

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

Meeting of May 7, 2008

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

MINUTES

Members in Attendance:

Mark Elliott	Stuart Saft
Reg Foster	Robert Walsh
Kathleen Kearns	Rocco Damato

Also Present:

Tracie Abbott	Stephanie Martinez
Will Abrams	Melinda Mulawka
Blake Foote	Suzanne Towns
Cedric Gaddy	Matthew White
Shanna Gumaer	

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

Approval of Minutes

The minutes of the February 21, 2008 Committee meeting were approved.

Introduction

Stuart Saft began the meeting by recapping his visit to the Queens Workforce1 Career Center in Jamaica on April 25th. Mr. Saft explained that he joined Mayor Bloomberg for the press conference unveiling of the newly renovated Career Center. He noted that several Queens based businesses, jobseekers who have utilized the Center, State and local elected officials and NYC Department of Small Business Services staff, also attended the event. Mr. Saft reported that the Career Center looks exceptional, and expressed that the renovation was a terrific example of the workforce system's transformation. Finally, he encouraged the rest of the Committee to schedule a tour of the Center with the WIB staff, to see first hand the great work happening on the ground.

PY 2008/ FY 2009 WIA Budget

Blake Foote, Executive Director of the NYC Workforce Investment Board, provided an overview on the New York City workforce system's WIA budget for Adult and Dislocated Worker programs. Ms. Foote noted that the WIA budget associated with Youth programs will be reviewed and approved by the Youth Council. Ms. Foote explained that the workforce system has sustained significant cuts over the past several years, including a recent federal rescission totaling \$2.6 million and an anticipated 16% cut in formula funding due to New York City's low unemployment rate. In response, the NYC Department of Small Business Services (SBS) has worked to transition the workforce system from one supported by \$65 million in FY'07 to one that will be supported by approximately \$47 million in FY'10.

Ms. Foote reported that funds available for FY'09, including carry-in from past years, are projected to be \$54.2 million. She explained that as it has in the past, the WIB would likely submit a request to the NYS Department of Labor, to transfer funds from the Dislocated Worker funding stream to the more flexible Adult funding stream, to meet the system's spending needs. At the \$54.2 million level, the workforce system's strategic investments moving forward include seven Workforce1 Career Centers, approximately \$12.1 million issuance for training grants, and the pursuit to connect 19,000 New Yorkers to jobs in 2008.

Finally, Ms. Foote noted that in addition to the WIA funded workforce programs, the City, through the Center for Economic Opportunity, will provide SBS \$16.8 million in FY'09 to continue workforce development initiatives to target the working poor. Ms. Foote explained that these funds are not meant to replace the WIA funds; instead they are specifically designated to create workforce programs through the development of pilot projects and innovative strategies.

Workforce Investment Board Update

Due to time constraints, Blake Foote briefly updated the Committee on WIB's involvement with the U.S. Conference of Mayors in drafting a white paper that detailed the key priorities for new workforce development legislation. She explained that the Committee would receive a more detailed overview in the coming months. Ms. Foote also advised the Committee of the progress of the NYC Labor Market Information Service Transportation Sector project due June 30th, informed the Committee that the Industry Advisory Group has changed focus and will now concentrate on the Hospitality Industry, and directed the Committee members to the Center and Partner profiles included in the board materials.

Business and Member Engagement Workgroup Update

Kathy Kearns, Business and Member Engagement Workgroup Chair, provided a brief overview of the progress made by the Workgroup. Ms. Kearns explained that the goal of the Workgroup is to provide feedback on the WIB's marketing and recruitment materials for new members, to develop an action plan for recruitment, and to think about new ways to market the WIB through current membership and member engagement. She detailed that at the first meeting the Workgroup reviewed and revised the current WIB recruitment materials and reviewed current WIB statistics. She noted that the next meeting was tomorrow, and was to focus on creating an action plan for new member recruitment with each member of the Workgroup bringing suggestions of new members from their own personal networks. Ms. Kearns stressed that the WIB needs one more business member to be in full compliance, and that the Workgroup has already yielded another positive outcome, that Robert Battista has reached out to engage NYC Business Solutions Hiring for Gracious Home.

Conclusion

Following the business described above, the meeting was adjourned.