

AGENDA

Equity, Diversity and Inclusion Committee

Meeting Date

March 12, 2019

Time

3:30 P.M.

Location

Board Room (532)

CALL TO ORDER

Helen Arteaga Landaverde

ADOPTION OF MINUTES

Helen Arteaga Landaverde

NOVEMBER 13, 2018

CONDITIONAL CONTRACTORS

Matilde Roman, Esq.

W.B. MASON COMPANY, INC.

MICROSOFT CORPORATION

WORKFORCE DIVERSITY REPORT OUT

Matilde Roman, Esq.

OLD BUSINESS

NEW BUSINESS

ADJOURNMENT

**EQUAL EMPLOYMENT
OPPORTUNITY
COMMITTEE**

MINUTES

Meeting Date
November 13, 2018

**BOARD OF
DIRECTORS**

**EQUAL EMPLOYMENT OPPORTUNITY
COMMITTEE MEETING**

A meeting of the Equal Employment Opportunity Committee of the NYC Health + Hospitals Board of Directors was held on November 13, 2018 in the Board Room at 125 Worth Street, Room 532, New York City with Committee Chair, Robert F. Nolan, presiding.

COMMITTEE MEMBERS

Robert F. Nolan, Chairperson
Josephine Bolus, RN, Board Member
Helen Arteaga Landaverde, Board Member
Gordon Campbell, Chairman of the Board

HHC STAFF

Yvette Villanueva, Human Resources
Colicia Hercules, Chair's Office
Matthew Siegler, Managed Care
Blanche Greenfield, Legal Affairs
Matilde Roman, Diversity and Inclusion
Crystal Cheng, Diversity and Inclusion

OTHER ATTENDEES

CANON SOLUTIONS AMERICA

William Mayer, Canon Solutions America
Traci Spero, Canon Solutions America

CALL TO ORDER

The meeting was called to order at 3:32 p.m. by Robert F. Nolan. The minutes of the May 8, 2018 EEO Committee were adopted as submitted. The agenda has been reversed due to Canon Solutions America being delayed.

PROPOSAL – NEW STANDING COMMITTEE OF EQUITY, DIVERSITY AND INCLUSION

Matilde Roman, Chief Diversity and Inclusion Officer, submitted a proposal to create a new standing committee on Equity, Diversity and Inclusion. The current EEO Committee addresses issues on the recruitment and retention of minorities and women and contracting with minority and women owned businesses. The Equity, Diversity and Inclusion Committee would replace this committee and expand the scope of the committee's work to be more representative of the work that is occurring throughout NYC Health + Hospitals. Diversity and inclusion is a key driver toward improving business outcomes as employee engagement is directly correlated to patient experience. The new committee would be responsible for the review and oversight of the organization's ongoing efforts to integrate equity, diversity and inclusion best practices into our standing policies, operations and processes. It will continue to support the recruitment and retention of minorities and women staff to ensure a diverse workforce, address issues with vendor workforce representation of minorities and women, and explore opportunities to contract with minority and women owned businesses. The next step is to seek approval before the Governance Committee on November 29, 2018. If the Governance Committee approves, it would go to the full board on December 20, 2018 for a vote. If successful, the EEO Committee would immediately convert to the Equity, Diversity and Inclusion Committee.

Board Member Helen Arteaga Landaverde suggested revising the language in the proposal to show the System's efforts in advancing innovative solutions and initiatives in the area of equity, diversity and inclusion, which all present agreed to. Board Chairperson Robert F. Nolan mentioned that the committee has been nudging vendors each time they come before them to do better and go further. Mrs. Roman stated that this is an opportunity for facilities to report on the work that is being implemented at the local level to benefit the people served as well as staff. It is an opportunity for us as a system to be at the forefront and to showcase all of the good work that is occurring, thereby serving as a model to our vendors and staying ahead of the curve.

Matthew Siegler, Senior Vice President for Managed Care, inquired if there has been joint committee presentations in the past as it would be good for collaboration in the future such as with Medical and Professional Affairs or Community Relations. There was confirmation that joint committee participation is possible. Mrs. Roman stated that the other opportunity here is for committee members to set the agenda and provide input that guides this body of work. Mr. Nolan

motioned to recommend the bylaws be amended to replace the EEO Committee to the Equity, Diversity and Inclusion Committee. The motion was passed unanimously.

