



## QUARTERLY MEETING

At the New York City Department of Small Business Services  
110 William Street, 4<sup>th</sup> Floor Board Room

September 19, 2007

## MINUTES

### **Board Members Present:**

Bill Abramson  
Robert Battista  
Richard Boyle  
Charles Callahan  
Rocco Damato  
Rex Davidson  
Mark Elliott  
Reg Foster

Ester Fuchs  
Susan Haskell for J. Mullgrav  
Chuck Hunt  
William Janowitz  
Kathleen Kearns  
Mark Leff for P. Brier  
Robert Lieber  
Rae Linefsky

John Mogulescu  
Thomas Moloney  
George Ntim  
Stuart Saft  
Maria Serrano for E. Mendez  
Ray Singleton for R. Doar  
Sara Spatz  
Robert Walsh

### **Guests:**

Sara Ain  
Miguel Almodovar  
Susan Arroyo  
Rebecca Brown  
Chris Cesarani  
May Chin  
Felix Ciampa  
Spencer Cronk  
Tony Dell'olio  
Rebecca Economos  
Diane Edelson  
Brian Egan  
Tim Ford  
Alinda Franks  
Shira Gans  
Sara Garretson  
Dale Grant  
Bret Halverson  
Bruce Herman  
Angie Kamath  
Andy Kane

Megan Keenan  
Zach Kolodin  
Calvin Johnson  
Timothy Johnson  
Brian Lee  
Jon Lirag  
Kate Lister  
Suzanne Lynn  
Stephanie Martinez  
Robin McClary  
Wanda Moguel  
Donna Mohamed  
Ismail Mohamed  
Daphne Montanez  
Melinda Mulawka  
Mario Musolino  
David Nidus  
Alicia Noel  
Gladys Padro-Soler  
Allison Quigney  
Adam Rabiner

Lee Reynolds  
Carolyn Robinson  
Kathryn Romita  
Lacey Ruben  
Sara Schlossberg  
Jean Seltzer  
Araïna Sepulveda  
Cristina Shapiro  
Tommy Shi  
Marilyn Shea  
Curtis Skinner  
Patricia Smith  
Sonia Torruella  
Suzanne Towns  
Emily Tsiang  
Michelle Van Noy  
Melissa Wavelet  
Toracia Williams  
David Zipper  
Scott Zucker

Stuart Saft, Chair, called the meeting to order.

### **Approval of Minutes**

The minutes of the June 13, 2007 meeting of the New York City Workforce Investment Board (WIB) were approved.

### **Chairman's Report**

Mr. Saft announced that the New York City Department of Small Business Services (SBS) hosted the 53<sup>rd</sup> International Downtown Association's (IDA) Annual Conference from September 14-18<sup>th</sup> at the Marriott Marquis. He noted that over 1,000 city planners, government officials, and business improvement district representatives were in attendance. For the first time in its history, the conference featured a special slate of workforce development sessions for which SBS had successfully advocated. These seven sessions, developed by the WIB staff and sponsored by the WIB, highlighted the important connection between workforce development and downtown revitalization.

Next, Mr. Saft announced that the WIB would co-sponsor a Career Pathways Conference with the New York City Employment and Training Coalition on October 10<sup>th</sup>. The conference, he noted, would focus on building sector-based career pathways for low-wage workers in New York City and would highlight best practices from around the country.

Mr. Saft also announced that the WIB had launched its redesigned website, [www.nyc.gov/wib](http://www.nyc.gov/wib). One of the major goals of the redesign, he noted, was to accurately capture the tremendous progress the City's workforce system has achieved over the last several years. Mr. Saft reported that the new site featured valuable information about the WIB, the City's innovative workforce programs, and local labor market information. Mr. Saft thanked the WIB staff for their hard work on the project and encouraged the members to explore the new website.

Finally, Mr. Saft shared his concern with the Board regarding a possible recession in the local and national economies. He asked Board members to contact him directly if they are interested in forming a working group to further explore this issue.

