

**NEW YORK CITY WORKFORCE INVESTMENT BOARD**  
**EXECUTIVE COMMITTEE**  
Meeting of February 17, 2005

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

Minutes

Members in attendance:

Mark Kessler for Kenneth Adams	Kathleen McGovern
Reg Foster	Stuart Saft
Donna Lynne	David Margalit for Robert Walsh

Also Present:

Rebecca Brown	Lisa Laudico
Maria Buck	David Padrino
Brian Egan	David Schmid
David Farber	Jean Seltzer
Celeste Frye	Marilyn Shea

Stuart Saft, Chair of the Executive Committee, called the meeting to order.

The minutes of the October 13, 2004 Committee meeting were approved.

Chairman's Report

Mr. Saft introduced the focus for the upcoming full meeting of the New York City Workforce Investment Board (WIB), a panel presentation on the national movement for a work readiness credential.

Marilyn Shea, WIB Executive Director, provided an overview of the potential impact on Workforce Investment Act (WIA) funding resulting from the President's proposed budget for the US Department of Labor Employment and Training Administration.

Overview of FY 2006 Budget Formulation

Celeste Frye, New York City Department of Small Business Services (SBS) Budget Director, outlined the process for determining WIA allocations for the upcoming budgetary cycle. SBS, the WIA fiscal agent, will develop recommendations to present to the Committee based on the following categories: Contract Programs, Training and Individual Training Accounts, Workforce1 Career Centers and WIB and Agency Costs.

Hunts Point Works Project

David Farber, SBS General Counsel, introduced a resolution authorizing a budget increase for the Hunts Point Works demonstration project. Due to certain third party contributions which were no longer anticipated, SBS sought an increase in WIA funds for the project. The resolution passed unanimously.

### Proposed Workforce1 Career Center Vendor Budget Modifications

Based on a gap analysis of services at the Workforce1 Career Centers, SBS recommended the modification of the budgets with three vendors: Goodwill Industries of Greater New York and Northern New Jersey, Wildcat Service Corporation and Seedco. The budget modification allows these vendors to both handle additional operating responsibilities and expand their services and service capacity. Introduced by Mr. Farber, the resolution passed unanimously.

### SBS and CUNY Workforce1 Career Center Agreements

Mr. Farber outlined an agreement between SBS and the City University of New York (CUNY) establishing two new Workforce1 Career Centers at LaGuardia College and CUNY on the Concourse. The CUNY Centers were desired in order to expand the capacity of the Workforce1 System and expand the number and range of geographic access points to services throughout the City. The service delivery model for both CUNY Centers will be comparable to that of the other Career Centers, including the scope of services, general service principles, operating plan requirements, outcome goals and payment structure. A resolution authorizing the agreements was passed unanimously.

### One-Stop System Enhancement: Centralized Job Development and Matching

Lisa Laudico, SBS Assistant Commissioner for Business/Workforce Partnerships, described the concept for the development of a Center capable of providing centralized job development and matching services for the Workforce1 Career Center System. Mr. Farber introduced a resolution authorizing an agreement between SBS and Seedco, selected for this demonstration project because of the organization's economic development experience, relationships with the New York City business community, and its familiarity with the Workforce1 Career Center System, to provide the aforementioned centralized services. The resolution was passed unanimously.

### Dislocated Worker Contract Modifications

Jean Seltzer, SBS Assistant Commissioner for Contracts and Reporting, provided an overview of the Agency's assessment of the 17 providers of employment services to dislocated workers under contracts inherited by SBS with the transfer of WIA funds from the New York City Department of Employment (DOE). With the term of each contract to expire in 2005, Ms. Seltzer introduced a resolution which would authorize the extension of 16 contracts for one year and the associated budget allocations, based on the comprehensive assessment of provider performance. The resolution passed unanimously.

### Workforce Development Corporation Overview

The Workforce Development Corporation (WDC) is a non-profit which was formed by DOE in conjunction with the Metrotech Project in Brooklyn. Now under the auspices of SBS, Mr. Farber described the strategic repositioning of the organization to be a vehicle for WIA-funded training programs and related workforce activities. A resolution to authorize the transfer of WIA funds to the WDC was introduced following Committee discussion but, at that time, a quorum was not present and the resolution was tabled until the next meeting.

### Conclusion

Following the business described above, the meeting was adjourned.