



# Quarterly Full/CEO Board Meeting Minutes

Butler Clermont Warren/Workforce Development Board  
Thursday, September 5, 2024 at 8:00 AM EDT  
@ FESTO

## Attendance

### Present:

**CEO/Proxies:** Commissioner David Painter (remote), David Fehr

**Members:** Chair-Tate Borcoman, Karolyn Ellingson, Karen Karnes, Abby Melampy, Jennifer Pitman, Doug Reichenberger, Matt Smith, , Tonya Stone, Nathan Strange

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

**Guests:** Tommie Arnold, Kedara Carter, Brittney Cousins, Marvin Jackson, Amy Smith, Josh Hisle

### Absent:

**Members:** Roy Breehne, Sal Consiglio, Emily Crawford, Scott Gafvert, Michael Howell, Shannon Jones, Joy Lytle, Daphne Reeves, Ron Rohlfing, Martin Russell, Matt Schnipke, Zach Stanfield

#### I. Welcome (Presenters: Tate Borcoman)

Welcoming remarks to Quarterly Meeting

##### A. Roll Call/Quorum

 [BCW Workforce Roster 8-14-24.pdf](#)

##### B. Call Meeting to Order

Chair Tate Borcoman called meeting to order at 8:03am.

##### C. Agenda Review

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

#### II. Consent Agenda

##### **Motion:**


Motion to approve Consent Agenda.

Motion moved by Abby Melampy and motion seconded by Karolyn Ellingson.  
Roll call taken, all in favor. Motion carried.


##### A. Approval of Previous Meeting Minutes and Ratifications of Motions from Executive Committee

 [TOPIC PAPER - For Consent Agenda 9-5-24.docx](#)


 [24-0905 Resolution to approve Consent Agenda 9-5-24.docx](#)

1. Approval of June 6, 2024 Quarterly Full/CEO Board Meeting Retreat  
 [Quarterly Full CEO Board Meeting and Retreat Minutes 6-6-24.docx](#)

No questions, comments, or corrections, minutes will become official meeting minutes.

2. Approval of August 20,2024 Executive Committee Meeting Minutes  
 [Executive Committee Meeting Minutes 8-20-24.docx](#)

No questions, comments, or corrections, minutes will become official meeting minutes.

3. Ratify Motions of the Executive Committee  
 [Executive Committee Meeting Motions 9-5-24.docx](#)

### III. OMJ Success Story

Deputy Director Josh Hisel with Warren County OMJ presented the video of an OMJ Success Story.

### IV. FESTO Welcome

Michael Nitz- Plant Manager

Plant Manger Michael Nitz stopped in and welcomed everyone to FESTO and gave a brief overview of what they do at FESTO.

### V. Presentation

Walsh/Kokosing Presentation on the Brent Spence Bridge Project.

 [2024-09-05 BSB BCW Presentation.pptx](#)

Marvin Jackson and Tommie Arnold gave a presentation of the Brent Spent Bridge Project, they highlighted the phases, where they are at in the phases, the work opportunities, and more.

### VI. Reports

- A. Chair Report (Presenters: Tate Borcoman)

 [Tate Chair Report 9-5-24.docx](#)

- B. Executive Director Report (Presenters: Becky Ehling)

ED Ehling presented the Annual Report as part of her quarterly report. She highlighted that the policies are now all up to date and on the website.

1. Annual Report

 [June 30 2024 Annual Report Digital.pdf](#)

2. State Special Grant Funding

ED Ehling highlighted that the BCW applied for special project grant money to replace the BRN Grant and was awarded the grant. She highlighted that out of 18 counties that had BRN Grant money the BCW was the only one awarded the state special project money.

3. Outcomes from the Retreat on June6, 2024

 [2024 Retreat Strategic Outcomes.pdf](#)

ED Ehling presented the 2023 working document and highlighted that almost everything is green and completed and that any thing in yellow is an area that will always need continues work as things change.

