

**Business Employment Skills Team, Inc.
Board of Directors' Zoom Meeting
April 25, 2022
6:30 p.m.
Lee County Conference Room
Old Lee County Courthouse, 3rd Floor
Dixon, IL**

AGENDA

- I. Call to Order (Kevin Reibel / Kathy Enbom)
- II. Roll Call
- III. Approval of the February 28, 2022 Meetings Minutes **(Page 1)** *(Action Item)*
- IV. Public Comments.
- V. Executive Director Report
 - Legislative Update **(Page 4)**
 - NCI Works Update **(Page 4)**
 - Opioid Grant Update **(Page 4)**
 - Apprenticeship Grant Update **(Page 5)**
 - Getting the Word Out **(Page 6)**
 - Offices and Personnel **(Page 6)**
 - Contacts **(Page 7)**
 - PY 21 Dashboard **(Page 8)**
 - PY '21 Participant Reports **(Page 13)**
 - PY '21 Business Relations Unit Report **(Page 14)**
 - Success Stories/Recognitions **(Page 15)**
- VII. Finance Director Report (Annette Pace) **(Page)**
 1. Trade Grant Update
 2. 1E Supplemental DW Funding Update
 3. Opioid Grant Update
 4. PY 20 WIOA Update
 5. PY 19 Apprenticeship Grant Update
 6. PY 21 WIOA

7. Approval of the Fiscal Reports for January & February 2022 (**Separate Documents**)
(*Action Item*)

VIII. **HR Committee Report** (Wayne Reising)

1. Executive Director Performance Evaluation / Contract Negotiation
2. Exit Interview (Rose Vasquez)
3. Succession Planning for Fiscal Office (**Page 27**) (*Action Item*)

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.)

- A. April 19, 2021 Executive Session Meeting Minutes Review (**Page 28**)
- B. Executive Director's Performance Evaluation & Renewal of Contract (will be sent under separate cover)

IX. **Business Meeting**

1. Approval of the April 19, 2021 Executive Session Minutes (**Page 28**) (*Action Item*)
2. Executive Director Contract Renewal (*Action Item*)

X. **Other Business**

1. Computer Purchase
2. Meeting Schedule

June 27
August 19
October 24
December 19

3. Board Membership List (**Page 29**)

XI. Adjournment