



Best Committee Meeting Minutes

Butler Clermont Warren/Workforce Development Board
Oct 2, 2023 at 1:00 PM EDT

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<https://us02web.zoom.us/j/82976202067?pwd=bSsvOC91akN1dFVva1hQeGxldkhRQT09>

Attendance

Present: Remote

Members: Zach Stanfield-Chair, Tate Borcoman, Tonya Stone

Staff: Traci Stivers

Guest: Dan Bates, Jessica Dean, Amy Miller

Absent:

Members: Kevin Boehner, Roy Breehne, Justin Conger, Becky Ehling, David Fehr, Scott Gafvert, Ron Rohlwing, Matt Schnipke, Mike Stater, Brittney Stephens, Steve Whyne

I. Welcome and Attendance (Presenters: Zach Stanfield)

Zach experienced some technical difficulties; therefore the meeting didn't begin until 1:05pm.

A. Minutes from August 07,2023 meeting (Presenters: Zach Stanfield)

Zach presented the minutes to those in attendance, there were no questions or corrections. Minutes will stand as official minutes.

 [Best Committee Meeting Minutes 8-7-2023-2.docx](#)

II. Roles and Responsibilities (Presenters: Zach Stanfield)

Zach reminded committee members that the roles & responsibilities are always attached to the agenda in the event that they needed to refer back to them.

 [Business Relations Committee - 7-19-22 \(2\).docx](#)

III. Director of Community Relations Report (Presenters: Traci Stivers)

Traci went over her most recent report. She mentioned that she is working diligently to reach every community regardless of size. She stated that her primary concern right now is that she needs to keep our mission at the forefront of the minds of the connections she has made thus far. She stated that she and Zach have a meeting tomorrow with the marketing & outreach team to best determine how to do that.

A. DCR Presents Report

 [October BEST Dashboard DCR.pdf](#)

 [BEST Committee Report October DCR.docx](#)

B. Q & A with DCR (Presenters: Traci Stivers)

IV. Goals of the BEST Committee from Strategic Retreat. (Presenters: Zach Stanfield)

A. Survey Results

Traci presented the survey results and indicated that the survey was sent to Board members, committee members, and stakeholders. She stated that they received three emails, and the survey link was live for 20 days. She then proceeded to go over the results of the survey. The majority of the survey takers identified "defining & marketing competitive solutions" as their top priority. Zach suggested that we go around to each person and let each articulate what that means to us. Discussion ensued. After each person was given opportunity to weigh in, it was clear that the consensus of the group was that the BCW Workforce has such vast offerings, it can seem overwhelming and that the group believes we need to take a more focused approach, while also listening to the business owners to determine what their needs are.

 [Strategic Retreat Initiative Survey Results.pdf](#)

V. Propose quarterly or bi- monthly meetings (Presenters: Zach Stanfield)

Discussion took place weighing the merits of bi-monthly vs quarterly meeting. The end result was that the committee would like to try bi-monthly meetings, and those can always be cancelled if desired. The next meeting will be November 6, 2023. The new schedule will not begin until the new year, with the first meeting of the new year being on Monday, January 8th since there is a holiday on the first Monday of the month.

VI. Adjourn (Presenters: Zach Stanfield)

The next BEST Committee Meeting is scheduled for either November 6th, 2023, from 1pm-2pm, or December 6th, 2023, from 1pm-2pm.