

**Governor’s State Workforce Development Board  
January 29, 2026, Board Development Committee Meeting Minutes**

**Members Present:**

Mr. Patrick “Pat” Michaels  
Mr. Thomas Freeland  
Mr. Charles Brave, Jr.  
Mr. Cliff Bourke, Jr.  
Mr. Chris Hall  
Mr. Jeremy Stephens  
Ms. Robyn Knox

**Members Absent:**

**Welcome and Opening Remarks ..... Mr. Pat Michaels, Committee Chair**

Mr. Pat Michaels, Board Development Committee Chair, called the meeting to order at 11:00 a.m. A quorum was present.

Mr. Michaels welcomed new Committee member, Ms. Robyn Knox.

**Approval of October 23, 2025, Meeting Minutes\* ..... Mr. Michaels**

Motion was made by Mr. Charles Brave, Jr. to approve the October 23, 2025, meeting minutes. Mr. Jeremy Stephens seconded the motion. The meeting minutes were corrected to note Mr. Chris Hall’s attendance. The Committee unanimously approved the meeting minutes with corrections.

**Discussion on Committee Priorities ..... Mr. Michaels**

Mr. Michaels facilitated the discussion on implementation of the Committee’s priorities:

- *2025 SWDB Satisfaction Survey:* Ms. Pamela Jones reviewed actions implemented in response to the 2023 SWDB Satisfaction Survey. Actions included restructuring meeting agendas to increase member discussions, improving the new member onboarding process, and opportunities to increase state and local board engagement.

Members discussed the 2025 Satisfaction Survey and agreed to continue surveying local board members, adding questions focused on the SWDB Member Portal, interest in leadership roles, and local members interest in serving on the State Board.

- *Executive Roundtable:* Members discussed agenda topics and structure for a solutions-focused meeting between state and local board members designed to strengthen alignment across the state.

**Other Business/Adjourn ..... Mr. Michaels**

Mr. Michaels encouraged members to attend the Executive Committee meeting on Thursday, February 26, 2026, at 11:00 a.m., to hear the proposed modifications to the SC PY 2024-2027 WIOA Combined State Plan. The SC PY 2024-2027 WIOA Combined State Plan Modification is currently available for public comment through February 1, 2026, on the SC Works Website at [seworks.org](http://seworks.org).

Members were reminded that the next full board meeting is scheduled for Tuesday, March 31, 2026, at 11:00 a.m. in the Harper Auditorium and were encouraged to attend in person.

Meeting adjourned at 11:57 a.m.