



BEST (Business) Committee Minutes

WIBBCW - Workforce Investment Board of Butler | Clermont | Warren

Mar 7, 2022 at 3:00 PM EST

<https://us02web.zoom.us/j/82976202067?pwd=bSsvOC91akN1dFVva1hOeGxldkhROT09>

Attendance

Members Present (Remote):

David Fehr, D Ron Rohlring, Michael McNamara, Joy Lytle, Amy Miller

Members Absent:

Kevin Boehner, Tate Borcoman, Pamela Green, Jill Meyer, Matt Schnipke, Zach Stanfield, Michael Stater, Ann Steward, Steve Whyne

Guest Present (Remote):

Dan Bates

Jessica Dean

Sherry Taylor

Staff Present (Remote):

Becky Ehling

Vetta Brantley

I. Welcome & Attendance

A. Minutes from February 7, 2022

No formal action needs to be done.

The previous committee minutes are presented to the committee for review and reference purposes.

 [BEST Committee Meeting Minutes 02 07 2022 DRAFT.docx](#)

If you have any changes or additions to the minutes, please let Becky know.

II. Roles & Responsibilities

 [Business Relations Committee.docx](#)

A. Business Relations Committee Alignment to the Board

Review the document with the questions posed to the Committee:

1. How does the committee see itself in alignment with the Board?
2. What items does committee see as important to present to the Board?
3. What is the Committee's vision recommendation to make the committee more engaging?
4. What are the barriers moving forward which needs addressed?

5. Rebuild what has worked and what hasn't from past meetings. Meeting times and length going forward.

 [BEST Committee Engagement and Alignment Q & A.docx](#)

The attached are answers from those who participated.

Additional comments to each questions:

1. Mix committees together.
We should pull board members from committees.
2. None
3. There is no formal documentation to invite to engage in our committees.
 - Ron wonders if the Best Committee is the best conduit for memberships, but to meet and engage with businesses, ex. site visits.
 - Amy - does outreach with Chambers in Butler Co.
 - Becky - we need a more engaged committee
 - Dan - informed the committee that there are several Hamilton Chamber members that have never heard of the WIB, have no idea what it does or what resources are available. Information is sent out and the language means nothing to them. There is no face of the organization or WIB board. We need to be on a 1st name basis when businesses reach out for resources.
 - Becky - asked Dan how he sees us moving forward. HC email goes out, 2x month coffee & conversation (zoom mtg.) & FB live, he would be willing to accept a presentation to his board, being involved in any of their networking events.
 - Dan - Personal connection -vs- website/brochure.
 - Becky - 1:1 face to face connection (OMJs invite WIB to (we are separate, but we're one).
 - Amy - Julie Gilbert will be reaching out to Dan their 1:1's.
 - Matt, Warren Co. - Business contacts - go out to certain businesses to meet with them to see what their needs are. WIB, OMJs would talk about our services.
 - Becky & Ron going to Redi Cincinnati to meet the people and talk about Area 12 and how we can be of assistance.
 - Joy - Clermont Chamber agrees.

Ron thanked Dan and Joy for their comments as this is part of what the EC and Board wants to modify within the WIB. He feels it would be beneficial to

belong to all chambers to learn who their players are. He also feels as we morph the ED position, we need a "face" for the WIB.

Becky let them know anytime they want anyone to come out and talk about the WIB to let her know.

4. Not reaching out to all of the businesses that we can.

- Understanding where our responsibilities are for business outreach and who that is and what's important to them.
- Feel free to ask questions.
- UC Health hired a consultant (Hubble Consultant), to go out into the community to see where the need(s) was/were, and to be able to target the area(s).
- Maybe we need a BEST intermediary whether its the ED or...., figuring that out.

5. Support from the Board

III. Old Business

A. Bylaws update

Recommendations from the 2/7 meeting for Governance Committee:

- Section 5.): Business Relations Committee
 - remove OneStop services (updates to By-laws)

All updates to the by-laws will be presented at the Governance meeting.

IV. New Business

A. Review the Incumbent Workers Training Policy

Need dialog to re-evaluate the wording and length of the IWT policy, then submit to the Board for approval.

Attached is the current working draft and a copy of an IWT policy from Summit and Medina County Area 2.

 [Incumbent Worker Training \(IWT\) Policy WIBBCW Amy copy.docx](#)

 [Summit & Medina area-2-pl-c-10-incumbent-worker-training-rev-1-2022.pdf](#)

- Policy needed.
- This will be a good time to reach more employers.
- Invest in current employees.

- Technology upgrade needs.
- We can fund.
- Maybe add executive summary at the beginning to possibly revise down to maybe 8 pages.
- Board could work on a summary (1 pager).
- Amy & Becky will ask at OWE Quoram how others are using this, possibly go through OMJ (Dislocated Worker Adults), same kind of monies but used in different way.
- Michael - Marketing needed.
- Becky will take a stab at it in conjunction with the OMJ's and some marketing at our next meeting.

V. General Discussion

Becky spoke with Shawn Kelly of AMIP 3/7/2022 (Area 13) -

- wants more access to people to hire
- wants to promote more manufacturing
- wants success stories
- meeting scheduled for 3/24
- hopefully Jessica can attend as well
- Qtrly meetings -vs- monthly
- May only need to meet in between Qtrly meetings
- Qtrly updates from OMJs and numbers
- Use our time wisely and maybe cancel monthly meetings as needed until we get back on track
- Do we need committees as advisory (leg work), take the lead.
- Board (decision)

Becky believes a committee does the leg work and is the advisory and recommends to the Board for decisions

Ron - committees are where the work gets done.

VI. Adjourn

Michael let the committee know if they had any other questions to let Becky know and thanked all of coming.

He adjourned the meeting.

- A. Next Meeting will be April 4th, 2022 from 3:00 pm- 4:00 pm.