

**BUSINESS EMPLOYMENT SKILLS TEAM, INC.  
CHIEF ELECTED OFFICIALS' MEETING MINUTES  
October 28, 2013**

The Chief Elected Officials' Special Meeting was called to order at 10:16 p.m. by Chairman Rick Ketchum.

<b>Name</b>	<b>Present</b>	<b>Absent</b>	<b>Name</b>	<b>Present</b>	<b>Absent</b>
Robert Albrecht	X		Rick Ketchum	X	
James Duffy	X		Joe Panzica	X	
Kim Gouker	X		Kevin Reibel		X
William Holmes	X		Ron Smith	X	

**OTHERS PRESENT:** Pam Furlan, Kathy Day, Jo Ann Johnson

Approval of Meeting Minutes

Kim Gouker motioned to approve the October 9, 2013 Meeting Minutes as presented. Motion was seconded by Robert Albrecht and carried.

**New Business**

Workforce Investment Board (WIB) Appointment(s)

Pam informed members that James Knauf (IL Department of Rehabilitation Services) and Kathy Brady (Owens-Illinois) has been nominated to the NCI Works Board and both have agreed to serve. She said that a representative is still needed from Carroll County and a recent resignation has been submitted from Putnam County.

Joe Panzica motioned to appoint James Knauf and Kathy Brady to the NCI Works Board. Motion was seconded Jim Duffy and carried.

Trade Grant Application

Kathy Day informed members that the Trade Grant modification is being presented to serve Trade customers in the amount of \$129,668.22. Jim Duffy motioned to approve the Trade Grant modification as presented. Motion was seconded by Joe Panzica and carried.

## **Other Business**

### Updated Membership List

Rick told members that an updated copy of the Membership List was enclosed with their meeting materials.

Rick said that he will be contacting members of the Bylaws Committee to review the current Bylaws.

### Public Comments

None

### Adjournment

With there being no further business, Ron Smith motioned to adjourn. Motion was seconded by Willie Holmes and carried. Meeting adjourned at 10:20 p.m.

Jo Ann Johnson

Approved by:

Kevin Reibel  
Secretary