

**Business Employment Skills Team, Inc.
Human Resource Committee Meeting
April 22, 2024**

The HR Committee meeting was called to order at 5:32 p.m. by Chair Wayne Reising. Roll call was taken.

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

Proxy: Chris Flikkema to Wayne Reising

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

Approval of Meeting Minutes

Jim Duffy motioned to approve the December 18, 2023 Meeting Minutes. Motion was seconded by Jamey Sulser. Roll Call vote was taken.

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

Motion 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 5:40 p.m.

General Session reconvened at 5:53 p.m.

Business Meeting

Approval of Executive Session Meeting Minutes

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

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

Chris Flikkema	X				
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Motion carried.

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

Wayne informed members that the HR Committee reviewed Carrie’s Performance Evaluation and will be making a recommendation to the full Board regarding her contract renewal. Wayne provided Carrie with a copy of the Performance Evaluation for her review. Jim Duffy motioned to submit the Performance Evaluation and the HR Committee’s recommendation regarding contract renewal and salary increase to the full Board. Motion was seconded by Kathy Enbom. Roll Call vote was taken.

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

Motion carried.

Other Business

It was noted that Kathy Enbom was omitted as a member of the HR Committee on correspondence that was sent. Kathy is to be included as a member of the HR Committee.

Public Comments

None

Adjournment

With there being no further business, the HR Committee meeting was adjourned. Meeting adjourned at 5:58 p.m.

Jo Ann Johnson