

This is to advise the management and staff of The Legal Aid Society that the Board of Directors has retained the law firm of Steptoe & Johnson LLP to conduct a review of Legal Aid's workplace environment and culture.

Events of the last several weeks have given rise to assertions that our workplace fails sufficiently to protect staff of the Jewish and Muslim faiths, and further amplify certain expressions of concern that our workplace also fails sufficiently to protect people of color from overt and subtle forms of discrimination. Any such conduct would be unacceptable. The review will include, but not be limited to, the workplace rules and practices intended to assure a workplace free from discrimination in whatever form, including the unwanted and unauthorized use of email and other organization-wide forms of communication for political and social expression unrelated to work or workplace concerns. Legal Aid's workplace culture should be one where all people are treated fairly, and even hotly contested issues can be discussed through appropriate channels with professionalism, dedication to our clients, respect and tolerance.

The objective of this review and any findings and recommendations arising therefrom is intended to provide an independent assessment of our workplace culture, policies and practices. Steptoe's efforts will be led by Julia Gatto, a New York litigation partner who served as a Federal Defender in the SDNY for 14 years before joining Steptoe. Steptoe will report to the Officers of the Board of Directors, including the Chair of the Board, the President and the five Vice Chairs of the Board. Our assessment and actions after receiving Steptoe's analysis will serve the ultimate goal that our workplace culture provides a foundation for collaboration amongst all of our people for the delivery of legal services to, and policy advocacy for, the communities that we are dedicated to serve.

The Board of Directors has taken this step with the cooperation, encouragement and support of Twyla Carter, our Attorney in Chief and CEO and the executive leadership team.

We urge all management and staff to cooperate with the review if called upon to provide information and thank you for your assistance in advance. Your participation in interviews and production of relevant documentation will ensure that Legal Aid gets the most comprehensive assessment possible. We thank you in advance for your assistance.

OFFICERS OF THE BOARD OF DIRECTORS  
December 12, 2023