 23, 2012

Page 2

It shall be an unlawful discriminatory practice for any person, agency, bureau, corporation or association, including the state and any political subdivision thereof, to deny any license or employment to any individual by reason of his or her having been convicted of one or more criminal offenses, or by reason of a finding of a lack of "good moral character" which is based upon his or her having been convicted of one or more criminal offenses, when such denial is in violation of the provisions of article twenty-three-A of the correction law.

It shall be an unlawful discriminatory practice, unless specifically required or permitted by statute, for any person, agency, bureau, corporation or association, including the state and any political subdivision thereof, to make any inquiry about, whether in any form of application or otherwise, or to act upon adversely to the individual involved, any arrest or criminal accusation of such individual not then pending against that individual which was followed by a termination of that criminal action or proceeding in favor of such individual, as defined in subdivision two of section 160.50 of the criminal procedure law, in connection with the licensing, employment or providing of credit or insurance to such individual; provided, however, that the provisions hereof shall not apply to the licensing activities of governmental bodies in relation to the regulation of guns, firearms and other deadly weapons or in relation to an application for employment as a police officer or peace officer as those terms are defined in subdivisions thirty-three and thirty-four of section 1.20 of the criminal procedure law.

MCW:nei



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**CONDITIONALLY APPROVED  
CONTRACTORS**

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## **CONDITIONALLY APPROVED CONTRACTORS**

### **ANNUAL UPDATE**

Nouveau Elevator Industries, Inc.	Office of Facilities Development (Elevator Maintenance at Lincoln Medical and Mental Health Center)
Perkins Eastman Architects, PC	Office of Facilities Development (Professional Consultant Services)
Sodexo Laundry Services, Inc.	Office of Procurement Systems and Operations (Laundry Services)
A&P Coat, Apron & Linen Supply, Inc.	Office of Procurement Systems and Operations (Laundry Services)

**NOUVEAU ELEVATOR INDUSTRIES**

**UNDERUTILIZATIONS**

<b><u>JOB GROUP</u></b>	<b><u>2011</u></b>	<b><u>2012</u></b>
Clerical JG 3	Minorities	Minorities
Crafts JG 1	Minorities	Minorities
Crafts JG 2	-	-

**NOUVEAU ELEVATOR INDUSTRIES**

**COMPARISON OF 2011 ANALYSIS WITH 2012 UPDATE**

	<b><u>2011</u></b>	<b><u>2012</u></b>	<b><u>DIFFERENCE</u></b>
<b>Total # of Employees</b>	349	290	59
<b>Underutilized</b>	<b>YES</b>	<b>YES</b>	-
<b># of Job Groups</b>	11	10	1
<b># of Job Groups Underutilized</b>	2	2	-
<b># of Underutilizations</b>	2	2	-
<b># of Minority Underutilizations</b>	2	2	-
<b># of Female Underutilizations</b>	-	-	-

**Nouveau Elevator Industries (2012)**  
**Comparison of Incumbency to Availability**

**Job Group:** Clerical JG 3  
**Test:** Standard Deviation  
**Total Employees:** 35

	Total									
	Males	Females	Total Min.	White	Afr. Amer.	Hispanic	Asian	Nat. Amer.	NHOPI	Two +
Employees (#)	23	12	9	26	4	5	0	0	0	0
Employees (%)	65.7	34.3	25.7	74.3	11.4	14.3	0.0	0.0	0.0	0.0
Availability (%) Goal	70.8	29.2	77.1	22.9	40.3	26.7	5.5	0.3	0.0	4.2
Test: Standard Deviation	NO	NO	YES	NO	YES	NO	NO	NO	NO	NO
	-0.66	0.66	-7.23	7.23	-3.48	-1.66	-1.43	-0.34	0.00	-1.24
Add'l Needed to Eliminate Problem Area (#)	0	0	13	0	4	0	0	0	0	0
Add'l Needed to Reach Availability (#)	2	0	18	0	11	5	2	1	0	2

