

Niagara WDB Youth Committee Meeting

Meeting Held: 11/15/18 at Niagara County Center for Economic Development/IDA

Attendees: Kathleen Granchelli of YWCA, Brian Rotella of Niagara Falls School District, Dawn Wylke of Lockport School District, Dawn Cody of Niagara County Employment & Training Department, Bonnie Rice of Niagara County Employment & Training Department, and John Accardo of Niagara Workforce Development Board.

Other agencies were invited to attend but were not present. Kathleen said we may hold a conference call in early January for the next meeting. She will contact non-attendees to see if conference calls will be more convenient.

Discussion centered around the Job Fair concept. Targeted dates will be in May 2019, with events to be held in Lockport CSD and Niagara Falls CSD initially (North Tonawanda CSD pending input from Mike Tambroni). Targeted audience will be high school seniors who do not intend to enter college, training, or the military. Dawn Cody mentioned the recent BOCES Job Fair with hands-on activities in the various career fields, with employers providing the activities specific to their career field openings. Examples include Pharmacy openings with a company that brought a labeling system and Skittles to fill prescription bottles, culinary with students creating their own lunch and dessert items, and tractor trailers with demonstrations for the CDL-A jobs available.

After much discussion, it was decided that instead of a Job Fair, an employer connection event will be held. The committee's focus is to respond to the needs of our local employers. Brian suggested we develop a framework for the process. Committee agreed that the process will be: locate local employers within the city (or commuting distance by bus) for the event, survey the employers to ascertain their entry-level hiring expectations and job titles, locate high school seniors who match the job openings and want to work upon graduation, establish interview appointments for the seniors, conduct mandatory financial skills/soft skills workshops for the interested seniors, connect employers to On-the-Job Training or other pre-hire services, and monitor job retention for the seniors as a measure of success. Bonnie mentioned that those not hired who are not in school should be referred to Bonnie for the Young Adult Program and job search assistance through the One-Stop Career Center.

For financial literacy, Bonnie said both Consumer Credit Counseling Services and Buffalo Federation of Neighborhood Centers have offered free financial literacy training for youth in the past. Brian suggested having a financial planner discuss retirement planning, savings and checking accounts, and establishing a budget based upon your actual earnings. The budget will demonstrate the importance of promotional opportunities and how much your hourly wage impacts your lifestyle. Brian further suggested inviting banks. Bonnie offered to share the bank/credit union information gathered to assist Summer Youth with checking and savings account decisions.

Dawn Wylke said Lockport High School plans to offer Career Chats on 12/20/18 with clusters based on study areas and a focus on careers in the various high school major areas. Teachers will talk to their students about careers connected to their teaching area, juniors and seniors will attend two workshops on soft skills and workplace etiquette, and there will be a College and Career Fair during lunch hours. In March, LHS plans to hold "speed dating" interviews for juniors and seniors. Grades 9 and 10 will attend soft skills workshops.

Action Items

Youth Committee Member	Action	Due By	Completed
Bonnie	Create draft process chart	12/1/18	yes
Bonnie	Meeting minutes	11/30/18	yes
Bonnie	Share Summer Youth banking chart	11/30/18	yes
Kathleen	Check on Youth Committee prospective members not in attendance – consider conf call	ASAP	
All	Recommend employers to contact regarding job openings	Bring to next meeting	
Bonnie/Dawn Cody	Bring current Job Orders for job openings in Lockport, NF, and NT to the next meeting – employers to invite to the Employer Connection event	Bring to next meeting	

Next Youth Committee Meeting

To be announced in 2019 – possibly a conference call instead of meeting in person.

Respectfully submitted,
Bonnie Rice