

**Business Employment Skills Team, Inc.
Board of Directors' Meeting
October 27, 2025**

6:30 p.m.

**Lee County Board Conference Room
Old Lee County Courthouse, Dixon, IL
Or**

Join Zoom Meeting

<https://us02web.zoom.us/j/81200760276>

Meeting ID: 812 0076 0276

One tap mobile

+13092053325,,81200760276# US

+13126266799,,81200760276# US (Chicago)

AGENDA

- I. Call to Order (James Duffy / Kathy Enbom)
- II. Roll Call
- III. Approval of the August 25, 2025 Meetings Minutes **(Page 1)** *(Action Item)*
- IV. Public Comments.
- V. Executive Director Report
 - Legislative Update **(Page 3)**
 - NCI Works Update **(Page 3)**
 - DCEO Program Monitoring **(Page 3)**
 - Program Services Team Update **(Page 3)**
 - Apprenticeship Activities Update **(Page 4)**
 - State of Illinois Supplemental Grant Update **(Page 5)**
 - Outreach Plans **(Page 5)**
 - Podcast Numbers **(Page 5)**
 - Activities since last meeting **(Page 6)**
 - Vacation **(Page 6)**

PY 25 Dashboard (Page 7)

PY '25 Participant Reports (Page 12)

PY '25 Business Relations Unit Report (Page 13)

NCI Works Customer Satisfaction Survey (Page 14)

Success Stories/Recognitions (Page 26)

VI. HR Committee Report (Wayne Reising)

- Employee Health Insurance Renewal (Information will be provided at the meeting) (Action Item)

VII. Finance Director Report (Jessica Green) (Page 37)

1. Grant 24-681004: PY 24 WIOA Formula
2. PY 24 Audit
3. Grant 25-6810004: PY 25 WIOA Formula
4. PY 25 Apprenticeship Expansion Grant
5. PY 25 Supplemental State Funding
6. Grant 24-661004 Trade Adjustment Assistance
7. Approval of the Fiscal Reports ending August 2025 (Page 38) (Action Item)

VIII. **Business Meeting**

IX. **Other Business**

- Next Meeting: December 15, 2025

X. Adjournment