



Governance Committee Minutes

WIBBCW - Workforce Investment Board of Butler | Clermont | Warren

Jul 18, 2022 at 11:00 AM EDT

<https://us02web.zoom.us/j/86968619613?pwd=X5G1KjO2Kn2K3Xuu5E4WTCWAcNSbst.1>

Attendance

Members Present (Remote):

Ron Rohlfing

Members Absent:

Michael Howell, Jerica Kruse, Matt Owens

Staff Present (Remote):

Becky Ehling

Vetta Brantley

I. Welcome and Attendance

A. Meeting Minutes from April 18, 2022 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 Minutes 04 18 2022 - OnBoard DRAFT.docx](#)

Minutes accepted as written for record.

Becky let Ron know Vetta has taken over the minutes and she will no longer review them.

- ### B. There are no Meeting Minutes for May or June as these meetings were cancelled due to quorum and holiday

II. Board Membership Status

Vacancies: 3

- 3 Business Representative for Butler - Amazon and Kroger (Jerrica connecting with business)
- Jesse Simmons, SupplyChainOKI - appointed to 20% Barrier position - Moved to Butler County Representative
- Doug Riechenberger - Appointed as Butler County Representative as a representative Ed/Training: Higher Ed.
- Anthony Ricciardi, Allied Construction - appointed as Labor as a Clermont County representative
- Andreas Brockmann - Warren County Business Representative
- Karolyn Ellingson - Warren County Representative - Business Workforce Apprenticeship

Ron –

- has reached back out to Amazon with no response.
- has spoken with Corporate at Kroger to get in touch with HR and is trying to make progress, it's taking some time. However, he is not giving up on them.
- Ideas to reach out to smaller companies -
 - Mexican Restaurants to represent diversity
 - Landscaping
- Becky will check with the Hamilton and West Chester Chamber for recommendations.
- West Chester Chambers has approached Ron regarding renting space in the new Kemba Building, there may be some possibility in the future, but he does not believe this is a good time. Becky will reiterate when talking with them that we are still restructuring, regrouping at this time and may revisit this in the future.
- Ron asked Vetta if she had any suggestions and she suggested Hightower Petroleum and ADS (Advanced Drainage Systems) in New Miami, Ohio and Lithko Contracting, LLC, which she also recommended to Easterseals –
 - Ron let the committee know that Hightower works a lot with the Chambers and like the idea. It is his understanding that they are more so a Broker and less employee intensive. They are a Family-owned business. It is not known if they own their own trucks or broker them out. He is not sure if they would be a target, but he will reach out to them.
 - ADS (Advanced Drainage Systems) in New Miami – they are more of a supplier.
 - Lithko Contracting LLC – Construction Company – Becky will reach out to them but will check with the Chambers first.
- Ron mentioned – Koch Foods in Fairfield, as they are a large facility, he will reach out to them.

III. Roles & Responsibilities

 [Board Development Committee.docx](#)


IV. Project Status and Updates

Bylaws approval was tabled from the June 2, 2022, Retreat Board Meeting. What action does committee want to see moving forward.

A. Review Bylaws

Bylaws approval was tabled from the June 2, 2022, Retreat Board Meeting. What action does committee want to see moving forward.

 [Updated Bylaws 5-17-22.pdf](#)

 [UPDATED BYLAWS updated and recommended changes summary sheet 5-15-22.pdf](#)

- The Bylaws will be recommended to the CEOs/Proxy's in the Executive meeting who would need to motion and approve the updates. Becky will send the CEOs/Proxy's a note regarding this.
- The WIB (Workforce Investment Board) name has been updated to WDB (Workforce Development Board) and has been reflected in the changes.

B. Retreat Action Planning Sheets

 [Action Planning Sheet - Board Retreat June 2022 -AM.docx](#)

 [BCW Workforce SP Goals Objectives Actions - BE.docx](#)

 [WIBBCW Action Planning Sheet - RR #1.docx](#)

 [WIBBCW Action Planning Sheet - RR #2.docx](#)

- We have began some of the suggestions on the Action Plans, and Ron will do a quick summary of those. He would like Kim Yahn, Retreat Facilitator to reach out to him and Becky before presenting these findings in the Board meeting on September 1, 2022.

C. Policy Review

Start the discussion on policy review:

Needed immediately

- update the IWT - all directors met with other Areas to see how they were implementing their policy. We could tweak items in our policy to better fit the needs of our OMJs.
- Support Services (Adult and Youth)

Becky, Amy, Matt, Daphne, Callie and Vetta will meet to look at policies and recommend changes which would help the OMJs better serve employers and employees.

Ron agreed with the plan for updating the IWT (Incumbent Worker Training) Policy.

V. Adjourn

Ron adjourned the meeting at 12:27 p.m.

- A. Next meeting is scheduled for Aug. 15, 2022, at 11:00 am