

AGENDA

Equal Employment Opportunity Committee

Meeting Date

June 9, 2015

Time

12:00 P.M.

Location

Board Room (532)

CALL TO ORDER

Anna Kril

ADOPTION OF MINUTES

Anna Kril

APRIL 14, 2015

SENIOR ASSISTANT VICE PRESIDENT'S REPORT

Manasses C. Williams

COMPETITIVE EDGE CONFERENCE

CONDITIONAL CONTRACTORS

Sharon Foxx

SODEXO LAUNDRY SERVICES, INC.
A&P COAT, APRON & LINEN SUPPLY, INC.
PERKINS EASTMAN ARCHITECTS, PC
CROTHALL FACILITIES MANAGEMENT, INC.

2014-2015 CORPORATE M/WBE PROGRAM ANNUAL
REPORT

Manasses C. Williams

OLD BUSINESS

NEW BUSINESS

ADJOURNMENT

**EQUAL EMPLOYMENT
OPPORTUNITY
COMMITTEE**

MINUTES

Meeting Date
April 14, 2015

**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 14, 2015 in the Board Room at 125 Worth Street, New York City with Anna Kril, Committee Chair, presiding.

COMMITTEE MEMBERS

Anna Kril, Chairperson
Ramanathan Raju, MD, President
Josephine Bolus, RN

HHC STAFF

April Alexander, Metropolitan Hospital Center
Nicole Benjamin, 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
Norma E. Irizarry, Affirmative Action/EEO
Barbara Keller, Legal Affairs
James Keys, Coney Island Hospital
Patricia Lockhart, Chairman's Office
Randall Mark, President's Office
William Marshall, Lincoln Medical & Mental Health Center
Antonio D. Martin, President's Office

Christopher Mastromano, Gouverneur Healthcare
Jeannith Michelen, Queens Health Network
Luz Nazario, South Manhattan Healthcare Network
Lois Penn, South Manhattan Healthcare Network
Nicole Phillips, Kings County Hospital Center
Tania Pierre, Central Office
Gail Proto, Affirmative Action/EEO
Lynnette Sainbert, Chairman's Office
Yvette Villanueva, Generations +/Northern Manhattan Health Network
Manasses C. Williams, Affirmative Action/EEO

OTHER ATTENDEES

SODEXO OPERATIONS, LLC

Daniel Bueschel, Sodexo Operations, LLC
Rosa Coppedge, Sodexo Operations, LLC
Myles Foley, Sodexo Operations, LLC
Robyn Welter, Sodexo Operations, LLC

US FOODS, INC.

Aleka Jones, US Foods, Inc.
Cindy Kaneshiro, US Foods, Inc.
William P. Perkins, Seyfarth Shaw, LLP
Juliette Pryor, US Foods, Inc.

GREATER NEW YORK HOSPITAL ASSOCIATION

Alison B. Flynn, Greater New York Hospital Association

CALL TO ORDER

The meeting was called to order at 12:00 p.m. by Anna Kril, Committee Chairperson. The minutes of the January 13, 2015 EEO Committee were adopted as submitted.

ASSISTANT VICE PRESIDENT'S REPORT

Manasses C. Williams, Senior Assistant Vice President, Affirmative Action/EEO reported to the Committee that when he presents the HHC discrimination cases, he usually gives a summary of what the federal government has reported with respect to the EEO complaints over the same period. He stated that last year, there was a reduction in the number of charges in every category which is similar to the results of HHC's discrimination cases.

He then stated that in regards to the M/WBE efforts to improve HHC's utilization of M/WBE's, the efforts have been redoubled in terms of engaging our vendors to improve our numbers. He also stated that in the first quarter, our utilization was 1.10%, second quarter 4.6% and third quarter 7.01%. The end result is that we are actively engaging our main vendors. He then stated that on April 28, 2015, our main vendor Med Assets, with respect to temporary nurses, is joining HHC in a forum for the 40-50 vendors who are contracted through Med Assets. The aim is to get the vendors, if they qualify, who are not yet certified as M/WBE's, to become certified. He also stated that they have invited the head of the State Department of Economic Development, the State Director for Business Development the head of the Certification Unit and the City of New York Director in charge of M/WBE certification. He explained that they will have Questions and Answers for them and hopefully those that are not certified or who were certified and are now in the process for recertification will take the effort to get certified or recertified. He stated that he is hopeful that this will help HHC further increase our numbers. Dr. Raju thanked Mr. Williams and his team for taking on this new responsibility and doing a tremendous job.

Mr. Williams then introduced Nicole Benjamin, EEO Officer, Central Office, MetroPlus Health Plan and HHC Health & Home Care and Nicole Phillips, EEO Officer, Kings County Hospital Center, East New York Diagnostic & Treatment Center and Dr. Susan Smith McKinney Nursing and Rehabilitation Center.

