

**Business Employment Skills Team, Inc.
Board of Directors' Meeting
August 25, 2025
6:30 p.m.
Lee County Board Conference Room
Old Lee County Courthouse, Dixon, IL
Or
Zoom Meeting
<https://us02web.zoom.us/j/86925423615>
Meeting ID: 869 2542 3615
One tap mobile
+13126266799# US (Chicago)**

AGENDA

- I. Call to Order (James Duffy / Kathy Enbom)
 - II. Roll Call
 - III. Approval of the June 23, 2025 Meetings Minutes **(Page 1)** *(Action Item)*
 - IV. Public Comments.
 - V. Executive Director Report
 - Legislative Update **(Page 5)**
 - NCI Works Update **(Page 5)**
 - Program Services Team Update **(Page 5)**
 - Apprenticeship Activities Update **(Page 6)**
 - State of Illinois Supplemental Grant Update **(Page 7)**
 - Outreach Plans **(Page 7)**
 - Podcast Numbers **(Page 7)**
 - Activities since last meeting **(Page 8)**
- PY 24 Dashboard **(Page 9)**
- PY '24 Participant Reports **(Page 15)**

PY '24 Business Relations Unit Report (Page 16)
NCI Works Customer Satisfaction Survey (Page 17)
Success Stories/Recognitions (Page 27)

VI. Finance Director Report (Jessica Green) (Page 34)

1. Grant 23-681104: PY 23 WIOA Formula
2. Grant 24-681004: PY 24 WIOA Formula
3. PY 24 DECO Monitoring
4. PY 24 Audit
5. Grant 25-6810004: PY 25 WIOA Formula
6. Grant 24-112004 Apprenticeship Expansion Grant
7. Grant 25-071004 Supplemental State Funding
8. PY 25 Supplemental State Funding
9. Grant 24-661004 Trade Adjustment Assistance
10. Approval of the Fiscal Reports ending June 2025 (Page 35) (*Action Item*)

VIII. **Business Meeting**

IX. **Other Business**

- Next Meeting: October 27, 2025

X. Adjournment