

**Business Employment Skills Team, Inc.
(Hybrid) Meeting Minutes
April 22, 2024**

The Business Employment Skills Team, Inc. Board of Director’s Meeting was called to order at 6:30 p.m. by Co-Chair Kathy Enbom. Roll call was taken.

Name	Present	Absent	Name	Present	Absent
Gary Camarano	X		Steven Malavolti	X	
James Duffy	X		Michael McEmery	X	
Kathy Enbom	X		Kerwin Paris		X
Chris Flikkema			Wayne Reising	X	
Keane Hudson	X		Jamey Sulser	X	
Kevin Lindeman		X	LaDon Trost		X

PROXY: Chris Flikkema to Wayne Reising

OTHERS PRESENT: Carrie Folken, Jo Ann Johnson, Jessica Green

Approval of the Meetings Minutes

Keane Hudson motioned to approve the February 26, 2024 Meeting Minutes. Motion was seconded by Wayne Reising. Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
Gary Camarano	X		Steven Malavolti	X	
James Duffy	X		Michael McEmery	X	
Kathy Enbom	X		Kerwin Paris		
Chris Flikkema	X		Wayne Reising	X	
Keane Hudson	X		Jamey Sulser	X	
Kevin Lindeman			LaDon Trost		

Motion carried.

Public Comment

None

Executive Director Report

Carrie noted that in her typed report she indicated that the House passed HR6655 (A Stronger Workforce for America Act) and that the Senate is making some changes that will be in favor of the local workforce areas. One of the biggest hurdle, Carrie said, is that they are trying to put language into the Law that 50% of the allocation has to be spent on Individual Training Accounts (ITAs) instead of training as a whole. Carrie said that limiting training to a classroom hinders a workforce program as it does not allow for On-the-Job Training, Incumbent Worker Training or other work based learning programs.

Carrie commented that in her Offices and Personnel Report she told members about the staff in Sterling being moved to the new location.

Carrie informed members that DCEO will be in the Admin offices the week of June 3 to conduct Program and Fiscal Monitoring. She said the process will last about 4 days. Some of the monitoring will be done electronically as well as onsite.

Kathy asked for clarification about the number of individuals enrolled under Project #3 for the supplemental grant that was outlined in the typed report. Carrie said that we budgeted for 40-50 slots at 29 hours per week for 10 weeks. We currently have over 50 enrolled, but they may not be working the full 29 hours per week, therefore allowing additional enrollments to occur.

In regards to the Performance Report that was included with the Dashboard, Carrie said that all numbers are going according to the Plan. She said that we are getting ready to enter into negotiations for PY 24-25. Carrie said that these negotiations will be under the SAM (Statistical Adjustment Model) where we will be looking at different indicators. She said that the goal is 100% and we are allowed a threshold of 90%.

Finance Director Report

Jessica presented the Finance Director Report that was included with the meeting materials. Steve Malavolti motioned to approve the Finance Reports ending February 29, 2024. Motion was seconded by Gary Camarano. Kathy Enbom commented that she liked the condensed format of the reports. Roll call was taken.

Name	Yes	No	Name	Yes	No
Gary Camarano	X		Steven Malavolti	X	
James Duffy	X		Michael McEmery	X	
Kathy Enbom	X		Kerwin Paris		
Chris Flikkema	X		Wayne Reising	X	
Keane Hudson	X		Jamey Sulser	X	
Kevin Lindeman			LaDon Trost		

Motion carried.

HR Committee Report

Wayne Reising informed members that the HR Committee met before the BEST Board meeting and motioned to convene in Executive Session under Section (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. Motion was seconded by Jim Duffy and carried. Executive Session was held.

Executive Session Reconvened at 6:56 p.m.

Wayne Reising motioned to approve a 4% increase for Carrie Folken and extend her contract for another year. Motion was seconded by Jamey Sulser. Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
Gary Camarano	X		Steven Malavolti	X	
James Duffy	X		Michael McEmery	X	
Kathy Enbom	X		Kerwin Paris		
Chris Flikkema	X		Wayne Reising	X	
Keane Hudson	X		Jamey Sulser	X	
Kevin Lindeman			LaDon Trost		

Motion carried.

Jim Duffy motioned to approve and open the April 24, 2023 Executive Session Minutes. Motion was seconded by Keane Hudson. Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
Gary Camarano	X		Steven Malavolti	X	
James Duffy	X		Michael McEmery	X	
Kathy Enbom	X		Kerwin Paris		
Chris Flikkema	X		Wayne Reising	X	
Keane Hudson	X		Jamey Sulser	X	
Kevin Lindeman			LaDon Trost		

Motion carried.

Other Business


Kathy informed members that the next BEST Board meeting will be Monday, June 24, 2024 at 6:30 p.m.

Adjournment

With there being no further business, Jim Duffy motioned to adjourn. Motion was seconded by Gary Camarano and carried. Meeting adjourned at 6:59 p.m.

Jo Ann Johnson

Approved by:



Steven Malavolti
Secretary