



QUARTERLY MEETING

110 William Street, 4th Floor
New York, New York

Wednesday, September 10, 2008

8:30 – 10:00 AM

MINUTES

Board Members Present:

Bill Abramson	Michael Flanigan	John Mogulescu
Horace Barker	Reg Foster	Stuart Saft
Robert Battista	Colvin Grannum	Deirdre Scott
Richard Boyle	Susan Haskell	Maria Serrano
Charles Callahan III	Sarah Holloway	Sheila Scherfman
Rocco Damato	Chuck Hunt	Tokumbo Shobowale
Rex Davidson	Marc Leff	Ray Singleton
Ken Dircks	Rae Linefsky	Sara Spatz
Arnold Dorin	JoEllen Lynch	Ramon Tallaj
Mark Elliott	Joseph McDermott	Robert Walsh

Guests:

Tracie Abbott	Aysun Cokyuksel	Annie Hitchens	Lisa Neeu
Sara Ain	Doug Cotter	Anthony Hunter	David Nidus
Sanam Akhlagh	Catherine Dyson	Timothy Johnson	Marty Oesterreich
Miguel Almodovar	Diane Edelson	Angie Kamath	Deldreana Peterkin
Paula Bailey	David Fischer	Megan Keenan	Adam Rabiner
Pam Bradley	Cedric Gaddy	Lea Kilraine	Sandi Rosenthal
Julia Breitman	Shira Gans	Suzanne Lynn	Cristina Shapiro
Rebecca Brown	Sara Garretson	Jackie Mallon	Karl Snyder
Megan Burke	Katy Gaul	Stephanie Martinez	Suzanne Towns
Lindsay Carpenter	Dale Grant	Lou Miceli	Florence Wong
Chris Cesarani	Shanna Gumaer	Daphne Montanez	
Alan Cheng	Bret Halverson	Melinda Mulawka	
Caren Clary	Anne Hayes	Chris Neale	

Approval of Minutes

The minutes of the June 12th meeting of the New York City Workforce Investment Board (WIB) were approved.

Chairman's Report

Stuart Saft, Board Chair, welcomed the Board. He began the meeting by announcing the retirement of Sara Spatz, the WIB's NYS Department of Labor representative. On behalf of the Board, he extended best wishes and gratitude for her service.

Mr. Saft then highlighted the efforts of the Business and Member Engagement workgroup, which is chaired by Kathy Kearns and includes seven additional WIB members. He noted that over the past two meetings the Workgroup has refined the WIB's recruitment materials, as well as compiled a list of potential new members to recruit. He explained that at the final meeting in September, the Workgroup will develop recommendations on how the Board can better engage current members and detail ways to better market the services of the system to NYC businesses. He reiterated that Board members are ambassadors for the public workforce system and asked that members contact WIB staff if they have recommendations for activities or ways we can better engage the business community.

Next, Mr. Saft thanked several Board members for their active engagement in WIB activities including Horace Barker, Rocco Damato, Ken Dircks, Mark Elliott, Kathy Kearns, Rae Linefsky, John Mogulescu, and Commissioner Walsh.

Mr. Saft encouraged the Board to attend the *Transportation Employment in New York City* event on September 19th. He explained that the event marked the official launch of the New York City Labor Market Information Service, and the release of its first report on Transportation.

Finally, Mr. Saft announced that WIB Executive Director Blake Foote is taking a leave of absence from the WIB staff, as she enjoys maternity leave beginning at the end of September. Blake has recommended that WIB Deputy Director Melinda Mulawka assume the official duties of the Executive Director. Mr. Saft directed Board members to the resolution in the meeting materials which officially delegates Blake's authority to Melinda while she is out on leave. The Board unanimously endorsed the resolution to delegate Executive Director Powers and Authorities to the Deputy Director.

Youth Council Update

Reg Foster, Chair of the Youth Council, shared with the Board an update on the NYC Ladders for Leaders. He also directed the Board to the NYC Department of Youth and Community Development (DYCD) Youth Board/Youth Council update memo in the board book.

Executive Director Update

Blake Foote, Executive Director of the NYC Workforce Investment Board, updated the Board on the WIB's second quarter accomplishments in support of the proposed 2008-2010 WIB Strategic Plan. Ms. Foote explained that over the third quarter the WIB staff focused its efforts on implementing actions associated with strategic plan priorities that would yield an immediate impact. These priorities included:

1. Increase business participation awareness and use of the system,
2. Provide local labor market information and analysis, and
3. Promote the success of the local workforce system and encourage adoption of best practices.

She noted several accomplishments related to these priorities including the recruitment of several new business members and the complementary work of the Business

Engagement and Member Recruitment Workgroup, hosting the Workforce Investment Act training for new members and staff, the ramp up of the NYC Labor Market Information Service and roll out the first deliverable related to the Transportation Sector and accompanying subsector profiles, and the WIB's involvement in the U.S. Department of Labor's review of the NYC LWIA. Ms. Foote concluded the presentation by recommending that staff slightly shift priorities for the fourth quarter. In addition to providing local labor market information and analysis, and promoting the success of the local workforce system and encouraging the adoption of best practices, Ms. Foote recommends that staff also focus on evaluating and driving the priorities for the City's workforce policy agenda.

Updates on Core System Activities & New Programming

Angie Kamath, Deputy Commissioner of the Workforce Development Division and Dave Margalit, Deputy Commissioner of the Business Development Division at the NYC Department of Small Business Services provided a brief overview of the adult workforce system's focus for the coming months. The Commissioners presented the system's four core goals, which guide the work of the system. These goals included:

- Screen, match and place New Yorkers in good jobs,
- Help companies grow and create jobs through access to qualified labor,
- Provide high quality services to both business and jobseeker customers of the system, and
- Ensure our model is sustainable at scale in the long-term.

Throughout the presentation it was stressed that in order to continue to gain efficiencies both the workforce and business development arms of the system will further align activities, to better serve both the business and jobseeker customers.

Next, Sandi Rosenthal from the Center for Employment Opportunities provided a brief overview of the newly implemented *Employment Works* program. The program is aimed at providing employment services to individuals who are on probation. Ms. Rosenthal explained that the program features strategies to meet business need, intensive hard skills training, high wage jobs, employer hiring incentives, and a focus on job retention. Following Ms. Rosenthal, Diane Edelson from Dale Grant Associates, provided a brief overview of the *Workforce1 NYC Transportation Center*, operated at the Queens Workforce1 Career Center. She explained that the goal of the Transportation Center is to meet the needs specific to businesses within the Transportation industry, as well as provide target workforce population with access to good jobs with career advancement opportunities.

Finally, Deputy Commissioner Suzanne Lynn, Summer Youth Employment Program (SYEP) Director Alan Cheng and NYC Ladders for Leaders Director Julia Bretiman presented an in-depth update on Department of Youth and Community Development initiatives. DYCD reported that the SYEP received over 103,000 applications and enrolled over 43,000 youth, despite a decrease in funding. DYCD noted they continue to make strides increasing private sector involvement in the program and hope to continue to do so next year. In 2008, 23 percent of work sites were in the private sector. Next DYCD staff provided an overview of the NYC Ladders for Leaders Program. NYC Ladders for Leaders graduated 183 youth for 2008, and featured 63 returning private sector employers. The program also created a fund of over \$200,000 for college scholarships and provided students with SAT preparation courses. DYCD noted that

several WIB Board members were present for the NYC Ladders for Leaders graduation at Gracie Mansion at the end of the summer, and thanked the Board for their continued support.

Conclusion

Following the business described above, the meeting was adjourned. Mr. Saft announced that the next quarterly WIB meeting would be on December 11th.