CONDITIONAL APPROVALS

SODEXO OPERATIONS, LLC

Sharon Foxx, Assistant Director, Affirmative Action/EEO stated that she would be reporting on two conditionally approved contractors. She stated that the first contractor was Sodexo Operations, LLC in Gaithersburg, Maryland. She also stated that they had a contract for Dietary Services from the Office of Materials Management. She further stated that they have a total of 1,488 employees. They have 15 Job Groups and are underutilized in five, three for minorities and two for females. She then stated that the Job Groups in which they are underutilized are in: 01D-Senior Directors and Executive Directors, for females; 02F-Professional 2-Paralegal, Recruiter, EEO and Payroll for minorities, 04A-Sales Vice President, Sales Executive, and National Client Executive for females, 05A-Administration Related- Highly Skilled (Graded) for minorities and 05B-Administration Related-Entry/Moderate (Graded) for minorities. She also stated that in Job Group 1D-Senior Directors and Executive Directors they have a total of 95 employees with 29 females. They need to hire six females to eliminate their underutilization. Job Group 02F-Professional 2-Paralegal, Recruiter, EEO and Payroll has a total of 290 employees with 69 minorities. They need to hire five minorities to eliminate their underutilization. Job Group 04A-Sales Vice President, Sales Executive and National Client Executive have a total of 11 employees with one female. They need to hire one female to eliminate their underutilization. Job Group 05A-Administration Related-Highly Skilled (Graded) has a total of 128 employees with 30 minorities. They need to hire two minorities to eliminate their underutilization. Job Group 05B-

Administration Related-Entry/Moderate (Graded) have a total of 67 with 13 minorities. They need one minority to eliminate their underutilization.

Sodexo Operations LLC was represented by Daniel Bueschel, Division President, Northeast Health Care Division, Myles Foley, Regional Vice President, Operations Health Care Division, Robyn Welter, Assistant General Counsel, and Rosa Coppedge, Director, EEO/AA Compliance. Ms. Coppedge stated that they are aware of their underutilizations in five of their Job Groups which comprises most of their management employees. She stated that they looked at their data from two perspective levels. The first one was looking specifically at the business here in New York where they have 67 management level employees. She then stated that the positive thing about it is that the analysis does not indicate any underrepresentation. She further stated that in their headquarters offices in Gaithersburg, Maryland, Buffalo, New York and Allentown, PA is where they have five categories of underrepresentation. She explained that in their action plan they are initiating an approval review process. She also stated that when there are open positions in the Job Groups that are underrepresented, before anyone is offered employment, there will be three individuals from various departments such as Human Resources, Workforce Diversity Department and her department, which is the office of Diversity, to look at the slate and to make sure that all persons that are seriously qualified and considered are given an opportunity to be included in that slate in order for them to have that diverse population and that they did not overlook someone who also might be qualified enough to move forward. They are also going to bring the one day eight hour training to New York. The next thing they will be doing is ramping up their training where they will be having a one day face to face EEO essentials class to talk about the employment laws such as how to interview, what to look for during an interview and what not to ask during an interview. Also, in regards to Affirmative Action making sure they are asking for Voluntary Self-Identification questions. The training will be for their Managers to engage them into where they want to put the focus on. She also stated that they have many online training courses and one of them is called interpreting unconscious bias where the decisions are made by well-intended individuals that may have a negative impact on hiring, promotions and job assignments. The training will help them learn how to access the unconscious preferences that drive decision making and will point them in the direction where the unconscious bias will be removed from the process. Ms. Welter stated that anytime they have a large scale reduction in the workforce that might take place she and her coworkers in the law department are engaged in the review process to make sure there is a legitimate business justification for all decisions which is a routine process throughout the company. Ms. Coppedge stated that they will continue to monitor their hiring, promotion and termination practices. She further stated that in July 2015, they will be submitting updated data and that since September 1st to date they have achieved the goals they set in Job Group 02F-Professionals.

Sodexo's recruiting mission is to contribute to its success by attracting and recruiting a highly talented and diverse workforce. Sodexo has implemented the following programs and procedures to ensure that minority and female employees are given equal opportunities for hiring, promotion and retention opportunities:

Sodexo's nine (9) Employee Business Resource Groups (EBRG) are organized by Sodexo USA employees who based on shared experiences, join together to provide a positive forum for professional development and input ideas that support the success of the company's diversity efforts. The following five (5) minority EBRGs have developed programs to support minority and female awareness retention.

African American Leadership Forum (AALF): AALF awards scholarships to students attending a historically black college or university to raise awareness of our business and subsequently recruit African Americans for employment.

Women's Network Group (WiNG): WiNG offers grants to members to attend various women leadership seminars and conferences.

Sodexo's Organization of Latinos (SOL): SOL partners with Hispanic Association of Colleges and Universities (HACU) to offer paid internships to Hispanic students with a \$2,500 scholarship upon completion of studies. These students become ambassadors for Sodexo by promoting awareness of Sodexo's employment opportunities.

Pan Asian Network Group (PANG): PANG's Signature Leadership Series is designed to give PANG members insight into leadership styles, company strategies and initiatives, professional development and networking ideas and opportunities.

Native American and Aboriginal Council (NAAC): Participates in active recruitment of individuals with native America and aboriginal heritage. NAAC also works with American Indian College Fund to honor the students.

Diversity Scorecard - A strategic management tool that measures the company's progress in increasing diversity and inclusion within management. Results for diversity Scorecards are tied to the annual manager incentive. As a management tool, the Scorecard allows Sodexo to:

- Direct attention to key focus areas for diversity
- Focus on targeted outcomes while tracking the underlying processes that drive those outcomes
- Measure workforce diversity against internal and external labor force availabilities
- Measure diversity progress monthly with quarterly and yearly trending
- Qualitative measures provide connectivity between diversity initiatives and quantitative outcomes
- Calibrate each year as priorities evolve

Star Finder: Sodexo's Employee Referral Program. Employees refer top talent, and play a vital role in Sodexo's growth and a friend's individual success.

Reconnections: Maintains contact with existing and former employees and interns and encourages them to continue their communication with Sodexo after they have left the organization.

Geographic Cross-Market Talent Planning: Identify market-to-market opportunities such as account openings, stretch assignments and special invites to cross-market meetings for top performers.

Tuition Reimbursement: Benefits are available to employees.

