



BEST Committee Meeting Minutes

Butler Clermont Warren/Workforce Development Board
Mar 4, 2024 at 1:00 PM EST

Attendance

Present: Remote

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

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

Guests: Sonya Bridge, Dan Bates, Daphne Reeves

Absent:

Members: Kevin Boehner, Roy Breehne, Justin Conger, Scott Gafvert, Josh Hisle, Ron Rohlfing, Matt Schnipke, Mike Stater, Steve Whyne

I. Welcome & Attendance (Presenters: Zach Stanfield)

Chair-Zach Stanfield opened meeting at 1:02pm.

A. Meeting Minutes from January 8, 2024

 [BEST Committee Meeting Minutes 1-8-24.docx](#)

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

II. Roles & Responsibilities (Presenters: Zach Stanfield)

 [Business Relations Committee - 7-19-22 \(3\).docx](#)

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

DCR-Traci Stivers presented her dashboards. She highlighted her 2024 goals and the strides that she has made and continues to make. She presented her first quarter e-blast that went out on January 4, 2024 to over 500 emails. She reported that she is making more immediate connections with her current goals and is pleased with her progress at this time.

Zach asked to see analytics in regards to traction for the e-blast.

A. DCR Presents Report

 [BEST Committee Report March 2024.docx](#)

 [DCR Dashboard BEST March 2024.pdf](#)

B. Q & A with DCR

C. Elevator Speech (Presenters: Traci Stivers)

Review the elevator speech and decide on the wording.

 [Elevator Pitch Review & Revisions.docx](#)

Committee likes the updated elevator pitch and would like this to be sent out to all board and committee members.

IV. Discussion (Presenters: Zach Stanfield)

A. Discuss outline of a new meeting format

Committee likes the way the current meeting is running and requests that it stays the same with no changes at this time.

B. Outline of where we are on 2023 Retreat items

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

ED-Becky Ehling presented the Strategic Planning Document and highlighted the progress that has been made. She highlighted that every category has either been completed or is working on being completed.

Committee gave suggestions on improving the BCW website. Becky will send an email to Dimalanta to set a meeting to discuss changes to the website.

Chair-Stanfield would like to see analytics on the website.

V. Adjourn (Presenters: Zach Stanfield)

The next BEST Committee meeting will be May 6, 2024 from 1:00pm to 2:00pm.

Chair-Stanfield closed meeting at 1:40pm.