

**Business Employment Skills Team, Inc.
Board of Directors' Meeting
June 26, 2023
6:30 p.m.**

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

**Or by Zoom Meeting
<https://us02web.zoom.us/j/81345557976>
Meeting ID: 813 4555 7976
Dial by your location
+1 309 205 3325 US
Meeting ID: 813 4555 7976**

AGENDA

- I. Call to Order (James Duffy / Kathy Enbom)
- II. Roll Call
- III. Approval of the April 24, 2023 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)
 - Outreach (Page 8)
 - Podcasts
 - You Tube
 - Tracking of our outreach efforts with new customers
 - Offices and Personnel (Page 9)
 - Activities since last meeting (Page 10)

PY 22 Dashboard (Page 11)

PY '22 Participant Reports (Page 16)

PY '22 Business Relations Unit Report (Page 17)

Success Stories/Recognitions (Page 18)

VI. Finance Director Report (Jessica Green) (Page 28)

1. Trade Grant
2. PY 22 WIOA
3. PY 23 Allocation (Page 29)
4. PY 21 WIOA
5. Required Expenditure Rates
6. Approval of the Fiscal Reports for March & April 2023 (Separate Documents) (Action Item)

VII. HR Committee Report (Wayne Reising)

- Review and Approval of Proposed Staff Increases (Carrie Folken) (Page 32) (Action Item)

VIII. **Other Business**

- Out of State Travel Request (Page 33) (Action Item)
- Next Meeting: August 28, 2023

IX. Adjournment