Agencies/Organizations and Websites:

- Sodexo's Career Center
- Facebook
- LinkedIn
- Twitter
- YouTube
- Monster.com
- CareerBuilder.com
- Sodexo Careers Blog
- Career Connections Newsletter
- Job Search Widgets

Recruiting Employees:

Sodexo will post its position automatically to any state agency cite, as well as Vet Central a non-profit consortium of leading U.S. employers.

US FOODS, INC.

Sharon Foxx stated that US Foods, Inc. has a total of 701 employees. They have 14 Job Groups and are underutilized in four. There were six underutilizations, four females and two minorities. The Job Groups where their underutilization exists are in 1C-Mid Management for females and minorities, 2A-Administrative Professionals for females, 4A-Commission Only Sales for females and minorities and 7A-Warehouse for females. She also stated that in Job Group 1C-Mid Management there is a total of 25 employees with underutilizations in both females and minorities. If they hire or promote two of each, they will eliminate the underutilization. In Job Group 2A-Administrative Professionals they have a total of 41 employees. They were underutilized for females and would need to hire or promote two females in the job group to eliminate the underutilization. In Job Group 4A-Commission Only Sales they had a total of 117 employees with 16 females and 13 minorities. They would have to hire 12 females and 9 minorities to eliminate the underutilization. In Job Group 7A-Warehouse they have a total of 176 employees with one female and they would need to hire one female to overcome the underutilization. US Foods, Inc. was represented by Aleka Jones, Assistant General Counsel, Cindy R. Kaneshiro, Director, Workplace Compliance, William P.

Perkins, Seyfarth Shaw, LLP and Juliette Pryor, Executive Vice President, US Foods, Inc.

Ms. Pryor stated that US Foods, Inc. is a federal government contractor and that they have a robust Affirmative Action program in order to comply with the Department of Labor Programs. She stated that they have 60 distribution centers across the United States with one in Perth Amboy, New Jersey which services their relationship with HHC. She stated that out of the 701 employees, 111 are residence of the state of New York and that 36 of them have residency in New York City. She further explained that every day they have a truck that pulls up to their facility in Brooklyn and deliver 14 million dollars' worth of groceries to the facility. She stated that their role at US Foods, Inc. is that their purchased groceries are warehoused at their facility. They service a variety of foods to hospitals, hotels, schools, prisons, etc. She then stated that in the 1C-Mid Management Job Group they did not have any hiring in that particular group in 2014. She stated that they do have programs that seek to develop their internal candidates with an aspiring leader program which brings people together similar to an MBA program where they come together on a recurrent basis over the course of the year for development. She then stated that they seek to assure that they have a diverse representation participating in the program and that it has been going on for several years and it is taking place at their Corporate Headquarters. She further stated that they also send leaders to programs like the Women's and Food Service Forum which is a developmental program for mid-level women leaders in the food service business. She also stated that this past year, they sent 150 women including two women from their Perth Amboy, New Jersey facility. She also stated that in the Spring of 2014 they conducted a two to three hour program on Affirmative Action training for all managers and that it took them a couple of days to do them in groups and get it completed. She further stated that as a federal government contractor they have similar obligations under the Department of Labor. She also stated that they service all Veteran's Administration Hospitals in the United States and have for over 20 years including servicing several military installations in the United States. She further stated that US Foods, Inc. has developed and will execute action-oriented programs related to its Affirmative Action Plan goals. She also stated that US Food's Metro New York Division utilizes the following local recruitment sources to provide opportunities for the advancement of minorities and females.

- Bergen County Economic Development Corporation
- Hiring Our Heroes
- Jewish Family & Vocational Services of Middlesex County
- Collaborative Support Services of New Jersey
- Mercer County Labor & Workforce Development
- Middlesex County Office of Workforce Development
- Perth Amboy Housing Authority
- Project Hire Region 2
- Rider University
- New York Indian Council

She further stated that outreach partnership with the above organizations includes posting its open positions, attending job fairs, providing facility tours and conducting informational sessions and its employment opportunities. She then stated that in addition to the above outreach efforts, they have utilized the following programs to provide opportunities for the advancement of minorities and females with their organization.

- Tuition Assistance
- Job Posting
- On-the-job training
- Succession Planning
- High Potential Programs
- Emerging Leader Programs
- Coaching

Ms. Kaneshiro stated that they monitor the training and development programs to ensure that they are carried out in a non-discriminatory manner.

Finally, she stated that they conduct a periodic review of its Affirmative Action program including a review of employment transactions and progress toward the goals and objectives identified in the AAP. She stated that they analyze its employment transactions to verify that its selection processes are non-discriminatory and that staff reductions do not have a disproportionate impact on minorities and or women. They are committed to the above action plan that is directed toward increasing the percentage of minorities and women in its workforce particularly where underrepresentation exists.

2014 FACILITY DISCRIMINATION COMPLAINTS UPDATE

Gail Proto, Senior Director, Affirmative Action/EEO reported on the corporate discrimination complaint report which is comprised of new complaints filed, counseling sessions held, accommodations requested and granted and complaint closures that occurred during the period of January 1st through December 31st 2014.

The report showed that new complaints decreased from 229 in 2013 to 217 in 2014. Two hundred and seven cases were closed in 2013 and 198 in 2014. Counseling sessions over the period increased from 199 in 2013 to 896 in 2014 an increase of 350%. In addition, 427 requests were made for ADAAA accommodations and 350 or 82% were granted.

Finally, the overall number of open complaints in the Corporation increased from 175 in 2013 to 182. She then reported that our EEO Officers efforts to enable our employees, especially nurses, to return to work as soon as possible after being out on FMLA leave attributed to the decrease in disability complaints filed. She further stated that the increase in counseling sessions mitigated difficulties and prevented further escalation.

