



**Board Development Committee Meeting
Thursday, August 07, 2025, at 11:00 a.m.**

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AGENDA

- I. Welcome and Opening Remarks Mr. Pat Michaels, Committee Chair
- II. Approval of April 23, 2025, Meeting Minutes* Mr. Michaels
- III. Discussion on Committee Priorities..... Mr. Michaels
 - a. SWDB and LWDB joint trainings, meetings, and information sessions
 - b. SWDB members to engage with their Local Workforce Development Board
- IV. Other Business/Adjourn..... Mr. Michaels

*Denotes Voting Item

**Governor’s State Workforce Development Board
April 23, 2025, Board Development Committee Meeting Minutes**

Members Present:

Mr. Patrick “Pat” Michaels
Mr. Thomas Freeland
Mr. Charles Brave, Jr.
Mr. Cliff Bourke, Jr.

Members Absent:

Mr. Chris Hall
Rep. Randy Ligon

Welcome and Opening RemarksMr. Pat Michaels, Committee Chair

Mr. Pat Michaels, Board Development Committee Chair, called the meeting to order at 1:12 p.m. A quorum was present.

Approval of February 20, 2025, Meeting Minutes*Mr. Michaels

Mr. Thomas Freeland motioned to approve the February 20, 2025, meeting minutes. Mr. Charles Brave, Jr. seconded the motion. The Committee unanimously approved the meeting minutes.

Review of SWDB Bylaws.....Mrs. Pamela H. Jones

The SWDB Bylaws are reviewed every 2-3 years. The last revisions were completed in June 2025. The suggested revisions align the bylaws with the current operations of the board and correct grammatical errors. Mrs. Pamela Jones, Strategic Partnerships Manager, reviewed the following as recommended revisions:

- **Article III** – The current bylaws do not address members serving beyond the expiration of their term limits. Language added to section 3.2 for Holdover Status: Allows board members, at the discretion of the Governor, to continue to serve beyond the expiration of their term until they are formally reappointed, or a successor is duly elected.
- **Article V** – Language added in 5.1(C) permitting SWDB members to attend trainings or special events approved by SWDB staff and the Board chair in lieu of formal meetings to fulfill their quarterly meeting requirements.

The final revisions will be presented to the Executive Committee. If approved, they will advance to the SWDB for final approval on June 19, 2025.

SC Works Conference DiscussionMr. Michaels

Mr. Michaels facilitated discussion on implementation of the Committee’s priority to explore a bi-annual SC Works Conference. The proposed theme organizes the conference into three tracks: preparing for career pathways and critical partnerships, serving priority populations, and leading workforce initiatives across education and business.

Proposed session topics for the conference included AI and automation, data-driven decision making, serving justice involved individuals, emotional intelligence for workforce leaders, and empowering individuals with physical and intellectual disabilities. SWDB staff will continue to examine previous SC Works conferences related to this priority, reviewing past agendas, while researching other conferences related to this priority and provide further recommendations.

**Governor's State Workforce Development Board
April 23, 2025, Board Development Committee Meeting Minutes**

Other Business/Adjourn.....Mr. Michaels
Mr. Michaels reminded Committee members that the next SWDB meeting will be held on Thursday, June 19, 2025, at 11:00 a.m.

The meeting adjourned at 1:38 p.m.

DRAFT



Board Development Committee

PY'25 Q1

Thursday, August 7, 2025

Board Development Committee Meeting Agenda

- I. WELCOME AND OPENING REMARKS
- II. APPROVAL OF APRIL 23, 2025, MEETING MINUTES*
- III. DISCUSSION ON COMMITTEE PRIORITIES
- IV. OTHER BUSINESS/ADJOURN

Members Present:

Mr. Patrick "Pat" Michaels
Mr. Thomas Freeland
Mr. Charles Brave, Jr.
Mr. Cliff Bourke, Jr.

Members Absent:

Mr. Chris Hall
Rep. Randy Ligon

Welcome and Opening Remarks **Mr. Pat Michaels, Committee Chair**
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Approval of February 20, 2025, Meeting Minutes* **Mr. Michaels**
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Approval of April 23, 2025 Meeting Minutes*



Discussion on Committee Priorities

Board Development Committee **PY'25 Priorities**

Priorities	Description
Host SWDB and LWDB joint trainings, meetings, and information sessions.	Develop joint trainings and meetings for SWDB and LWDB members.
Encourage SWDB members to engage with their Local Workforce Development Board.	To increase engagement between the state and local members, state board members are asked to attend and participate in local board meetings/activities.
Host SC Works Partners trainings and information sessions	Hosting information sessions to ensure the workforce system is aware of the funding opportunities identified

Committee Discussion on Priority Implementation

- I. Host SWDB and LWDB joint trainings, meetings, and information sessions.
- II. Encourage SWDB members to engage with their LWDB.

Thank You!

Upcoming Meetings and Events:

September is Workforce Development Month

2025 Workforce Development Symposium –

September 17, 2025

Full Board – December 11, 2025