### **Youth Council Update**

Reg Foster, Chair of the Youth Council, provided the Board with an update on the Youth Board/Youth Council meeting of September 6<sup>th</sup>. He noted that the meeting focused on the 2007 Summer Youth Employment Program (SYEP), managed by the Department of Youth and Community Development (DYCD). Mr. Foster stated that the program was a tremendous success, employing more than 41,000 youth at over 6,000 job sites. Mr. Foster praised DYCD for its efforts to transform the program through technological innovations, new programmatic components, and increased private sector placements.

### **Keynote Presentation**

WIB Executive Director Marilyn Shea introduced several distinguished guests from the New York State Department of Labor (NYSDOL): Patricia Smith, Commissioner; Mario Musolino, Executive Deputy Commissioner; and Bruce Herman, Deputy Commissioner for Workforce Development. Following these introductions, Commissioner Smith highlighted a number of current workforce development initiatives being led by NYSDOL, including:

- A solicitation for Regional Economic Transformation Strategies Through a Sector or Cluster Based Approach (RFP #13N)

- A solicitation for Limited English Proficiency and Contextualized Learning in the Workplace (RFP #12N)
- ADVANCE-NY, an incumbent worker training program that helps employers upgrade their employees' occupational skills.

Next, Commissioner Smith highlighted future initiatives that the Department of Labor was considering, including:

- A youth initiative, such as an internship or summer job program for middle- and high-school youth. Commissioner Smith reported that NYSDOL would likely appoint a new coordinator to increase the Department's capacity and coordination of youth programs.
- An ex-offender initiative, for which a \$3 million Request for Proposals will be released
- Expanded layoff aversion activities, including the possible use of Rapid Response funds to proactively identify firms at risk of downsizing.

Following this presentation, Mr. Saft facilitated a discussion between Commissioner Smith and the Board members.

### **CEO Updates**

Angie Kamath, SBS Assistant Commissioner of Program Design and Development, gave a brief update on several initiatives that SBS was leading on behalf of the Center for Economic Opportunity (CEO). She reported that CEO-funded community outreach teams at three Workforce1 Career Centers had made 196 jobseeker placements to date through collaboration with community-based organizations. She also reported that three Requests for Proposals (RFPs) – for a new sector-focused Workforce1 Career Center, criminal justice programming, and a Work Advancement Support Center – were in the approval process at City Hall. She stated that the RFPs would likely be released this Fall and that new programming would launch in Spring 2008. Lastly, Ms. Kamath reported that SBS was developing a first of its kind training provider directory. The online directory would standardize the way in which training provider performance is reported, feature a new jobseeker search function, and provide users with customer reviews of approved training courses.

Next, David Zipper, SBS Executive Director of NYC Business Solutions Training, announced that the NYC Business Solutions Training Grant program had been expanded with \$3.4 million in CEO funds and relaunched as the NYC Business Solutions Training Funds program. The new program, he stated, leveraged the successes of its predecessor, which, since its inception in 2005, awarded 35 training grants, totaling \$3.4 million, to train 2,225 employees. Key enhancements to the new Training Funds program, Mr. Zipper explained, include: a better cost structure for businesses; movement toward a pay-for-performance system; expanded trainee eligibility; and the ability of training providers to apply as consortia.

### **Special Announcements**

Mr. Saft announced that WIB Executive Director Marilyn Shea would be retiring at the end of September. Mr. Saft and SBS Commissioner Robert Walsh thanked Ms. Shea profusely for her invaluable guidance and support of the City's workforce system, and presented her with an award. Next, SBS Deputy Commissioner Scott Zucker announced that Jean Seltzer, Assistant Commissioner of Program Review and Evaluation, would be

retiring in the Fall. Mr. Zucker thanked Ms. Seltzer for her many years of outstanding service to the City and presented her with an award.

**Conclusion**

Following the business described above, the meeting was adjourned. Mr. Saft announced that the next quarterly WIB meeting would be on December 12, 2007.