Allegations filed in 2014 showed a significant decrease in ten of the fourteen allegations tracked an increase in two and no change in two. It was noted that a beta version of a

new software database system is currently being tested. This system will facilitate allegation tracking and improve reporting and archiving of pertinent documents.

There being no further business, the meeting was adjourned at 12:50 pm.

SENIOR ASSISTANT VICE PRESIDENT'S REPORT

COMPETITIVE EDGE CONFERENCE

The New York City Health and Hospitals Corporation is again a proud sponsor and founding member of the twenty-second Annual Competitive Edge Conference. This year's theme is "**The Conference That Will Change Your Business.**" The conference will be held on Tuesday, July 21, 2015 from 8:00 am – 4:00 pm, at the Bank of New York Mellon located at 101 Barclay Street, New York, NY 10286.

This annual conference is sponsored by City and State agencies, City Governments, General Contractors and private corporations that do business with these agencies. Last year's conference was attended by 700 persons and continues to grow each year. The conference underlying aim of **MAXIMIZING OPPORTUNITIES FOR MINORITY/WOMEN OWNED BUSINESSES**, continues to prove its worth each year as more and more attendees attest to that fact. Participants get to meet the sponsors, ask questions, build relationships, establish contacts and find contracting opportunities that they never knew existed or had access to.

MCW:nei

CONDITIONALLY APPROVED CONTRACTORS

Annual Update

Sodexo Laundry Services, Inc. Gaithersburg, MD	Materials Management (Laundry Services) \$125,106,355.00
A&P Coat, Apron & Linen Supply, Inc. Mount Vernon, NY	Materials Management (Laundry Services) \$125,106,355.00
Perkins Eastman Architects, P.C. New York, NY	Facilities Development (MEP Design Services) 2,000,000.00
Crothall Facilities Management, Inc. Wayne, PA	Facilities Development (Clinical Engineering Services) \$252,884,799.00

SODEXO LAUNDRY SERVICES, INC.

2015 ANALYSIS USING 2010 CENSUS WORKFORCE DATA PACK

	<u>2014</u>	<u>2015</u>	<u>DIFFERENCE</u>
Total # of Employees	644	1,596	952
Underutilized	NO	YES	
# of Job Groups	7	20	13
# of Job Groups Underutilized	0	6	6
# of Underutilizations	0	6	6
# of Minority Underutilizations	0	3	3
# of Female Underutilizations	0	3	3

SODEXO LAUNDRY SERVICES, INC.

UNDERUTILIZATIONS

JOB GROUP

2015

1D - Sr Director/Exec Dir	Females
2F - Professional 2	Minorities
4A - Sales VP, Sales Exec	Females
5A - Admin Related - Highly Skill	Minorities
5B - Admin Related - Entry	Minorities
9E - Service Worker	Females

2014

No Underutilized Job Groups

Sodexo Linen (2015)
Comparison of Incumbency to Availability

Job Group: 01D - Senior Director, Executive Director
Test: Standard Deviation
Total Employees: 95

		Total									
		Males	Females	Total Min.	White	Afr. Amer.	Hispanic	Asian	Nat. Amer.	NHOPI	Two +
Employees (#)		66	29	16	79	7	4	4	1	0	0
Employees (%)		69.5	30.5	16.8	83.2	7.4	4.2	4.2	1.1	0.0	0.0
Availability (%) Goal		53.4	46.6	22.7	77.3	7.5	8.3	5.2	0.4	0.1	1.2
Test: Standard Deviation		NO	YES	NO	NO	NO	NO	NO	NO	NO	NO
Add'l Needed to Eliminate Problem Area (#)		3.13	-3.13	-1.35	1.35	-0.04	-1.44	-0.43	1.07	-0.30	-1.09
Add'l Needed to Reach Availability (#)		0	6	0	0	0	0	0	0	0	0
		0	16	6	0	1	4	1	0	1	2

Sodexo Linen (2015)
Comparison of Incumbency to Availability

Job Group: 02F - Professional 2-Paralegal, Recruiter, EEO, Payroll
Test: Standard Deviation
Total Employees: 290

Total										
	Males	Females	Total Min.	White	Afr. Amer.	Hispanic	Asian	Nat. Amer.	NHOPI	Two +
Employees (#)	80	210	69	221	35	12	20	0	1	1
Employees (%)	27.6	72.4	23.8	76.2	12.1	4.1	6.9	0.0	0.3	0.3
Availability (%) Goal	38.4	61.6	30.9	69.1	17.1	4.9	7.5	0.2	0.0	1.3
Test: Standard Deviation	YES -3.77	NO 3.77	YES -2.62	NO 2.62	YES -2.26	NO -0.58	NO -0.39	NO -0.69	NO 3.91	NO -1.42
Addtl Needed to Eliminate Problem Area (#)	15	0	5	0	2	0	0	0	0	0
Addtl Needed to Reach Availability (#)	32	0	21	0	15	3	2	1	0	3

Sodexo Linen (2015)
Comparison of Incumbency to Availability

Job Group: 04A - Sales VP, Sales Executive, National Client Exec.

