



Governance Committee Meeting Minutes

Butler Clermont Warren/Workforce Development Board
Feb 26, 2024 at 11:00 AM EST

Attendance

Present:

Members: Roy Breehne, Matt Smith, Nathan Strange

Staff: Becky Ehling, Traci Stivers, Brittney Stephens, Amy Miller

Guest: Josh Hisle, Daphne Reeves

Absent:

Members: Michael Howell, Abby Melampy, Jennifer Pitman, Ron Rohlfing

I. Welcome & Attendance (Presenters: Nathan Strange, Becky Ehling)

Chair-Ron Rohlfing was unable to attend committee meeting, board member Nate Strange lead committee meeting. Nate Strange opened meeting at 11:02am.

A. Meeting Minutes from December 18, 2023

 [Governance Committee Meeting Minutes 12-18-23.docx](#)

No questions, comments, or corrections. Minutes will stand as official minutes.

II. Roles & Responsibilities (Presenters: Nathan Strange, Becky Ehling)

 [GovernanceRoles and Responsibilities.docx](#)

III. Supportive Services Policy (Presenters: Nathan Strange, Becky Ehling)

 [ADULT-DISLOCATED WORKER-YOUTH SUPPORTIVE SERVICES FINAL 8-16-22.pdf](#)

Committee has no questions or corrections. All members in agreeance to send on for approval at Full/CEO Quarterly meeting on March 7, 2024.

IV. Group of State Policies for review (Presenters: Nathan Strange, Becky Ehling, Brittney Stephens)

 [Local Workforce Area Initial Designation.docx](#)

 [Determination of Dependent Status.docx](#)

 [Youth Program Services.docx](#)

 [State Method for funding OMJ Infrastructure.docx](#)

- [!\[\]\(694fcb4611893e9db5249daba48abfc1_img.jpg\) Local Workforce Area Board Certification Process.docx](#)
- [!\[\]\(8ec8d5dc48934930a762fecf6ecbe179_img.jpg\) Career Services for Adults and Dislocated Workers.docx](#)
- [!\[\]\(c34a15e67573dae8fbb88f4cbfb0f2e9_img.jpg\) WIOA Youth Program Eligibility.docx](#)
- [!\[\]\(41f06fdeabb4e5a71d06fe8f32a46127_img.jpg\) Reporting of Onestop Universal Customers.docx](#)
- [!\[\]\(18eb66208e65404cce5042d73cf0a851_img.jpg\) Local Workforce Area Subsequent Designation.docx](#)
- [!\[\]\(14a9d4de9e6699d41b68e8807e2d5f76_img.jpg\) Training Services for Adults and Dislocated Workers.docx](#)
- [!\[\]\(415790129e00c225ba52b81c8addfb14_img.jpg\) Source Documentation for WIOA Eligibility.docx](#)
- [!\[\]\(fa8e43d6f5da9cf596808674ced6c198_img.jpg\) Poverty Line and Lower Living Standard \(ILSSL\).docx](#)
- [!\[\]\(2b564e327fe9708ac2f9320a9ae84c76_img.jpg\) Re-Designation of Local Workforce Areas.docx](#)
- [!\[\]\(484cd33a03c33977d2fcf6bb9cc02435_img.jpg\) Adult & Dislocated Worker Eligibility.docx](#)
- [!\[\]\(c885083f23ac65632c3cf77b16f7a193_img.jpg\) Rapid Response Layoff and Closure Requirements.docx](#)
- [!\[\]\(20f0f5805f0a60636883bdd13c58dc31_img.jpg\) ITA Financial Definitions.docx](#)
- [!\[\]\(90f7aa1b3da6a942e186a7e3fdaaf44b_img.jpg\) Regional and Local Planning.docx](#)
- [!\[\]\(b2b96e5d9b571004907039c0a8a75b54_img.jpg\) Transfer of Funds between Adult and Dislocated Workers.docx](#)
- [!\[\]\(6285cf242551105b2a630c622e0c55ae_img.jpg\) Rapid Response Layoff and Aversion Requirements.docx](#)

Operations Assistant Brittney Stephens presented these policies to committee. These are all State policies that just need to be added to policy manual. Committee has no questions or corrections. All members in agreement to send on for approval at Full/CEO Quarterly meeting on March 7, 2024.

V. Update Committee on loss of Board Member (Presenters: Nathan Strange, Becky Ehling)

ED, Becky Ehling gave update that Susan Breeman is no longer on the board. She has spoke with ACI and they asked her to hold off on filling position so that they can try to find someone to backfill this position from within ACI. ED Ehling has agreed to allow them the opportunity to seek another candidate for the open position.

VI. Update on Status of 501C3 (Presenters: Nathan Strange, Becky Ehling)

ED Becky Ehling gave update on the progress of the 501c3. She stated that things are moving along and she feel confident that we will have the 501c3 completed by the June 2024 deadline.

- VII. Update on status of items from 2023 Retreat (Presenters: Nathan Strange, Becky Ehling, Traci Stivers)

 [BCW Workforce Strategic Planning Working Document .xlsx](#)

ED Ehling and DCR Stivers presented the 2023 retreat initiative summary and highlighted the progress that has been made since 06/2023. The committee is pleased with the hard work and dedication of the staff and various committees to build the BCW.

- VIII. 2024 Retreat Agenda Review (Presenters: Nathan Strange, Becky Ehling)

 [Draft 2024 Retreat Agenda.docx](#)

ED Ehling presented a rough draft of the 2024 retreat agenda. Committee agrees to this agenda outline.

- IX. Adjourn (Presenters: Nathan Strange, Becky Ehling)

The Next Governance Committee Meeting will be held on April 15, 2024 from 11:00am-12:00pm.

Board member Nate Strange thanked everyone for their time and dedication and closed meeting at 11:27am.