



## QUARTERLY MEETING

At the New York City Department of Small Business Services  
110 William Street, 4<sup>th</sup> Floor Board Room

June 13, 2007

## MINUTES

### **Board Members Present:**

Bill Abramson	Colvin Grannum	John Mogulescu
Robert Battista	Susan Haskell for J. Mullgrav	Thomas Moloney
William Bollbach	Chuck Hunt	Robert Purga
Marion Boykin	William Janowitz	Stuart Saft
Richard Boyle	Kathleen Kearns	Maria Serrano for E. Mendez
Rocco Damato	Deborah King	Carole Sobin
Rex Davidson	Mark Leff for P. Brier	Sara Spatz
Mark Elliott	Robert Lieber	Robert Walsh
Michael Flanigan	Rae Linefsky	
Reg Foster	Joseph McDermott	

### **Guests:**

Sara Ain	Sandra Greenstein	Marty Oesterreich
Susan Arroyo	Patricia Jenny	Deldreana Peterkin
Paula Bailey	Shanna Gumaer	Joel Quast
Maureen Bobrovnick	Bret Halverson	Carolyn Robinson
Pamela Bradley	Angie Kamath	Andrew Sander
Rebecca Brown	Calvin Johnson	Jean Seltzer
Claire Bush	Jahmil Lacey	Araina Sepalveda
Chris Cesarani	Karen Leu	Marilyn Shea
Bill Chong	Lisa Lin Ying	Mia Simon
Janet Clemetson	Suzanne Lynn	Curtis Skinner
Eva Cramer	Moe Magali	Shayne Spaulding
Spencer Cronk	Jeff Martin	Suzanne Towns
Brian Egan	Robin McClary	Melissa Wavelet
David Fischer	Rob Medlock	Florence Wong
Blake Foote	Vera Moore	Scott Zucker
Alinda Franks	Robin McClary	
Katy Gaul	Melinda Mulawka	
Dale Grant	Alicia Noel	

Stuart Saft, Chair, called the meeting to order.

### **Approval of Minutes**

The minutes of the March 14, 2007 meeting of the New York City Workforce Investment Board (WIB) were approved.

### **Chairman's Report**

Mr. Saft announced that three new members had been appointed to the Board: Omoniyi Amoran, Director of the South Bronx Job Corps Academy; Marion Boykin, Manager of Government Relations for Time Warner Cable of New York City and New Jersey; and Robert Lieber, President of the New York City Economic Development Corporation. The Board welcomed the new members.

### **Executive Director's Report**

Marilyn Shea, WIB Executive Director, reported that the New York State Department of Labor had recently informed New York City of its Program Year 2007 Workforce Investment Act (WIA) allocations. The City's allocations were as follows: Adult, \$30.6 million; Dislocated Worker, \$17.7 million; and Youth \$29.7 million. Compared to Program Year 2006 allocations, she noted, the new allocations represented a 3.7% increase to the Adult funding stream; a 7.2% decrease to the Dislocated Worker funding stream; and a 3.2% increase to the Youth funding stream.

### **CAPITAL Update**

Reg Foster, Chair of the Youth Council, provided the Board with an update on the CAPITAL (Corporate Allies Program of Internships, Training and Leadership) program. Mr. Foster reported that the program had been highly successful in securing summer internship opportunities. He noted that all of last year's employers had agreed to participate again this year, and that many new companies, including the Crowne Plaza Hotel, Deloitte & Touche and Forest City Ratner, had joined the program. Compared to last year, the number of CAPITAL 2007 internships have nearly doubled, Mr. Foster reported.

### **Sector Presentations**

The Board received updates on several sector-based workforce development strategies being implemented in New York City. Marilyn Shea introduced Patricia Jenny, Program Director for Community Development and the Environment at the New York Community Trust. Ms. Jenny briefed the Board on two programs funded by the New York City Sectors Initiative, a partnership between the Department of Small Business Services (SBS) and the New York City Workforce Development Funders Group, a collaborative of foundations. The first, Medical Pathways, is a customized job training, counseling, placement and retention program in the healthcare sector that focuses on low-income, low-skilled jobseekers. Managed by Met Council, Medical Pathways has enrolled 131 participants, of whom 104 are projected to obtain employment as state-certified Emergency Medical Technicians, Paramedics, and Radiology Technicians, Ms. Jenny reported. The second program, managed by SUNY Downstate Medical Center, focuses on creating a pipeline of laboratory technicians through a sequence of workshops and internships. In its first year, the program enrolled 37 participants, who were recruited from across the City University of New York system. Over three years, the program aims to enroll and place a total of 127 participants in biotechnology positions. Following updates on these two programs, Mr. Saft facilitated a discussion among the Board members, Ms. Jenny, Sandra Greenstein of Met Council, and Dr. Eva Cramer of SUNY Downstate.

Next, Scott Zucker, SBS Deputy Commissioner for Workforce Development, briefed the Board on plans to establish a sector-focused Workforce1 Career Center (“Sector Center”) to be funded by the Center for Economic Opportunity. The goals of the Sector Center, Mr. Zucker noted, include engaging businesses as strategic partners in the workforce system and helping low income workers increase their earnings. He explained that the Sector Center would offer employment and training services, similar to those of Workforce1 Career Centers, but specifically tailored to the employment needs of businesses within a high-growth sector. Mr. Zucker noted that the WIB had procured Seedco to perform a scan of New York City’s fastest growing sectors in order to assess the suitability of these sectors for the Sector Center. Having reviewed 14 sectors, Seedco ultimately identified three that might best support the Sector Center model: the industrial sector; the retail and hospitality/tourism sector; and the healthcare sector.

Mr. Zucker reported that SBS had drafted a concept paper for the Sector Center and competitively procured the Aspen Institute to draft a Request for Proposals (RFP) for organizations to operate the Sector Center. He indicated that the RFP was expected to be released in September and that a vendor for the Sector Center would be selected in November. The Sector Center was expected to open in February 2008. Following this presentation, Mr. Saft facilitated a discussion.

**Conclusion**

Following the business described above, the meeting was adjourned. Mr. Saft announced that the next quarterly WIB meeting would be on September 19, 2007.