Test: Standard Deviation

Total Employees: 11

		Total									
		Males	Females	Total Min.	White	Afr. Amer.	Hispanic	Asian	Nat. Amer.	NHOPI	Two +
Employees (#)		10	1	0	11	0	0	0	0	0	0
Employees (%)		90.9	9.1	0.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0
Availability (%) Goal		55.8	44.2	18.9	81.1	9.7	4.2	4.1	0.3	0.0	0.7
Test: Standard Deviation		NO	YES	NO	NO	NO	NO	NO	NO	NO	NO
Add'l Needed to Eliminate Problem Area (#)		2.35	-2.35	-1.60	1.60	-1.09	-0.69	-0.68	-0.17	-0.03	-0.28
Add'l Needed to Reach Availability (#)		0	1	0	0	0	0	0	0	0	0
		0	4	3	0	2	1	1	1	0	1

Sodexo Linen (2015)
Comparison of Incumbency to Availability

Job Group: 05A - Administration Related - Highly Skilled (Graded)
Test: Standard Deviation
Total Employees: 128

Total										
	Males	Females	Total Min.	White	Afr. Amer.	Hispanic	Asian	Nat. Amer.	NHOPI	Two +
Employees (#)	16	112	30	98	16	6	4	0	0	4
Employees (%)	12.5	87.5	23.4	76.6	12.5	4.7	3.1	0.0	0.0	3.1
Availability (%) Goal	20.9	79.1	32.8	67.2	20.3	6.1	4.0	0.1	0.0	2.3
Test: Standard Deviation	YES	NO	YES	NO	YES	NO	NO	NO	NO	NO
Add'l Needed to Eliminate Problem Area (#)	-2.35	2.35	-2.25	2.25	-2.19	-0.68	-0.48	-0.43	-0.09	0.64
Add'l Needed to Reach Availability (#)	2	0	2	0	1	0	0	0	0	0
	11	0	12	0	10	2	2	1	0	0

Sodexo Linen (2015)
Comparison of Incumbency to Availability

Job Group: 05B - Administration Related - Entry/Moderate (Graded)
Test: Standard Deviation
Total Employees: 67

Total										
	Males	Females	Total Min.	White	Afr. Amer.	Hispanic	Asian	Nat. Amer.	NHOPI	Two +
Employees (#)	15	52	13	54	10	1	2	0	0	0
Employees (%)	22.4	77.6	19.4	80.6	14.9	1.5	3.0	0.0	0.0	0.0
Availability (%) Goal	16.7	83.3	32.6	67.4	20.4	5.7	4.8	0.2	0.0	1.6
Test: Standard Deviation	NO	NO	YES	NO	NO	NO	NO	NO	NO	NO
Addit'l Needed to Eliminate Problem Area (#)	1.25	-1.25	-2.31	2.31	-1.11	-1.48	-0.69	-0.33	-0.11	-1.04
Addit'l Needed to Reach Availability (#)	0	0	1	0	0	0	0	0	0	0
	0	4	9	0	4	3	2	1	0	2

Sodexo Linen (2015)
Comparison of Incumbency to Availability

Job Group: 9E - Service Worker
Test: Standard Deviation
Total Employees: 89

Total										
	Males	Females	Total Min.	White	Afr. Amer.	Hispanic	Asian	Nat. Amer.	NHOPI	Two +
Employees (#)	54	35	87	2	68	18	1	0	0	0
Employees (%)	60.7	39.3	97.8	2.2	76.4	20.2	1.1	0.0	0.0	0.0
Availability (%) Goal	49.4	50.6	87.1	12.9	15.9	51.2	19.5	0.0	0.0	0.5
Test: Standard Deviation	NO	YES	NO	YES	NO	YES	YES	NO	NO	NO
Add'l Needed to Eliminate Problem Area (#)	2.13	-2.13	3.00	-3.00	15.61	-5.84	-4.37	-0.16	0.00	-0.66
Add'l Needed to Reach Availability (#)	0	1	0	3	0	18	9	0	0	0
	0	11	0	10	0	28	17	0	0	1

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

2015 ANALYSIS USING 2010 CENSUS WORKFORCE DATA PACK

	<u>2014</u>	<u>2015</u>
Total # of Employees	211	213
Underutilized	NO	NO
# of Job Groups	7	12
# of Job Groups Underutilized	0	0
# of Underutilizations	0	0
# of Minority Underutilizations	0	0
# of Female Underutilizations	0	0

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

UNDERUTILIZATIONS

JOB GROUP

2014

2015

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PERKINS EASTMAN ARCHITECTS, P.C.

2015 ANALYSIS USING 2010 CENSUS WORKFORCE DATA PACK

	<u>2014</u>	<u>2015</u>
Total # of Employees	321	345
Underutilized	NO	NO
# of Job Groups	10	17
# of Job Groups Underutilized	0	0
# of Underutilizations	0	0
# of Minority Underutilizations	0	0
# of Female Underutilizations	0	0

PERKINS EASTMAN ARCHITECTS, P.C.

UNDERUTILIZATIONS

JOB GROUP

2014

2015

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CROTHALL FACILITIES MANAGEMENT, INC.

2015 ANALYSIS USING 2010 CENSUS WORKFORCE DATA PACK

2015

Total # of Employees	157
Underutilized	YES
# of Job Groups	13
# of Job Groups Underutilized	3
# of Underutilizations	3
# of Minority Underutilizations	-
# of Female Underutilizations	3

CROTHALL FACILITIES MANAGEMENT, INC.

