



QUARTERLY MEETING

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

December 12, 2007

MINUTES

Board Members Present:

Bill Abramson	Suri Duitch for J. Mogulescu	Rae Linefsky
Robert Battista	Mark Elliott	Joseph McDermott
Richard Boyle	Reg Foster	Stuart Saft
Charles Callahan, III	Colvin Grannum	Tokumbo Shobowale for R. Lieber
Rocco Damato	Susan Haskell for J. Mullgrav	Sara Spatz
Rex Davidson	Marc Leff for P. Brier	Robert Walsh

Guests:

Sara Ain	Tyler Jackel	Adam Rabiner
Miguel Almodovar	Calvin Johnson	Faisal Rahman
Leonard Battle	Andy Kane	Jeremy Reiss
Pamela Bradley	Mark Lee	Carolyn Robinson
Molly Branty	Suzanne Lynn	Larry Scott-Blackmon
Kathy Brady	Vanessa Martin	Araina Sepulved
Rebecca Brown	Stephanie Martinez	Cristina Shapiro
Megan Burke	Robin McClary	Curtis Skinner
Lindsay Carpenter	Ismail Mohammed	Patricia Thornhill
Chris Cesarani	Omer Mohammed	Suzanne Towns
Spencer Cronk	Daphne Montanez	Emily Tsiang
Jeffery Delaney	Chris Neale	Allison Quigney
Rebecca Economos	Jeanette Nigro	Florence Wong
Tim Ford	Alicia Noel	Scott Zucker
Shira Gans	Megan O'Meara	
Sara Garretson	Marty Oesterreich	
Bret Halverson	Kerwin Pilgrim	

Stuart Saft, Chair, called the meeting to order.

Approval of Minutes

Due to the lack of a quorum, the approval of the September 19, 2007 meeting minutes will be deferred to the next meeting on March 12, 2008.

Chairman's Report

Mr. Saft began the meeting by enthusiastically welcoming new Executive Director, Blake Foote to the New York City Workforce Investment Board (WIB). Ms. Foote has over ten

years experience in the field of workforce development. Most recently she served as Executive Director of NYC Business Solutions Hiring at the SBS, where she oversaw the City's recruitment initiatives for large NYC businesses in target industries and managed the agency's partnerships with workforce funding organizations. Previously, she served as Sector Employment Program Manager at the National Economic Development and Law Center and Fast-Track Training Academy Director at Jobs Consortium in Oakland, California. Blake holds a M.P.A. from the John F. Kennedy School of Government at Harvard University and a B.A. in International Relations from Georgetown University.

Next, Mr. Saft shared that the WIB co-sponsored the Career Pathways Conference with the New York City Employment and Training Coalition (NYC ETC) on October 10th. The conference, he noted, focused on building sector-based career pathways for low-wage workers in New York City and highlighted best practices from around the country. The Forum was in incredibly high-demand, and was a great success. Mr. Saft thanked the NYC ETC for partnering with the WIB on this important issue.

Mr. Saft also announced that WIB Assistant Director, Brian Egan's last day was Wednesday Dec. 5th. Saft noted that Brian was an integral part of the WIB's success during his tenure of three years, and he will be greatly missed.

Finally, Mr. Saft reiterated his concern with the Board regarding a possible recession in the local and national economies. He asked Board members to contact him directly if they are interested in forming a working group to further explore this issue.

Youth Council Update

Reg Foster, Chair of the Youth Council, provided the Board with an update on the Youth Board/Youth Council meeting of December 6th. Mr. Foster noted that he was unable to attend the Youth Board/Youth Council meeting due to illness, and directed the Board to the NYC Department of Youth and Community Development (DYCD) Youth Board/Youth Council update memo in the board book.

Keynote Presentation

Mr. Saft introduced the *Proposed 2008-2010 Strategic Plan* presentation. Mr. Saft reported that the WIB has achieved the major objectives outlined in the original 2005 Strategic Plan, such as system recertification, strengthening the training system, supporting the development of sector focused initiatives, and the mapping of workforce information. He noted that in a few short years, as a result of the strong foundation set by the Board during the last involved WIB strategic planning process, the New York City workforce system has experienced tremendous growth. Mr. Saft stated that the plan was well received by the Executive Committee, and invited the Committee members to share their thoughts and comments on the plan during the discussion.

