



Governance Committee Meeting Minutes

Butler Clermont Warren/Workforce Development Board
4/21/2025 11:00 AM EDT

Attendance

Present: Remote

Members: Chair- Ron Rohlfinding, Matt Smith, Jennifer Pitman

Staff: Traci Stivers, Brittney Stephens, Amy Miller

Guests: Chelsea Engel, Ben McCall, Paige Sheridan, Josh Hisle

Absent:

Members: Becky Ehling, Abby Melampy, Nathan Strange

I. Welcome & Attendance (Presenters: Ron Rohlfinding)

Committee Chair Ron Rohlfinding opened meeting at 11:01am.

A. Meeting Minutes from February 24, 2025

 [Governance Committee Meeting Minutes 2-24-25.docx](#)

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

II. Roles & Responsibilities (Presenters: Ron Rohlfinding)

 [Governance Roles and Responsibilities \(2\).docx](#)

III. Board Roster (Presenters: Ron Rohlfinding, Becky Ehling)

 [Roster Official with Business Name updated 4-17-25.xlsx](#)

Chair Rohlfinding presented Board Roster to committee and asked committee to forward any suggestions for vacant slots to staff. He reports that staff has been working diligently to back fill vacant openings.

A. Appointment of Steve Whayne

Committee approves moving this to Executive Committee.

B. Reappointment of Tate Borcoman, Abby Melampy, Boyce Swift, Jennifer Pitman, Matt Smith

Committee approves moving this to Executive Committee.

IV. Policies (Presenters: Ron Rohlfinding, Becky Ehling, Brittney Stephens)

Chair Rohlfinding updated committee that at next meeting June policies should be ready to present.

V. Discussion (Presenters: Ron Rohlfinding, Becky Ehling)

A. 2024 Retreat Strategic Planning Tool

 [2024 BCW Workforce Strategic Planning Working Document \(5\).pdf](#)

Chair Rohlfinding gave kudos to staff and all committees and members for their hard work at getting action items completed and or started on. He shares that anything in red is associated with the 501c3 and were not marked as in progress or completed due to having to sort some details out with Warren County. He reports that now that these have been sorted committees can begin to address some of the action items.

B. 501c3 Press Release

https://drive.google.com/file/d/1rhstb7u_j4oKaM6Gu36O0kyVZWZbLNtQ/view?usp=sharing

<https://docs.google.com/document/d/1MCHhUA2rHjB16w5tmmUoYqASqriopjUYm6y7BJGK5jU/edit?usp=sharing>

Committee shared that this video and press release were nicely done.

VI. Adjourn (Presenters: Ron Rohlfinding)

The Next Governance Committee Meeting will be June 16, 2025 from 11:00am-12:00pm.

Chair Rohlfinding closed meeting at 11:23pm.