

**NEW YORK CITY WORKFORCE INVESTMENT BOARD  
EXECUTIVE COMMITTEE**  
Meeting of October 13, 2004

At the New York City Department of Small Business Services  
110 William Street, 3<sup>rd</sup> Floor, New York, NY 10038

**Minutes**

**Members in attendance:**

Kenneth Adams	Kathleen McGovern
Rocco Damato	Stuart Saft
Reg Foster	Robert Walsh
Donna Lynne	

**Also Present:**

Rebecca Brown	David Margalit
May Chin	David Padrino
David Farber	Deldreana Peterkin
Celeste Frye	Bonnie Potter
Ester Fuchs	David Schmid
Michael Hecht	Marilyn Shea
Lisa Laudico	Scott Zucker

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

The minutes of the May 20, 2004 Committee meeting were approved.

**Chairman's Report**

Mr. Saft reviewed the focus of the meeting: the resolution of a number of action items, an overview of the Workforce Investment Board's (WIB) strategic planning process and an overview of the Workforce Investment Act (WIA) Program FY 2005 budget.

Mr. Saft introduced a resolution in support of a grant application policy, revised based on Committee feedback, which outlined procedures for grant opportunities available to or requiring support from the WIB. The resolution was passed unanimously.

**Hunts Point Works Demonstration Project**

Lisa Laudico, Assistant Commissioner for Business/ Workforce Partnerships with the New York City Department of Small Business Services (SBS), presented the program outline and rationale for a demonstration project providing employer and jobseeker services in the Hunts Point area of the Bronx. Ms. Laudico noted the high unemployment rate in the area and the unique positioning of the Hunts Point Economic Development Corporation and Wildcat Service Corporation, two of the service providing partners in the initiative. A resolution authorizing the demonstration project agreement was passed unanimously.

### **NYC Business Solution Center Launch**

Michael Hecht, Assistant Commissioner for NYC Business Solutions at SBS, provided the Committee with an overview of the NYC Business Solutions concept and strategic plan. Mr. Hecht also highlighted the launch of the Business Solution Centers, co-located with the Workforce1 Career Centers, as a manifestation of the Mayor's vision to combine economic and workforce development.

A resolution was introduced to authorize Business Solution Center agreements between SBS and:

- Brooklyn Alliance Inc. (Brooklyn)
- Wildcat Service Corporation (Bronx)
- D.B Grant Associates (Queens)
- Seedco (Upper Manhattan)

The resolution passed, with WIB member Kenneth Adams in abstention.

### **Workforce1 Career Center Jobseeker Contracts Update**

David Margalit, Deputy Commissioner for Workforce Development at SBS, provided an overview of the Workforce1 Career Center expansion plans in Staten Island and Lower Manhattan. A resolution was introduced authorizing an employment services agreement between SBS and Arbor E&T, which passed unanimously.

Scott Zucker, Assistant Commissioner for One-Stop Management at SBS, explained that plans for a Lower Manhattan Career Center were under consideration during an assessment of system capacity and needs.

### **Strategic Planning Process and Staten Island Retreat Presentation**

Kathy McGovern, Chair of the WIB Strategic Planning Committee, provided an update on the Committee's strategic planning efforts, including the identification of target sectors and the development of a plan outlining key strategies for the WIB to further its mission. Reg Foster, Chair of the WIB Youth Council, reported on key findings from a retreat on Staten Island for the leadership of the One-Stop System funded by the Rockefeller Foundation, and highlighted areas of overlap with the WIB's strategic planning efforts.

### **Workforce Investment Act Program FY 2005 Budget**

Mr. Margalit and Celeste Frye, Budget Director at SBS, provided an overview of the WIA program allocations for FY 2005. The allocations were divided into four large groupings: contracts, training and individual training accounts, the One-Stop System and administration.

### **Conclusion**

Mr. Saft thanked Robert Walsh, WIB member and Commissioner of SBS, for his leadership and the Agency's efforts to improve the City's workforce investment system.

Following the business described above, the meeting was adjourned.