CONDITIONAL APPROVAL CONTRACTS

CANON SOLUTIONS AMERICA CONTRACT

Canon Solutions America, Inc. (“Canon”) holds a 7-year Managed Print Services (MPS) contract for \$74,334,132 which was awarded in 2016. MPS provides the ability to proactively track, monitor and manage all hardcopy output equipment for NYC Health + Hospital’s standalone and networked single function and multi-function printers, copiers, print shop devices, scanners and fax devices supporting all NYC Health + Hospitals locations. Canon has 4 areas of workforce underrepresentation in 2018, as follows: Managers Job Group 1C for females; Managers Job Group 1D for females; Professionals Job Group 2A for females; and Administrative Support Job Group 5C for females. William Mayer, Senior Vice President of Human Resources, represented Canon. Mr. Mayer stated that for the 1C job group, there were no new hires this past year. Therefore, there was no opportunity to make a change in that group’s headcount. In the 5C job group, although there were 32 separations there were also new hires, of which, 35% were females. For the 2A job group, there was one new hire and unfortunately they were unable to find a qualified female for the role. In the 1D job group, there was turnover which reduced the headcount, of which they lost three females – two were voluntary and one was an involuntary separation.

Mr. Nolan congratulated Canon for eliminating the female gap for the 4A job group from 2017 and asked how they were able to achieve this. Mr. Mayer stated that there is a greater amount of opportunity in the sales department due to more dynamics than any other part of the business. Traci Spero, Senior Director of HR Strategy and Analytics, and her team are committed to finding females and minorities to fill all jobs. Also, Canon is able to take more of a risk when it comes to hiring for this market in terms of background and experience. They look for transferrable skill sets and look outside of the industry to find employees to cultivate. They are also working on changing the internal mindset on traditional ideas of the industry. Canon cannot afford to do it the traditional way any longer from a diversity standpoint and a competitive market standpoint.

Yvette Villanueva, Vice President for Human Resources, asked if the 4A job group requires a higher level of education. Ms. Spero stated that they get people with college degrees and MBAs but what they look for are skill sets and for people who have the hunger to get out there since it is a tougher business. They look for people who are dynamic and have the right personalities, not just from their industry. It is more so what the candidates are bringing to the table in terms of their competencies.

Mr. Nolan asked about the outreach programs Canon utilizes and the progress they are making in other job categories. Ms. Spero stated that they continue their partnership with Per Scholas which amounted to three hires in Q3. They look for graduates and their focus is to find women in the

engineering arena. They receive training for the marketplace, but not necessarily for the job categories in question. Although, they can also help fill the 1C job group with promotions from within. Mr. Nolan asked if Per Scholas has expanded beyond the Bronx to other locations in order to perform trainings. Ms. Spero is unsure but they have had success networking with them and pipelining. Canon also works with Lincoln Tech but unlike Per Scholas, it has been slower. Canon plans to resume the connection, and their participation on Lincoln Tech's advisory board will help further influence the partnership. Ms. Spero mentioned that Canon is now preparing for 2019 by looking at what schools to target and where they have internal deficiencies in order to grow their business and build pipelines.

Mr. Nolan asked how competitive the landscape is and how Canon deals with it. Ms. Spero stated that there are challenges, especially with unemployment rates and certain experiences with schools and recruiting agencies. One solution they are trying is joining groups on job boards to passively recruit. They have also stepped up referrals and networking which is one of the best ways to find talent. Mr. Mayer mentioned that just this week they have launched a campaign to reach out to women in sales, service and professional services. They have worked with an ad agency to target candidates on LinkedIn.

Mr. Mayer stated that another issue they face is ghosting, whereby candidates scheduled to arrive for an interview or start work do not show up. Ms. Spero stated that there is a direct correlation between the unemployment rate and their turnover rates.

Mr. Nolan asked how many employees are located in Melville, New York. Mr. Mayer said there are approximately 400 employees there. Mr. Nolan then asked if Lincoln Technical Institute, Hunter Business School and Ho Kus RETS are located near Melville. Mr. Mayer stated that these schools were not near Melville, but used these schools in an effort to draw urban centric candidates rather than people in the Melville region.

Mr. Siegler mentioned that NYC Health + Hospitals' print services contract is a large administrative expense so Canon Solutions America's continued efforts on this is appreciated as we evaluate for administrative savings. Mr. Mayer thanked everyone and said that this relationship has helped put a focus on this particular initiative for Canon Solutions America. It has been helpful to meet with their leadership team to help them understand why this is a business necessity.

Mr. Nolan thanked Traci Spero and William Mayer for presenting before the Committee and concluded the session with Canon Solutions America, Inc.

Mr. Nolan asked for questions from the EEO Committee. There were none, so he thanked the EEO Committee, NYC Health + Hospitals staff and board members for their time and adjourned the meeting.

The meeting was adjourned at 4:15pm.

RFN: cc

CONDITIONALLY APPROVED CONTRACTORS

Annual Update

W.B. Mason Company, Inc.
Brockton, MA
(New York Location)

Materials Management
(Office Supplies)
\$8,814,383.00

Microsoft Corporation
New York, NY

EITS IT Financial Administration
(Enterprise License Agreement)
\$34,500,000.00

W.B. MASON COMPANY, INC.

