



Education & Training (Ad Hoc) Committee

Minutes

WIBBCW - Workforce Investment Board of Butler | Clermont | Warren

October 25, 2021 at 3:00 PM EDT

<https://us02web.zoom.us/j/84252494330?pwd=VGdObDliaURONEhhYktVNjVhWlhHdz09>

Attendance

Members Present (Remote):

Cheryl Brackman, Andreas Brockmann, Becky Ehling, Karolyn Ellingson, Kim Gates, Andrew Hoekzema, Marty Lopinto, Doug Reichenberger, Julie Ridge, Robert Sheehan

Members Absent:

Kim Barron, Germaine Butler, Sal Consiglio, Margaret Jenkins, Karen Karnes, Nick Linberg, Glenda Neff, Mike Parry, Justin Phillips, Amy Waldbillig

Guests Present (Remote):

Shonya Agin, Callie Amann, Dan Bates, Michael Burke, Jessica Dean, Amy Miller, Christina Misali, Eric Plummer, Jessie Simmons - SupplyChain OKI - Presenter, Karen Scherra

I. Welcome & Attendance

A. Minutes from July 26, 2021 meeting

No formal action needs to be done.

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

 [Education & Training \(Ad Hoc\) Committee Minutes 7-26-21.docx](#)

Minutes were presented for review

II. Roles and Responsibilities

No formal action need to be done.

The Roles and Responsibilities are incorporated into the meeting for review and reference purposes.

 [Ad-Hoc Committees.docx](#)

 [Education and Training Questions for Committee - Responses.docx](#)

Roles and Responsibilities is presented at each committee meeting for information only

A. Chair Bylaw Update

At the last meeting it was asked of staff to clarify if the chair of an Ad-Hoc committee must be a board member.

Staff asked for an interpretation of the bylaws by the boards attorney then submitted the question to the Executive Committee.

The answer by the attorney is YES the chair of any committee must be a board member with the Executive Committee agreeing with the attorney.

Committee asked staff for clarity on bylaw for Ad-Hoc Committee. Staff presented to the WIB attorney, her interpretation is yes the chair of an Ad-Hoc committee must be a board member. Staff then presented to the Executive Committee who agreed with the attorney interpretation and Chair must be a board member.

III. General Information & Discussion

A. Presentation by SupplyChain OKI

Presenter: Jessie Simmons and Robert Sheehan

Jessie Simmons from SupplyChain OKI along with Robert Sheehan presented who SupplyChain OKI is, what they do, and what they can offer the WIBBCW. The Education and Training Committee invited the BEST (Business Relations) and Emerging Workforce (Youth) Committee members to this meeting. Many ideas and contacts were exchanged.

B. Pre-Apprenticeship Grant Update

Becky along with Jessica Dean updated where the grant stands today. The plan was submitted for approval and has a preliminary approval. Staff is waiting for the formal approval. The first quarter report and roster has been filed with the state. Jessica is making great strides on enrolling students and continually creating linkages.

IV. New Business

No New Business to be presented

V. Suggested Actions

- A. • Revised Motion: Approve Revised and Updated BCW/Workforce Individual Training Account (ITA) Policy and Procedures pending final revision and recommendations by the Education Committee; made by Mr. Rohlfig, seconded by Ms. Scherra.

At the June 10th quarterly CEO/Board meeting this motion will be approved pending the final review recommendation of the education and training committee. Staff is asking the ITA policy be reviewed and any corrections/suggestions be discussed for final approval of the motion.

 [Policy - 12-501 - ITA DRAFT 2020.docx](#)

 [Policy - 12-501 - ITA DRAFT.docx](#)

ITA policies have been sent to OMJ Directors for review and combine to 1 policy to present. Once comments are and consolidation happens from OMJ directors, staff will send policy to Education and Training committee members for comment. Comments shall be back to staff by Friday November 5, 2021 to be incorporated into the policy, then Chair will determine if committee needs to reconvene to send the formal recommendation to the Board for the December 2, 2021 meeting. If committee needs to reconvene, the meeting date will be November 29, 2021 from 3:00 - 4:30 pm.

VI. Adjourn

Next meeting is January 31, 2022, 3:00 - 4:30

A meeting hold will be sent to all committee members for November 29, 2021 from 3:00 - 4:30 pm in the event a meeting needs to be convened before the Quarterly CEO/Full Board meeting on December 2, 2021, to discuss recommendations on the ITA Policy.