

Minutes of March 5, 2003 Individual Training Account (ITA) Committee

Committee Member Attendees: Amy Betanzos
Rocco Damato
Donna Lynne
John Mogulescu
Staff Attendees: Suri Duitch
Stacie Hochstadt

The meeting was held in the offices of GHI, at 441 Ninth Avenue. Donna Lynne, Committee Chair, convened the meeting at 11:45 AM.

I. The committee reviewed the status of recommendations from the ITA Committee that were presented at the January 28, 2003 Workforce Investment Board (WIB) meeting.

Governance. The committee had recommended that all ITAs be merged under one agency. As of January, HRA's role via WIA funds has been transferred to DOE. However, HRA still issues vouchers with non WIA funds.

Data/Performance measurement/and linkage between job markets needs and courses. These three areas of recommendation in the committee's earlier report are all linked. DOE staff presented a 29-page report on the top 10 providers of ITAs, including course information, course price, class size, course length and self-reported performance data. DOE staff explained how data was collected and what was available on the State and City web sites. Committee members discussed setting guidelines on course costs, and DOE staff agreed to develop recommendations. DOE staff noted that performance data is self-reported by training vendors and is not validated by staff. For Adult vouchers, there are conditions for payment that are: 25% paid upon customer's enrollment in course, 25% paid upon customer's completion of course and 50% paid upon customer's placement in a job. For dislocated workers, the conditions for payment are: 75% paid upon customer's enrollment in course and 25% paid upon customer's completion of course. Donna Lynne suggested DOE report on the completion of course and placement statistics. Stacie Hochstadt stated that once the State and City website consolidation is completed, this will be reviewed. Committee members commented that DOE has done a good job collecting data on ITAs, but that steps should be taken to ensure that the quality of the programs is being assessed. DOE staff stated that there currently are two staff members to evaluate over 350 vendors with 4000 courses, and we should consider doing a sample or otherwise limiting the number of vendors who would be assessed. It was also remarked by DOE staff that currently there is no process for eliminating poor performing vendors. Committee members asked DOE staff to come up with some proposals. Committee members also discussed linking courses to job placement and funding for such, and it was agreed that this discussion should be tabled until the next meeting.

Utilize knowledge from other WIBs. DOE staff has contacted other WIBs and stated that the size of other cities' training provider lists made some comparisons irrelevant. DOE staff did state that with respect to ITAs that the NYC program is ahead of or at the same level as those in many other cities.

II. The committee reviewed two sets of guidelines—the workforce training provider list policy guidelines and the individual training account policy guidelines. Committee members agreed to provide comments to Suri Duitch on the policy guidelines and that the guidelines would be provided as informational items at a future WIB Board meeting.

The next meeting of the committee is April 14 at 8:30 AM at 441 Ninth Avenue, 8th floor.