2019 UPDATE

	<u>2018</u>	<u>2019</u>	<u>Difference</u>
Total # of Employees	745	424	-321
# of Job Groups	8	10	2
# of Underutilizations	9	3	-6
# of Minority Underutilizations	5	1	-4
	Mid-Mgrs. JG 1B Supvr. JG 1C Sales JG 4A Adm JG 5A Ops JG 7A	Mid-Mgrs. JG 1B	
# of Female Underutilizations	3	3	-
	Supvr. JG 1C Ops JG 7A Lbrs JG 8A	Mid-Mgrs. JG 1B Sales JG 4A Lbrs JG 8A	

W.B. Mason has lost 4 minority underutilizations, yet still maintains 3 female underutilizations.

W.B. Mason Underutilizations (2019)
Comparison of Incumbency to Availability and Placement Goals

Job Group: 1B - First/Mid-Level Officials and Managers

Test: Standard Deviation

Total Employees: 18

	Total									
	Males	Females	Total Min.	White	Afr. Amer.	Hispanic	Asian	Nat. Amer.	NHOPI	Two +
Employees (#)	18	0	6	12	3	2	0	0	0	1
Employees (%)	100.0	0.0	33.3	66.7	16.7	11.1	0.0	0.0	0.0	5.6
Availability (%) Goal	70.9	29.1	35.8	64.2	10.1	15.6	8.9	0.1	0.1	0.9
Test: Standard Deviation	NO	YES	NO	NO	NO	NO	NO	NO	NO	NO
	2.71	-2.71	-0.21	0.21	0.92	-0.52	-1.32	-0.12	-0.14	2.02
Add'l Needed to Eliminate Problem Area (#)	0	1	0	0	0	0	0	0	0	0
Add'l Needed to Reach Availability (#)	0	6	1	0	0	1	2	1	1	0

W.B. Mason Underutilizations (2019)
Comparison of Incumbency to Availability and Placement Goals

Job Group: 4A - Sales workers

Test: Standard Deviation

Total Employees: 118

	Total									
	Males	Females	Total Min.	White	Afr. Amer.	Hispanic	Asian	Nat. Amer.	NHOPI	Two +
Employees (#)	102	16	22	96	8	11	1	0	0	2
Employees (%)	86.4	13.6	18.6	81.4	6.8	9.3	0.8	0.0	0.0	1.7
Availability (%) Goal	70.8	29.2	17.2	82.8	4.0	8.4	3.4	0.2	0.1	1.0
Test: Standard Deviation	NO	YES	NO	NO	NO	NO	NO	NO	NO	NO
	3.73	-3.73	0.42	-0.42	1.51	0.36	-1.52	-0.53	-0.33	0.70
Add'l Needed to Eliminate Problem Area (#)	0	9	0	0	0	0	0	0	0	0
Add'l Needed to Reach Availability (#)	0	19	0	2	0	0	3	1	1	0

W.B. Mason Underutilizations (2019)
Comparison of Incumbency to Availability and Placement Goals

Job Group: 8A - Laborers and helpers

Test: Standard Deviation

Total Employees: 39

Total										
	Males	Females	Total Min.	White	Afr. Amer.	Hispanic	Asian	Nat. Amer.	NHOPI	Two +
Employees (#)	39	0	34	5	12	19	1	0	0	2
Employees (%)	100.0	0.0	87.2	12.8	30.8	48.7	2.6	0.0	0.0	5.1
Availability (%) Goal	77.1	22.9	67.4	32.6	17.9	41.2	6.5	0.2	0.0	1.5
Test: Standard Deviation	NO	YES	NO	YES	NO	NO	NO	NO	NO	NO
	3.40	-3.40	2.63	-2.63	2.08	0.95	-0.99	-0.28	-0.10	1.84
Add'l Needed to Eliminate Problem Area (#)	0	4	0	2	0	0	0	0	0	0
Add'l Needed to Reach Availability (#)	0	9	0	8	0	0	2	1	0	0



March 1, 2019

Ms. Sharon Pringle
Assistant Director; EEO
Supply Chain Services
NYC Health & Hospitals
160 Water Street – 13th Floor
New York, NY 10038

Ms. Pringle:

WB Mason Company's mission continues to be committed to a fully diversified work place. It is the policy and philosophy of WB Mason Company to recruit, develop and promote for all job classifications without regard to race, color, religion, sex, national origin, disability, sexual orientation, age or veteran status. All decisions on employment are made to further the principle of equal employment.

WB Mason Company continually focuses on seeking diversity candidates for all organizational roles. For sales, customer service and distribution roles, we place emphasis on strategically recruiting candidates and graduates that can, through their own diversity, understand, connect to and build relationships in the many diverse and ethnic communities and neighborhoods throughout NYC.

We strongly encourage employee referrals and target candidates and overall recruitment from diversity sites, organizations and programs committed to promoting and showcasing candidates who can represent WB Mason in the many diversified NYC neighborhoods we service and support. We specifically target CUNY and other NYC schools and universities that have the ability to recruit and enroll the diverse students we are looking for.