UNDERUTILIZATIONS

JOB GROUP

2015

1B - Mid/Lower Level VPs & Dir	Females
3A - Biomedical Techs	Females
3B - Imaging Techs	Females

Crothall Facilities Management, Inc. (2015)
Comparison of Incumbency to Availability

Job Group: Mid Mgrs JG 1B - Mid/Lower Level VPs & Directors
Test: Standard Deviation
Total Employees: 24

Total										
	Males	Females	Total Min.	White	Afr. Amer.	Hispanic	Asian	Nat. Amer.	NHOPI	Two +
Employees (#)	22	2	8	16	1	4	3	0	0	0
Employees (%)	91.7	8.3	33.3	66.7	4.2	16.7	12.5	0.0	0.0	0.0
Availability (%) Goal	41.2	58.8	30.5	69.5	15.2	7.6	6.5	0.1	0.0	1.2
Test: Standard Deviation	NO	YES	NO	NO	NO	NO	NO	NO	NO	NO
Addtl Needed to Eliminate Problem Area (#)	5.03	-5.03	0.30	-0.30	-1.50	1.67	1.21	-0.17	-0.03	-0.53
Addtl Needed to Reach Availability (#)	0	7	0	0	0	0	0	0	0	0
	0	13	0	1	3	0	0	1	0	1

**Crothall Facilities Management, Inc. (2015)
Comparison of Incumbency to Availability**

Job Group: Techs JG 3A - Biomedical Technicians
Test: Standard Deviation
Total Employees: 6

Total										
	Males	Females	Total Min.	White	Afr. Amer.	Hispanic	Asian	Nat. Amer.	NHOPI	Two +
Employees (#)	6	0	1	5	1	0	0	0	0	0
Employees (%)	100.0	0.0	16.7	83.3	16.7	0.0	0.0	0.0	0.0	0.0
Availability (%) Goal	34.6	65.4	40.5	59.5	25.6	4.4	7.8	0.0	0.0	2.7
Test: Standard Deviation	NO	YES	NO	NO	NO	NO	NO	NO	NO	NO
Add'l Needed to Eliminate Problem Area (#)	3.37	-3.37	-1.19	1.19	-0.50	-0.52	-0.71	0.00	0.00	-0.41
Add'l Needed to Reach Availability (#)	0	2	0	0	0	0	0	0	0	0
	0	4	2	0	1	1	1	0	0	1

**Crothall Facilities Management, Inc. (2015)
Comparison of Incumbency to Availability**

Job Group: Techs JG 3B - Imaging Technicians
Test: Standard Deviation
Total Employees: 12

Total										
	Males	Females	Total Min.	White	Afr. Amer.	Hispanic	Asian	Nat. Amer.	NHOPI	Two +
Employees (#)	12	0	5	7	4	1	0	0	0	0
Employees (%)	100.0	0.0	41.7	58.3	33.3	8.3	0.0	0.0	0.0	0.0
Availability (%) Goal	34.6	65.4	40.5	59.5	25.6	4.4	7.8	0.0	0.0	2.7
Test: Standard Deviation	NO 4.77	YES -4.77	NO 0.08	NO -0.08	NO 0.61	NO 0.67	NO -1.00	NO 0.00	NO 0.00	NO -0.58
Add'l Needed to Eliminate Problem Area (#)	0	5	0	0	0	0	0	0	0	0
Add'l Needed to Reach Availability (#)	0	8	0	1	0	0	1	0	0	1

