

**Business Employment Skills Team, Inc.
HR Committee Zoom Meeting Minutes
April 8, 2021**

The HR Committee meeting was called to order at 5:01 p.m. by Chair Wayne Reising. Roll call was taken.

| Name | Present | Absent | Name | Present | Absent |
|---------------|----------------|---------------|--------------|----------------|---------------|
| James Duffy | X | | Kevin Reibel | X | |
| Wayne Reising | X | | Jamey Sulser | X | |

Others Present: Carrie Folken, Jo Ann Johnson

Approval of Meeting Minutes

Jamey Sulser motioned to approve the December 21, 2020 Meeting Minutes. Motion was seconded by Kevin Reibel. Roll call vote was taken.

| Name | Yes | No | Name | Yes | No |
|---------------|------------|-----------|--------------|------------|-----------|
| James Duffy | X | | Kevin Reibel | X | |
| Wayne Reising | X | | Jamey Sulser | X | |

Motion carried.

Business Meeting

Wayne informed members that the purpose for this meeting was to review the Performance Evaluation for Carrie Folken, Executive Director.

Executive Session

Wayne motioned to convene in Executive Session under 5 ILCS 120/2 (c) 1 for 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. Motion was seconded by Jamey Sulser. Roll call vote was taken.

| Name | Yes | No | Name | Yes | No |
|---------------|------------|-----------|--------------|------------|-----------|
| James Duffy | X | | Kevin Reibel | X | |
| Wayne Reising | X | | Jamey Sulser | X | |

Motion carried.

It was motioned and seconded to reconvene from Executive Session. Roll call vote was taken.

| Name | Yes | No | Name | Yes | No |
|---------------|------------|-----------|--------------|------------|-----------|
| James Duffy | X | | Kevin Reibel | X | |
| Wayne Reising | X | | Jamey Sulser | X | |

Motion carried.

Business Meeting

Approval of Executive Session Meeting Minutes

Jim Duffy motioned to approve and open the August 26, 2019 Executive Session Meeting Minutes. Motion was seconded by Kevin Reibel. Roll call vote was taken.

| Name | Yes | No | Name | Yes | No |
|---------------|------------|-----------|--------------|------------|-----------|
| James Duffy | X | | Kevin Reibel | X | |
| Wayne Reising | X | | Jamey Sulser | X | |

Motion carried.

Executive Director Performance Review

Wayne informed attendees that after talking with Carrie it was the decision of the HR Committee to discuss the recommendations at the full BEST Board Meeting scheduled for April 19.

Executive Director Contract Renewal

Jim informed attendees that the HR Committee has recommended to renew the Executive Director contract with Carrie, however details will be formalized after the full BEST Board of Director's meeting on April 19.

Other Business

None

Public Comments

None

Adjournment

With there being no further business, it was motioned and seconded to adjourn the meeting. Meeting adjourned at 6:31 p.m.

Jo Ann Johnson

Approved by:

James C. Duffy
Board Secretary