



Attendance

CEO/Proxy Present

David Fehr

CEO/Proxy (Remote)

Martin Russell

Members Present:

Ron Rohlring – Chair, Joy Lytle – Vice Chair, Andreas Brockman, Michael McNamara, Matt Owens, Jennifer Pittman, Doug Riechenberger

Members Present (Remote):

Tate Borcoman – Vice Chair, Karolyn Ellingson, Karen Karnes, Michelle Snow, Zach Stanfield

CEO/Proxy Absent:

David Painter, Donald Dixon, Shannon Jones

Members Absent:

Justin Conger, Michael Howell, Justin Phillips

Staff Present:

Becky Ehling, Executive Director

Traci Stivers, Director of Community Relations

Guests Present:

Jill Cates, Jessica Dean, Kim Emvalle, Matt Fetty, Julie Gilbert, Dana Heller, Casey Kidwell, Sarah Laws, Barb Meyer, Amy Miller, Eric Plummer, Daphne Reeves, Paige Sheridan, Vicki Stanley

Guests Present (Remote):

Emily Grover, Dan Rizo-Patron

I. Welcome

A. Roll Call/Quorum

 [Roster 11-22-22.pdf](#)

Executive Director Ehling determined that a quorum was present.

B. Call Meeting to Order

The meeting was called to order by Board Chair Ron Rohlring at 8:03AM.

A roll call was taken. Board Chair Ron Rolfing welcomed everyone and thanked them for their attendance. Mr. Rolfing recognized the visitors and staff in the room and allowed them to introduce themselves.

C. Agenda Review

No comments by the Board.



II. Consent Agenda

[TOPIC PAPER - For Consent Agenda 12-1-22.docx](#)

[Resolution to approve Consent Agenda 12-1-22.docx](#)

Motion:

To approve the consent agenda.

Motion moved by Karolyn Ellingson and motion seconded by Joy Lytle. Verbal Roll Call - Motion carried.

A. Approval of Previous Minutes

1. Approval of September 1, 2022 Quarterly Full Board & CEO Meeting Minutes

[Quarterly CEO-Full Board Meeting Minutes 09 01 2022.docx](#)

2. Approval of Revised October 18, 2022 Executive Committee Meeting Minutes

[Executive Committee Minutes 10-18-2022 Draft BE.docx](#)

3. Approval of November 15, 2022 Executive Committee Meeting Minutes

[Executive Committee Minutes 11-15-22.docx](#)

B. CEO/Board Motions & Actions Ratify Motions of the Executive Committee

1. Ratify Motions of the Executive Committee

[Executive Committee Meeting Motions 10-18-22 to 11-15-22.docx](#)

III. Special Presentation

- A. Emily Grover and Daniel Rizo-Patron from the State to speak about Performance Measures

[Area 12 Performance Reporting Presentation 12.01.22.pptx](#)

The presentation included information about performance and reporting. Those in attendance were given the opportunity to ask questions. Chair Rohlfling thanked Emily Grover and Dan Rizo-Patron for sharing their knowledge and time with us.

IV. Program/Fiscal Monitoring

- A. Career Services Agreement



Executive Director Ehling indicated that the career services agreement were in progress, but not finalized yet.

B. Real Solutions Program and Fiscal Monitoring

Executive Director Ehling indicated that a consultant had been hired and would begin work in January.

V. Board Files

[Board Application FINAL.pdf](#)

[Conflict of Interest Form Page 1 & 2.pdf](#)

[Request for Biography.pdf](#)

Executive Director Ehling indicated that there are still several board member files that are incomplete. She will be contacting members directly in the coming weeks.

VI. Reports

A. Board Chair Report

[Dec 1 2022 Board Report - RAR 11-30-22.docx](#)

1. Update on Retreat Outcomes

[WDBBCW 2022 Strategic Retreat Summary - Updated 11-23-22.docx](#)

Chair Roling asked if the board was in favor of doing a 2023 retreat in the summer. All were in agreement.

B. Executive Director Report

[Executive Director Report 12-1-22.docx](#)

Executive Director Ehling presented her report. Mrs. Ehling noted that the Dimalanta report was in the board packet and encouraged the board members to review the report stating that we are serving many people virtually, even if they never enter the OMJ doors.