New York City Health & Hospitals Corporation

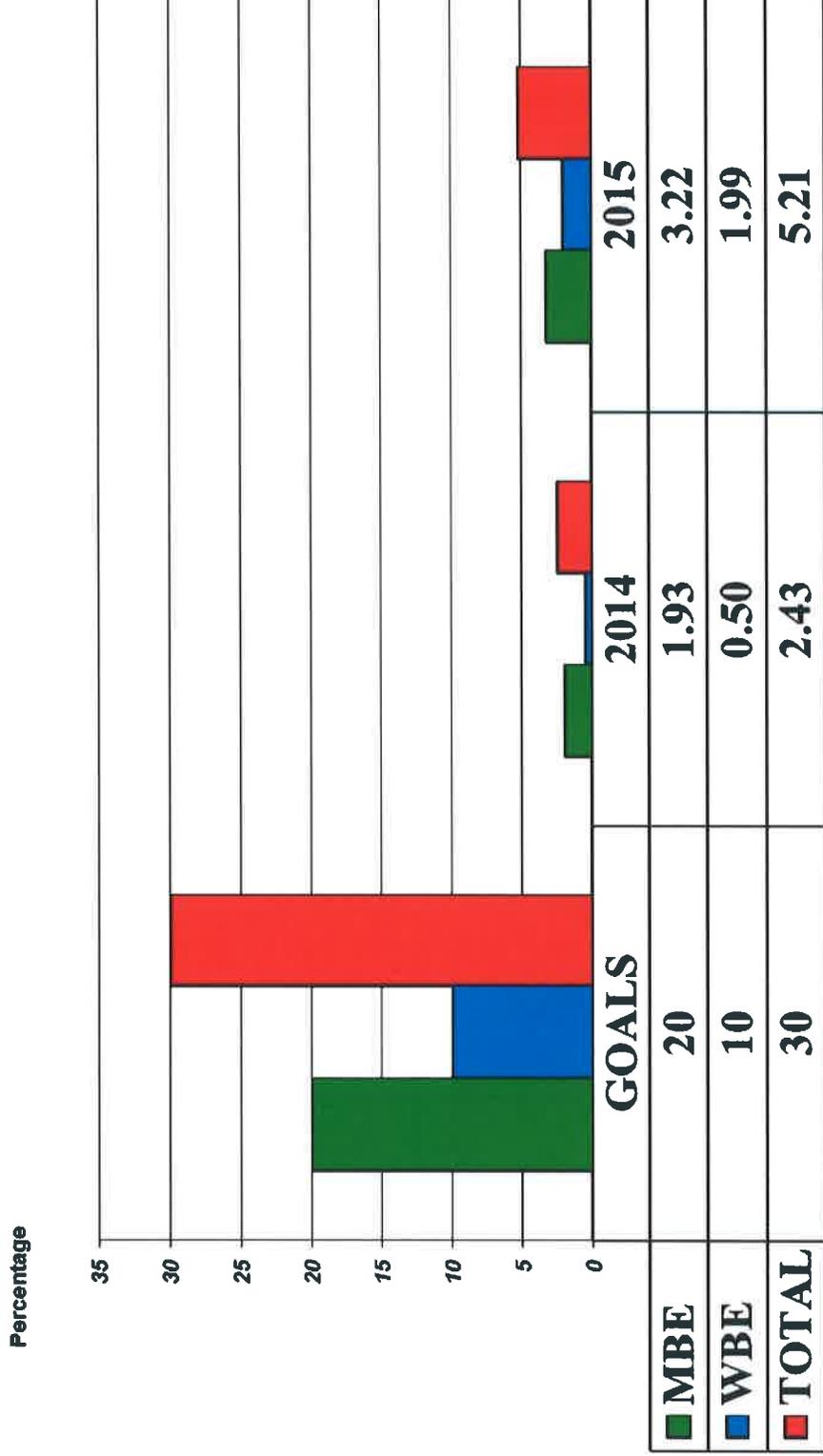
2014-2015 Minority and Women

Business Enterprise Program

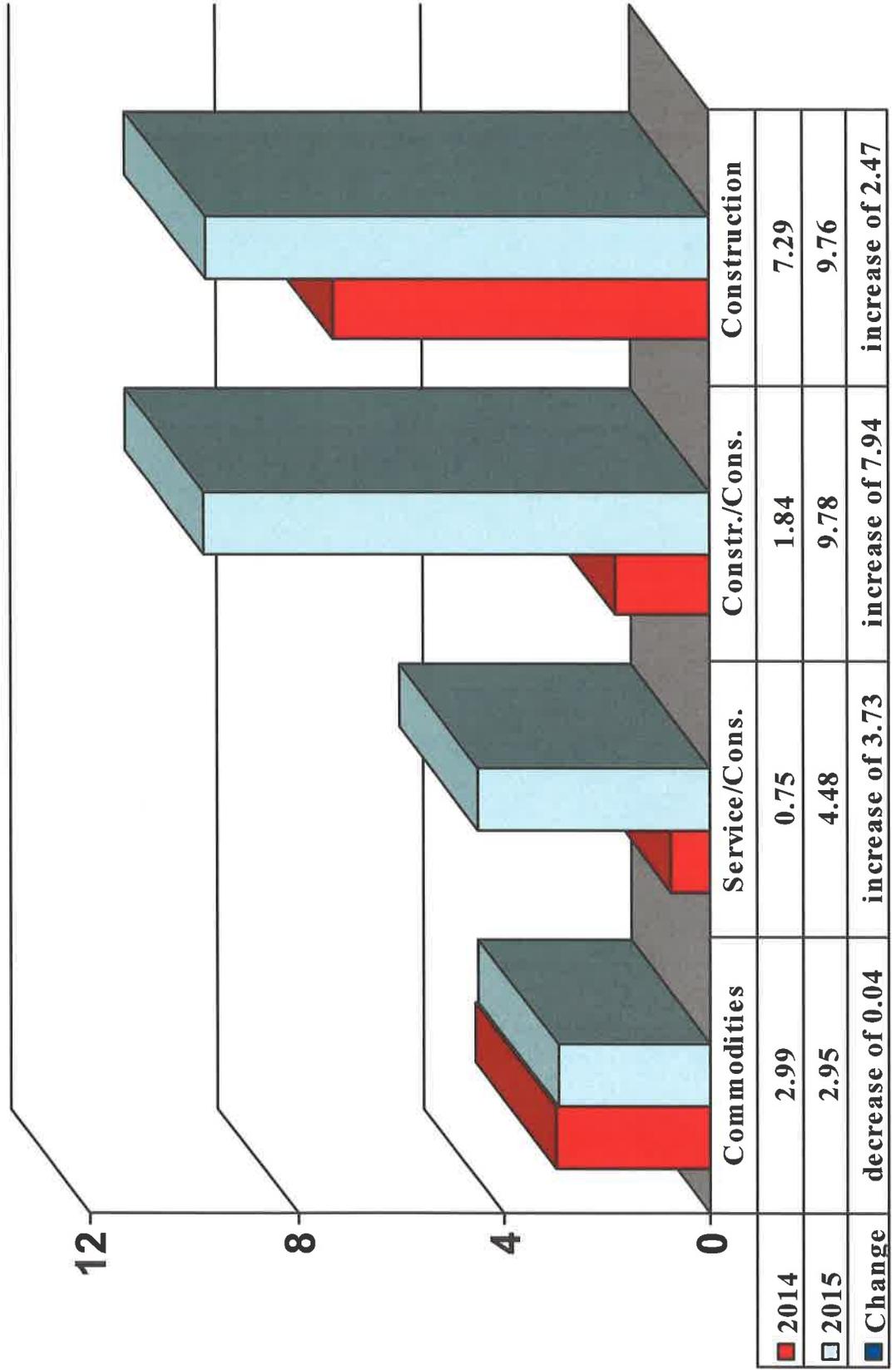
Office of Affirmative Action/EEO



CORPORATE M/WBE GOAL ATTAINMENT



M/WBE PERCENTAGE OF TOTAL EXPENDITURES BY CATEGORY



CORPORATE EXPENDITURES (2014-2015)

CATEGORY	2014	2015	DIFFERENCE	%
MBE	\$17,988,731	\$28,523,796	\$10,535,065	58.56
WBE	\$4,645,888	\$17,669,642	\$13,023,754	280
TOTAL M/WBE*	\$22,634,619	\$46,193,438	\$23,558,819	104
ALL OTHERS	\$909,675,184	\$840,318,710	-\$69,356,474	-7.62
TOTAL EXPENDITURES	\$932,309,803*	\$886,512,148*	-\$45,797,655	-4.91
M/WBE EQUITY %	2.43	5.21	2.78	114

