



Best Committee Meeting Minutes

Butler Clermont Warren/Workforce Development Board

Apr 3, 2023 at 3:00 PM EDT

@ <https://us02web.zoom.us/j/82976202067?pwd=bSsvOC91akN1dFVva1hQeGxldkhRQT09>

Attendance

Present Remote:

Members:

David Fehr, Becky Ehling, Zach Stanfield

Guests:

Tom Duffy, Dana Heller, Melissa O'Brien, Eric Plummer, Michelle Armstrong, Jesse Simmons

Absent:

Members:

Dan Bates, Kevin Boehner, Tate Borcoman, Justin Conger, Jessica Dean, Pamela Green, Jill Meyer, Amy Miller, Ron Rohlfing, Matt Schnipke, Mike Stater, Ann Steward, Traci Stivers, Sherry Taylor, Steve Whayne

I. Welcome and Attendance

With CEO/Proxy David Fehr present, Becky welcomed everyone and began the meeting at 1:02 pm.

A. Selection of an Interim Committee Chair

Former Chair Michael McNamara left his position on the BCW/Workforce Board, therefore creating an opening for the Chair of the BEST Committee. Executive Director Ehling sent an email this morning asking the board members on this committee to nominate/volunteer someone for the Chair. Once she hears back from all the Board Members, she will follow the proper process to have a Chair appointed. CEO/Proxy David Fehr is currently Chairing the Budget and Finance Committee and does not want to Chair 2 Committees.

B. Minutes from March 6, 2023 Meeting

 [BEST Committee Minutes 3-6-23.docx](#)

The meeting minutes from March 6, 2023, were displayed and reviewed. Executive Director Ehling asked if there were any comments or corrections. Hearing none the minutes stand as the formal document for the BEST Committee.

II. Roles and Responsibilities

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

Executive Director Ehling explained the Roles and Responsibilities document is in every committee meeting for review if a committee member has a question.

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III. Presentation

A. SCOKI Academy Presentation

Michelle Armstrong and Jesse Simmons presented a PowerPoint about the SCOKI Academy. This Academy is WIET approved training organization. Their mission is to connect Businesses, youth and college students to Lean Practitioner Training and TechCred. The main ask of appearing before the BEST Committee is to spread the word to Businesses of what they offer to help upskill their existing workforce along with partnering with schools and colleges to help with providing employees.

IV. Director of Community Relations Report

[March Best Committee Report.docx](#)

Traci Stivers, Director of Community Relations is on vacation, therefore Executive Director Ehling read Director Stivers report. Executive Director Ehling asked the committee if they had any questions, there were none. Executive Director Ehling presented an example of the connections Director Stivers is making. Director Stivers met a gentleman named Uche at an event in Area 12 and while in Washington DC, Uche was present and Director Stivers was able to further her working relationship with him.

Exec. Dir. Ehling stressed the importance of Director Stivers earning the trust of the businesses, community organizations, etc. in order to properly serve them.

A. Review the 30-60-90 day goals for Community Relations

[Director of Community Relations 30-60-90.docx](#)

Executive Director Ehling reviewed with the committee Community Relations Director Stivers 30-60-90-day goals. Director Stivers has exceeded the goals, therefore Exec. Dir. Ehling is asking the committee what they foresee as Director Stivers goals going forward. CEO/Proxy David Fehr asked for an action plan. How is Director Stivers turning her meetings into actions which help the Business, Organization and the BCW/Workforce. Exec. Dir. Ehling presented an activity report which Director Stivers emails at the end of each week and explained there was a discussion this past week of creating a section to display her follow up with her connections.



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Mr. Fehr asked Exec. Dir. Ehling to send an email asking the committee members for their input on Director Stivers' future goals.

V. Adjourn

With no further business before the committee, Exec. Dir. Ehling ended the meeting at 1:41 pm. Exec. Director Ehling thanked everyone for their time and reminded everyone the next BEST Committee Meeting will be on May 1, 2023, at 1:00 pm.