

**NEW YORK CITY WORKFORCE INVESTMENT BOARD  
TRAINING COMMITTEE  
Meeting of August 11, 2004**

**At the New York City Department of Small Business Services  
110 William Street, 7<sup>th</sup> Floor Board Room  
New York, NY 10038**

**Minutes**

**Committee Members Present:**

Rocco Damato	John Mogulescu
Peter Christiansen	Hector Ramirez
William Janowitz	Karen Shaffer
Joe McDermott	

**Also Present:**

May Chin	Lisa Laudico
Chris Cesarani	Bonnie Potter
Vicki Dawson	Nancy Santiago
David Farber	Mia Simon
Jennifer Hogan	Marilyn Shea
Charles Houston	

Rocco Damato, Committee Chair, called the meeting to order.

**Approved Minutes**

Minutes for the June 16, 2004 meeting were approved.

**Individual Training Account (ITA) Policies**

Charles Houston, New York City Department of Small Business Services (SBS) ITA Program Manager, presented an overview of ITA policy regarding employed adult eligibility. SBS staff recommended that the Committee consider employed adults eligible to access ITAs regardless of the number of hours worked, as long as their income is below the established self-sufficiency standard. After discussion, the Committee approved a resolution affirming this policy with an amendment that SBS will prepare quarterly reports on ITA usage in order to track the impact of the change in adult eligibility.

**Workforce Training Provider List**

Vicki Dawson, SBS Executive Director of Training, presented an overview of the training provider licensing requirements under New York State Education law and regulations. David Farber, SBS General Counsel, explained the scope and exceptions to the licensing requirements as they relate to the New York City Workforce Training Provider List. Ms. Dawson presented a resolution to provide a grace period of 16 months to allow affected training providers, that currently are not in compliance with the state's licensing requirements, to become licensed. After discussion, the Committee approved a 24 month grace period, with an additional proviso that affected providers must submit licensing applications to SED by March 1, 2005.

**Conclusion**

Following the business described above, the meeting was adjourned.