

Attendance

CEO Board Members/Proxy Present:

David Painter, David Fehr

CEO Board Members/Proxy Absent:

Donald Dixon, Shannon Jones, Martin Russell

Members Present:

Ron Rohlfig, Andreas Brockmann, Karen Karnes, Jerica Kruse, Michael McNamara, Matt Owens, , Michelle Snow,

Members Present: (Remote)

Karolyn Ellingson, Justin Phillips, Doug Reichenberger, Anthony Ricciardi

Members Absent:

Tate Borcomann, Justin Conger, Michael Howell, Joy Lytle, Zach Stanfield

Staff Present:

Becky Ehling, Amy Miller, Matt Fetty, Daphne Reeves, Vetta Brantley, Callie Amann

Guest Present:

Tracie Braun, Jessica Dean, Julie Gilbert, Joel King

Guest Present: (Remotely)

Kim Yahn, Jennifer Pittman

I. Welcome

A. Roll Call/Quorum

B. Call Meeting to Order

 [Roster 8-29-22.pdf](#)

Ron called the meeting to order at 8:13 am

C. Agenda Review

II. Butler County Comprehensive Center

 [Resolution to approve Butler County as the Comprehensive Center.docx](#)

 [TOPIC PAPER - For Bulter County Comprehensive Center.docx](#)

Ron Rohlfig and Karen Karnes presented a plaque on behalf of the BCW/Workforce to Amy Miller, Operator and a few of her staff. Amy introduced her coworkers and thanked them for the hard work that they do for a successful youth program and for her WIOA folks enrolling a lot of Nurses for the August school start date.

Motion to accept Buter County as the Comprehensive Center for Area 12

Moved – Matt Owens

2nd – Jerica Kruse

Verbal Roll Call – Motion carried

III. Consent Agenda

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

 [Resolution to approve Consent Agenda.docx](#)

A. Previous Meeting Minutes

1. Approval of the August 16, 2022 Executive Committee meeting

 [Executive Committee Minutes 08 16 2022 - On Board DRAFT.docx](#)

B. CEO/Board Motions and Actions

1. Ratify Motions of the Executive Committee

 [Executive Committee Meeting Motions 6-10-22 to 8-16-22.docx](#)

Motion to accept Consent Agenda

Moved - Michelle Snow

2nd - Karen Karnes

Verball Roll Call – Motion carried

IV. Fiscal Monitoring Results

A. Career Services Agreement

 [Resolution to approve Career Services agreements - Butler, Clermont, Warren 7-1-2020 to 6-30-23.docx](#)

 [TOPIC PAPER - For Career Services Agreement.docx](#)

Motion to adopt Agreement to allow BCW Workforce to disperse grant money to each individual county for expenditure

Moved – David Painter

2nd – Andreas Brockmann

Verbal Roll Call – Motion carried

V. Updating Board Files

Staff has been working to make sure we are in compliance and we do not have the documentation needed from board members. Updated Board files were circulated in Gray Envelopes to Board Members; Request for Biography, Conflict of Interest Form (2 pages), and Application. Please complete and return to BCW in the envelope provided. Any questions please contact Becky or Vetta.

VI. Presentations

Fiscal Report

 [Finance Dashboard - 07 31 2022 liquidating 09 30 2022.pdf](#)

 [Finance Dashboard - 07 31 2022 liquidating 09 30 2023.pdf](#)

These dashboards are presented as an overview of Status of Funds. It is the intent to give an overview to the Full Board with the Budget and Finance Committee taking a deeper dive into

Quarterly CEO/Full Board Meeting Minutes

BCW/Workforce Development Board

Sep 1, 2022 at 8:00 AM

@ Butler County OMJ, 4631 Dixie Hwy, Fairfield, Ohio 45014

the numbers. If questions are raised about the dashboard the Budget and Finance committee can discuss further at their next meeting.

A. Executive Director Report

 [Executive Director - Report 9-1-22 Quarterly Meeting.docx](#)

 [OMJ At A Glance Dashboard PY21 Q4 \(annual\).pdf](#)

 [Unadjusted Annual WIOA Performance Report PY 2020.pdf](#)

 [BCW Logo.docx](#)

 [Chair Letter to Board 8-31-22.docx](#)

Executive Director Report was reviewed detailing the many projects in progress and outcomes. If there are questions/concerns, you can direct them to Becky.

The new ARIES Case Management Program has major issues. OMJs will work with the State to correct errors. The State is asking for found mistakes be submitted by 9/15. It should be noted that some of the mistakes are from the integration of the previous system to the system.

Becky and Amy will meet to create a Standards Dashboard to bring us inline with; State Rate/Negotiated Area Rate. Becky would like to bring us back down to State rate. We will revisit at the next Executive meeting and ratify at the next Board Meeting.

Versions of the logo were presented to the Board - Workforce Investment Board established prior to 2014 -vs- Workforce Development Board current name. The Butler, Clermont, Warren Workforce Development Board will be called BCW/Workforce vs WIBBCW to better brand the board.

B. Board Chair Report

Ron introduced the Board's new Strategic Plan that was developed from the June 6th Retreat. Theme is to Strengthen Board Effectiveness to educate role responsibilities, understand the legal aspect of the Board. Kim Yahn, Sinclair Workforce Development also in attendance for questions which may arise.

1. Outcome of the Retreat on June 2, 2022.

Strategic Plan - Strengthen Board Effectiveness, Build Brand Awareness for BCW/Workforce, Develop Community Relationships, Develop Innovative Workforce Solutions.

