

**NEW YORK CITY WORKFORCE INVESTMENT BOARD
STRATEGIC PLANNING COMMITTEE**

Meeting of March 25, 2005

At the New York City Department of Small Business Services
110 William Street, 7th Floor, New York, NY 10038

Minutes

Committee Members in attendance:

Rex Davidson	Kathleen McGovern
Ester Fuchs	Robert Purga
Anne Gray	Sara Spatz for John Harloff

Also Present:

Rebecca Brown	David Padrino
Christopher Cesarani	Deldreana Peterkin
Brian Egan	David Schmid
David Fischer	Marilyn Shea
Martha Galvez	Ira Yankwitt

Kathleen McGovern, Strategic Planning Committee Chair, called the meeting to order.

Strategic Planning Committee Action Plan

David Padrino, New York City Workforce Investment Board (WIB) Assistant Director, presented the Strategic Planning Committee's Action Plan, which outlined the Committee's goals, priorities and anticipated activities for 2005, which include supporting initiatives that address workforce challenges in key sectors, coordinating the development of the comprehensive three-year Local Plan and investigating the opportunity to establish a workforce and economic information clearinghouse. Mr. Padrino solicited feedback from Committee members on the content of the plan.

Three Year Local Plan

Mr. Padrino provided the Committee with an overview of the development process for the comprehensive three-year Local Plan, due to the New York State Department of Labor by June 30, 2005. He outlined the content, timeline and partners needed to develop the Plan and highlighted the alignment between the strategic emphasis of the Plan and the output from the WIB's strategic planning process. Committee members provided feedback on the Plan development process and focused in particular on ensuring that the public review and comment period is executed effectively.

Workforce Information Clearinghouse Vision Paper

Mr. Padrino presented a document outlining the vision, priorities and next steps for the Committee in pursuing one of the WIB's strategic initiatives, the development of a workforce and economic information clearinghouse. The Committee emphasized that a baseline of best practice research is completed and that the ultimate product should serve a diverse set of end users.

Work Readiness Credential Initiative

Marilyn Shea, WIB Executive Director, provided an update on the development of the WIB's work readiness credential initiative. Ms. Shea highlighted potential options for moving forward with this initiative, including the addition of an online customer service oriented assessment tool to the evaluative processes already used in the Workforce1 Career Centers. Robert Purga emphasized that the New York State Board of Regents had voted to move forward with other states on the national project for a work readiness credential, and that the WIB had an excellent opportunity to be involved. A discussion of the impact of installing a work readiness credential into the Career Centers ensued, including Committee feedback on the need to ensure that all the assessments being conducted in the Centers are well coordinated.

Conclusion

Following the business described above, the meeting was adjourned.