1. Action 1: Proactive progress and goals to provide access and visibility to current employee diversity levels:

It is important to highlight our strong organizational diversity, and especially for those involved locally in servicing and supporting the NYC H&H account.

WB Mason Company have long championed promoting employees from within to supervisory and leadership roles. In fact, all current leadership responsible for servicing this account began their careers at an entry level. We are committed to internal growth. For the Customer Service in this service area: Our Leadership Team is above 66% women. In Distribution group, our Leadership Team is above 70% minority employees. We are continuing to review internally all potential factors on how to increase our sales diversity and overall recruitment.

2. Action 2: Efforts to develop training programs that will result in opportunities for minorities and/or women to enter or be promoted within the organization

We have committed to this policy, incorporating our existing diversity, by hiring a Learning & Development Leader with 25 years of learning experience in 2017. Since his hire, one of the primary objectives of WB Mason's L&D Leader is to train, promote and strengthen our upcoming future leaders which are in large part employees of color and women. Training in unconscious bias is included in our training platform in addition to overall coaching and development. In our series of leadership training seminars in 2018, we achieved attendance and participation of over 40% diversified employees out of an overall attendance of 110 WB Mason employees in the Tri-State Area. In our most recent seminars in November and December 2018 we achieved participation of over 45%. Those sessions were comprehensive and included modules such as "improving listening skills, managing a diverse work group, providing effective feedback and conflict resolution".

Greater NYC is WB Mason's most populous area for our workforce. For our employees who will service this account – over 60% will be diversity employees. (Bronx, Brooklyn, Manhattan & Secaucus)

Management – 21 out of 37 (minority and/or women) = 57%

Customer Service – 27 out of 52 (minority &/or women) = 51%

Sales – 22 out of 112 (minority &/or women) = 22%

Distribution; couriers, drivers & support staff – 187 out of 219 (minority & women) = 85%

Human Resources – 4 out of 5 = 80% (exempt staff)

3. Efforts to assure that staff reductions do not impact disproportionately on minorities or women

In cases of staff reduction, W.B. Mason will conduct an impact ratio analysis to ensure that minorities and women will not be adversely impacted. We are confident that continuing with our plan will help us make tangible strides toward eliminating the one area of workforce underrepresentation we identified for NYC Health + Hospitals.

Should you have further questions or follow up items of any type on this matter, please do not hesitate to contact me.

Sincerely,

Brian Charpentier
Branch Manager
W.B. Mason Company, Inc.

W.B Mason Company, Inc.
Office Supplies, Furniture & Printing
53 W. 23rd Street – 10th Floor, New York, NY 10010
1-888-WB-MASON

MICROSOFT CORPORATION

2019 UPDATE

	<u>2017</u>	<u>2019</u>	<u>Difference</u>
Total # of Employees	646	707	+63
# of Job Groups	15	15	-
# of Underutilizations	3	2	-1
# of Minority Underutilizations	-	-	-
# of Female Underutilizations	3	2	-1
	Prof JG 1	Prof JG 1	
	Prof JG 2		
	Prof JG 12	Prof JG 12	

NOTE: Microsoft has eliminated 1 female underutilization.

2019
Microsoft Corporation Underutilizations

Job Group: 200 - Professionals JG-1

Test: Standard Deviation

Total Employees: 152

	Total									
	Males	Females	Total Min.	White	Afr. Amer.	Hispanic	Asian	Nat. Amer.	NHOPI	Two +
Employees (#)	136	16	70	82	6	12	50	0	0	2
Employees (%)	89.5	10.5	46.1	53.9	3.9	7.9	32.9	0.0	0.0	1.3
Availability (%) Goal	75.0	25.0	39.2	60.8	9.4	6.7	21.0	0.1	0.1	1.8
Test: Standard Deviation	NO	YES	NO	NO	YES	NO	NO	NO	NO	NO
	4.11	-4.11	1.74	-1.74	-2.30	0.60	3.59	-0.44	-0.37	-0.48
Add'l Needed to Eliminate Problem Area (#)	0	11	0	0	1	0	0	0	0	0
Add'l Needed to Reach Availability (#)	0	22	0	11	9	0	0	1	1	1

2019
Microsoft Corporation Underutilizations

Job Group: 228 - Professionals JG-12

Test: Standard Deviation

Total Employees: 24

	Total									
	Males	Females	Total Min.	White	Afr. Amer.	Hispanic	Asian	Nat. Amer.	NHOPI	Two +
Employees (#)	22	2	15	9	4	2	8	0	0	1
Employees (%)	91.7	8.3	62.5	37.5	16.7	8.3	33.3	0.0	0.0	4.2
Availability (%) Goal	66.2	33.8	40.3	59.7	9.0	6.4	23.0	0.1	0.1	1.7
Test: Standard Deviation	NO	YES	NO	YES	NO	NO	NO	NO	NO	NO
	2.63	-2.63	2.21	-2.21	1.30	0.39	1.20	-0.17	-0.14	0.93
Add'l Needed to Eliminate Problem Area (#)	0	2	0	1	0	0	0	0	0	0
Add'l Needed to Reach Availability (#)	0	7	0	6	0	0	0	1	1	0



