



BEST Committee Meeting Minutes

Butler Clermont Warren/Workforce Development Board
Monday, September 9, 2024 at 1:00 PM EDT

Attendance

Present: Remote

Members: Committee Chair-Zach Stanfield, Scott Gafvert

Staff: Brittney Stephens, Traci Stivers, Amy Miller

Guests: Eric Plummer, Amy Smith, Dan Bates

Absent:

Members: Kevin Boehner, Tate Borcoman, Roy Breehne, Becky Ehling, David Fehr, Josh Hisle, Daphne Reeves, Ron Rohlfing, Matt Schnipke, Mike Stater, Steve Whyne

I. Welcome and Attendance (Presenters: Zach Stanfield)

Committee Chair Zach Stanfield opened meeting at 1:03pm.

A. Meeting Minutes from July 1, 2024

 [BEST Committee Meeting Minutes 7-1-24.docx](#)

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

II. Roles & Responsibilities (Presenters: Zach Stanfield)

 [Business Relations Committee Bylaws.docx](#)

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

DCR Traci Stivers presented her DCR Report. She highlighted that she has completed 29 speaking engagements this fiscal year, which is much higher than the goal that she gave herself. She also highlighted that she has been able to work on getting into Carlisle High School to have a career fair for high school students and possibly junior high students as well.

A. DCR Presents Report

 [September BEST report 2024.docx](#)

B. Q&A with DCR

IV. Discussion (Presenters: Zach Stanfield, Traci Stivers)

A. Review of 2023 Retreat Plan

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

Zach Stanfield highlighted the hard work that the staff and committee as done to tackle the 2023 Retreat tool, he reported that any yellow items are items that will continually need to be worked on as things change.

B. Review of 2024 Retreat Plan

 [2024 BCW Workforce Strategic Planning Working Document.xlsx](#)

Zach Stanfield presented the 2024 planning tool and reports the BEST Committee is the lead on a lot of the categories and at the next meeting he would like to start examining this tool and working as a committee to get this completed.

V. Adjourn (Presenters: Zach Stanfield)

Next BEST Committee meeting is November 4, 2-24, from 1:00 pm - 2:00 pm.

Committee Chair Stanfield closed meeting at 1:22pm.