**Nouveau Elevator Industries (2012)**  
**Comparison of Incumbency to Availability**

**Job Group:** Crafts JG 1  
**Test:** Standard Deviation  
**Total Employees:** 157

	Total									
	Males	Females	Total Min.	White	Afr. Amer.	Hispanic	Asian	Nat. Amer.	NHOPI	Two +
Employees (#)	156	1	27	130	13	13	1	0	0	0
Employees (%)	99.4	0.6	17.2	82.8	8.3	8.3	0.6	0.0	0.0	0.0
Availability (%) Goal	97.9	2.1	45.5	54.5	11.5	26.6	2.8	0.0	0.0	4.5
Test: Standard Deviation	NO	NO	YES	NO	NO	YES	NO	NO	NO	YES
	1.30	-1.30	-7.12	7.12	-1.27	-5.20	-1.66	0.00	0.00	-2.73
Add'l Needed to Eliminate Problem Area (#)	0	0	32	0	0	18	0	0	0	2
Add'l Needed to Reach Availability (#)	0	3	45	0	6	29	4	0	0	8

**PERKINS EASTMAN ARCHITECTS, P.C.**

**UNDERUTILIZATIONS**

<b><u>JOB GROUP</u></b>	<b><u>2011</u></b>	<b><u>2012</u></b>
Managers JG 3	Minorities	-
Professional JG 1	Minorities	Minorities
Professional JG 2	Minorities	Minorities

**PERKINS EASTMAN ARCHITECTS, P.C.**

**COMPARISON OF 2011 ANALYSIS WITH 2012 UPDATE**

	<b><u>2011</u></b>	<b><u>2012</u></b>	<b><u>DIFFERENCE</u></b>
<b>Total # of Employees</b>	486	591	105
<b>Underutilized</b>	<b>YES</b>	<b>YES</b>	-
<b># of Job Groups</b>	13	13	-
<b># of Job Groups Underutilized</b>	3	2	1
<b># of Underutilizations</b>	3	2	1
<b># of Minority Underutilizations</b>	3	2	1
<b># of Female Underutilizations</b>	-	-	-



**Perkins Eastman 2012  
Comparison of Incumbency to Availability**

**Job Group:** Professionals JG 1  
**Test:** Standard Deviation  
**Total Employees:** 196

	Total									
	Males	Females	Total Min.	White	Afr. Amer.	Hispanic	Asian	Nat. Amer.	NHOPI	Two +
Employees (#)	140	56	32	164	3	9	19	1	0	0
Employees (%)	71.4	28.6	16.3	83.7	1.5	4.6	9.7	0.5	0.0	0.0
Availability (%) Goal	67.6	32.4	28.4	71.6	5.6	8.8	12.3	0.1	0.0	1.6
Test: Standard Deviation	NO	NO	YES	NO	YES	YES	NO	NO	NO	NO
	1.15	-1.15	-3.76	3.76	-2.49	-2.07	-1.10	1.48	-0.10	-1.78
Add'l Needed to Eliminate Problem Area (#)	0	0	11	0	2	1	0	0	0	0
Add'l Needed to Reach Availability (#)	0	8	24	0	9	9	6	0	0	4

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**Perkins Eastman 2012  
Comparison of Incumbency to Availability**

**Job Group:** Professionals JG 2  
**Test:** Standard Deviation  
**Total Employees:** 278

	Total									
	Males	Females	Total Min.	White	Afr. Amer.	Hispanic	Asian	Nat. Amer.	NHOPI	Two +
Employees (#)	159	119	101	177	10	29	59	3	0	0
Employees (%)	57.2	42.8	36.3	63.7	3.6	10.4	21.2	1.1	0.0	0.0
Availability (%) Goal	69.3	30.7	45.3	54.7	12.4	12.9	17.4	0.4	0.0	2.2
Test: Standard Deviation	YES	NO	YES	NO	YES	NO	NO	NO	NO	YES
	-4.38	4.38	-3.00	3.00	-4.45	-1.22	1.68	1.68	-0.04	-2.48
Add'l Needed to Eliminate Problem Area (#)	19	0	9	0	14	0	0	0	0	1
Add'l Needed to Reach Availability (#)	34	0	25	0	25	7	0	0	0	7

