

Niagara WDB Youth Committee Meeting  
Meeting Held: 5/6/19 via Conference Call

Attendees on the Conference Call: Kathleen Granchelli of YWCA, Dawn Cody of Niagara County Employment & Training Department, Bryan Rotella of Niagara Falls School District, Dawn Wylke of Lockport School District, and Bonnie Rice of Niagara County Employment & Training Department.

The Committee is preparing to host two separate "Ready to Employ" Recruitment Fairs, on site at Lockport and Niagara Falls City School Districts.

Bonnie will re-email job postings between 2/15/19-3/26/19 for Cities of Lockport and Niagara Falls to the Committee members. Committee members will let Bonnie know right away which employers are appropriate to invite to this recruitment event. Email Bonnie the name and address of any additional companies you'd like added to the mailing.

Event Details

	<b>Lockport HS</b>	<b>Niagara Falls HS</b>
<b>Date of event</b>	6/17/19	6/17/19 (tentative)
<b>Times of event</b>	9 a.m. to 11 a.m.	9 a.m. to 11 a.m.
<b>Venue</b>	Possibly rooms near the Auditorium	Gym or Performing Arts Center
<b>Max number of businesses</b>		
<b>Approximate number of seniors attending</b>		About 100
<b>Contact person (for employers)</b>	Adam Bianco 716-286-7932	Dawn Wylke 716-478-4453

Employers

Seeking employers who offer either entry-level positions with a career track/potential for growth, or employers who pay above minimum wage and offer full-time positions.

Potential employers to invite:

- Home Depot: Joel Feuerman has already expressed interest in attending all three events.
- GEICO
- Diversified Manufacturing
- Sumitomo Tire
- Unions (Paul Brown, Russ Quarantillo, Randy Palladino)
- Construction companies
- Please email recommendations to Bonnie

Invitation Letter to Employers

Kathleen will finalize the invitation letter. Letter will ask employers to send people who are making the hiring decision. Possible co-signature with HS Principals on invitation letter was mentioned. Kathleen may design a separate letter to invite Unions/Trades. Letters to be mailed ASAP.

## Action Items

<b>Youth Committee Member</b>	<b>Action</b>	<b>Due By</b>	<b>Completed</b>
Bonnie	Meeting minutes	5/6/19	yes
Kathleen	Finalize recruitment letter for (a) employers and (b) Unions/Trades.	ASAP	
Bonnie	Email current job openings in Lockport and NF to Committee members	5/6/19	
All	Email name and address of employers to Bonnie for inclusion on "Ready to Employ" invitation list	ASAP	
Dawn Cody, Bonnie	Mail out invitation letters	ASAP	

Next Youth Committee Meeting

**To Be Announced**

Respectfully submitted,  
Bonnie Rice