



Governance Committee (WIBBCW) Minutes

WIBBCW - Workforce Investment Board of Butler | Clermont | Warren
Oct 18, 2021 at 11:00 AM EDT

<https://us02web.zoom.us/j/83790955119?pwd=aU5NOS9xOXRoMWJXclhlZjJFTytoZz09>

Attendance

Members Present (Remote):

Becky Ehling, Jerica Kruse, Matt Owens, Ron Rohlfing, Roy Vanderford

Members Absent:

Germaine Butler, Sal Consiglio, Michael Howell, Sarah Manley

I. Welcome & Attendance

A. Approve Minutes from August 23, 2021 meeting

Do not need official approval of minutes for the committee. Minutes are provided for review and comments/corrections where the minutes will become a record of the meetings for the WIBBCW

 [Governance Committee \(WIBBCW\) Minutes 8-23-2021.docx](#)

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B. Approve Minutes from September 27, 2021 meeting

Do not need official approval of minutes for the committee. Minutes are provided for review and comments/corrections where the minutes will become a record of the meetings for the WIBBCW

Minutes were not completed in time for meeting.

II. Board and Committee Membership Status

Roy is to send link from WIOA law citation concerning business representative must come from business organization nomination typically covered by Chamber of Commerce.

Ron was invited to West Chester/Liberty Township Chamber to view new offices. The chamber has a SBA originator in the group and is interested in having the WIB accessible in the new location also. Some chambers are locating with business groups using the "hang out with the people you want to be known by" philosophy.

Some WIBs are locating inside their One Stop centers although there can be synergy from co-locating with One Stop Center there are also down sides.. The WIBs located

inside OMJ's become associated with the direct services delivery the One Stop Center and are easily drawn into the day to day business where urgent always seems to trump important . WIB's located with Economic Development groups and chambers are seen more as the business planning and infrastructure.

Some WIB are also located in approved training centers where the WIB incurs low rent or courteous rent.

Some in other states are even located in colleges.

WIB should be where they can attune to the needs of the customer.

A. Maintain Board Certification Compliance: General Information

Member Orientation (New)

- Bylaws (Needs Updated/Revised)
- Policies (Needs Updated/Revised)
- Roles and Responsibilities

1. Membership Status

Vacancies: 4

- Labor Representative - Anthony Ricciardi, Allied Construction
- Business Representative - Amazon and Kroger (Jerrica connecting with business)
- Karen Scherra Board spot - Debbie Smith, Easterseals

Spreadsheet of members was displayed to further discuss vacant and timed out positions.

Jerica has been speaking with Kroger and Amazon in Butler County for the business positions.

Becky has spoken with Easterseals, Debbie Smith, is interested for the CBO position.

Labor Workforce could be Anthony Ricardi with Allied Construction but need nomination from Labor group or endorsement letter.

The committee's goal is strategically looking for board members and getting the positions filled, then prospecting for members looking ahead.

Some WIB's start by engaging prospective members into committees, then Board Members can be drawn from a committee when a position becomes vacant. Committee members do not all have to be board members and this can accelerate the process.

Resume and application should be keep for all board members as well as committee members.

Chair has to leave meeting for family emergency, other committee members remain in meeting and continue.

III. Roles & Responsibilities

 [Board Development Committee.docx](#)

IV. Project Status and Update

A. WIBBCW Flowchart

There are 2 picture files showing flowcharts also. This system will not let me upload so staff will show during meeting.

 [BCW0002 Org Chart 1.27.21c.pdf](#)

 [BCW0003 MVVP Board Flyer 2.10.21b.pdf](#)

 [BCW0021 What We Do Graphics WIOA Funding 9.23.21a.pdf](#)

V. Suggested Actions for Committee and/or Board

A. Policy for procedure on how to bring items before the Board

Timeframe to bring an item up at the CEO/Full Board meetings.

Meetings are currently the first Tuesday March, June, September and December starting at 8:00 am.

Staff suggestion is by noon 1 week prior to meeting. This allows the CEO/Full Board ample time to review any information which will be presented.

B. Policy of what requirements CEO/Full Board want on Monitoring

Aside from WIOA Law, recommendations for a policy on outside monitoring.

Check with Warren County Auditor's Office?

C. Career Services Agreement Discussion.

OMJ have questioned where we are on this subject. They believe there was no agreement for last year. Staff is working with Amy Miller to locate latest edition.

VI. General Information & Discussion

VII. Adjourn

A. Next meeting is November 15, 2021 at 11:00 am