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**SODEXO LAUNDRY SERVICES, INC.**

**UNDERUTILIZATIONS**

<b><u>JOB GROUP</u></b>	<b><u>2011</u></b>	<b><u>2012</u></b>
Managers JG 4	Females	Females
Operatives JG 1	Females	Females
Service Workers JG 5	Females	Females
Crafts JG 1	-	Females

**SODEXO LAUNDRY SERVICES, INC.**

**COMPARISON OF 2011 ANALYSIS WITH 2012 UPDATE**

	<b><u>2011</u></b>	<b><u>2012</u></b>	<b><u>DIFFERENCE</u></b>
<b>Total # of Employees</b>	1853	1528	325
<b>Underutilized</b>	<b>YES</b>	<b>YES</b>	-
<b># of Job Groups</b>	20	21	1
<b># of Job Groups Underutilized</b>	3	4	1
<b># of Underutilizations</b>	3	4	1
<b># of Minority Underutilizations</b>	-	-	-
<b># of Female Underutilizations</b>	3	4	1

**Sodexo 2012**  
**Comparison of Incumbency to Availability**

**Job Group:** Crafts JG 1  
**Test:** Standard Deviation  
**Total Employees:** 52

	Total									
	Males	Females	Total Min.	White	Afr. Amer.	Hispanic	Asian Nat. Amer.	NHOPI	Two +	
Employees (#)	52	0	32	20	10	20	2	0	0	0
Employees (%)	100.0	0.0	61.5	38.5	19.2	38.5	3.8	0.0	0.0	0.0
Availability (%) Goal	87.6	12.4	40.8	59.2	8.0	25.7	4.0	1.8	0.1	1.1
Test: Standard Deviation	NO 2.71	<b>YES</b> -2.71	NO 3.04	<b>YES</b> -3.04	NO 2.97	NO 2.11	NO -0.05	NO -0.98	NO -0.26	NO -0.77
Add'l Needed to Eliminate Problem Area (#)	0	2	0	4	0	0	0	0	0	0
Add'l Needed to Reach Availability (#)	0	7	0	11	0	0	1	1	1	1

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**Sodexo 2012**  
**Comparison of Incumbency to Availability**

**Job Group:** Managers JG 4  
**Test:** Standard Deviation  
**Total Employees:** 22

	Total									
	Males	Females	Total Min.	White	Afr. Amer.	Hispanic	Asian	Nat. Amer.	NHOPI	Two +
Employees (#)	19	3	11	11	5	5	1	0	0	0
Employees (%)	86.4	13.6	50.0	50.0	22.7	22.7	4.5	0.0	0.0	0.0
Availability (%) Goal	65.2	34.8	15.5	84.5	5.2	5.4	3.5	0.7	0.1	0.6
Test: Standard Deviation	NO 2.08	<b>YES</b> -2.08	NO 4.48	<b>YES</b> -4.48	NO 3.72	NO 3.60	NO 0.26	NO -0.39	NO -0.14	NO -0.37
Add'l Needed to Eliminate Problem Area (#)	0	1	0	4	0	0	0	0	0	0
Add'l Needed to Reach Availability (#)	0	5	0	8	0	0	0	1	1	1

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**Sodexo 2012**  
**Comparison of Incumbency to Availability**

**Job Group:** Operatives JG 1  
**Test:** Standard Deviation  
**Total Employees:** 101

	Total									
	Males	Females	Total Min.	White	Afr. Amer.	Hispanic	Asian Nat. Amer.	NHOPI	Two +	
Employees (#)	95	6	85	16	13	69	3	0	0	0
Employees (%)	94.1	5.9	84.2	15.8	12.9	68.3	3.0	0.0	0.0	0.0
Availability (%) Goal	81.0	19.0	40.1	59.9	14.1	20.9	2.6	1.4	0.2	0.9
Test: Standard Deviation	NO	YES	NO	YES	NO	NO	NO	NO	NO	NO
	3.34	-3.34	9.03	-9.03	-0.37	11.74	0.22	-1.21	-0.45	-0.94
Add'l Needed to Eliminate Problem Area (#)	0	5	0	35	0	0	0	0	0	0
Add'l Needed to Reach Availability (#)	0	14	0	45	2	0	0	2	1	1