Motion Area 12 WDB to adopt the 12-18 month Strategic Plan as presented today noting the Plan will be reviewed at the Executive Committee Meetings and Quarterly Board Meetings to identify progress. The Executive Committee will help define the metrics and present in December.

Moved – David Fehr

2nd – Commissioner Painter

Verbal Roll Call – Motion carried

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VII. Committees and OMJ

- A. Governance Committee – Working on filling positions on the board, helped with job description for Director of Community Relations.
- B. Budget & Finance Committee – Presented earlier in the meeting.
- C. BEST Committee - Approved the incumbant Worker Training Policy, approved the Director of Community Relations Job Description.
- D. Emerging Workforce (Youth) Committee - Andreas is the new chair, Karen will assist him as he is new to the position.
- E. Education & Training Committee - Workforce Development Forum will be held on 9/23/2022, 8a-Noon, Miami University, VOA. Becky reviewed the Forum Agenda.
- F. OMJs - OMJ At-A-Glance Report. WIOA 2022 data unavailable due to ARIES system accessibility outage.

VIII. General Information and Discussion

It was discussed that the Board Meetings should not be a check list but an open forum dialogue.

IX. Executive Session – No need for executive session at this meeting.

X. Adjourn

- A. Next Quarterly CEO/Full Board meeting will be December 1, 2022 - 8:00 a.m. to 9:30 a.m. at the Clermont County OMJ building.
- B. Next Executive Committee meeting will be October 18, 2022 - 1:30 p.m. to 2:30 p.m.

Motion to adjourn the meeting

Moved – Commissioner Painter

2nd – Michael McNamara

Verbal Roll Call – Motion carried

Meeting adjourned at 9:28 a.m.

APPROVE MOTION FOR BCW/WORKFORCE TO ACCEPT BUTLER COUNTY AS THE COMPREHENSIVE CENTER FOR AREA 12 for 2022.

WHEREAS, Becky Ehling, Vetta Brantley and Amy Miller met with Clermont County OhioMeansJobs (OMJ) on April 20, 2022, to complete the ADA compliance form for Clermont County OMJ; and

WHEREAS, Becky Ehling, Vetta Brantley and Amy Miller met with Warren County OMJ on May 11, 2022, to complete the ADA compliance form for the Warren County OMJ; and

WHEREAS, Tate Borcoman, Karen Karnes, Becky Ehling and Vetta Brantley met with Butler County to complete the ADA compliance form along with evaluating and completing the OHIOMEANSJOBS System Certification Benchmark Metrics for Butler County OMJ; and

WHEREAS, Becky Ehling submitted the forms to the State of Ohio Department of Job & Family Services; and

WHEREAS, The ODJFS accepted all paperwork submitted; and

NOW THEREFORE BE IT RESOLVED that the BCW/Workforce CEO, CEO Proxy and Full Board, does hereby approve Butler County as the Comprehensive Center for Area 12.

Mr. Matt Owens moved for adoption of the foregoing resolution being seconded by Ms. Jerica Kruse. Upon verbal call of the roll, the following vote resulted:

All - yes

None - no

None - abstain

Resolution adopted this 1st day of September 2022.

BCW/Workforce CEO/Full Board


Becky Ehling – Executive Director

cc: BCW/Workforce file

APPROVE MOTION FOR BCW/WORKFORCE TO ENTER INTO CAREER SERVICE AGREEMENTS WITH EACH OF THE INDIVIDUAL COUNTIES OF BUTLER, CLERMONT AND WARREN FOR THE DATES OF JULY 1, 2020, TO JUNE 30, 2023.

WHEREAS, During the Fiscal Monitoring by Real Workforce Solutions (Sharon Parry) it was noted there was not a current career services agreement with the counties of Butler, Clermont and Warren; and

WHEREAS, The Career Services agreement does not need to be procured; and

WHEREAS, Sharon Parry and Becky Ehling spoke with Ohio Department of Job & Family Services (Julie Wirt) where she advised the BCW/Workforce could enter into an agreement with the counties for the dates of July 1, 2020 to June 30, 2023; and

WHEREAS, The BCW/Workforce attorney has advised each county must have their own agreement; and

NOW THEREFORE BE IT RESOLVED that the BCW/Workforce CEO, CEO Proxy and Full Board, does hereby approve entering into separate Career Services agreements for each county of Butler, Clermont and Warren Counties for the date range of July 1, 2020, to June 30, 2023.

Commissioner David Painter. moved for adoption of the foregoing resolution with the wording of LE (late entry) after signature on the agreement, being seconded by Mr. Andreas Brockman. Upon verbal call of the roll, the following vote resulted:

All -yes
None -no
None - abstain

Resolution adopted this 1st day of September 2022.

BCW/Workforce CEO/Full Board



Becky Ehling - Executive Director

cc: BCW/Workforce file

22-0901A

September 1, 2022

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

WHEREAS, BCW/Workforce Executive Committee has met between June 10, 2022, and August 16, 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 approve the consent agenda as presented.

Ms. Michelle Snow moved for adoption of the foregoing resolution being seconded by Ms. Karen Karnes. Upon verbal call of the roll, the following vote resulted:

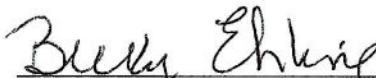
All - yes

None - no

None - abstain

Resolution adopted this 1st day of September 2022.

BCW/Workforce CEO/Full Board



Becky Ehling – Executive Director

cc: BCW/Workforce file