

Education & Training Committee Meeting Minutes

Date: June 22, 2026

Time: 3:01 p.m. – 3:25 p.m.

Location: Virtual Meeting (Microsoft Teams)

Members Present: Paige Sheridan, Amy Miller, Josh Hisle, Cheryl Brockman, Jeff Gambrell, Steve Whayne

Staff Present: Becky Ehling and Traci Stivers

I. Call to Order

Becky Ehling called the meeting to order at 3:01 p.m. and welcomed committee members. Joy Lytle, Chair, was unable to attend, so Becky facilitated the meeting.

II. Approval of Agenda

The agenda was reviewed and approved without changes.

III. Approval of Previous Meeting Minutes

The previous meeting minutes were accepted as presented.

IV. Roles and Responsibilities

Committee roles and responsibilities were shared. No action was required.

V. Fifth Annual Workforce Development Forum

The committee reviewed the agenda, confirmed John Groom as keynote speaker on workplace culture, Laura Hicks as panel moderator, and discussed recruitment of apprenticeship panelists including Holly Endicott, Chad Bridgeman, Mac Jones, Dan Bates, Greg Knox, and a potential AMIP representative. The panel will emphasize apprenticeship models broadly, including internships, co-ops, and employer-led training.

- a) Returning vendors and new invitations were discussed. Approximately ten vendor tables are anticipated.
- b) Remaining event funds are available. Sponsorship opportunities continue to be explored, and a preliminary budget will be presented at the next meeting.
- c) The committee discussed creating a new event flyer, registration logistics, and coordinating name tags and QR code registration.
- d) Technology needs at the VOA location were reviewed. Steve Whayne will coordinate IT support, and Traci Stivers will use last year's planning notes to improve event logistics.

VI. Next Steps

Finalize panelists, complete the event flyer, begin marketing, prepare the budget, continue vendor outreach, and finalize registration logistics.

VII. Next Meeting

July 27, 2026.

VIII. Adjournment

The meeting adjourned at 3:25 p.m.