March 1, 2019

Ms. Sharon Pringle
Assistant Director, Supply Chain Services
NYC Health and Hospitals Corporation
160 Water Street, 13th Floor
New York, NY 10038

RE: Conditional Approval for Microsoft Corporation

Dear Ms. Pringle:

Thank you for forwarding Mr. Tallbe's January 9, 2019 letter to Microsoft regarding the Board's inquiries about 2 job groups at Microsoft. Below is a summary that should address their concerns and it confirms Microsoft's continued efforts to attract, engage with, and retain qualified women in the IT industry globally and especially in the New York City area. Compared to 2017, we are happy to have made significant progress in 2 areas: Cloud Solution Architect and Customer Success Manager. Below, we address our overall diversity and inclusion efforts for New York, and specific data and insights on the 2 job groups in question.

Here is a summary of NY Metro's Diversity and Inclusion (D&I) initiatives in alignment with our all up D&I strategy.

Retention and Development:

We have hosted multiple Inclusive Dialogs group facilitated discussions and one-on-one conversations led by senior business and HR leaders with members of our Employee Resource Groups in NY Metro including women, Hispanic/Latinix, African American/Black and our LGBTQI+ communities. In these dialogs, individuals are invited to share their experiences around inclusion at the workplace. This feedback, combined with all yearly employee engagement survey results are used to shape our D&I initiatives and strategy. Karen Del Vescovo, Enterprise Lead for the Northeast Region, has been championing our NY regional D&I strategy internally and externally along with a team of leaders of our local Employee Resource Groups. The team organizes initiatives around talent development, community outreach and recruiting.

Building an Inclusive Culture

To help transform our culture, we have invested in the Dialogue Across Differences experiential training experience which is a 4-hour, in-person class and the Inclusive Hiring online workshop. Both of these trainings are mandatory for all people managers companywide.

- Other NY Metro D&I initiatives focused on inclusion, engagement and retention:
 - March 8th- 9th Annual NYC Women's Leadership Conference. The goal of the conference is to bring together hundreds of women across the Northeast Region to network, learn and grow.
 - March 28th- 3rd Annual NYC Inclusion Summit where over 200 employees and external community members will come together to build community, make connections and engage allies.

Building Our Pipeline

NY Metro Microsoft employees proudly engage with and sponsor numerous events with various schools and NGOs in the area to ensure all individuals are empowered to realize their full potential, and to reinforce awareness of and passion in the field of technology. Here are some of those efforts:

- City Year New York – Microsoft NY hosts Hour of Code events at the 5th Avenue Flagship store with the students of JHS218 in Brooklyn, NY. This is the school Microsoft has “adopted” through our partnership with City Year.
- Microsoft NY partners with various organizations in hosting workshops focusing on accessibilities and connecting with city back to work agencies helping people get vocational training via our workshops such as LinkedIn and Office Fundamentals.
- CS4All and NYCDOE – Microsoft NY host their trainings throughout the year at our Times Square office.
- Boys & Girls Club of Harlem – Microsoft NY hosted a Minecraft hour of code remote learning opportunity to the youth of the club.
- PENCIL – Microsoft NY hosted their pre-employment training sessions at our Times Square office.
- Blacks at Microsoft- Minority Student Day- Microsoft NY hosted 200 students in February 2018. This will occur this year on March 15, 2019.
- WE Connect the Dots – Microsoft NY hosts their Discovery Days at our Times Square office.
- DigiGirlz High Tech Camp- Microsoft NY hosted 85 students in May 2018, with day one hosted in the Times Square office and day two hosted at 5th Avenue Flagship store. This will occur this year on April 19th and 20th.
- Microsoft Technology Center (MTC) Community Days – once a month we bring in youth from a school or a nonprofit organization to experience a 4 hour MTC session which includes a presentation in the Envisioning Center, a career panel discussion, digital skills presentation and an office tour.
- Girl Scouts of Greater New York – Hour of Code daylong event (4 sessions) during computer science education week in December and a February 5-day STEM camp program which included an MTC session, career panel (panelists were Microsoft employees) and an office tour
- Microsoft partnered with Black Girls Code on Feb 16th in hosting a large coding session with guest speakers from the Blacks at Microsoft ERG.

