

**Business Employment Skills Team, Inc.  
(Hybrid) Meeting Minutes  
August 15, 2022**

The Business Employment Skills Team, Inc. Board of Director's Meeting was called to order at 6:37 p.m. by Co-Chair Kevin Reibel. Roll call was taken.

Name	Present	Absent	Name	Present	Absent
Robert Albrecht	X		Kevin Lindeman	X	
Gary Camarano	X		Steven Malavolti	X	
James Duffy	X		Kevin Reibel	X	
Kathy Enbom	X		Wayne Reising	X	
Randy Freeman	X		Marilyn Shippert	X	
Don Hill	X		Jayme Sulser	X	

**PROXY:** Don Hill to Kevin Reibel, Kevin Lindeman to Wayne Reising, Steven Malavolti to Randy Freeman

**OTHERS PRESENT:** Carrie Folken, Jo Ann Johnson, Annette Pace

Approval of Meeting Minutes

Wayne Reising motioned to approve the June 25, 2022 Meeting Minutes. Motion was seconded by Randy Freeman. Roll Call vote was taken

Name	Yes	No	Name	Yes	No
Robert Albrecht	X		Kevin Lindeman	X	
Gary Camarano	X		Steven Malavolti	X	
James Duffy	X		Kevin Reibel	X	
Kathy Enbom	X		Wayne Reising	X	
Randy Freeman	X		Marilyn Shippert	X	
Don Hill	X		Jayme Sulser	X	

Motion carried.

Public Comments

Gary Camarano informed members that rural counties will be applying for broadband grants that are part of the infrastructure bill. He said that the bill states that 10% of the funds could be spent on apprenticeships and asked how BEST was planning to help in this process. Carrie explained the Business Services Representatives are continuing to talk with businesses about Apprenticeship Programs. Should the business, Carrie said, wish to pursue the Apprenticeship opportunities our staff connect them with the U.S. Department of Labor representative. Carrie told members that any Apprenticeship Program is established between the business and the U.S. Department of Labor. As for Apprenticeship Training hours, Carrie said that the "seat time" would be determined by the employer and incorporated in a training outline. Carrie said that she did not have the specific information about this grant opportunity, but would look into this matter and get back with Gary.

Executive Director Report

Carrie informed members that staff are coordinating a job fair in our Sterling office for Thomson Prison on August 18. She said that Thomson Prison is not able to hold the event at their location so they are using our office. They have several positions open and are finding it difficult to find individuals to hire. Carrie also told members that UPS will be holding a job fair in the Oregon BEST Office on August 23.

Referring to the Dashboard, Carrie told members that the LaSalle County Regional Office of Education had 27 students (not 24) receive their High School Diploma.

Updating her typed report, Carrie said that she and Joel will be conducting a second interview for one of the applicants for the Career Advisor position in Ottawa.

Carrie updated her contacts by saying that she attended a close-out meeting for Project Open. She said that the final close-out will be a luncheon in September that will plans to attend.

Finance Director Report

Annette reported that the 1E Supplemental Dislocated Worker Grant and PY 19 Apprenticeship Grant have been closed out. She stated that the Opioid Grant and PY 20 WIOA Grant are in the process of being closed out. Annette noted that the PY 20 Trade Grant will remain open until September 30, 2022. In regards to the PY 21 Grant, Annette said that 80% Expenditure/Obligation ratio requirement was achieved and reported to the State. As for the Required Expenditure Rates through June 30, 2022, Annette told members that they remain well within the normal ranges (Adult/Dislocated Workers - 58%; Work Based Learning - 22.2 %).

Randy Freeman motioned to approve the Fiscal Reports for May & June 2022. Motion was seconded by Robert Albrecht. Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
Robert Albrecht	X		Kevin Lindeman	X	
Gary Camarano	X		Steven Malavolti	X	
James Duffy	X		Kevin Reibel	X	
Kathy Enbom	X		Wayne Reising	X	
Randy Freeman	X		Marilyn Shippert	X	
Don Hill	X		Jayne Sulser	X	

Motion carried.

**Business Meeting**

Approval of Employee Dental Insurance Renewal

Jo Ann informed members that Delta Dental will renew on September 1, 2022 with no increase in premium. Jo Ann mentioned that some staff had mentioned that they were not receiving full benefits with the Delta Dental plan and had to pay out of network costs since their dentist did not belong to the PPO network. She said that when checking with one other group it used the same network as Delta

Dental and recommend that the renewal with Delta Dental be approved. Additionally, Jo Ann requested that the Board consider adding vision coverage to the Delta Dental plan. Cost information was provided, but members asked Jo Ann to gather some additional information about the plan coverage. This topic will be discussed at the October BEST Board meeting. Randy Freeman motioned to approve the Delta Dental coverage for employees effective September 1, 2022. Motion was seconded by Robert Albrecht. Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
Robert Albrecht	X		Kevin Lindeman	X	
Gary Camarano	X		Steven Malavolti	X	
James Duffy	X		Kevin Reibel	X	
Kathy Enbom	X		Wayne Reising	X	
Randy Freeman	X		Marilyn Shippert	X	
Don Hill	X		Jayme Sulser	X	

Motion carried.

#### Exit Interview for Nikelle Tellier

Members reviewed the Exit Interview submitted by Nikelle Tellier.

#### Out of State Travel Request

Carrie informed members that the National Association of Workforce Development Professionals (NAWDP) Youth Symposium will be held on November 14-16, 2022 in Charlotte, North Carolina. Carrie said that in the past this Youth Symposium has been held in Chicago, but they decided to move it this year. Therefore, she asked for approval to send up to 2 staff to the Youth Symposium. She told members that cost information was provided with the meeting materials. After discussion, Jim Duffy motioned to approve to send up to 2 staff to the NAWDP Youth Symposium in Charlotte, North Carolina from November 14-16, 2022. Motion was seconded by Wayne Reising. Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
Robert Albrecht	X		Kevin Lindeman	X	
Gary Camarano	X		Steven Malavolti	X	
James Duffy	X		Kevin Reibel	X	
Kathy Enbom	X		Wayne Reising	X	
Randy Freeman	X		Marilyn Shippert	X	
Don Hill	X		Jayme Solder	X	

Motion carried.

#### Other Business

Carrie informed members that the Audit would be starting on September 6, 2022.

Members then discussed the upcoming meeting schedule. It was noted that the October meeting would be the last meeting for some of the Chief Elected Officials who are not running in the upcoming election. It was agreed to change the October 24 meeting to October 17.

Adjournment

With there being no further business, Randy Freeman motioned to adjourn. Motion was seconded by Robert Albrecht. Roll Call vote was taken.

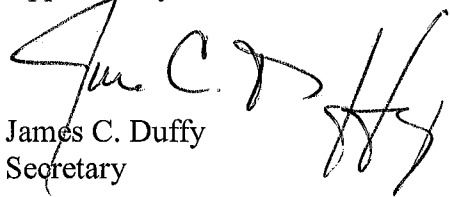
Name	Yes	No	Name	Yes	No
Robert Albrecht	X		Kevin Lindeman	X	
Gary Camarano	X		Steven Malavolti	X	
James Duffy	X		Kevin Reibel	X	
Kathy Enbom	X		Wayne Reising	X	
Randy Freeman	X		Marilyn Shippert	X	
Don Hill	X		Jayne Sulser	X	

Motion carried.

Meeting adjourned at 7:11 p.m.

Jo Ann Johnson

Approved by:

  
James C. Duffy  
Secretary