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**Sodexo 2012**  
**Comparison of Incumbency to Availability**

**Job Group:** Service JG 5  
**Test:** Standard Deviation  
**Total Employees:** 32

	Total									
	Males	Females	Total Min.	White	Afr. Amer.	Hispanic	Asian	Nat. Amer.	NHOPI	Two +
Employees (#)	28	4	31	1	7	24	0	0	0	0
Employees (%)	87.5	12.5	96.9	3.1	21.9	75.0	0.0	0.0	0.0	0.0
Availability (%) Goal	27.5	72.5	64.3	35.7	13.8	43.6	3.3	2.1	0.1	1.3
Test: Standard Deviation	NO 7.59	<b>YES</b> -7.59	NO 3.84	<b>YES</b> -3.84	NO 1.33	NO 3.58	NO -1.05	NO -0.84	NO -0.18	NO -0.65
Add'l Needed to Eliminate Problem Area (#)	0	14	0	5	0	0	0	0	0	0
Add'l Needed to Reach Availability (#)	0	20	0	11	0	0	2	1	1	1

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**A&P COAT, APRON & LINEN SUPPLY, INC.**

**UNDERUTILIZATIONS**

**JOB GROUP**

**2011**

**2012**

Managers JG 3

Females

Females

**A&P COAT, APRON & LINEN SUPPLY, INC.**

**COMPARISON OF 2011 ANALYSIS WITH 2012 UPDATE**

	<b><u>2011</u></b>	<b><u>2012</u></b>	<b><u>DIFFERENCE</u></b>
<b>Total # of Employees</b>	265	258	7
<b>Underutilized</b>	YES	YES	-
<b># of Job Groups</b>	9	9	-
<b># of Job Groups Underutilized</b>	1	1	-
<b># of Underutilizations</b>	1	1	-
<b># of Minority Underutilizations</b>	-	-	-
<b># of Female Underutilizations</b>	1	1	-

**A&P Coat, Apron & Linen Supply, Inc. {2012}**  
**Comparison of Incumbency to Availability**

**Job Group:** Managers JG 3  
**Test:** Standard Deviation  
**Total Employees:** 17

	Total									
	Males	Females	Total Min.	White	Afr. Amer.	Hispanic	Asian Nat. Amer.	NHOPI	Two +	
Employees (#)	16	1	14	3	3	11	0	0	0	0
Employees (%)	94.1	5.9	82.4	17.6	17.6	64.7	0.0	0.0	0.0	0.0
Availability (%) Goal	64.4	35.6	33.0	67.0	9.3	12.0	9.3	0.2	0.0	2.2
Test: Standard Deviation	NO	YES	NO	YES	NO	NO	NO	NO	NO	NO
	2.56	-2.56	4.32	-4.32	1.19	6.68	-1.32	-0.19	0.00	-0.62
Add'l Needed to Eliminate Problem Area (#)	0	1	0	5	0	0	0	0	0	0
Add'l Needed to Reach Availability (#)	0	6	0	9	0	0	2	1	0	1

