

**NEW YORK CITY WORKFORCE INVESTMENT BOARD**  
**Meeting of June 16, 2004**  
**New York City Department of Small Business Services**  
**110 William Street, 4<sup>th</sup> Floor Board Room**  
**New York, NY**

**Minutes**

**Board Members Present:**

William Abramson  
Amalia Betanzos  
William Bollbach  
Richard Boyle  
Charles Callahan  
Rocco Damato  
Rex Davidson  
John Foley  
Ester Fuchs

John Harloff  
Ellen Howard-Cooper<sup>1</sup>  
William Janowitz  
Harry Lerner  
Rae Linefsky  
Donna Lynne  
Joseph McDermott  
Kathleen McGovern  
Lisette Nieves<sup>2</sup>

George Ntim  
Michelle Pinnock-Clerk<sup>3</sup>  
Robert Purga  
Hector Ramirez  
Stuart Saft  
Karen Shaffer<sup>4</sup>  
Woo Song  
Howard Van Jones  
Robert Walsh

**Guests:**

Sara Ain  
Miguel Almodovar  
Susan Arroyo  
Venera Beklestu  
Rebecca Brown  
Mario Bruno  
Maria Buck  
Chris Cesarani  
May Chin  
Henry Daisey  
Ethan Davidson  
Patricia Davies  
Vicki Dawson  
Renna Draynel  
David Farber  
Celeste Frye  
Martha Galvez  
Larry Good  
Dale Grant  
Bret Halverson  
Michael Hecht  
Jennifer Hogan

Carl Hum  
Patricia Jones  
Susan Jouard  
Haegi Kwon  
Martin Laird  
Lisa Laudico  
Dorothy Lehman  
Joan Lunpermann  
Suzanne Lynn  
David Margalit  
Eugenio Martinez  
Emily May  
Robin McClary  
Isabel McDeritt  
Janice Molnar  
David Nidus  
Michael Ognibene  
David Padrino  
Randolph Peers  
Deldreana Peterkin  
Bonnie Potter  
Anne Rascon

Reshard Riggins  
Carolyn Roburn  
Dina Schleinger  
Jean Seltzer  
Marilyn Shea  
Mia Simon  
Audrey Slade  
Christy Smith  
Sara Spatz  
Elizabeth Stevens  
Margaret Stix  
Daniel Symon  
Udai Tambar  
Deborah Taylor  
Sonia Torruella  
Dawn Valentine  
William Waters  
Margaret Wong  
Lisa Lin Ying  
Yue Yee  
Scott Zucker

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<sup>1</sup> Designee from the New York City Human Resources Administration

<sup>2</sup> Designee from the New York City Department of Youth and Community Development

<sup>3</sup> Designee from the New York City Housing Authority

<sup>4</sup> Designee from the New York City Department for the Aging

Stuart Saft, Chair, called the meeting to order.

### **Chairman's Report**

Mr. Saft introduced Yue Yee, Deputy Director for Workforce Development and Training with the New York State Department of Labor (SDOL), who announced that the New York State Workforce Investment Board (SWIB) had certified the New York City one-stop operator certification process. The certification allows the New York City Workforce Investment Board (WIB) and businesses in the New York City local area to apply for various grants from the SDOL.

The minutes of the March 10, 2004 WIB meeting were unanimously approved.

Mr. Saft introduced Marilyn Shea. The WIB unanimously approved Ms. Shea as its new Executive Director.

Mr. Saft welcomed five new WIB members: Roy Cosme, CEO of Arcos Communications; Neil Hernandez, Commissioner of the Department of Juvenile Justice; Rae Linefsky, Senior Advisor to the United Way of New York City and Hector Ramirez, Vice President and Director of Community Relations at Citibank.

Mr. Saft introduced a resolution delegating certain powers to the Youth Council in an effort to establish an organizational structure aligned with the City of New York's recent transfer of Workforce Investment Act (WIA) adult and dislocated worker programs to the New York City Department of Small Business Services (SBS) and WIA youth programs to the Department of Youth and Community Development (DYCD). The resolution was passed unanimously.

Mr. Saft, Chair of the Executive Committee, reported that the Committee met on May 20, 2004. The Committee discussed the integration of SBS' Business Solution Centers within the Workforce1 Career Centers. During the Committee meeting, SBS announced that it intended to begin negotiations with the following vendors for business services contracts for the Workforce1 Centers in the Bronx, Brooklyn, Queens, Upper Manhattan and Staten Island:

- Wildcat Services Corporation (Bronx)
- Brooklyn Chambers of Commerce (Brooklyn)
- D. B. Grant & Associates (Queens)
- Seedco/ the Non-Profit Assistance Corporation (Upper Manhattan)
- State University of New York (SUNY) through its Small Business Development Center at the College of Staten Island (Staten Island)

At this meeting, the Committee also approved a resolution modifying previously approved budgets for three of the jobseeker contracts, to correct an error in the original resolution. SBS explained that the error had had no impact upon the procurement process.

Mr. Saft, interim Chair of the Strategic Planning Committee, reported that Committee met on March 10 and March 23, 2004. The Committee discussed the Strategic Planning for a Competitive Human Capital Advantage grant awarded by the SDOL and unanimously passed a resolution recommending an industry focus and revised timeline at its March 23 meeting.

Mr. Saft noted that the Committee would now focus its efforts on facilitating the development of a WIB strategic plan.

### **One-Stop Committee Update**

Donna Lynne, Chair of the One-Stop Committee, reported that the Committee met on March 10 and April 5, 2004. The Committee had developed two initial goals: one-stop operator certification and developing system measures. At its April 5 meeting, the Committee unanimously passed a resolution approving the New York City Operator Consortium Business Plan, which was subsequently approved by the SWIB.

### **Training Committee Update**

Rocco Damato, Chair of the Training Committee, reported that the Committee met on March 10, 2004. The Committee approved two resolutions, authorizing demonstration projects in neighborhoods in the Bronx and in Brooklyn and streamlining a grant application process for City businesses.

Mr. Damato reported that on June 2, 2004, Greg Newton from Greg Newton Associates provided a training session for the Committee.

### **Youth Council Update**

Michael Ognibene, Deputy Chief of Staff with DYCD, announced that the Youth Council met on June 14, 2004. Reg Foster chaired the meeting that focused on a discussion of youth development principles and the establishment of committees.

### **Highlights of Citywide Workforce/Economic Development Initiatives**

David Margalit, SBS Deputy Commissioner for Workforce Development, presented highlights of recent citywide economic and workforce development initiatives. The presentation featured the Atlantic Terminal, Steiner Studios and Hunts Point projects.

### **Facilitated Discussion**

Larry Good, President and CEO of the Corporation for a Skilled Workforce, facilitated a discussion focused on identifying the major workforce challenges the City needs to address and the actions steps the WIB can take to address them.

Mr. Saft stated that the Strategic Planning Committee would use the input generated in the discussion to begin facilitating the development of a WIB strategic plan.

### **Conclusion**

Mr. Saft announced that the next WIB meeting is scheduled for September 14, 2004.

Following the business described above, the meeting was adjourned.