Blake Foote, Executive Director of the New York City Workforce Investment Board presented the *Proposed 2008-2010 Strategic Plan*. Ms. Foote noted that prior to the Quarterly Meeting the draft plan was introduced to individual Strategic Planning Committee members for review and comment, and was supported by the Executive Committee at the December 5th meeting. She discussed the key changes from the 2005 Strategic Plan, namely the proposal to dissolve the Strategic Planning Committee, and the future of the Workforce Policy Committee. Ms. Foote briefly discussed that future strategic work will be focused in smaller time-limited work groups or steering committees. She also noted that previous drafts of the plan called for dissolving the Workforce Policy committee, however in the *Proposed 2008-2010 Strategic Plan* the

Workforce Policy Committee continues on as a standing committee, and the next Workforce Policy Committee meeting will focus on the development of the new direction for the Committee.

Ms. Foote presented the key priorities in the *Proposed 2008-2010 Strategic Plan*. The priorities were defined as,

- Advance the performance of the City's workforce services and conduct effective oversight of the WIA-supported system to ensure high functioning workforce services
- Increase business participation, awareness, and use of the WIA-workforce system to support a demand-driven approach that meets business need and creates new job opportunities
- Evaluate and drive priorities for the City's workforce policy agenda to focus on areas where the most impact can be made on connecting more businesses with workers and enabling workers to advance
- Encourage the City to adopt innovative best practices and respond to important workforce issues occurring at the state and national levels – making NYC a workforce development leader
- Provide local labor market information and analysis of important industry and workforce trends to generate a blueprint for effective program development
- Promote and publicize New York City's workforce initiatives and gains to diverse groups (academia, elected officials, foundations, public policy organizations, press) – to increase profile among thought leaders, learning from these groups and attracting more resources

Following this presentation, Mr. Saft facilitated a discussion between Ms. Foote and the Board.

Due to the lack of a quorum, the approval of the *Proposed 2008-2010 Strategic Plan* will be deferred to the next meeting on March 12, 2008.

Workforce Year in Review

Ms. Foote introduced the Workforce Year in Review. She explained that presentations from the NYC Workforce Investment Board (WIB), NYC Department of Small Business Services (SBS) and the NYC Department of Youth and Community Development (DYCD) were intended to showcase the system's top achievements for the year, and to provide the forward looking goals for 2008.

Ms. Foote first presented the WIB accomplishments which included instrumental research that informed program design and development, the WIB website launch, the three international delegations that were hosted in order to share best practices, and several conferences that were developed and or co-hosted by the WIB. Ms. Foote also reported that the Youth Council's supported the launch of DYCD's Capital Program and New York City's bid to be named one of America's Promise top *100 Best Communities for Young People*. The WIB's goals for 2008 included board recruitment, the development of a policy agenda, the launch of the NYC Labor Market Information Service, the expansion of the WIB website, and the development of a system "report card".

Next, Ms. Foote introduced Scott Zucker, SBS Deputy Commissioner for Workforce Development, and Cristina Shapiro, SBS Assistant Commissioner for Business Solutions who presented the workforce and business accomplishments on behalf of SBS. The

adult workforce accomplishments included the continued success of the Workforce1 Career Centers, the launch of advancement programming which included *EarnMore*, Community Outreach Teams, and Customized Training Funds, the increased number of hires through the Account Management Team model, the development of Strategic Operating Plans for the Business Solutions Centers, and the strengthened partnership with the NYC Workforce Funders Group. The adult workforce 2008 goals included the continued support of the Workforce1 Career Centers and Business Solutions Hiring and Training as they strive for increased outcomes, and the implementation of new business-driven service strategies to drive career advancement and earnings gain for the working poor.

Ms. Foote next introduced Suzanne Lynn, DYCD Deputy Commissioner for Community Development who presented the workforce and business accomplishments on behalf of DYCD. The youth accomplishments included increased public-private partnerships, additional funds leveraged for programs that target disconnected youth, and the consolidation of the private sector internship programs in the Ladders for Leaders program. The youth workforce 2008 goals included the continued push to build new public-private partnerships and to raise basic numeracy and literacy skills, the adoption of best practices around youth assessment and development, and the development of networks to better serve the communities in need and to reach out to disconnected youth.

Conclusion

Following the business described above, the meeting was adjourned. Mr. Saft announced that the next quarterly WIB meeting would be on March 12, 2008.