



BEST Committee Minutes

Butler • Clermont • Warren/Workforce Development Board
Oct 3, 2022 at 3:00 PM

Attendance

Members Present (Remote):

Michael McNamara, David Fehr, Ron Rohlfing, Tate Borcoman, Jessica Dean, Zach Stanfield, Dan Bates, Daphne Reeves

Members Absent:

Kevin Boehner, Pamela Green, Joy Lytle, Jill Meyer, Amy Miller, Matt Schnipke, Ann Steward, Sherry Taylor, Steve Whyne

Staff Present (Remote):

Becky Ehling
Vetta Brantley

I. Welcome & Attendance

A. Minutes from August 15, 2022, meeting

 [BEST Committee Minutes 08 15 2022 - OnBoard Draft.docx](#)

Michael opened the meeting at 3:02 p.m.

Meeting minutes approved as written for record.

II. Roles & Responsibilities

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

III. Old Business

A. Workforce Development Director of Community Relations

Michael explained the interview process to the committee and after reviewing several good candidates, it was agreed to offer the position to Traci Stivers.

Traci has accepted the offer and will begin on October 24, 2022 (beginning of a new pay period).

IV. New Business

A. Director of Community Relations tasks

The committee would like Director of Community Relations to begin by acquainting herself with the Administrative portion of her position to include meeting OMJs and Partners, etc. She will then shadow the Executive Director

and meet with Businesses and Community Leaders. Once this is accomplished, she will begin to work in the field on her own.

Executive Director will create an outline of what the Director of Community Relations goals are at 30, 60, and 90 days. Executive Director will present at the next meeting, November 7, 2022.

V. Adjourn

- A. Next meeting will be November 7, 2022, from 3:00 p.m. to 4:00 p.m.

Our next meeting will be both on site and virtual so that the new DCR can meet the committee.

Meeting adjourned at 3:53 p.m.