

**Business Employment Skills Team, Inc.
(Hybrid) Meeting Minutes
February 26, 2024**

The Business Employment Skills Team, Inc. Board of Director's Meeting was called to order at 6:31 p.m. by Co-Chair Kathy Enbom. Roll call was taken.

Name	Present	Absent	Name	Present	Absent
Gary Camarano	Proxy		Steven Malavolti	X	
James Duffy	X		Michael McEmery	X	
Kathy Enbom	X		Kerwin Paris	X	
Chris Flikkema	X		Wayne Reising	X	
Keane Hudson	X		Jamey Sulser	X	
Kevin Lindeman	X		LaDon Trost		X

PROXY: Gary Camarano to Wayne Reising

OTHERS PRESENT: Carrie Folken, Jo Ann Johnson, Jessica Green

Approval of the Meetings Minutes

Chris Flikkema motioned to approve the December 18, 2023 Meeting Minutes. Motion was seconded by Jamey Sulser. Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
Gary Camarano	X		Steven Malavolti	X	
James Duffy	X		Michael McEmery	X	
Kathy Enbom	X		Kerwin Paris	X	
Chris Flikkema	X		Wayne Reising	X	
Keane Hudson	X		Jamey Sulser	X	
Kevin Lindeman	X		LaDon Trost		

Motion carried.

Public Comments

Dianna Schuler was recognized as being in attendance.

Executive Director Report

Carrie informed members that staff have been working with the supplemental grant funds by continuing to fill work experience positions at worksites. She reminded members that the supplemental grant is state funds and does not require any eligibility for work experience positions. Carrie said that the plan is to place 40 to 50 individuals for 10 weeks at \$14.00/hour for up to 29 hours per week. She said that the grant will end on June 30. Carrie also noted that

Jo Ann was planning the Mental Health Awareness Conference on May 1. Details, Carrie said, will be sent out in a few weeks.

In regards to Office and Personnel, Carrie said that the MOU team is proposing to move the One Stop Center to Sterling. She said that the recommendation will be presented to NCI Works at their March 5 meeting. Carrie told members that all partners are in agreement to move the One Stop to Sterling. She said that there will be a slight increase in the budget, but the benefits of the move outweigh the cost increase.

Carrie told members that the U.S. Department of Labor will be in our offices next week to monitor the Apprenticeship Expansion Grant.

Jim, referring to the Program Service Team update, asked Carrie for clarification on the abbreviation of Agency names. Carrie provided members with the correct names and noted she would spell them out in future meetings.

Carrie pointed out that included with the meeting materials was the Program Year 2022 Performance Measures. She told members that DCEO sent this document to indicate that Local Workforce Area #4 met all standards. Carrie told members that Local Workforce Area #4 is on target for Program Year 2023.

Finance Director Report

Jessica told members that she did not have anything to add to her report that was included with the meeting materials. Members commented that the financial reports were more streamlined and easier for them to understand. Jessica provided members with an overview of the reports and said if members wanted to see any additional information to let her know and she can modify the report.

Jim Duffy motioned to approve the Fiscal Reports ending December 31, 2023. Motion was seconded by Wayne Reising. Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
Gary Camarano	X		Steven Malavolti	X	
James Duffy	X		Michael McEmery	X	
Kathy Enbom	X		Kerwin Paris	X	
Chris Flikkema	X		Wayne Reising	X	
Keane Hudson	X		Jamey Sulser	X	
Kevin Lindeman	X		LaDon Trost		

Motion carried.

Other Business

Jim informed members that the next BEST Board meeting will be April 22, 2024 at 6:30 p.m.

Adjournment

With there being no further business, James Duffy motioned to adjourn. Motion was seconded by Chris Flikkema. Motion carried. Meeting adjourned at 6:52 p.m.

Jo Ann Johnson

Approved by:

A handwritten signature in black ink, appearing to read "Steven Malavolti". The signature is written in a cursive style with a large initial "S" and a stylized "M".

Steven Malavolti
Board Secretary