

**Governor’s State Workforce Development Board
March 8, 2023 Executive Committee Meeting Minutes**

MEMBERS PRESENT:

Mr. Thomas Freeland
Ms. Val Richardson
Mr. Dan Ellzey
Mr. Charles Brave, Jr.
Mr. Jay Holloway
Mr. Warren Snead

MEMBERS ABSENT:

Mr. Pat Michaels
Mr. John Uprichard

Welcome and Opening Remarks Mr. Thomas Freeland, SWDB Chair

Mr. Thomas Freeland, SWDB Chair, called the meeting to order at 11:00 a.m. A quorum was present.

Approval of Minutes from November 16, 2022, and January 27, 2023* Mr. Freeland

Mr. Charles Brave, Jr. motioned to approve the meeting minutes for November 16, 2022, and January 27, 2023. Ms. Val Richardson seconded the motion. The Committee unanimously approved the meeting minutes.

Committee Activity Reports..... Committee Chairs

Board Development Committee

Ms. Pamela Jones presented the Board Development Committee (BDC) activity report. The Board Development Committee reviewed and discussed a framework for SWDB Diversity, Equity, and Inclusion training. The DE&I training will be developed and presented by Staff. The DE&I training will cover three key objectives:

- Improve understanding of the Board’s role in governing the workforce system
- Increase awareness of the population served through the SC Works system
- Identify strategies and actions the SWDB can take to increase sensitivity to the population served through the workforce system

SC Works Management – Warren Snead, Chair

Mr. Snead provided the SC Works Management Committee activity report. During the third quarter, the Committee reviewed the status of the following priorities for PY’22:

- *Soft Skills Certificate Initiative*
 - The SC Soft Skills Certificate will be awarded to individuals who take and pass the WIN Essential Soft Skills and Digital Literacy Assessments. The initiative was paused briefly in December 2021 and will restart at the end of PY’22.
- *Enhanced system efficiency through Regionalism*
 - A memo will be developed and distributed to the workforce system to explain the concept of Regionalism, provide examples of best practices and successful

*Denotes voting item

Governor's State Workforce Development Board
March 8, 2023 Executive Committee Meeting Minutes

strategies Local Workforce Development Areas (LWDAs) are using to reduce costs.

- *Virtual Engagement Center*
 - The Executive Committee approved funding to staff the Virtual Engagement Center (VEC). Staff will provide online communication with customers through a 'live chat' function to answer questions and provide real-time referrals, as needed.
- *SC Works/Staff Learning Management System*
 - The Executive Committee approved funding to procure a Learning Management System (LMS), a centralized location for training content. Implementation of the LMS is expected to occur during Program Year 2023.

Local Area Performance Update:

Each of the six (6) LWDAs that did not meet fiscal or program performance measures were required to submit a Corrective Action Plan (CAP) by February 13, 2023. Each LWDA has submitted the required CAP. The CAPs were accepted, and the areas will submit progress reports to DEW on the mutually agreed upon schedule.

Workforce Committee on Innovation – Jay Holloway

Mr. Holloway provided the Workforce Innovation Committee activity report. During the third quarter, the Committee reviewed the status of the following priorities for PY'22:

- *Shared Case Management*
 - The Executive Committee approved funding to procure a consultant responsible for gathering and compiling system requirements. At the end of the contract period, the consultant will provide recommendation(s) to the partners and DEW on options to achieve a more integrated system, in support of the Committee's priority to implement a system that would provide individuals and employers with a seamless customer service experience and the ability to receive the full range of services through the SC Works One-Stop Model.
- *Rural Engagement Strategies Informed by the Rural Workforce Analysis Report*
 - The Rural Outcomes Memo was reviewed. The memo outlines strategies such as creating policies and utilizing sector strategies and virtual services to expand access to employment and training resources in rural areas.
 - The Rural Outcomes Memo will be distributed to the LWDAs to be used as a reference tool to combat the long-term unemployment rate of job seekers in rural areas.
- *Labor Marketing Training (LMI) Training for SWDB Members*
 - The Workforce Information Manager demonstrated the updated LMI webpage and tools.
 - The demonstration included using LMI tools to locate current and historical data, including wages by industry and geographical location.

*Denotes voting item

**Governor's State Workforce Development Board
March 8, 2023 Executive Committee Meeting Minutes**

Other Business/Adjourn.....Mr. Freeland

Members were reminded that the next SWDB meeting will be March 29, 2023 at 11:00 a.m. and were encouraged to attend in person.

The meeting was adjourned at 11:31 a.m.

APPROVED

*Denotes voting item