

## EXECUTIVE COMMITTEE MEETING

253 Broadway, 14<sup>th</sup> FL  
New York, New York

Monday, November 19, 2012  
8:30 – 10:30 AM

### MINUTES

#### **Board Members Present:**

Kathy Kearns  
Horace Barker  
Les Bluestone  
Mark Elliott

#### **Guests Present:**

Michelle Light	Angie Kamath
Cesar Cardenas	Sara Schlossberg
Deldreana Peterkin	Chris Neale
Tara Colton	Kelly Richardson
Tiffany Ferguson	

#### **Approval of Upgrade Training Pilot Program for Home Health Attendants.**

The WIB Executive Committee approved \$900,000 in Workforce Investment Act funds to provide 2,000 Home Health Attendants with training and certification to become Home Health Aides. The approved pilot program, which includes an evaluation to demonstrate results for the first 1,000 trainees and inform a potential WIB decision about additional funding for FY2014, was approved after several weeks of discussion, review, and collaboration between Executive Committee members, the NYC Office of Human Capital Development, and leadership from the Department of Small Business Services, Workforce Development Division. Executive Committee approval was required to add Home Health Aides to the local Growth Occupation list and for approval of steering WIA funding to cohort training, an exception made available to Local Workforce Investment Areas under the federal Consolidated Appropriations Act, 2012. An initial proposal, presented in October, requested \$2.5 million for training 4,500 workers.

The Executive Committee had held a briefing earlier in the month where an expert panel of Home Health Care administrators addressed a number of questions posed by committee members, including the impact the proposal would have on industry trends

already under way, the need for a WIA-funded training initiative such as this one, employer-based capacity to train the local incumbent Home Health Attendant workforce, the timing of incumbent worker demand for the proposed training, Home Health Attendant workforce attrition, and alternative options for funding and structuring a training initiative for the potentially affected workers.

Executive Committee members approved the revised proposal several weeks after recommending that a pilot with an evaluation component be structured in lieu of the initial proposal and after consulting with SBS and OHCD staff on programmatic scope, cost issues, alternative and complementary funding sources, future participant eligibility criteria, evaluation metrics/methods, and the proposed timeline for the pilot.

### **Next Steps**

Starting December 2012, SBS will recruit trainees for incumbent worker cohort trainings at the City University of New York, consisting of 40 hours in the classroom and 8 hours of clinical supervision, at no cost to the trainees, many of whom will be 1199 SEIU members. Classes will begin at Lehman College and LaGuardia Community College in mid-January 2013 and continue through June 2013. In April 2013, SBS will present the WIB Executive Committee with results of the pilot program and discuss options to continue or expand the program in FY2014.

### **Conclusion**

Following the business described above, the meeting was adjourned.