



# BEST Committee Minutes

WIBBCW - Workforce Investment Board of Butler | Clermont | Warren  
Aug 15, 2022 at 9:00 AM EDT

## Attendance

### Members Present (Remote):

Michael McNamara, Tate Borcoman, Jessica Dean, David Fehr, Josh Hisle, Amy Miller, Christina Misali, Michelle Snow

### Members Absent:

Dan Bates, Kevin Boehner, Pamela Green, Joy Lytle, Jill Meyer, Ron Rohlfing, Matt Schnipke, Zach Stanfield, Mike Stater, Ann Steward, Sherry Taylor, Steve Whyne

### Staff Present (Remote):

Becky Ehling

Vetta Brantley

#### I. Welcome and Attendance

##### A. Minutes from August 1, 2022 Meeting

 [BEST Committee Minutes 08 01 2022 - OnBoard Draft.docx](#)

Michael opened the meeting at 9:03 a.m.


Minutes approved as written for record.

#### II. Roles and Responsibilities

 [Business Relations Committee - 7-19-22.docx](#)

#### III. Old Business

##### A. Workforce Development Community Relations Director

 [Workforce Development Community Relations Director Job Description Draft - MPM 8-2022.docx](#)

Revised with some revisions. Position title changed to Director of Community Relations for the BCW/Workforce Development Board (DCR). Pay range will be \$72,000. - \$77,000. Accountability will be measured. Essential Functions, job requirements and other duties as assigned were reviewed and revised. Proposed breakdown of work by percentages added. Description can be modified or considered as other duties as assigned in the future is deemed necessary.

Committee to present to Governance Committee at their 11:00 a.m. meeting today for review and send on to the Executive Committee. If changes are made, Becky will let this committee know.

IV. Adjourn

- A. Next meeting will be October 3, 2022 from 3:00 pm - 4:00 pm  
Meeting adjourned at 9:50 a.m.