

**Business Employment Skills Team, Inc.
Board of Directors' Meeting
October 23, 2023
6:30 p.m.
Business Employment Skills Team, Inc.
2605 Woodlawn Road, Suite 1
Sterling, IL**

**Join Zoom Meeting
<https://us02web.zoom.us/j/87094964975>
Meeting ID: 870 9496 4975
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AGENDA

- I. Call to Order (James Duffy / Kathy Enbom)
- II. Roll Call
- III. Approval of the August 28, 2023 Meetings Minutes (Page 1) (*Action Item*)
- IV. Public Comments.
- V. Executive Director Report
 - Legislative Update (Page 4)
 - NCI Works Update (Page 4)
 - Apprenticeship Activities Update (Page 4)
 - Program Services Team (Page 5)
 - Outreach (Page 5)
 - Podcasts
 - Tracking of our outreach efforts with new customers
 - Offices and Personnel (Page 6)
 - Exit Interview for Jessica McCann (Page 6)
 - Activities since last meeting (Page 6)

PY 23 Dashboard (Page 7)

PY '23 Participant Reports (Page 12)

PY '23 Business Relations Unit Report (Page 13)

Success Stories/Recognitions (Page 14)

VI. Finance Director Report (Jessica Green) (Page 31)

1. Trade Grant
2. PY 23 WIOA Expenditure Ratios
3. PY 23 Apprenticeship Expansion
4. PY 21 Audit Update
5. Approval of the Fiscal Reports for July & August 2023 (Separate Documents) (*Action Item*)

VIII. **Other Business**

- Next Meeting: December 18, 2023

IX. Adjournment