

**NEW YORK CITY WORKFORCE INVESTMENT BOARD
TRAINING COMMITTEE
Meeting of January 25, 2005**

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

Minutes

Committee Members in Attendance:

Rocco Damato Joseph McDermott
William Janowitz

Also Present:

Rebecca Brown David Padrino
Vicki Dawson Bonnie Potter
Brian Egan David Schmid
Charles Houston Marilyn Shea
Lisa Laudico

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

Training Provider Quality Program Update

Vicki Dawson, Executive Director of Workforce Training at the New York City Department of Small Business Services (SBS), provided an update on the Training Provider Quality Program adopted by the Committee on August 11, 2004. Ms. Dawson reported on the efforts taken to advise training providers of the New York State Education Law licensing requirement. Charles Houston, SBS Individual Training Account (ITA) Program Manager, presented preliminary data from a sample of training providers on customer completion and placement rates.

Committee Action Plan Template

David Padrino, Assistant Director of the New York City Workforce Investment Board (WIB), presented an action plan template, which would be used to frame the activities of the Training Committee for 2005. Mr. Padrino solicited feedback on the template from Committee members.

Committee Priorities

Rocco Damato led a discussion of the Training Committee's priorities for 2005.

Members were guided by a list of facilitating questions prepared by WIB staff and the accompanying feedback was captured for inclusion in the Committee's Action Plan.

Conclusion

Following the business described above, the meeting was adjourned.