



Education & Training Committee Meeting

Minutes

Butler Clermont Warren/Workforce Development Board

4/28/2025 3:00 PM EDT

Attendance

Present: Remote

Members: Chair-Karen Karnes, Karolyn Ellingson, Steve Whayne

Staff: Becky Ehling, Traci Stivers, Brittney Stephens, Amy Miller

Guests: Rob Edling, Chelsea Engel, Paige Sheridan, Samy Broyles, Josh Hisle, Julie Ridge

Absent:

Members: Cheryl Brackman, Susan Hakel, Margaret Jenkins, Nick Linberg, Joy Lytle, Robert Sheehan

I. Welcome & Attendance (Presenters: Karen Karnes)

Committee Chair Karen Karnes opened meeting at 3:01pm.

A. Meeting Minutes from January 27, 2025

 [Education & Training Committee Meeting Minutes 1-27-25.docx](#)

There are no questions, comments, or corrections to minutes. Minutes will stand as official meeting minutes.

II. Roles & Responsibilities (Presenters: Karen Karnes)

 [Ad-Hoc Committees.docx](#)

III. 4th Annual Workforce Development Forum (Presenters: Karen Karnes)

General Session Format: The committee supports returning to a format featuring a moderator and 3–4 panelists for the general session.

Main Topic Theme: The committee agreed on a central theme focused on “**Embracing Different Generations.**” Staff will work on developing concise, engaging session titles based on this theme for review at the next meeting.

Breakout Session Topic Areas: Potential breakout session themes include:

- Work-Life Balance
- Bridging the Technology Gap
- "Sync or Sink"
- Cross-Generational Collaboration

Staff will begin drafting breakout session titles and will also start identifying potential speakers.

Breakout Session Format: The committee approved having **two repeating breakout sessions** to accommodate participant interest and scheduling.

IV. Discussion (Presenters: Karen Karnes)

A. 2024 Retreat Strategic Planning Tool

 [2024 BCW Workforce Strategic Planning Working Document \(6\).pdf](#)

Chair Karnes expressed that the item currently marked as “Red” — *Employers Teach Instead of Government* — could potentially be reclassified as “Yellow” or “Green.” She noted that progress is being made through existing forums and the possibility of hosting mini forums to further this effort.

B. Update on WIET Policy

Give update on policy that staff is working to create.

ED Ehling reports that she will continue to work on this and hopes to have it ready to present at next committee meeting.

C. Mini Forums

Revisit the idea of mini forums.

Chair Karnes suggested distributing a poll to previous forum attendees to gather input on topics or areas of expertise they would be interested in hearing about—or potentially presenting on—at a future mini forum.

V. Adjourn (Presenters: Karen Karnes)

The next Education & Training Committee meeting will be June 23, 2025 from 3:00pm-4:30pm.

Chair Karnes closed meeting at 3:58pm.