



Education & Training Committee Meeting

Minutes

Butler Clermont Warren/Workforce Development Board

6/23/2025 3:00 PM EDT

Attendance

Present: Remote

Members: Chair-Karen Karnes, Steve Whayne

Staff: Brittney Stephens, Traci Stivers

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

Absent:

Members: Cheryl Brackman, Becky Ehling, Carolyn Ellingson, Susan Hakel, Margaret Jenkins, Nick Linberg, Joy Lytle, Amy Miller, Robert Sheehan

I. Welcome & Attendance (Presenters: Karen Karnes)

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

A. Meeting Minutes from April 28, 2025

 [Education & Training Committee Meeting Minutes 4-28-25.docx](#)

There were no corrections, questions, or comments regarding the meeting minutes. The minutes were accepted and will stand as the official record.

II. Roles & Responsibilities (Presenters: Karen Karnes)

 [Ad-Hoc Committees.docx](#)

III. Suggestions for Chair of Committee

Committee Chair Karnes announced that this will be her final meeting, as she will be retiring on June 30, 2025. She informed the Committee that a new Chair will need to be identified and encouraged any interested members to consider stepping into the role.

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

The Committee reviewed the document outlining session titles, breakout sessions, and topics. The Committee reached consensus on the following:

- **General Session:** *Sync or Sink: Thriving Across Generations*
- **Breakout Sessions:**

- *Cross-Generational Collaboration: From Typewriters to TikTok – Tech Across Generations*
- *Bridging the Technology Gap: From Handshakes to Hashtags – Communicating Across Generations*

Traci will forward the information to Dimalanta for flyer creation and event promotion to begin.

A. Decision on Name of the Forum, General Session and Breakouts

 [General Session.docx](#)

B. Thoughts on speakers for Forum

Traci met with a lady who may be someone for general session.

Traci will reach out to Wendy LeBorgne and see if she is available for General Session

Steve Whayne will send Traci information that he has on a possible speaker.

Committee agrees that Kendra Ramirez is always a good backup.

Committee will also send any possible speakers they may think of on to staff.

V. Discussion (Presenters: Karen Karnes)

VI. Adjourn (Presenters: Karen Karnes)

Next Education and Training Committee Meeting will be July 28 from 3:00 -4:30 pm

Karen Karnes closed meeting at 3:25pm.