Recruiting and Sourcing

Technical Sales category was a focus last year as well. At the time of our reporting in 2017, Microsoft New York’s Account Technology Specialist (ATS) female representation was 2.6% of the total ATS population. Between October 2017 and October 2018, that representation grew from 2.6% to 7.3%, based on significant growth in this role and external hiring in early 2018. However, since July 2018 demand has leveled only 1 external hire has been made (which was not diverse). There is no expected growth in

Ms. Sharon Pringle
March 1, 2019
Page 3 of 3

this role in calendar year 2019 so opportunity to increase representation through hiring is limited. It's also important to note that based on LinkedIn Talent Insights, a data analysis tool leveraging inputs from all LinkedIn profiles, **less than 1,000 individuals in the greater NYC region** possess the skills and experience needed for this role. Additionally, this role is in extremely high demand across competitors and customers alike. Overall, the total available talent market for this role is approximately 28% female. We have efforts underway to identify, target and build relationships with key diverse talent in this profile for future hiring opportunities, when they may arise.

Services category was not a focus area last year, as we had increased representation in this category successfully. While overall representation in this job category has decreased in the past 12 months, it is overwhelmingly due to internal transfers within Microsoft. We see this as career development and encourage this type of company movement. While there has been hiring activity in the past 12 months, diverse hiring has been minimal (10% of external hires have been female). Using LinkedIn Talent Insights in research of this category, we find fewer than 2,000 qualified individuals in the greater NYC region, with approximately 20% female availability. Again, this talent pool is highly sought after across many companies, and is deemed extremely hard to hire in this area. The most recent round of networking events and interviews for these job profiles in the NYC office took place the week of February 25th, so hiring outcomes are not yet known.

As we have shared in the past, affirmative action and diversity are extremely important to Microsoft and its employees. If you have any questions or concerns, please feel free to contact me at 425-882-8080.

Sincerely,



June K. Kubo
EEO Compliance Manager
Microsoft Corporation

cc: Tammie Beatty, Microsoft Corporation
Brooke Lowery, Microsoft Corporation
Mario Fernandez Montero, Microsoft Corporation

Equity, Diversity, and Inclusion Committee

Tuesday, March 12, 2019



Conditional Approved Contracts

W.B. MASON COMPANY, INC.
Brockton, MA

Materials Management
(Office Supplies)
\$8,814,383

MICROSOFT CORPORATION

EITS IT Financial Administration
(Enterprise License Agreement)
\$34,500,000



W.B. MASON COMPANY, INC.

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# of Female Underutilizations	3	3	-
	Supvr. JG 1C Ops JG 7A Lbrs JG 8A	Mid-Mgrs. JG 1B Sales JG 4A Lbrs JG 8A	

W.B. Mason has lost 4 minority underutilizations, yet still maintains 3 female underutilizations.



MICROSOFT CORPORATION

2019 UPDATE

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# of Female Underutilizations	3	2	-1
	Prof JG 1 Prof JG 2 Prof JG 12	Prof JG 1 Prof JG 12	

NOTE: Microsoft has eliminated 1 female underutilization.



Workforce Diversity Summary

January 2019 Employee Data

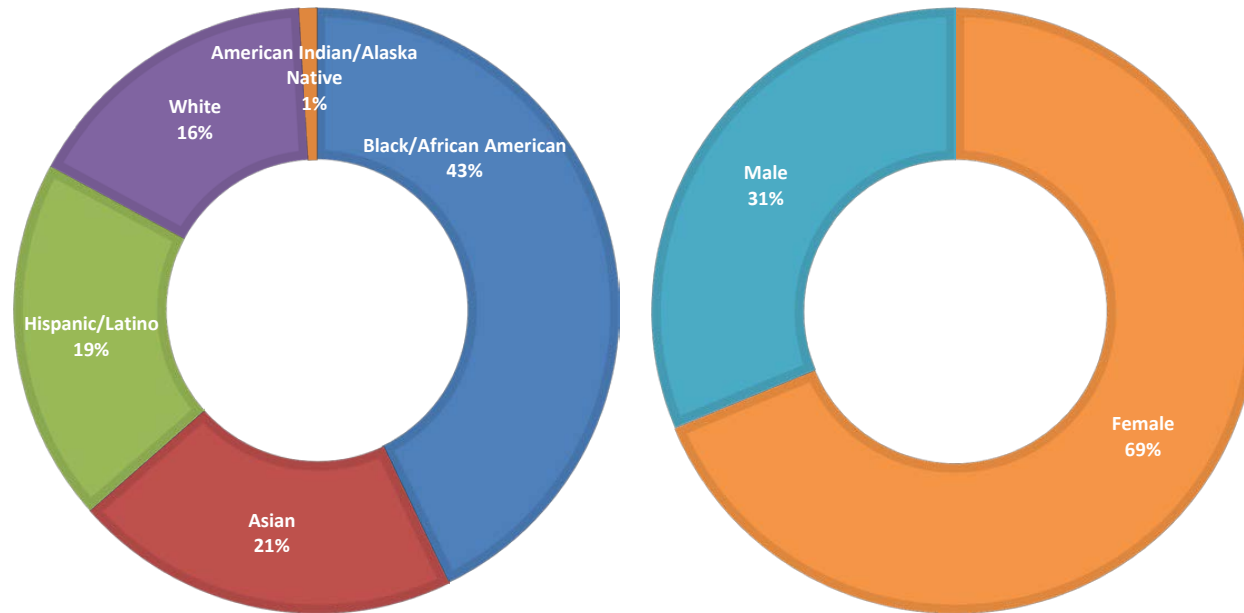


Overview

- Demographic data on NYC Health + Hospitals' workforce as of January 2019.
- 38,804 employees.
- Minority groups make up over 80% of Health + Hospitals' workforce and women represent 69%.
- Average age is 48.
- This data excludes affiliate staff, vendors and temp agencies.



