

**Governor's State Workforce Development Board
April 23, 2026, Board Development Committee Meeting Minutes**

Members Present:

Mr. Patrick "Pat" Michaels
Mr. Thomas Freeland
Mr. Charles Brave, Jr.
Mr. Jeremy Stephens
Ms. Robyn Knox

Members Absent:

Mr. Chris Hall

Welcome and Opening RemarksMr. Pat Michaels, Committee Chair

Mr. Pat Michaels, Board Development Committee Chair, called the meeting to order at 11:03 a.m. A quorum was present.

Mr. Michaels requested that the committee members that were on the call introduce themselves and then had the Onboarding Members in the room introduce themselves as well. The onboarding members included April Simpkins, Kevin Pak, Corey Epps, Hope Broadway, Matthew Pollard, and Lelia King.

Approval of January 29, 2026, Meeting Minutes*Mr. Pat Michaels

Motion was made by Ms. Robyn Knox to approve the January 29, 2026, meeting minutes. Mr. Charles Brave, Jr., seconded the motion. The Committee unanimously approved the meeting minutes.

SWDB Funding Allocation Policy*Ms. Nina Arnone

Ms. Nina Arnone, Workforce Policy and Research Manager, presented the State Workforce Development Board (SWDB) Funding Allocation Policy. The policy aims to prevent delays or interruptions in the implementation and distribution of Board approved funded initiatives by providing the Department of Employment and Workforce (DEW) with the authority to expend up to 10% above the approved amount for ongoing board approved project without prior approval from the board. Additionally, DEW is authorized to expend up to \$10,000 of Governor Reserved funds without SWDB approval. DEW will inform the SWDB chairperson when this authority is utilized.

Mr. Charles Brave, Jr. motioned to approve the SWDB Funding Allocation and Reallocation Policy. Ms. Robyn Knox seconded the motion. The Committee unanimously approved the SWDB Funding Allocation Policy as presented, advancing it to the Executive Committee.

PY'25 Priority UpdatesMs. Pamela Jones

Ms. Pamela Jones provided an update on the Committee's PY'25 priorities as outlined in the 2024 - 2027 SWDB Strategic Plan.

- *Review/Revise SWDB Bylaws and Policies (PY'24):*
 - SWDB Bylaws were amended
- *Explore SC Works Partner Conference:*
 - The SC Works Conference is joining with the 2026 Workforce Symposium.
- *Encourage SWDB members to engage with their Local Workforce Development Board:*

Governor's State Workforce Development Board
April 23, 2026, Board Development Committee Meeting Minutes

- Mr. Warren Snead, SWDB Vice Chair, accepted invitations for SWDB to present at the Pee Dee Local Workforce Development Board (LWDB) and Midlands LWDB meetings.
- To ensure SWDB members are aware of LWDB meetings, SWDB Staff will include LWDB areas events in their quarterly SWDB meeting notices.

Discussion on Committee PriorityMr. Pat Michaels

The SC Works Conference supports the goal of developing an effective, customer-driven workforce system by bringing together the entire SC Works network — including state and local board members, partners, and other stakeholders — to learn from workforce development experts and from one another. This year, the decision was made to combine the Chamber's SC Works Conference with the Manufacturing Conference to create a two-day SC Workforce and Manufacturing Summit, scheduled for September 1–2, 2026, at the Columbia Convention Center.

Mr. Michaels reviewed the proposed topics and structure for the workforce breakout sessions, including an executive roundtable featuring at least one representative from each of the four regions, with a State Board member facilitating the discussion.

Other Business/AdjournMr. Pat Michaels

Mr. Robert Davis, Director of Workforce Strategy, Partnerships & Innovation, provided an overview on the Workforce Pell Grant program that expands usage of federal financial aid for short-term job training programs scheduled to begin on July 1, 2026.

Mr. Michaels reminded members that the next full board meeting is scheduled for Thursday, June 18, 2026, at 11:00 a.m. in the Harper Auditorium and were encouraged to attend in person.

He also noted that SWDB Staff sent a Save-the date for the 2026 Workforce Symposium, which will be held on September 1 & 2, 2026, at the Columbia Metropolitan Convention Center.

Meeting adjourned at 12:03 p.m.