This report was generated on 5/22/2012 at 10:00:34 AM

# **New York City Health & Hospitals Corporation**

## **2011-2012**

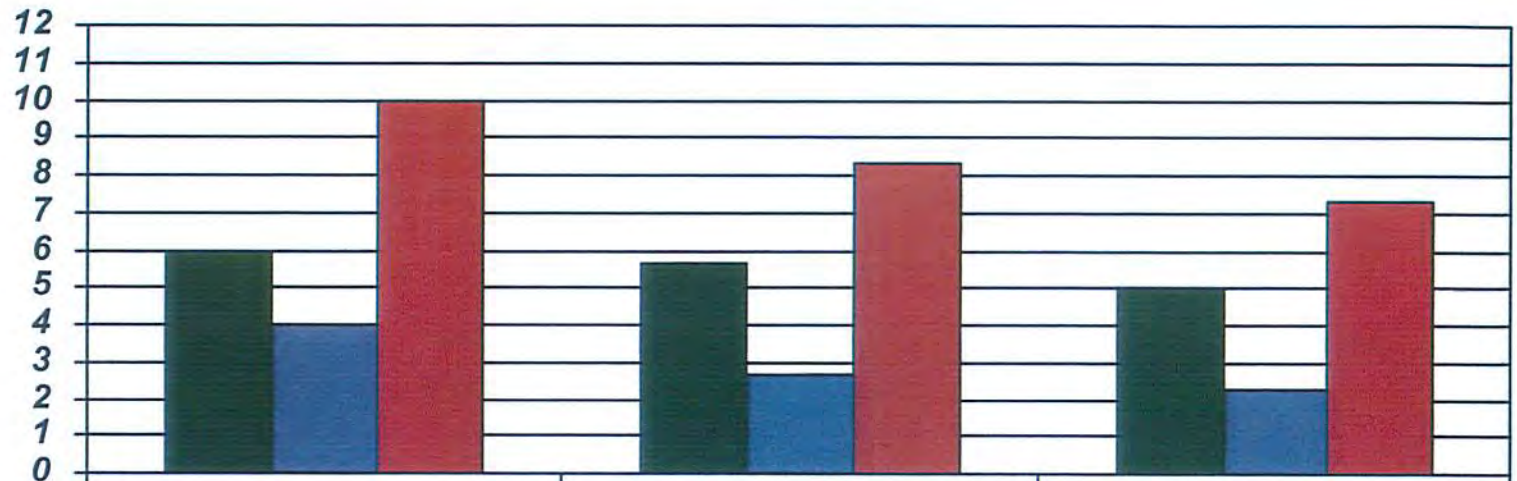
# **Minority and Women Business Enterprise Program**