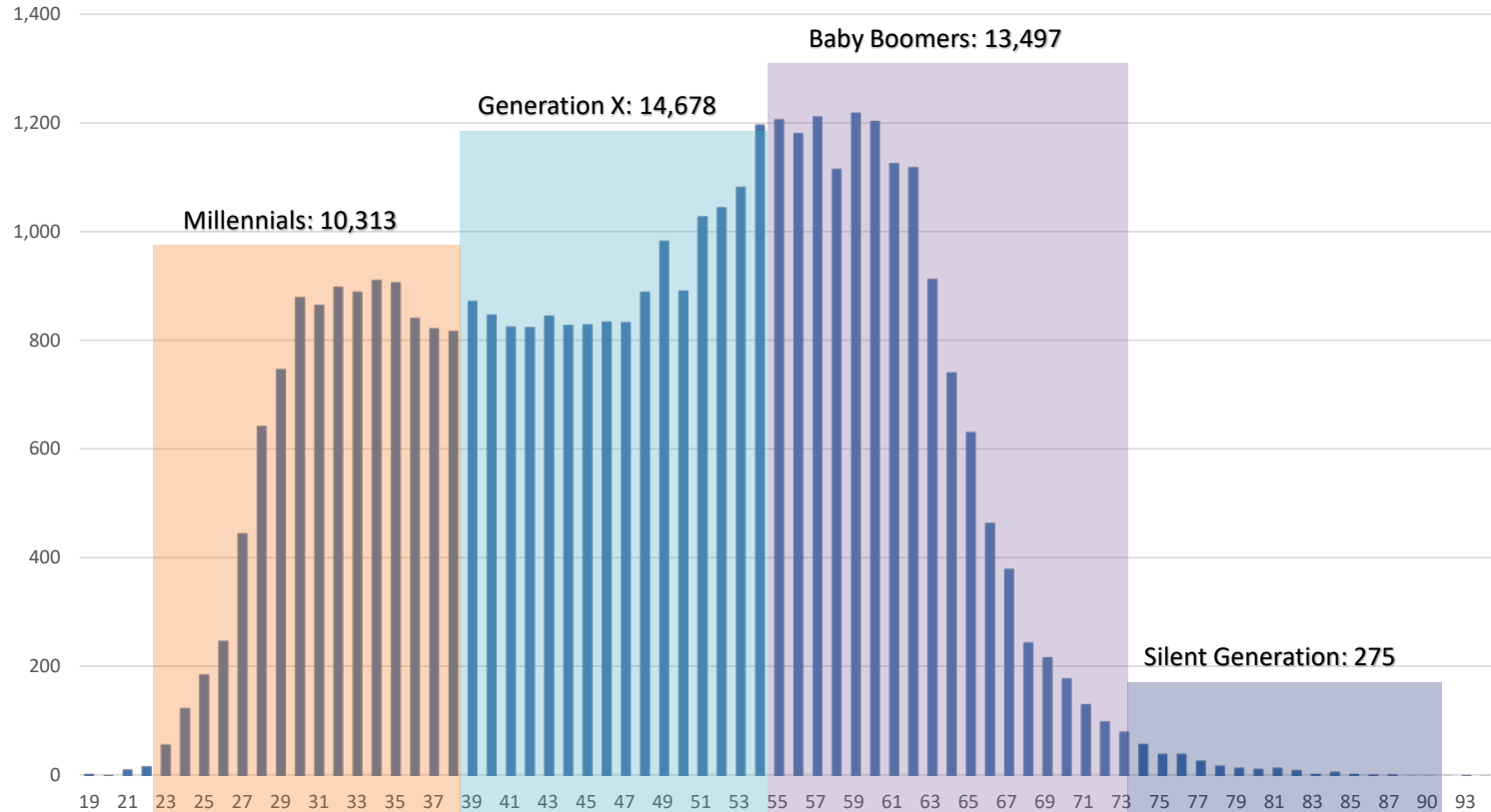
Race / Ethnicity and Gender



N=38,804



Age



Millennials: Born 1981-1996 (23-38 years old)

Generation X: Born 1965-1980 (39-54 years old)

Baby Boomers: Born 1946-1964 (55-73 years old)

