



WORKFORCE INVESTMENT BOARD | Butler • Clermont • Warren

BEST (Business) Committee Minutes
WIBBCW - Workforce Investment Board of Butler|Clermont|Warren
March 07, 2022, 3:00 PM EST

Attendance

Members Present:

Dan Bates, Jessica Dean, Becky Ehling, David Fehr, Joy Lytle, Michael McNamara, Amy Miller, Ron Rohlfing, Sherry Taylor

Members Absent:

Kevin Boehner, Tate Borcoman, Vetta Brantley, Pamela Green, Jill Meyer, Matt Schnipke, Zach Stanfield, Mike Stater, Ann Steward, Steve Whyne

I. Welcome & Attendance

A. Minutes from February 7, 2022

Insert BCMM 2/7/2022

- No formal action needs to be done.
- The previous committee minutes are presented to the committee for review and reference purposes.
- If you have any changes or additions to the minutes, please let Becky know.

II. Roles & Responsibilities

Business Relations Committee

A. Business Relations Committee Alignment to the Board

Review the document with the questions posed to the Committee:

1. How does the committee see itself in alignment with the Board?
2. What items does committee see as important to present to the Board?

3. What is the Committee's vision recommendation to make the committee more engaging?
4. What are the barriers moving forward which needs addressed?
5. Rebuild what has worked and what hasn't from past meetings. Meeting times and length going forward.

Insert - BEST Committee Engagement and Alignment Q & A
The attached are answers from those who participated.

Comments to the questions –

Question 1

- Read responses from the Alignment Q & A
- Provide real time feedback to the Board
- Pull Business from BEST Committee then tracking them up to the possible roll of Board Member
- Governance is the main committee to review policy but there will be some overlap of committees. Incumbent Worker Training policy is an example of this.

Question 2

- Read responses from the Alignment Q & A
- No additional comments

Questions 3

- Read responses from the Alignment Q & A
- Need to get more businesses into the committee, anyone can be invited to participate only request is board must be notified if someone wants to be a member of the committee.
- Need to engage more with Businesses and Chambers – we can be the conduit for connecting people. What policies can we create to help better serve businesses.
- Issue – If Hamilton Chamber members were polled the majority have not heard of the WIB, no idea what it does or what resources are available. Information is sent out and the language means nothing to them. No face of the organization or WIB board. We need to be on a 1st name basis when businesses reach out for resources and we are not there yet.
- Solution - Hamilton Chamber's e-newsletter is distributed to over 5,000 people on a weekly basis, email goes out twice a month, Coffee & Conversation (zoom mtg) & FB live page (around 400-500) and would be willing to accept a

presentation to his board, better to see person representing the organization vs Dan relaying the information. Guest speakers tend to get better response.

- Chamber Board Tour – to show how the WIB can help employers to develop relationships with the businesses and chambers.
- Not all chambers are going to require membership as they see the benefits of having a connection with the WIB outweighing the cost of a membership. If the WIB has a couple wins with visible members, then the visible members will tell others.

Question 4

- Read responses from the Alignment Q & A
- Making sure all Board Members are engaged
- Not reaching out to all the businesses that we can. What is holding us back from reaching out? Is it understanding where our responsibilities are for business outreach and what is important to them?
- UC Health hired a consultant (Hubble Consultant), to go out into the community to see where the need(s) was/were, and to be able to target the area(s).
- Maybe we need a BEST intermediary whether it's the ED or.... (Still figuring that out). Committee could recommend what the benefit is and the barriers.

Questions 5

- Read responses from the Alignment Q & A
- Lack of support from one to the other, must have communication. Committee's need the support from the Board and Board needs support from the committee.

○ Other discussion:

- Would like to get to a quarterly meeting. With a good agenda and thought out well in advance we can get through the agenda efficiently. Do not want to have meetings to have meetings. Monthly meetings to get us back on track, then keep monthly meetings as a hold on the calendar and if the meeting is not needed, cancel the meeting.
- Receive the Qtly. updates from OMJs and numbers.
- Provide clearer direction on the need of the committee, when should we be advisory (in the weeds), when do we take the lead? How do we make the most of our time on the committee and guidance on

how to play a role in the committee? This could be a discussion point at the Retreat.

- Becky believes a committee does the leg work and is the advisory that recommends to the Board for decisions. Committees should get into the weeds then provide precise actions for the board.
- David Fehr asked if the personal connection is on the radar for Becky and/or Amy Miller, and just don't have staff or just not on radar -vs- website/brochure.
- Becky – prefers 1:1, face to face connection, since the assistant has started Becky is booking more face-to-face vs the virtual she was doing in the past.
- Amy Miller – Julie Gilbert will reach out to schedule a meeting with Dan Bates to meet to discuss newer services they may not be aware of. WIB should be invited when OMJs make connections as (we are separate, but we are one – partners).
- Warren Co. - Business contacts – The WIB used to go out with the OMJs to businesses to meet with them to see what their needs are. WIB, OMJs would talk about our services.
- Becky & Ron going to Redi Cincinnati to meet the people and talk about Area 12 and how we can be of assistance.

III. Old Business

A. Bylaws update

Recommendations from the 2/7 meeting for Governance Committee: Section 5.): Business Relations Committee
remove OneStop services (updates to By-laws)

- All updates to the by-laws will be presented at the Governance meeting.

IV. New Business

A. Becky spoke with Shawn Kelly of AMIP 3/7/2022 (Area 13)

- Wants more access to people to hire.
- Wants to promote more manufacturing.
- Wants success stories.
- Meeting scheduled for 3/24.
- Hopefully Jessica can attend as well.

B. Review the Incumbent Workers Training Policy

Need dialog to re-evaluate the wording and length of the IWT policy, then submit to the Board for approval.

Attached is the current working draft and a copy of an IWT policy from Summit and Medina County Area 2.

[attach Incumbent Worker Training \(IWT\) Policy_WIBBCW_](#)

[attach Summit & Medina area-2-pl-c-10-incumbent-worker-training-rev-1-2022](#)

- This would be a new service approved by the state, we just need a new policy. Business investing in existing employees. We could serve business and help upscale their employees.
- Becky, Mike, and Amy looked at the policy and thought the BEST committee would be the committee to first look at the policy.
- Would like to see a summary page if we cannot shorten the policy. Can work with the OMJ's to get a summary page once the policy is up and running.
- Becky talked with Sal and Germaine about this as an extension of the Dislocated Worker and would be from the same pot of money. Becky and Amy will discuss with other Directors at the OWA Forum.
- Staff and OMJ will take a stab at editing the policy. Then present at the next meeting.

V. General Discussion

None at this time.

VI. Adjourn

- Mike let the committee know if they had any other questions to let Becky know and thanked all for coming.
- Mike adjourned the meeting.

A. Next Meeting will be April 4th, 2022, from 3:00 pm- 4:00 pm