

**A RESOLUTION OF THE NEW YORK CITY WORKFORCE INVESTMENT BOARD TO ESTABLISH A WORKFORCE POLICY COMMITTEE, A COMMUNICATIONS COMMITTEE, AND A FRAMEWORK FOR THE FORMATION OF ISSUES-FOCUSED WORKGROUPS**

**WHEREAS**, at its January 28, 2003 meeting, the New York City Workforce Investment Board (“WIB”) established the Training Committee (formerly the ad-hoc Individual Training Account Committee) as a permanent Committee of the WIB; and

**WHEREAS**, at its December 11, 2003 meeting, the WIB established a One-Stop Committee; and

**WHEREAS**, the WIB now desires to merge the former One-Stop and Training Committees into a single Workforce Policy Committee; and

**WHEREAS**, the WIB now desires to establish a Communications Committee; and

**WHEREAS**, the WIB also desires to establish a framework for the creation of workgroups to focus on critical workforce issues;

**NOW, THEREFORE, BE IT RESOLVED** by the New York City Workforce Investment Board as follows:

1. Workforce Policy Committee. Pursuant to Section 4.3 of the WIB’s By-Laws, the WIB hereby establishes a Workforce Policy Committee to replace the One-Stop and Training Committees. The One-Stop and Training Committees are hereby dissolved.
  - a) The Workforce Policy Committee shall assume the combined oversight responsibilities of the former One-Stop and Training Committees, including the development of policies for the Workforce1 Career Centers, Business Solutions Centers, Individual Training Accounts, and customized training grants.
  - b) The WIB hereby delegates authority to the WIB Chair to designate the members of the Workforce Policy Committee and the Committee Chair.
2. Communications Committee. Pursuant to Section 4.3 of the WIB’s By-Laws, the WIB hereby establishes a Communications Committee.
  - a) The Communications Committee shall: lead the development and execution of a communications strategy for the WIB; organize special events sponsored by the WIB; and provide guidance on the development of the WIB’s marketing materials and web site.

- b) The WIB hereby delegates authority to the WIB Chair to designate the members of the Communications Committee and the Committee Chair.
3. Workgroups on Critical Workforce Issues. The WIB hereby establishes a framework to enable the formation of workgroups to focus on critical workforce issues.
- a) A workgroup may be formed at the initiation of an individual WIB member, or group of members, for the purpose of investigating a particular workforce issue on behalf of the WIB.
  - b) Each workgroup shall be organized around a central workforce issue of importance to the WIB, including, but not limited to: English language instruction/ESL programs; immigrant workforce issues; WIB sector strategies (such as healthcare or hospitality/tourism); school-to-work programs, prisoner re-entry programs, etc.
  - c) Each workgroup shall be led by a WIB member, volunteering to serve as Chair or co-Chair of that workgroup.
  - d) Each workgroup shall report to the Strategic Planning Committee from time to time on its progress and activities.
  - e) Workgroups shall not be considered official standing committees of the WIB and therefore shall not be subject to the same by-laws and rules governing such committees nor shall workgroups be authorized to transact business on behalf of the WIB.
  - f) Workgroups may disband at such time as the workgroup Chair deems appropriate.