

Emerging Workforce (Youth) Committee Meeting Minutes

Workforce Development Board: Butler Clermont Warren

Meeting Date: April 6, 2026

Meeting Time: 1PM- 1:33PM

Location: Remote TEAMS

Attendance: Remote

Members Present: Boyce Swift – Chair

Staff Present: Becky Ehling, Traci Stivers

Guests Present: Amy Miller, Paige Sheridan, Jull Cates, Chelsea Engel

I. Welcome & Attendance

- a. Committee chair Boyce swift open the meeting at 1:00 PM and welcome to attendees approval of previous meeting minutes

II. Approval of Previous Meeting Minutes

- a. Previous meeting minutes were reviewed. The committee noted discrepancies in prior meeting records and will reconcile dates. No formal approval recorded.

III. Committee Discussion and Updates

- a. Youth Data Collection (Clermont county)
 - i. Majority of caseload responses collected; Follow up needed for completion.
 - ii. Data will be reviewed for trends and employer insights. Update expected for the next meeting.

IV. Ignite Your Future Event Planning

- a. Event Overview and Agenda
 - i. Welcome, speaker, breakout sessions and lunch structure confirmed.
 - ii. Chelsea Engle to follow up with guest speaker and share detailed agenda flyer update
 - iii. Session titled update to navigating your steps

- iv. Traci Stivers coordinating revisions
- b. Breakout sessions networking and mentorship session
 - i. Structured mentor rotations - 5 mentors 90 minutes total. Students rotate every 4 minutes.
 - ii. Next steps include recruiting mentors and creating materials career pathways session (navigating your next steps) focusing on real career stories and direct pathways to training and employment
 - iii. Paige Sheridan to connect with partners.
 - iv. Traci Stivers coordinating outreach.
- c. Dress for Success
 - i. 6 youth participants to be styled by Clothes At Work.
 - ii. Live demonstration of appropriate versus inappropriate clothing.
 - iii. Participants keep outfits
- d. Lunch Planning
 - i. Boxed lunches preferred, pizza as backup option.
 - ii. Vegetarian option and water recommended
 - iii. Traci Stivers to research pricing and logistics

V. Site Visit and Upcoming Meetings

- a. Site visit scheduled for May 7 at 9:00 AM
- b. Upcoming meetings: April 20, May 7, May 11

VI. Adjournment

- a. Meeting adjourned at 1:33 PM