



## Attendance

**CEO/Proxies:** David Painter, Martin Russell, David Fehr

**Present:**

Members: Ron Rohlfig-Chair, Tate Borcoman, Joy Lytle, Roy Breehne, Karolyn Ellingson, Matt Owens, David Painter, Nathan Strange, Abby Melampy, Jennifer Pitman, Doug Reichenberger, Zach Stanfield, Boyce Swift

**Staff:** Becky Ehling, Traci Stivers, Brittney Stephens, Amy Miller

**Absent:**

Members: Justin Conger, Michael Howell, Karen Karnes, Justin Phillips, Matt Smith

I. Welcome

A. Roll Call/Quorum

A roll call was taken and quorum was present.

B. Call Meeting to Order

The meeting was called to order around 8:30am.

C. Agenda Review

There was no changes to the agenda suggested.

II. Consent Agenda

 [TOPIC PAPER - For Consent Agenda 6-1-23.docx](#)

 [Resolution to approve Consent Agenda 6-1-23.docx](#)

 [Roster Proposal 6-1-23.xlsb.xlsx](#)

**Motion:**

Motion to approve Consent Agenda mde by Karolyn Ellingson, motion seconded by Zach Stanfield.

Roll call was taken and motion carried

A. Approval of Previous Minutes

1. Approval of the March 2, 2023 Quarterly Full Board and CEO Meeting Minutes

 [Quarterly Full Board CEO Meeting Minutes \(Edited\).docx](#)

2. Approval of May 16, 2023 Executive Meeting Minutes

 [Executive Committee Meeting Minutes 5-16-23.docx](#)




B. Ratify Motions of the Executive Committee

1. Ratify Motions of the Executive Committee

 [Executive Committee Meeting Motions 4-18-2023-5-16-2023.docx](#)

III. Motion to recommend approval of Regional and Local Plan modification to the County Commissioners

 [Regional and Local Plan Biennial Modification Executive Summary 5-15-23 Fully Signed.pdf](#)

 [TOPIC PAPER - For Consent Agenda 6-1-23.docx](#)

 [Resolution to approve Consent Agenda 6-1-23.docx](#)

**Motion:**

Motion to approve the modification to the Regional and Local Plan made by Abby Melampy, motion seconded by Zach Stanfiled.

Roll call was taken and motion carried

IV. Committee Updates

A. Budget and Finance Committee

 [Dashboard Liquidating 9-30-2023 March.pdf](#)

 [Dashboard Liquidating 9-30-2024 March.pdf](#)

Committee Chairman Fehr presented on finance dashboards, there are no concerns at this time.

B. Education and Training Committee

2nd Annual Workforce Development Forum presented by BCW/Workforce Education and Training Committee

Sept. 29, 2023, from 8:00 am - 12:00 pm

Miami University, VOA Campus

Committee Chairwoman Ellingson presented an update on the 2nd Annual Workforce Development Forum.

V. Reports

A. Chair Report

 [Chair Letter to Board 5-23-23.docx](#)

Ron thanked the board for his time as Chair over the past 2 years and praised how far the board has come (see attached report)

B. Executive Director Report



 [Executive Director Report 6-1-23.docx](#)

Becky reported we are fully staffed with the addition of Brittney Stephens as Operations Assistant and highlighted items in her report. (see attached report)

C. Director of Community Relations Report

 [BCW-Workforce DCR Quarterly Report.pdf](#)

 [DCR - 2nd Quarterly Report 2023.pdf](#)

 [DCR Re-Connections & Outcomes 6-1-23.pdf](#)

Traci presented her report along with the dashboard of her community relations activity and where she is on making connections and outcomes. (see attached reports)

D. OMJ Dashboard

 [OMJ At A Glance Dashboard PY22 Q3 Final.pdf](#)

Amy Miller presented the PY22 Q-3 dashboard of the outcomes from customers and businesses. She highlighted the referral sources and pointed out our outreach efforts are paying off. The numbers went up from 16% in Jul-Sep 2022 to 28% for Jan-Mar 2023. A 12% jump in 9 months.

VI. Recess into Retreat

 [BCW Workforce Board Training Final.docx](#)

 [Communication Pendulum.pdf](#)

 [CWEI WDB Current Operations Tracker Template.pdf](#)

 [CWEI WDB Strategic Functions.pdf](#)

 [Workforce Development Programmatic Framework.pdf](#)

**Motion:**

Ron Rohlfiing-Board Chair asked for motion to recess into Board Retreat at 8:39am, motion made by Boyce Swift, motion seconded by Karolyn Ellingson.

Roll call was taken and motion carried

VII. Adjourn

Next Quarterly CEO/Full Board Meeting will be September 7th 2023 at 8am.

APPROVE CONSENT AGENDA FOR QUARTERLY CEO/FULL BOARD MEETING ON June 1, 2023.

**WHEREAS**, Minutes from the March 2, 2023, Quarterly CEO/Full Board Meeting are being presented for approval; and,

**WHEREAS**, Minutes from the May 16, 2023, Executive Committee Meeting are being presented for approval; and,

**WHEREAS**, BCW/Workforce Executive Committee did not meet on April 18, 2023 therefore no minutes are presented for approval; and

**WHEREAS**, BCW/Workforce Executive Committee approved motions presented before committee on May 16, 2023, and therefore shall be ratified; 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 Mr. Zach Stanfield. Upon call of the roll, the following vote resulted:

Yes - All

No - None

Abstain - None

Resolution adopted this 1<sup>st</sup> day of June 2023.

BCW/Workforce CEO/Full Board

  
\_\_\_\_\_  
Becky Ehling - Executive Director

cc: BCW/Workforce file

MOTION TO RECOMMEND APPROVAL OF THE BIENNIAL MODIFICATION TO THE REGIONAL AND LOCAL PLAN TO THE COUNTY COMMISSIONERS.

**WHEREAS**, The Workforce Innovative and Opportunity Act (WIOA) requires each local area to make a biennial modification to the Regional Plan to reflect any changes which may have occurred; and,

**WHEREAS**, The area 13 and 12 Regional and local Plan was officially approved by all entities on August 17, 2021. The Regional plan is the guidance for Area 12 & 13 as we work to better the workforce in a collaborative manner.; and

**WHEREAS**, BCW/Workforce has held 4 Stakeholder meetings and have the current plan, modified plan and executive summary posted for comment on the BCWorkforce.com website. The plan has been posted for 30 days (May 16 - June 16) and BCW/Workforce is asking for comments. BCW/Workforce only received 1 comment on the original plan and have received no comments on the modification to date. If any comments are received, they will be added to the plan as an addendum; and,

**NOW THEREFORE BE IT RESOLVED** that the BCW/Workforce CEO, CEO Proxy and Full Board, does hereby recommend the modified Regional and Local Plan for approval to the Butler, Clermont and Butler County Commissioners.

Ms. Abby Melampy moved for adoption of the foregoing resolution being seconded by Mr. Zach Stanfield. Upon call of the roll, the following vote resulted:

Yes - All  
No - None  
Abstain - None

Resolution adopted this 1<sup>st</sup> day of June 2023.

BCW/Workforce CEO/Full Board

  
Becky Ehling – Executive Director

cc: BCW/Workforce file