

**Business Employment Skills Team, Inc.  
Board of Directors' Meeting  
June 22, 2026  
6:30 p.m.  
Lee County Board Conference Room  
Old Lee County Courthouse, Dixon, IL  
Or  
Join Zoom Meeting  
<https://us02web.zoom.us/j/83508131344>  
One tap mobile  
+13092053325, 83508131344# US  
+13126266799, 83508131344# US (Chicago)**

## ***AGENDA***

- I. Call to Order (James Duffy / Jamey Sulser)
  - II. Roll Call
  - III. Approval of the April 27, 2026 Meetings Minutes (Page 1) (*Action Item*)
  - IV. Public Comments
  - V. Executive Director Report
    - Legislative Update (Page 4)
    - NCI Works Update (Page 4)
    - PY 2025 Apprenticeship Activities (Page 4)
    - State of Illinois Supplemental Grant Update (Page 4)
    - Train the Trainer Grant (Page 5)
    - Staffing / Offices (Page 5)
    - Activities since last meeting (Page 5)
- PY 25 Dashboard (Page 6)
- PY '25 Participant Reports (Page 11)
  - PY '25 Business Relations Unit Report (Page 12)
  - NCI Works Customer Satisfaction Survey (Page 13)
  - Success Stories/Recognitions (Page 26)

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

1. Grant 24-681004: PY 24 WIOA Formula
2. Grant 25-6810004: PY 25 WIOA Formula
3. Grant 26-071004: PY 25 Supplemental State Funding
4. Grant 25-6331004: WIOA Statewide Innovation/Train the Trainer
5. Grant 25-651004 Trade Adjustment Assistance
6. Approval of the Fiscal Reports ending April 30, 2026 (Page 38) (Action Item)

VIII. HR Committee Report (Wayne Reising)

- Review and Approval of Annual Staff Increases (Information will be available at the meeting) (Action Item)
- Executive Director's Request for Salary Adjustment for BEST Staff Member (Information will be available at the meeting) (Action Item)
- **Executive Session** (5 ILCS 120/2 (c) 1 – The appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.
- Approval of April 28, 2025 BEST Board Executive Session Meeting Minutes (Page 41) (Action Item)
- Approval of Contract for Executive Director, Salary Increase for Executive Director (Action Item)

IX. Other Business

- Next Meeting August 24, 2026

X. Adjournment