* Does Not Include Pharmaceuticals

Expenditure by Category

	<u>2014</u>	<u>2015</u>	<u>DIFFERENCE</u>	<u>PERCENT</u>
<u>CONSTRUCTION</u>				
MBE	11,667,522	7,961,229	-3,706,293	-31.77%
WBE	1,854,163	3,367,197	1,513,034	81.60%
SUBTOT.	13,521,685	11,328,426	-2,193,259	-16.22%
OTHERS	171,903,296	107,299,020	-64,604,276	-37.58%
TOTAL	185,424,981	118,627,446	-66,797,535	-36.02%
M/WBE%		7.29	2.26	
<u>CONST./CONSULT.</u>				
MBE	1,125,888	4,307,296	3,181,408	282.57%
WBE	843,429	391,534	-451,895	-53.58%
SUBTOT.	1,969,317	4,698,830	2,729,513	138.60%
OTHERS	104,858,936	43,370,468	-61,488,468	-58.64%
TOTAL	106,828,253	48,069,298	-58,758,955	-55.00%
M/WBE%		1.84	7.94	
<u>SERVICE / CONSULT.</u>				
MBE	3,578,763	15,037,872	11,459,109	320.20%
WBE	434,640	11,265,312	10,830,672	2491.87%
SUBTOT.	4,013,403	26,303,184	22,289,781	555.38%
OTHERS	531,255,632	561,449,545	30,030,713	5.65%
TOTAL	535,269,035	587,752,729	52,320,494	9.77%
M/WBE%		0.75	3.73	
<u>COMMODITIES</u>				
MBE	1,616,558	1,217,399	-399,159	-24.69%
WBE	1,513,656	2,645,599	1,131,943	74.78%
SUBTOT.	3,130,214	3,862,998	732,784	23.41%
OTHERS	101,657,320	128,199,677	26,542,357	26.11%
TOTAL	104,787,534	131,062,675	26,275,141	25.07%
M/WBE%		2.99	-0.04	
Total M/WBE	22,634,619	46,193,438	-23,558,819	-104.08%
Grand Totals	932,309,803	886,512,148	45,797,655	4.91%
OVERALL GOAL ATTAINMENT		2.43	2.78	114%

* Does Not Include Pharmaceuticals

OUTREACH ACTIVITIES

<u>ACTIVITIES</u> 2014-2015	<u>DATES</u>	<u>PARTICIPANTS</u>
<p>*22nd Annual Competitive Edge Opportunity Fair #3rd Annual NYS MWBE Conference, Albany, NY</p>	<p>7/2014 10/2014</p>	<p>500 2000</p>
<p>(The New York City Housing Authority (NYCHA) 3rd MWBE Trade Show, New York, NY scheduled for May 14, 2015) (Asian Women In Business (AWIB) Conference, New York, NY scheduled for June 30, 2015) (Currently Planning for *23rd Annual Competitive Edge Opportunity Fair for July 21, 2015) (4th Annual NYS MWBE Conference, Albany, NY scheduled for October 2015)</p> <p>* HHC Co-Sponsored Event</p>		

MAJOR CONCLUSIONS

OVERALL GOAL ACHIEVEMENT IN 2015 WAS 5.21%. THIS IS A 2.78% INCREASE FROM 2014, WHICH WAS 2.43%. MOST OF THIS DIFFERENCE CAN BE ATTRIBUTED TO THE FACT THAT HHC IS TAKING A CLOSER LOOK AT THE FIRMS IT IS DOING BUSINESS WITH AND THEIR EFFORTS IN PROVIDING OPPORTUNITY TO M/WBES.

EXPENDITURES ON M/WBE INCREASED IN 3 OF THE 4 CATEGORIES MEASURED: CONSTRUCTION CONSULTANTS INCREASED BY 7.94%, COMMODITIES DECREASED BY 0.04%, SERVICE CONSULTANTS INCREASED BY 3.73%, WHILE CONSTRUCTION INCREASED BY 2.26%.

TOTAL HHC EXPENDITURES FOR GOODS & SERVICES AND CONSTRUCTION DECLINED BY \$45,797,655 FROM \$932,309,803 TO \$886,512,148 FOR A DECREASE OF 4.91%.

OVERALL M/WBE EXPENDITURES FOR THE REPORTING YEAR INCREASED BY \$23,558,819 or 104%, TO \$46,193,438 FROM \$22,634,619 IN 2014.

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.

WORK WITH THE OFFICE OF MATERIALS MANAGEMENT AND PROCUREMENT AND E.I.T.S. TO IDENTIFY AND PROMOTE ESTABLISHMENT OF GOALS ON EVERY CONTRACT IN COMPLIANCE WITH NYS LAW ARTICLE 15A.

WORK WITH OFFICE OF MATERIALS MANAGEMENT AND E.I.T.S. TO HAVE THOSE FIRMS LISTED AS M/WBE'S UPDATE AND RECERTIFY WITH (ESDC) AND REQUIRE PROOF THAT RECERTIFICATION/CERTIFICATION HAS BEEN COMPLIED WITH BEFORE CONTRACTS ARE AWARDED SO THAT THE UTILIZATION CAN BE COUNTED TOWARDS OUR GOAL PERCENTAGE.

WORK WITH THE OFFICES OF MATERIALS MANAGEMENT AND FACILITIES DEVELOPMENT TO USE EXPENDITURES BETWEEN \$1-\$99,000 TO TARGET CERTIFIED M/WBE'S.