

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

Meeting of March 1, 2007

At the New York City Department of Small Business Services
110 William Street, 7th Floor

MINUTES

Members in Attendance:

Reg Foster	Stuart Saft
Kathleen Kearns (via phone)	Robert Walsh

Also Present:

Rebecca Brown	Kevin Kelly
Chris Cesarani	Omer Mohammed
Janet Clemetson	Melinda Mulawka
Spencer Cronk	Alicia Noel
Tony Dell'Olio	Jean Seltzer
Brian Egan	Melissa Wavelet
Katy Gaul	Scott Zucker
Angie Kamath	

Stuart Saft, Chair, called the meeting to order.

Approval of Minutes

The minutes of the October 19, 2006 Committee meeting were approved.

Workforce1 Career Center Update

Melissa Wavelet, Assistant Commissioner for Workforce1 Career Center Program Management at the New York City Department of Small Business Services (SBS), noted that SBS's contracts for the delivery of jobseeker services at the Brooklyn, Bronx and Upper Manhattan Workforce1 Career Centers were slated to expire on March 31, 2007. She reported that SBS had decided to exercise its option to renew those contracts, which would be funded at the same levels as previous years. Ms. Wavelet then presented a chart of Workforce1 Career Center performance, which demonstrated quarter over quarter increases in the number of jobseeker placements made by the Career Centers. This solid performance, she noted, provided justification for renewing the contracts.

Hunts Point Demonstration Project Update

Scott Zucker, SBS Deputy Commissioner for Workforce Development, provided the Committee with an update on the Hunts Point Works demonstration project, which provides employment services to businesses and jobseekers in the Hunts Point area of the South Bronx. Mr. Zucker reported that the demonstration project was scheduled to end on June 30, 2007. In order to continue serving customers in Hunts Point, SBS requested authorization from the Committee to release a Request for Proposals for a new two-year program to deliver employment services in Hunts Point. The new program, Mr. Zucker noted, was expected to place 400-600 customers per year into employment at an estimated annual cost of \$750,000. Based on SBS's experience with Hunts Point Works, the new program would place greater emphasis on addressing low basic skills, limited English

proficiency and limited work experience in order to meet the needs of the Hunts Point population.

Following Mr. Zucker's presentation, SBS General Counsel Tony Dell'Olio introduced a resolution authorizing SBS to release a Request for Proposals to deliver employment services in Hunts Point. The committee approved the resolution.

FY08 Budget Proposal

Next, Mr. Zucker presented a Fiscal Year 2008 (FY08) budget proposal for City's Adult and Dislocated Worker programs funded by the Workforce Investment Act (WIA). The budget proposal reflected a \$13 million reduction to the City's WIA allocation from FY07 to FY08 and accounted for the possibility of further reductions in future years. Mr. Zucker stated that the budget proposal was based on planning estimates issued by the New York State Department of Labor and that it may need to be revised once the final WIA allocations are known.

Mr. Zucker highlighted several principles that were employed in the development of the budget proposal, including keeping the workforce system's core capabilities strong by maintaining necessary investments and scaling back or eliminating only those initiatives that had not demonstrated a high level of performance. Within this context, he noted several key budget decisions, including the closure of the CUNY on the Concourse Workforce1 Career Center, a reduction in the amount of federal funds used to support customized training grants, the elimination of 14 expiring Adult Special Populations contracts, maintaining the funding of Individual Training Grants program at its current level; and obtaining City capital funds to build out Worksource1, thereby saving \$1.3 million.

Mr. Zucker then presented detailed budget proposals for each of the WIA-funded programs and activities: Workforce1 Career Centers, Business Solutions Centers, Business Solutions Hiring & Training, individual training grants, Adult Special Population & Dislocated Worker contracts, and Operations & Technology.

Following a discussion, the Committee approved a resolution to approve the FY08 budget proposal.

Conclusion

Following the business described above, the meeting was adjourned.