

**Business Employment Skills Team, Inc.
Human Resource Committee Meeting
April 28, 2025**

The HR Committee meeting was called to order at 5:30 p.m. by Chair Wayne Reising. Roll call was taken.

Name	Present	Absent	Name	Present	Absent
James Duffy	X		Jamey Sulser	X	
Kathy Enbom	(Proxy)		Wayne Reising	X	
Chris Flikkema	(Proxy)				

Others Present: Carrie Folken, Jo Ann Johnson, Jessica Green

Proxies: Kathy Enbom to Wayne Reising; Chris Flikkema to Jim Duffy

Approval of Meeting Minutes

Jamey Sulser motioned to approve the December 9, 2024 Meeting Minutes. Motion was seconded by Jim Duffy and carried.

Executive Session

Wayne asked members to convene in Executive Session under Section 5 ILCS 120/2 (c) 1 for 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. Jim Duffy motioned to convene in Executive Session for the purpose as read by Chairman Reising. Motion was seconded by Jamey Sulser and carried. Executive Session convened at 5:32 p.m. Returned to open session at 5:42 p.m.

Wayne presented Carrie her performance evaluation for the period of June 1, 2024 through May 31, 2025.

Members asked Carrie for an update on the funding for the WIOA Program. Carrie responded that at this point, no one really knows. She said that President Trump signed an Executive Order directs the Secretaries of Labor, Commerce and Education to review all federal workforce development programs within 90 days. Carrie said that they must identify opportunities to integrate and realign resources to address critical workforce needs, propose administrative reforms and recommend the restructuring or elimination of ineffective programs. Carrie told members that she cannot forecast the future, but noted that the Department of Labor has strict performance measures under the WIOA program which is positive. Carrie said that she does not have a concern about DOGE but instead is a little concerned about federal funds being withheld from Illinois acting as a sanctuary State. Carrie told members that we are proceeding as business as usual. Carrie also pointed out that we have not yet received our allocation for Program Year 2025. She said that she hopes to hear something within the next few weeks. Carrie told members that we currently have funding through September, but it can be rescinded at any time.

Members discussed an increase for Carrie. Jessica acknowledged that funds were available for an increase at this time. After discussion, Wayne asked Carrie if she would be willing to accept a one-month extension. Carrie said that at the June meeting, she would normally bring recommendations to staff increases, depending on funding, so she would be open to a Contract Extension. When asked if BEST had funding through July 1, Carrie responded that we would.

Business Meeting

Approval of April 22, 2024 HR Executive Session Meeting Minutes

Jim Duffy motioned to approve and release the April 22, 2024 HR Executive Committee Meeting Minutes. Motion was seconded by Jamey Sulser and carried.

Executive Director Performance Evaluation / Executive Director Contract Negotiations/Contract Renewal

Carrie was presented with her Performance Evaluation. As agreed during earlier discussion, it was noted that the proposal to extend Carrie's contract will be made at the full Board meeting.

Other Business

None

Public Comments

None

Adjournment

With there being no further business, Wayne Reising adjourned the HR Committee until June 23, 2025. Meeting adjourned at 6:04 p.m.

Jo Ann Johnson

**Business Employment Skills Team, Inc.
Human Resource Committee Meeting
Executive Session
April 28, 2025**

Executive Session convened at 5:53 p.m.

Name	Yes	No	Name	Yes	No
James Duffy	X		Wayne Reising	X	
Kathy Enbom	Proxy		Jamey Sulser	X	
Chris Flikkema	Proxy				

(Note: Proxy from Chris was given to Jim Duffy. Proxy from Kathy Enbom was given to Wayne Reising)

Members discussed the Performance Appraisal completed for Carrie Folken, Executive Director. During discussion, members acknowledged that Carrie is doing a great job and were in agreement to renew her contract, however, due to the uncertainty of the WIOA funding, members were apprehensive to commit for a full year. Members agreed to bring staff in to the meeting and talk to Carrie about the funding issue.

Members reviewed the Executive Session Meeting Minutes from April 22, 2024 and will recommend they be approved for release at the full Board meeting.

Since there was not any further business for Executive Session, it was motioned and seconded to reconvene from Executive Session and continue with the general HR Committee Meeting.