## VII. Committee Updates

A. Budget & Finance Committee (Presenters: David Fehr)

 [Liquidating 9-24 as of July 31 2024.pdf](#)

 [Liquidating 9-25 as of July 31 2024.pdf](#)

 [Liquidating 9-26 as of July 31 2024.pdf](#)

 [CY2024 Budget - Actual Expenditures.pdf](#)

Committee Chair David Fehr presented the dashboards for the Budget and Finance Committee, he highlighted that the WIB Budget is on track for spending, he highlighted that all grants have been liquidated for 09/2024, money is already being spent in 09/25 and 09/26. We are ahead of spending and some counties are on a waitlist at this time.

B. Governance Committee (Presenters: Ron Rohlfig)

Committee Chair Ron Rohlfig was not able to attend meeting, ED Ehling presented for Governance Committee. She highlighted all the hard work of the

committee with getting polices up to date. She also reported that we are down 5 board members with 2 prospects that staff have met with and a 3rd being previous member Boyce Swift. The staff continue to work on seeking new members.

- C. BEST Committee (Presenters: Zach Stanfield)
- D. Emerging Workforce (Youth) Committee (Presenters: Tonya Stone)

Committee Chair Tony Stone presented for Emerging Workforce (Youth) Committee. She reported that the youth focus group has hit a minor road blocks trying to get youth engaged, however staff, committee, and partners are working with youth focus chair Kambell to asset her with this.

- E. Education & Training Committee (Presenters: Karen Karnes)

 [BCW0089 3rd Annual Workforce Development Forum Flyer 8.12.24 \(1\).pdf](#)

Committee Chair Karen Karnes reported for Education and Training Committee. She highlighted that hard work of the staff for getting everything in order for the 3rd Annual Workforce Development Forum. She reported at this time of the meeting we have 81 RSVP's for the Forum.

## VIII. Discussion

### IX. Adjourn (Presenters: Tate Borcoman)

The Next Quarterly CEO/Full Board Meeting will be December 5, 2024 from 8:00am-9:30am at Clermont Chamber of Commerce.

#### **Motion:**

Motion to adjourn meeting at 9:22am.

Motion moved by Nathan Strange and motion seconded by Matt Smith. Roll call taken, all in favor, motion carried.

APPROVE CONSENT AGENDA FOR QUARTERLY CEO/FULL BOARD MEETING ON SEPTEMBER 5, 2024.

**WHEREAS**, Minutes from the June 6, 2024, Quarterly CEO/Full Board Meeting and Retreat are being presented for approval; and,

**WHEREAS**, Minutes from the August 20, 2024, Executive Committee Meeting are being presented for approval; and,

**WHEREAS**, BCW/Workforce Executive Committee approved motions presented before the committee on August 20, 2024, and therefore shall be ratified; and,

**NOW THEREFORE BE IT RESOLVED** that the BCW/Workforce CEO, CEO Proxies and Full Board, does hereby approve the minutes from the June 6, 2024, Quarterly CEO/Full Board meeting, minutes from the August 20, 2024 Executive Committee meeting, and ratify the motions of the Executive Committee.

Ms. Abby Melampy moved for adoption of the foregoing resolution being seconded by Ms. Karolyn Ellingson, upon call of the roll, the following vote resulted: Motion Carried

Yes - 11

No - 0

Abstain - 0

Resolution adopted this 5<sup>th</sup> day of September 2024.

BCW/Workforce CEO/Full Board

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Becky Ehling – Executive Director

cc: BCW/Workforce file

# Executive Committee Meeting Motions

July 16, 2024, and August 20, 2024

July 16, 2024

1. Canceled due to lack of quorum

August 20, 2024

1. Approval of Resolution 24-0820 – Approval of updated to Policy 12-200 Monitoring & Oversight, 12-516 Selective Service Registration, 12-513 Grant Request and Application, 12-504 IWT Policy & forms, 12-510 Transitional Jobs & Forms, 12-602 Youth Work Experience, 12-604 Youth Incentive Policy, 12-512 Serving Applicants with Close Relationship, 12-701 Quest Round One, 12-724 Quest Round Two, along with archiving Policy 12-511, 12-517, 12-519, Definition of Substantial Attachment to Workforce, Definition Dislocated Worker Eligibility, Definition of Close Family and Definition of Substantial Layoff to the BCW/Workforce Policy Manual.