

**Business Employment Skills Team, Inc.  
Board of Directors' Meeting  
February 27, 2023  
6:30 p.m.**

**Business Employment Skills Team, Inc.  
Lee County Board Conference Room  
Old Lee County Courthouse, 3<sup>rd</sup> Floor  
Dixon, IL**

**Or by Zoom**

**<https://us02web.zoom.us/j/84118678841>**

**Meeting ID: 841 1867 8841**

**Dial by your location**

**+1 312 626 6799 US (Chicago)**

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## ***AGENDA***

- I. Call to Order (James Duffy / Kathy Enbom)
- II. Roll Call
- III. Approval of the December 19, 2022 Meetings Minutes **(Page 1)** *(Action Item)*
- IV. Public Comments.
- V. Executive Director Report
  - Legislative Update **(Page 7)**
  - NCI Works Update **(Page 7)**
  - Program Services Team Update **(Page 7)**
  - Apprenticeship Activities Update **(Page 8)**
  - Opioid Grant Final Follow Up **(Page 8)**
  - Tutoring in Carroll and JoDaviess **(Page 9)**
  - Outreach Through Podcasts **(Page 9)**
  - Tracking of our Outreach Efforts **(Page 10)**
  - Offices and Personnel **(Page 10)**

- Contacts (Page 10)

PY 22 Dashboard (Page 12)

PY '22 Participant Reports (Page 17)

PY '22 Business Relations Unit Report (Page 18)

Success Stories/Recognitions (Page 19)

VI. Finance Director Report (Annette Pace) (Page 37)

1. Trade Grant Update
2. PY 22 WIOA Update
3. PY 21 WIOA
4. Required Expenditure Rates
5. Approval of the Fiscal Reports for November & December 2022 (Separate Documents)  
(Action Item)

VII. HR Committee Report (Wayne Reising)

- Discussion regarding Finance Director position (Page 38)

VIII. **Business Meeting**

IX. **Other Business**

- Meeting Schedule for 2023
  - April 24
  - June 26
  - August 28
  - October 23
  - December 18

X. Adjournment