

**NEW YORK CITY WORKFORCE INVESTMENT BOARD
EXECUTIVE COMMITTEE**

February 4, 2011
110 William Street, 7th Floor

MINUTES

Members in Attendance:

Kathleen Kearns	Mark Elliot
Horace Barker	Reg Foster
Les Bluestone	Rob Walsh

Also Present:

Deborah Buyer	Lea Kilraine
Cesar Cardenas	Deldreana Peterkin
Chris Cesarani	Katie Schwab
Alan Cheng	Matthew White
Angie Kamath	Phil Weinberg

Kathleen Kearns, Committee Chair, called the meeting to order.

Approval of Minutes

The minutes of the October 20, 2010 Committee meeting were approved.

Introduction and Chairman's Report

Ms. Kearns opened the meeting by reviewing the agenda for the meeting and asking Matthew White from the NYC Department of Small Business Services (SBS) to present the results of the procurement of qualified vendors for the Workforce1 Career Centers. Ms. Kearns thanked WIB and SBS staff for their work on preparing for the Committee's vendor procurement discussion following an initial discussion on the topic at the October 20th, 2010 Executive Committee meeting.

Workforce1 Career Center Procurement

Mr. White reviewed the process and criteria for selecting the recommended vendors, which entailed an extensive proposal and selection process that included five separate Workforce1 Center competitions, which received fifteen proposals from ten distinct organizations. Mr. White reviewed the outcomes for four of the competitions: Bronx, Brooklyn, Upper Manhattan and Queens. It was explained that the fifth competition, for Staten Island, would be taken up at a later Committee meeting, as the competition was still in progress. The four competitions reviewed were as follows:

Workforce1 Center	New Vendor	Contract Value (3-year)
Bronx	Seedco	\$9 million
Brooklyn	DB Grant	\$10.5 million
Upper Manhattan	Seedco	\$9 million
Queens	DB Grant	\$10.5 million

Note: A Resolution for the Staten Island Center contract was subsequently approved by the Committee on March 18th, 2011.

Following discussion of the four competitions, the Committee unanimously approved a Board Resolution for the procurement of vendors to operate the Workforce1 Career Centers for new three-year terms.

A New Model for Engaging Employers in Summer Youth Employment

Following the approval of the contract resolution, Ms. Kearns introduced Alan Cheng, Assistant Commissioner for the NYC Department of Youth and Community Development. Mr. Cheng provided the Committee with a presentation on an initiative to enlist businesses to help fund the Summer Youth Employment Program in New York City. He shared marketing materials, including a letter from Mayor Michael R. Bloomberg targeting potential business participants. The Board had previously committed to assisting in marketing this initiative to businesses, and further committed during the meeting to holding subsequent presentations to the WIB Employer Engagement Committee and the full Board during the WIB Quarterly meeting on March 23rd, for the purpose of enlisting additional WIB member participation and investment.

Workforce 1 Career Center Expansion Initiative

Following the presentation on youth employment, the Committee received a presentation for discussion from Angie Kamath and Matthew White of SBS on the status of the Workforce1 expansion initiative, designed to open ten new Workforce1 sites throughout the five boroughs in 2011 for the purpose of increasing customer access to services. The discussion focused on reviewing potential site options and partnerships, along with the proposed service delivery model for these smaller expansion sites.

Following a discussion among members on the SBS expansion initiative, WIB President Phil Weinberg shared that the following WIB quarterly Board meeting would be held at the Levin Institute and feature a discussion with NYC Deputy Mayor for Economic Development Robert Steel. He also shared that the next Executive Committee meeting would address the PY11 WIA budget for New York City, and that prior to the meeting, Committee members would be briefed on the budget background and context.

The meeting was adjourned.