

**Business Employment Skills Team, Inc.**  
**Human Resource Committee Meeting**  
**October 22, 2018**  
**5:00 p.m.**  
**Lee County Board Room, Old Lee County Courthouse**  
**Dixon, IL**

## **REVISED AGENDA**

Call to Order

Roll Call

Approval of August 27, 2018 Meeting Minutes (**Page 1**) (*Action Item*)

Business Meeting

- Employee Health Insurance Renewal (*Possible Action Item*)  
(Information will be provided under separate cover or at the Meeting)
- Paid Hours Off (*Action Item*)  
Currently staff accrue Paid Hours Off from January – December. It is recommended to change the accrual period from July – June to coincide with the Program Year. There is no other changes to the PHO Policy.

**Executive Session** (5 ILCS 120/2 (c) 1 – The appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.)

- Review and Approval of the August 27, 2018 HR Committee Executive Session Meeting Minutes (*Action Item*)
- Executive Director Performance Evaluation (will be sent under separate cover) (*Action Item*)
- Executive Director Contract Negotiations (information will be sent under separate cover) (*Action Item*)

Other Business

- Informal Interview with CFO Candidate, Michael Jordan

Public Comments

Adjournment