**Office of Affirmative Action/EEO**



# CORPORATE M/WBE GOAL ATTAINMENT

Percentage



	GOALS	2011	2012
■ MBE	6	5.65	5.02
■ WBE	4	2.65	2.28
■ TOTAL	10	8.30	7.30

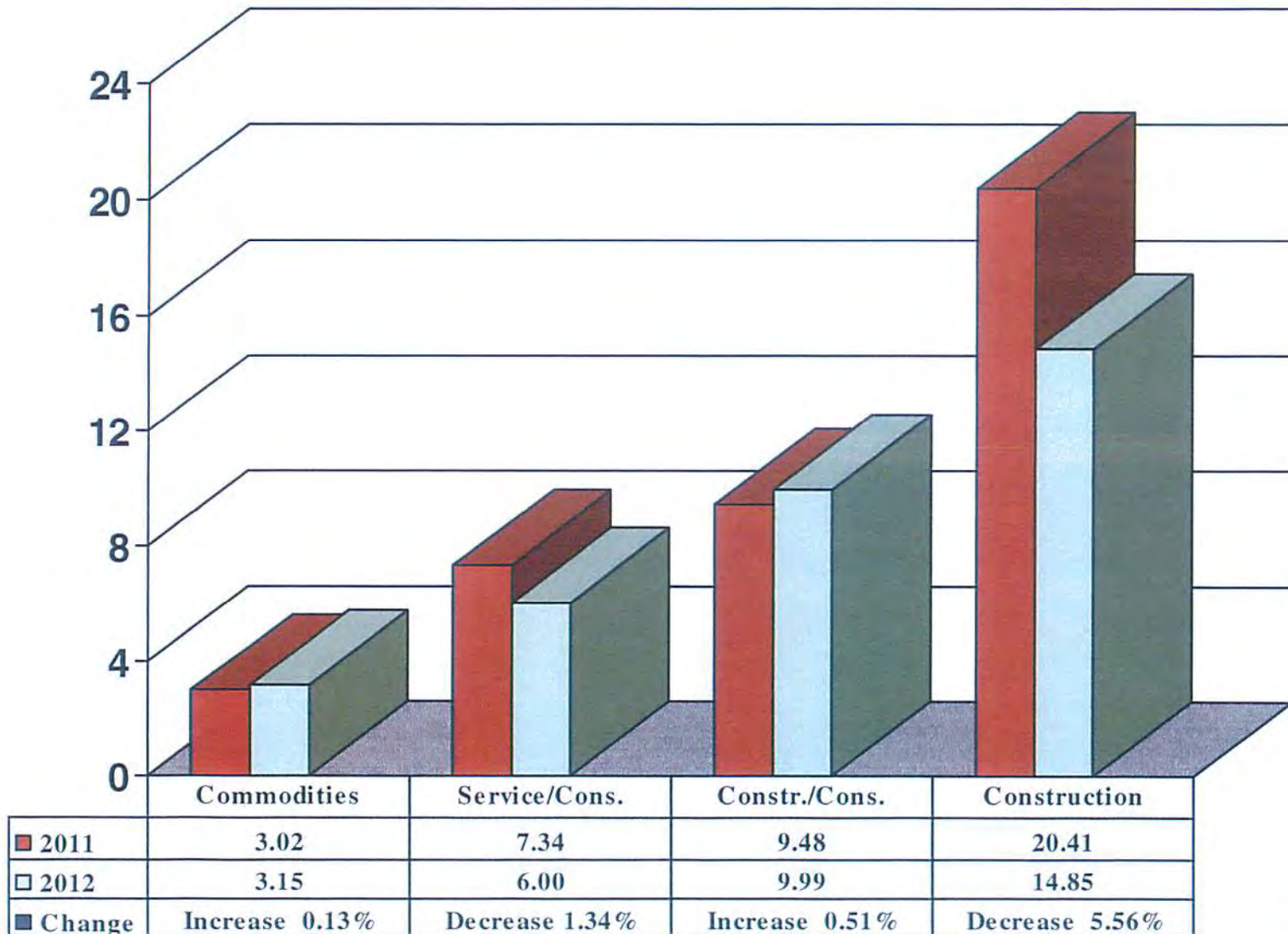


# CORPORATE EXPENDITURES (2011-2012)

CATEGORY	2011	2012
MBE	\$57,830,605	\$44,207,079
WBE	\$27,191,147	\$20,081,616
TOTAL M/WBE*	\$85,021,752	\$64,288,695
ALL OTHERS	\$939,646,012	\$816,099,754
TOTAL EXPENDITURES	\$1,024,667,764*	\$880,388,449*
M/WBE EQUITY %	8.30	7.30

\* Does Not Include Pharmaceuticals

# M/WBE PERCENTAGE OF TOTAL EXPENDITURES BY CATEGORY





# Expenditure by Category

	2011		2012	
<u>CONSTRUCTION</u>				
MBE	25,454,200		18,674,430	
WBE	8,960,894		5,592,936	
SUBTOT.	34,415,094		24,267,366	
OTHERS	134,141,392		139,163,492	
TOTAL	168,556,486		163,430,858	
MWBE%		20.41		14.85
<u>CONST./ CONSULT.</u>				
MBE	4,564,165		4,961,257	
WBE	3,701,831		2,355,361	
SUBTOT.	8,265,996		7,316,618	
OTHERS	78,853,787		65,947,105	
TOTAL	87,119,783		73,263,723	
MWBE%		9.48		9.99
<u>SERVICE / CONSULT.</u>				
MBE	24,226,707		18,573,665	
WBE	8,226,200		7,567,606	
SUBTOT.	32,452,907		26,141,271	
OTHERS	409,455,169		409,061,174	
TOTAL	441,908,076		435,202,445	
MWBE%		7.34		6.00
<u>COMMODITIES</u>				
MBE	3,585,533		1,997,727	
WBE	6,302,222		4,565,713	
SUBTOT.	9,887,755		6,563,440	
OTHERS	317,195,664		201,927,983	
TOTAL	327,083,419		208,491,423	
MWBE%		3.02		3.15
Grand Totals	1,024,667,764		880,388,449	
OVERALL GOAL ATTAINMENT		8.30		7.30

