

**Governor’s State Workforce Development Board  
February 15, 2022 Board Development Committee Meeting Minutes**

**Members Present:**

Mr. Pat Michaels  
Mr. Charles Brave  
Dr. Windsor Sherrill  
Mr. Thomas Freeland

**Members Excused:**

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

Mr. Pat Michaels, Committee Chair, called the meeting to order at 11:00 a.m. A quorum was present. Mr. Michaels acknowledged the passing of Dr. Joe Patton, a long-time member of the State Workforce Development Board.

**Approval of November 2, 2021, Meeting Minutes\* .....Mr. Michaels**

Mr. Charles Brave, Jr. motioned to approve the November 2, 2021, meeting minutes. Mr. Thomas Freeland seconded the motion and the Committee unanimously approved the minutes.

**SWDB Survey..... Ms. Nina Staggers**

Ms. Nina Staggers reviewed the draft SWDB Satisfaction and Board Development Survey. Committee members provided suggestions on the order, format, and wording of questions. Survey results will inform board member satisfaction and identify opportunities for development and process improvements. The Committee will review survey results in the 4th quarter and recommend actions to the Executive Committee.

**Promising Practices Research.....Ms. Jackie Taylor**

Ms. Jackie Taylor shared an opportunity to collaborate with the National Governors Association (NGA) to execute the Committee’s ‘promising practices research’ priority. NGA will deploy an electronic survey to collect information from other states and prepare a memo summarizing survey results. Ms. Taylor reviewed areas of focus for the NGA survey to include board member engagement, recognition, onboarding and professional development, and operations of the state workforce board. There were no recommended revisions to the survey. The Committee will review survey results in the 4th quarter and recommend actions to the Executive Committee.

**WIOA State Plan.....Ms. Jackie Taylor**

Ms. Taylor shared progress and accomplishments on each of the WIOA State Plan priorities established in 2020, which support the SWDB’S vision, mission, and objectives. She explained that states are required to submit a state plan every four years outlining a strategic plan for the state’s workforce system. South Carolina’s WIOA State Plan took effect in July 2020, covering Program Years 2020 through 2023. The state plan includes ten federal workforce programs administered by the following partner agencies: Department of Employment and Workforce, Department of Education, Office of Adult Education, Department of Social Services, Vocational Rehabilitation Department, and Commission for the Blind. States are required to modify their plan every two years. The modification is due March 15, 2022. Pending approval by the Executive Committee, DEW will submit the plan for federal review. Mr. Michaels expressed appreciation for having a one-page summary of state plan priorities.

\*Denotes Voting Item

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

Mr. Michaels reminded Committee members of the upcoming SWDB meeting on March 29, 2022, at 11:00 a.m. The meeting adjourned at 11:42 a.m.