



# Governance Committee Minutes

Butler ● Clermont ● Warren/Workforce Development Board

Oct 17, 2022 at 11:00 AM EDT

@ <https://us02web.zoom.us/j/84964645956?pwd=VTlnMTJnUGl1TlhJSldtdHVLd3FQQT09>

## Attendance

### Members Present (Remote):

Ron Rohlfig

Matt Owens

### Staff Present (Remote):

Becky Ehling

Vetta Brantley

### Guest Present (Remote):

#### I. Welcome and Attendance

##### A. Meeting Minutes from September 19, 2022

Becky opened the meeting at 11:00 a.m.

The meetings were approved as written for record.

 [Governance Committee Minutes 09 19 2022 - onBoard Draft.docx](#)

##### B. Review Meeting Dates and Time for 2023

Meeting day and time will remain the same for 2023.

 [Board and Committee Meeting 2023.docx](#)

#### II. Board Membership Status

Three vacancies for Butler Co., Becky emailed Joe Hinson, West Chester-Liberty, and Dan Bates Hamilton Chambers for leads of potential Board members. Regarding the vacancy for the 20% barrier Judi Boyko is contacting the YMCA in Butler Co.

Doug Reichenberger and Anthony Ricciardi have been formally approved through Butler and Clermont Counties.

Jerrica Kruse will no longer be the OOD representative for the BCW/Workforce. She is recommending Jennifer Pitman as her replacement. If this committee is OK with this, Ron can present Ms. Pitman to the Executive Committee tomorrow then Staff can proceed to have her officially appointed through the Commissioners.

Board Orientation is scheduled for 11/4/2022, 8:00 a.m. at the Butler OMJ Center. Looking to formulate the Mentor/Mentee program.

III. Roles and Responsibilities

 [Board Development Committee.docx](#)

IV. Project Status

A. Retreat Action Plan Update

 [WDBBCW 2022 Strategic Retreat Summary.docx](#)

Strengthening the Board Effectiveness – developing New Board Members Orientation set for 11/4/2022 then annual updates. Develop a Qtrly Newsletter once DCR begins. Would like to develop a Handbook BCW Workforce Development Board 101.

Build Brand Awareness – two photoshoots and one videoshoot completed, updating information for Dimalanta to increase our awareness and reputation for outreach. Discussions on how to update OMJ Center’s building look with a softer touch – non-governmental/institutionalized look. A few events are scheduled for Becky and DCR to attend for promotion.

DCR will begin 10/24/2022 – she will present a 3 month report of her progress at the January Board meeting.

Workforce Solutions – Hub continuing Pilot Program with the schools and businesses. There are 5 Business Liaisons in our area each will need to report back to the other 4 as not to stress the businesses and schools.

B. Director of Community Relations Update

Traci Stivers accepted the position and is due to start Oct. 24, 2022. She comes from Franklin County as their Administrator. She has good ideas coming in and Marketing experience.

V. Policy Review

We will restart reviewing policies now that the DCR has been hired. IWT and OJT will be the first to review.

VI. Operator RFP Review Committee

Two contract to procure, youth and operator. The Emerging Workforce (Youth) Committee will work on the RFP for youth contract. The Operator Contract (Amy Miller is our Operator) renewed with a 1-year extension. Our Attorney would like to help with the formation of the RFP as she is more familiar with specifications of a Consortium - vs- a One-Person Operating Contract.

The time of the last RFP was too stringent and did not give enough time for more submittals. The RFP issued date and Deadline for Receiving RFP Questions will be moved up by one months on the RFP Milestone for 2023-2035 RFP schedule below. Because of the Holiday, the proposed schedule will give more review time for submittals. This committee asked for both review committees to be formed.

For the Review Committee Becky has reached out to the below members. Once the structure is in place, if additional members are need, they will be contacted:

Anthony Ricciardi – RFP/Operator  
Ron Rohlfig – RFP  
Michael Howell – to be determined  
Tate Borcoman - declined  
Sal Consiglio - RFP  
Becky Ehling – RFP/Operator  
Traci Stivers - RFP  
Karolyn Ellingson – RFP  
Rochelle Davis – RFP  
Joy Lytle – to be determined

Need to present to Executive Committee tomorrow a Review Committee for Operator RFP.

 [RFP Milestone for 2023 -2025 RFP.docx](#)

VII. Adjourn

- A. Next meeting is scheduled for November 21 from 11:00 am to 12:00 pm  
11:28 a.m. meeting adjourned.