She also reminded board members of the National Association of Workforce Boards annual conference and asked if anyone was interested in attending to let her know.

C. Fiscal Report (Presenters: Michelle Snow, Sal Consiglio)

[Finance Dashboard - 10-30-22 liquidating 9-30-23.pdf](#)

[Finance Dashboard - 10-30-22 liquidating 9-30-24.pdf](#)



Mrs. Snow presented and overview of the financial dashboards. Mrs. Snow indicated that she has taken a new position and will be forced to leave her board position. This will be her last meeting.

David Fehr stated that he would step up and lead the finance committee as the Chairperson.

VII. Committees and OMJ

A. Governance

Mr. Roling, committee chair, noted that the board is doing good work and seeing forward momentum. He's excited by the prospects and thanks everyone for their commitment to seeing the BCW be a success.

B. BEST Committee

Mr. McNamara, committee chairperson, reported that the BEST committee had been focused on the Director of Community Relations position. A job description was developed, and the committee received many qualified applicants. He stated that the committee's decision to hire Traci Stivers was unanimous and by all accounts it appears she is exceeding expectations. He stated that the next steps for the committee will be driven by the DCR and what she sees is needed.

C. Emerging Workforce (Youth) Committee

Mr. Brockman, committee chair, reported that they had recently had a presentation by Travis Taylor from the Dept. of Education regarding different paths to graduation for high school students. He noted how significantly this has changed over the years.

D. Education & Training Committee

Ms. Ellingson, committee chair, had to sign off the meeting early. Executive Director Ehling reported that the committee had hosted the Workforce Solutions Forum at Miami University for Workforce Development month. The event was well attended and post event surveys indicated that those attendees found it very useful.

E. OMJs

Mrs. Miller reported that the lines of communication are great between the OMJ staff and the BCW Board and staff. Mr. Roling commented that the OMJ staff are doing a fantastic job of thinking outside the box and being creative.



VIII. General Information & Discussion

No discussion was presented

IX. Executive Session - If Warranted

Chair Rolfing explained where the employment contract for the Executive Director is and there would be no need for executive session at this time. Chair Rolfing stated a future meeting may need to be called for the Executive Committee to finalize contract.

A. Enter Executive Session (Presenters: Ron Rohlfig)

B. Exit Executive Session (Presenters: Ron Rohlfig)

Motion to exit Executive Session (time should be stated) then second followed by roll call

C. Actions From Executive Session (Presenters: Ron Rohlfig)

X. Adjourn

Motion:

To adjourn the meeting.

Motion moved by Micheal McNamara and motion seconded by Joy Lytle. All in favor.

Motion carried.

A. Next Quarterly CEO/Full Board meeting will be March 2, 2023 - 8:00 am to 9:30 am

Warren County Administration Building
406 Justice Drive
Room 350
Lebanon, Ohio, 45036

B. Next Executive Committee meeting - HOLD will be January 17, 2023 from 1:30 pm to 2:30 pm

22-1201A

December 1, 2022

APPROVE CONSENT AGENDA FOR QUARTERLY CEO/FULL BOARD MEETING ON DECEMBER 1, 2022.

WHEREAS, Minutes from the September 1, 2022, Quarterly CEO/Full Board Meeting are being presented for approval; and,

WHEREAS, Minutes from the November 15, 2022, Executive Meeting are being presented for approval; and,

WHEREAS, BCW/Workforce Executive Committee met on October 21, 2022, and November 15, 2022, and,

WHEREAS, BCW/Workforce Executive Committee has approved motions presented before committee; and,

NOW THEREFORE BE IT RESOLVED that the BCW/Workforce CEO, CEO Proxy and Full Board, does hereby ratify motions and approve the consent agenda as presented.

Ms. Karolyn Ellingson moved for adoption of the foregoing resolution being seconded by Ms. Joy Lytle. Upon call of the roll, the following vote resulted:

Yes - All

No - None

Abstain - None

Resolution adopted this 1st day of December 2022.

BCW/Workforce CEO/Full Board


Becky Ehling Executive Director

cc: BCW/Workforce file