



Executive Committee Minutes

WIBBCW - Workforce Investment Board of Butler | Clermont | Warren

Aug 16, 2022 at 1:30 PM EDT

<https://us02web.zoom.us/j/2912014375?pwd=YzQyczlIRDQyUFRyYS94dTRjTktPdZ09>

Attendance

CEO/Proxies Present (Remote):

David Painter, David Fehr

Members Present (Remote):

Ron Rohlfing, Tate Borcoman, Andreas Brockmann, Karolyn Ellingson, Joy Lytle, Michael McNamara, Michelle Snow

Members Absent:

Donald Dixon, Shannon Jones, Martin Russell

Staff Present (Remote)

Becky Ehling, Sal Consiglio, Rochelle Daniels, Vetta Brantley

Guests Present (Remote):

Callie Amonn, Amy Miller

I. Welcome

II. Roll Call/Quorum

CEO/Proxies

Commissioner David Painter

David Fehr- Proxy Commissioner Donald Dixon

Martin Russell - Proxy Commissioner Shannon Jones

Board Members

Ron Rohlfing - Board Chair, Governance Committee Chair

Tate Borcoman - Board Vice Chair

Joy Lytle - Board Vice Chair

Michelle Snow - Budget & Finance Committee Chair

Michael McNamara - BEST (Business) Committee Chair

Andreas Brockman - Emerging Workforce (Youth) Committee Chair

Karolyn Ellingson - Education & Training Committee Chair

Staff

Becky Ehling - Executive Director

Vetta Brantley - Operations Assistant

III. Call Meeting to Order

Meeting started at 1:33 pm and Ron welcomed all to the meeting.

IV. Consent Agenda

A. Meeting Minutes from July 19, 2022 Meeting

 [Executive Committee Minutes 07 19 2022 - OnBoard Draft.docx](#)

Minutes approved as written for record.

B. Appointment of Andreas Brockman as Chair of Emerging Workforce.

Motion: to accept the Consent Agenda

Moved – Michelle Snow

2nd – David Painter

Verball Roll Call – all yes

V. CEO Responsibilities Presentation (Presenters: Ron Rohlfig, Guests: Rochelle Daniels)

 [Chief Local Elected Officials 2022.pptx](#)

Rochelle presented on the role(s) of the Chief Local Elected Officials identified in the WIOA Laws as the Board would like assistance with their duties.

VI. Committee Updates

A. Governance Committee (Presenters: Ron Rohlfig)

 [Adult-Dislocated Worker-Youth Supporting Services Draft 8-16-22.docx](#)

Motion: to accept the updated Adult-Dislocated Worker-Youth Supporting Services Policy.

Moved – Joy Lytle

2nd – David Fehr

Verbal Roll Call – all yes

B. Budget & Finance Committee (Presenters: Michelle Snow)

 [Finance Dashboard - 06 30 2022 liquidating 09 30 2022.pdf](#)

 [Budget FY23 - DRAFT.xlsx](#)

 [FY 2023 Warren County Budget for approval.pdf](#)

Finance Dashboard final look and Budgets were reviewed with the Committee.

Motion: to approve the FY2023 Warren County Budget.

Moved – David Fehr

2nd – Karolyn Ellingson

Verbal Roll Call – all yes

C. BEST Committee (Presenters: Michael McNamara)

 [Director of Community Relations Job Description Draft 8-15-22 11 am.docx](#)

Motion: to approve the Director of Community Relations Job Description as forwarded from the Governance Committee effective immediately for posting, until we have qualified candidates. Applications will start being reviewed Monday, August 22, 2022.

Moved – Michael McNamara
2nd – Karolyn Ellingson
Verbal Roll Call – all yes

- D. Emerging Workforce (Youth) Committee (Presenters: Andreas Brockmann)
Andreas introduced himself to the Committee as Chair and discussed current projects and his desire for the Committee to work consecutively with the Youth.
- E. Education & Training Committee (Presenters: Karolyn Ellingson)
 [BCW0040 Workforce Development Forum Flyer - Final.pdf](#)
Karolyn discussed the upcoming Forum to be presented by the Education & Training Committee and invited all to attend.
- F. BCW Logo (Presenters: Becky Ehling)
Logo change will be presented to the Full Board for approval.

VII. Adjourn

- A. Quarterly CEO/Full Board Meeting Sept. 1, 2022
The next Quarterly CEO/Full Board meeting is September 1, 2022, at 8:00 am. This meeting is being hosted by Butler County OhioMeansJobs. If technology permits, we will be hybrid.
- B. Next Executive Committee Meeting - Hold is October 18, 2022 at 1:30 pm
No Executive Session.

Motion: to adjourn the meeting.

Moved – Michael McNamara
2nd – Andreas Brockmann
Verbal Roll Call – all yes
Meeting adjourne at 2:29 p.m.