

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

Meeting of May 22, 2008

At the New York City Department of Small Business Services
110 William Street, 7th Floor
New York, NY 10038

MINUTES

Committee Members Present:

William Abramson	Charles Callahan	Mark Leff for P. Brier
William Bollbach	Rocco Damato	Mia Simon for J. Mogulescu
Horace Barker	Sarah Holloway	Sara Spatz
Robert Battista	Deborah King	

Also Present:

Sara Ain	Chris Cesarani	Lesia Lozowy
Blake Foote	Katy Gaul	Stephanie Martinez
Deborah Buyer	Lea Kilraine	Melinda Mulawka
		Suzanne Towns

Rocco Damato, Committee Chair, called the meeting to order.

Approval of Minutes

The minutes of the February 14, 2008 Workforce Policy Committee were approved.

Workgroup Update

Rocco Damato provided an update to Members on the Committee's new Workgroups, designed to focus on key workforce issues that are in line with the WIB's Strategic Plan. These workgroups are designed to meet over the period of six months to execute specific, actionable tasks. At the February Committee meeting, the Committee created three new Workgroups under this new, short-term workgroup framework. These workgroups were: Business Engagement and Member Recruitment, Transportation Advisory Group, and an Economic Trends Roundtable.

Now at the halfway mark of this six month time period, the **Business Engagement and Member Recruitment** Workgroup has now met twice. This Workgroup is chaired by Kathy Kearns and is made up of six additional business members and an Economic Development Corporation representative. This Workgroup has refined the marketing materials used to recruit new members and compiled a list of potential new members for recruitment. At their last meeting in September, the Workgroup will look at current member engagement as well as ways to better market the services of our system to NYC businesses.

The **Transportation Advisory Group's** major focus was to provide feedback on the new sector-based Career Center in the transportation industry. The vendor for this Center, Grant Associates, was also pursuing an industry advisory panel that has significant overlap with the mission of the WIB's group. As such, after speaking with the vendor, we decided to support Grant Associates in engaging transportation employers and to pursue another industry for the WIB's first industry advisory group. After speaking with relevant program staff, we have determined that this new advisory group will be in the Accommodation and Food Services

sector, focusing on both restaurants and hotels. We hope to have this new advisory group up and running in this coming quarter.

Lastly, and in response to this Committee's request, on Friday, May 16th the WIB held an **Economic Trends Roundtable**. This event was very successful, attended by over 60 individuals from the WIB, SBS and DYCD, Workforce1 Career Center and Business Solutions Center staff, State Department of Labor staff and representatives from the NYC funding community. This event provided an overview of recent economic trends in NYC, the occupations affected and how they might change over time, as well as insight into the work that the WIB and Centers have done in response to these trends.

Training Provider Resolution

Katy Gaul, Assistant Commissioner for Workforce1 Training and Advancement at SBS, presented a resolution regarding compliance standards for New York State licensed training providers. The Committee approved this resolution which will allow SBS to require that courses offered by training providers receiving vouchers from the Workforce1 Career Centers be approved by an appropriate licensing body. This is another step in promoting accountability across the training offerings funded by the City.

Operator Consortium Update

Suzanne Towns, Executive Director for Strategic Partnerships at SBS, presented an update on Operator Consortium (OC) activities. Ms. Towns detailed current OC initiatives surrounding Center operations and provided updates on Language Access, Disability Program Navigator, and Center Onsite Literacy programs.

Update on Center Profiles and U.S. Conference of Mayors

Blake Foote, Executive Director of the WIB, presented an update on WIB projects and strategic priorities. Highlighted in her presentation were the Center Profiles which detail performance and demographic information for each Workforce1 Career and Business Solutions Center. These documents are available on the WIB website. Additionally, Ms. Foote presented a summary of the work that the WIB has undertaken with the U.S. Conference of Mayors to craft a white paper detailing key priorities for the Workforce Investment Act, should it come up for reauthorization in the next Congress. This white paper will also serve as talking points for the Mayors as they engage the presidential candidates on workforce issues.

Conclusion

Following the business described above, the meeting was adjourned.