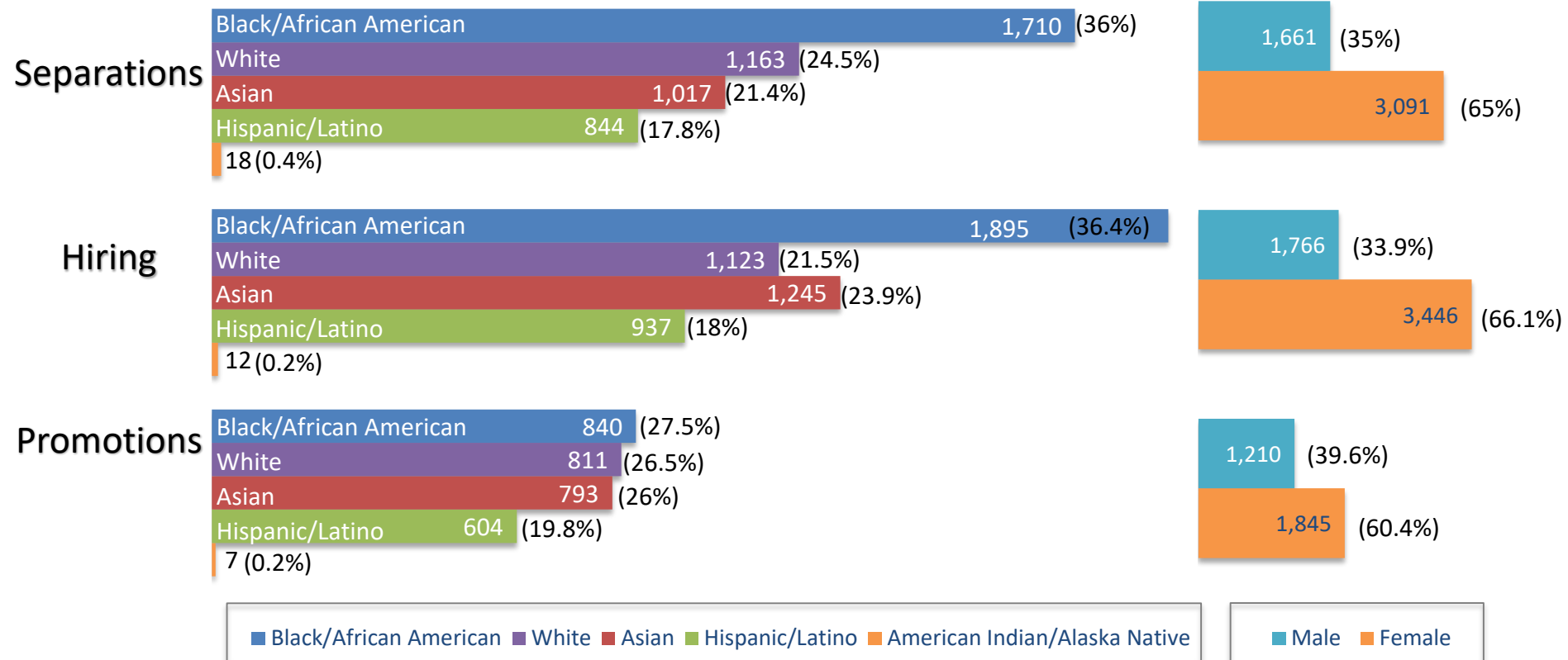
The Silent Generation: Born 1928-1945 (74-91 years old)

N=38,804

7



Separations, Hiring, and Promotions: Race / Ethnicity and Gender (CY 2018)



Separations = 4,752

Hiring = 5,212

Promotions = 3,055

Recruitment Efforts

- Job Boards / Professional Organizations Sites
 - NYC Health + Hospitals' Career Website
 - Recruitment Sites: LinkedIn, Nurserecruiter.com, Indeed.com, Monster.com, Ziprecruiter, HealtheCareers, Doximity
 - College job boards (51)
 - Professional organizations (50+)
 - Docs4NYC, Nurses4NYC
 - Talent Community (1,134)
- Recruitment Events:
 - Hiring Fairs at the Local Facilities (12 events/ 300+ hires)
 - College/University Events(25)
- External Partners
 - Workforce1 (26)
 - NYS DOL (30)
 - NYC DOE- Career and Technical Education- March 2019
- Loan Forgiveness/Scholarship Programs
 - HRSA – National Health Service Corp (34 Staff \$170K to \$1.7M)
 - Nurse Corps (7)
 - Doctors Across NY (31)
 - Public Service Loan Forgiveness Program
- Student Internships (80+)
- Nursing Residency Program- April 2019
- Tuition Discount Expansion (17)

Future Efforts

- Conduct affiliate workforce analysis
- Recruitment Strategy NYC Care
- Identify broader categories of diversity (i.e., gender identity, veteran status)
- Conduct workforce/patient population analysis
- Report training on diversity