\* Does Not Include Pharmaceuticals



# OUTREACH ACTIVITIES

## 2011-2012

<u>ACTIVITIES</u>	<u>DATES</u>	<u>PARTICIPANTS</u>
* 18 <sup>th</sup> Annual Competitive Edge Opportunity Fair  (Currently Planning for 19 <sup>th</sup> Annual Opportunity Fair for August 8, 2012)	August 2011	750

\* HHC Co-Sponsored Event



## **MAJOR CONCLUSIONS**

**OVERALL GOAL ACHIEVEMENT IN 2012 WAS 7.30%. THIS IS A 1.00% DECREASE FROM 2011, WHICH WAS 8.30%. SOME OF THIS DECLINE CAN BE ATTRIBUTED TO THE CONTINUED FACT THAT HHC IS STILL TAKING ADVANTAGE OF THE COST SAVINGS ACHIEVED BY PURCHASING OFF FEDERAL, STATE, CITY AND GROUP PURCHASING ORGANIZATION CONTRACTS.**

**EXPENDITURES ON M/WBE INCREASE IN TWO OF THE CATEGORIES MEASURED: CONSTRUCTION CONSULTANTS INCREASED BY 0.51%, WHILE COMMODITIES INCREASED BY 0.13%. CONSTRUCTION DECREASED BY 5.56% AND SERVICE CONSULTANTS DECREASED BY 1.34%.**

**TOTAL EXPENDITURES IN CONSTRUCTION DECLINED BY \$5,125,628 or 3.04% DURING THE PERIOD AND BY \$13,856,060 IN CONSTRUCTION CONSULTANTS OR 15.90%.**

**TOTAL HHC EXPENDITURES FOR GOODS & SERVICES AND CONSTRUCTION DECLINED BY \$144,279,315 FROM \$1,024,667,764 TO \$880,388,449 FOR AN DECREASE OF 14.08%.**

**OVERALL M/WBE EXPENDITURES FOR THE REPORTING YEAR DECREASED BY \$20,733,057 or 24.39%, TO \$64,288,695 FROM \$85,021,752 IN 2011.**



## **PLAN OF ACTION**

**CONTINUE TO ENCOURAGE CERTIFICATION AND RECERTIFICATION OF M/WBE'S WITH THE EMPIRE STATE DEVELOPMENT CORPORATION (ESDC), THE NYC DEPARTMENT OF SMALL BUSINESS SERVICES (SBS), THE PORT AUTHORITY OF NEW YORK & NEW JERSEY (PANY&NJ) AND THE METROPOLITAN TRANSPORTATION AUTHORITY (MTA) IN THE CASE OF DISABLED BUSINESS ENTERPRISES.**

**WORK WITH HHC'S CONTRACTING DIVISIONS TO IDENTIFY THE EXPANDED CATEGORY OF PROFESSIONAL SERVICES CONTRACTS AND SOLICIT M/WBE PARTICIPATION.**

**MEET WITH HHC HOSPITAL AND NETWORK PURCHASING OFFICERS TO ENCOURAGE THE INDIVIDUAL HOSPITALS/NETWORKS TO HAVE THEIR M/WBE'S BECOME CERTIFIED BY THE AGENCIES LISTED ABOVE, AND UTILIZE THE GUIDELINES PASSED DOWN FROM THE GOVERNORS OFFICE TO UTILIZE M/WBE PARTICIPATION. EXPLAIN THE USE OF DISCRETIONARY SPENDING (\$200,000) IN REACHING OUR GOALS OF 20% OR MORE.**

**MEET WITH AND TRAIN CONSTRUCTION MANAGERS AT HHC FACILITIES TO FOCUS ON MANAGING AND MONITORING M/WBE'S IN THEIR CONTRACTS.**