

BEST Committee Meeting Minutes

Workforce Development Board: Butler Clermont Warren

Committee/Group: BEST Committee

Meeting Date: September 8, 2025

Meeting Time: 1:00pm – 2:00pm

Location: Remote (TEAMS)

Attendance: Remote

Members: Chair Zach Stanfield (1:10pm) Ron Rohlfing

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

Guest: Dan Bates, Tom Duffy, Paige Sheridian, Chelsea Engle

1. Welcome & Attendance

- Call to Order: Chair Zach Stanfield was not present at beginning of meeting; ED Ehling called the meeting to order at 1:01pm.

2. Approval of Previous Meeting Minutes

- Review and approval of minutes from July 7, 2025.

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

3. Roles & Responsibilities Review

- Summary of committee roles and expectations.

4. Staff Report / Department Updates

- Updates provided by Director of Community Relations Traci Stivers. Traci gave a brief overview of her past several months of events. She also highlighted that her big project currently has been planning the 4th Annual Workforce Development Forum.

5. Discussion Items

A. Membership Tier

The committee held a focused discussion regarding the Membership Tier. It was agreed that the initiative should move forward and be prepared for launch once the Fiscal Agent is in place. Key questions were raised to guide development, including:

- What is the value proposition for individuals or organizations obtaining a membership?
- Who is the intended target audience?
- Should members be encouraged to invite other members to tour businesses and observe operations?

The committee also suggested developing a three-year plan in partnership with a local Chamber of Commerce in each county, dedicating one year per county, to co-host awards. This phased approach would allow time to build a critical mass of participation. Each year, two awards should be offered: one to recognize a business and one to highlight an individual.

B. Proposed 2026 Meeting Schedule

- Committee approves their meeting schedule. Amy Miller is offering Butler OMJ for March 2026 Quarterly.

6. Upcoming Events and Announcements

- 4th Annual Workforce Development Forum – September 19, 2025

7. Adjournment

- Meeting adjourned at 1:54pm

- Next meeting: November 3, 2025, | 1:00pm – 2:00pm