

Business Employment Skills Team, Inc.
Board of Directors' Meeting
October 26, 2015
6:30 p.m.
Old Lee County Courthouse, 3rd Floor Conference Room, Dixon, IL

REVISED AGENDA

Call to Order (Kathy Enbom)

Roll Call

Approval of the August 24, 2015 Meetings Minutes (Enclosed) (*Action Item*)

Public Comments

Executive Director's Reports

Kathy Day

✓ Approval of the Fiscal Reports for July & August 2015 (Enclosed) (*Action Item*)

✓ Fiscal Unit Updates (Enclosed)

- State Monitoring
- Audit
- Trade Case Management Grant
- Trade Training Grant
- October 16 Payroll
- Computer Purchase Request (*Action Item*)

✓ Additional Agenda Reports/Updates

- Community Service
- Staff Recognition
- Personnel Issues
- Out-of-State Travel Summary

✓ Activities Report (Enclosed)

Pam Furlan

✓ BEST Successes

✓ Legislative Update

- WIOA Appropriations/Transition & Implementation

- ✓ PY '15 Incumbent Worker Training (IWT)
- ✓ State 40% Training Expenditure Requirement
- ✓ Essential Skills Training Program
- ✓ Update on Current Projects and Grants
 - Accelerated Training in Manufacturing (ATIM) Grant
 - LaSalle County Adult Redeployment Grant
 - Illinois Talent Pipeline Grant
- ✓ NCI Works Activities
 - North Central IL Logistics Council (NCILC)
 - “No Place Like Home”
 - Chief Manufacturing Executives (CME) Group
 - Career Preparation/Life Skills Programs
 - Just Hire One Fair
- ✓ Youth Program Update
 - Bridge – Streator Township High School
 - Education Outreach Program – Whiteside County Regional Office of Education
 - Regional Work Study – LaSalle County Regional Office of Education
 - Step Ahead – Bureau County Regional Office of Education
- ✓ PY '15 Participant Reports (Enclosed)
- ✓ PY '15 Business Relations Unit Report (Enclosed)
- ✓ Personnel Issues (Enclosed)
 - Program/Business Relations/Admin Staff Updates
 - ◆ General Update
 - ◆ Request to Hire Trade Career Advisor (*Action Item*)
 - Update on Staff Work Groups
 - ◆ Visibility
 - ◆ Grant Writing
 - ◆ Youth
 - Community Service Program
 - Staff Recognitions
 - Rapid Response Activities
 - Organizational Chart (Enclosed)

✓ Contact List (Enclosed)

HR Committee Report (Kathy Enbom) (October 6, 2015 Meeting Minutes Enclosed)

✓ Compensation Package Survey Results (Enclosed)

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.)

✓ Review of Executive Session Meetings Minutes

- October 6, 2014 (Enclosed)
- August 24, 2015 (Enclosed)

✓ Executive Director's Evaluations & Review of Contracts

- Information will be send under separate cover

Business Meeting

✓ Approval of Executive Session Meetings Minutes (*Action Item*)

- October 6, 2014 (Enclosed)
- August 24, 2015 (Enclosed)

✓ Executive Director's Evaluations & Review of Contracts (*Action Item*)

✓ Out of State Conference Request (NAWB Conference) (Enclosed) (*Action Item*)

Other Business

✓ Staff Training Opportunities (Kathy Day) (*will be provided at meeting*)

✓ BEST Website Update (Kathy Day) (*information will be provided at meeting*)

✓ BEST, Inc. Membership List (*information will be provided at meeting*)

✓ Discussion Regarding Next Meeting Date (December 22, 2015)

Adjournment