

# NEW YORK CITY WORKFORCE INVESTMENT BOARD EXECUTIVE COMMITTEE

November 14, 2008

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

## MINUTES

### **Members in Attendance:**

Rocco Damato	Kathleen Kearns
Mark Elliott	Stuart Saft
Reg Foster	

### **Also Present:**

Will Abrams	Melinda Mulawka
Deborah Buyer	Chris Neale
Shanna Gumaer	Deldreana Peterkin
Angie Kamath	Matt White
Lea Kilraine	David Zipper
Stephanie Martinez	

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

### **Approval of Minutes**

The minutes of the July 30, 2008 Committee meeting were approved.

### **Introduction**

Mr. Saft began the meeting by explaining that the majority of the meeting would focus on the Workforce1 Career Center Concept Paper. He explained that Deputy Commissioner Angie Kamath from the NYC Department of Small Business Services (SBS) will provide a brief overview of the contents of the concept paper. After Ms. Kamath's presentation, he noted that the Members would engage in a discussion about any concerns or comments they may have about the concept paper. Finally, he noted that Members should review the Directors Update (behind TAB 2) which details the current activities of the WIB staff.

### **Presentation and Discussion of the Workforce1 Career Center Concept Paper**

Next, Deputy Commissioner Kamath provided a brief overview of the Workforce1 Career Center Concept paper. She explained that five years after taking on management of the City's WIA-funded Adult workforce programs, SBS has experienced tremendous success in advancing a business-driven workforce development system. These highlights included:

- Expanded the number of Workforce1 Career Centers from three to eight
- Achieved ten consecutive quarters of more than 4,000 job placements, and more than 60,000 total placements since 2004
- Helped businesses with large-scale hiring needs fill over 7,500 job openings in the last three years

- Overhauled the Individual Training Account program by repositioning investments towards training that directly leads to employment
- Successfully incorporated Center for Economic Opportunity programming to advance the working poor

At this point in time, the contracts for the three large centers in the Bronx, Brooklyn, and Upper Manhattan are set to expire; therefore SBS has begun the procurement process for releasing a Request for Proposals for the three Workforce1 Career Centers. This process includes the Release of a concept paper, release of the RFP, contract negotiations and award. The Centers are expected to ready to open early-mid 2009.

Ms. Kamath explained that many of the same elements will remain in place for the Workforce1 Career Center system. She reiterated that the vision of the system is to be “an integral driver of the City’s economic development strategy, the Workforce1 Career Centers fulfill business customers’ hiring and training needs by finding, preparing, and placing the most qualified individuals in their opportunities”.

The additional guiding principles detailed in the concept paper for the new Workforce1 system also include,

- Job placement remains the core mission of the Workforce1 system, but how the Centers achieve placements will change
- Placement and preparation activities will take place with a greater focus on employer needs, with an increased attention to job quality, and with the provision of dedicated resources to jobseeker retention and advancement
- If proposals are strong, there is the possibility of adding additional Centers to the system.

Similarly, the concept paper also expands on the current elements of Hiring and jobseeker services to include,

#### Hiring Services

- More strategic Center-based general business development
- Sector-focused programming
- Wage targets

#### Jobseeker services

- Industry-specific training and workshops
- Retention services
- Advancement services

Following Ms. Kamath’s presentation, the Members provided their feedback on the concept paper. This feedback included thinking about what the system should look like in an economic downturn, how to create a pipeline to place individuals in the trades, and how to better serve the immigrant labor force.

The meeting was adjourned.