



**Board Development Committee Meeting
October 31, 2024, at 11:00 a.m.**

Join on your computer or mobile app
[Join the meeting now](#)

Or call in (audio only)
+1 803-400-6195
Phone Conference ID: 645 635 511#

AGENDA

- I. Welcome and Opening Remarks Mr. Pat Michaels, Committee Chair
- II. Approval of May 01, 2024 Meeting Minutes* Mr. Michaels
- III. SWDB Strategic Plan.....Mrs. Pamela H. Jones
- IV. Other Business/Adjourn.....Mr. Michaels

*Denotes Voting Item

**Governor’s State Workforce Development Board
May 2, 2024, Board Development Committee Meeting Minutes**

Members Present:

Mr. Patrick “Pat” Michaels
Mr. Thomas Freeland
Mr. Cliff Bourke, Jr.
Mr. Chris Hall

Members Absent:

Mr. Charles Brave, Jr.
Rep. Randy Ligon

Welcome and Opening RemarksMr. 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.

Approval of February 1, 2024, Meeting Minutes*Mr. Michaels

Mr. Thomas Freeland motioned to approve the February 1, 2024, meeting minutes. Mr. Cliff Bourke seconded the motion. The Committee unanimously approved the meeting minutes.

SWBD SurveyMr. Michaels

Mr. Micheals reviewed the 2023 SWDB Satisfaction and Board Development Survey.

To increase engagement between the Local Workforce Development Boards (LWDB) and the State Workforce Development Board, the Committee expanded the 2023 SWDB Survey to survey LWDB members. Additional survey questions were added to assess LWDB members' satisfaction with current engagement, collaboration, and communication between the two Boards and identify opportunities for joint training.

Staff will update the survey with Committee feedback and present the final 2023 SWDB Satisfaction Survey during the SWDB Executive Committee meeting before distributing it on June 26, 2024.

High-Performance Board Incentive AwardMr. Michaels

Mr. Michaels facilitated a review of the High-Performance Board Incentive Award Memo, explaining the award criteria and eligibility.

To be eligible, the LWDB must:

- Meet WIOA Primary Indicators of Performance and State-Specific Performance Measures,
- Employ innovative practices aligning with one or more of the 2024 WIOA State Plan goals/objectives, and
- Utilize regionalism to continue providing quality services and leverage areas of collaboration.

LWDBs who meet the award criteria, will be provided a reimbursement grant for at least \$50,000 in High-Performance Board Incentive Award funds based on their Program Year 2024 activities.

The Committee voted unanimously to create the High-Performance Board Incentive Award and for the award to be given annually, advancing the High-Performance Board Incentive Award to the Executive Committee. Upon approval by the Executive Committee, the Incentive will advance

**Governor’s State Workforce Development Board
May 2, 2024, Board Development Committee Meeting Minutes**

to the full board for final approval. If approved, a High-Performance Board Incentive Award Memo will be dispersed to LWDBs.

PY’23 Priorities UpdateMs. Pamela H. Jones

Ms. Pamela H. Jones provided an update on the Committee’s PY’23 priorities.

- *Diversity, Equity, and Inclusion Training:* The Committee hosted the DE&I training in place of their 2nd quarter meeting. The training and resources are available in the SWDB Portal.
- *Develop an incentive to reward LWDBs for achieving high levels of performance:* The Committee created the High-Performance Board Incentive Award. The first awards will be given during PY’25 for PY’24 activities.
- *Workforce Development Month/Symposium:* Encouraging SWDB member participation in their local area’s 2023 Workforce Development Month activities and attendance at the Workforce Development Symposium. The Symposium had record attendance and 12 Workforce Hero Awards were given at the Symposium. SWBD members also participated in voting for the SC@Work: Photo Contest winner(s).
- *2023 SWDB Survey Distribution:* The Committee expanded the SWDB Satisfaction Survey to hear from the LWDB members. The 2023 SWDB Survey will be dispersed on June 26 2024.

The Board Development Committee completed all PY’23 priorities. PY’24 priorities will be identified during the first quarter meeting.

Other Business/AdjournMr. Michaels

Mr. Michaels reminded Committee members that the next SWDB meeting will be on June 25, 2024, at 11:00 a.m.

The meeting adjourned at 11:37 a.m.



Board Development Committee

PY'24 Q2

Thursday, October 31, 2024

Board Development Committee Meeting Agenda

- I. WELCOME AND OPENING REMARKS

- II. APPROVAL OF MAY 2, 2024, MEETING MINUTES*

- III. SWDB STRATEGIC PLAN

- IV. OTHER BUSINESS/ADJOURN

Members Present:

Mr. Patrick "Pat" Michaels
Mr. Thomas Freeland
Mr. Cliff Bourke, Jr.
Mr. Chris Hall

Members Absent:

Mr. Charles Brave, Jr.
Rep. Randy Ligon

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.

Approval of February 1, 2024, Meeting Minutes* **Mr. Michaels**
Mr. Thomas Freeland motioned to approve the February 1, 2024, meeting minutes. Mr. Cliff Bourke seconded the motion. The Committee unanimously approved the meeting minutes.

SWDB Survey **Mr. Michaels**
Mr. Micheals reviewed the 2023 SWDB Satisfaction and Board Development Survey.

To increase engagement between the Local Workforce Development Boards (LWDB) and the State Workforce Development Board, the Committee expanded the 2023 SWDB Survey to survey LWDB members. Additional survey questions were added to assess LWDB members' satisfaction with current engagement, collaboration, and communication between the two Boards and identify opportunities for joint training.

Staff will update the survey with Committee feedback and present the final 2023 SWDB Satisfaction Survey during the SWDB Executive Committee meeting before distributing it on June 26, 2024.

High-Performance Board Incentive Award **Mr. Michaels**
Mr. Michaels facilitated a review of the High-Performance Board Incentive Award Memo, explaining the award criteria and eligibility.

- To be eligible, the LWDB must:
- Meet WIOA Primary Indicators of Performance and State-Specific Performance Measures,
 - Employ innovative practices aligning with one or more of the 2024 WIOA State Plan goals/objectives, and
 - Utilize regionalism to continue providing quality services and leverage areas of collaboration.

LWDBs who meet the award criteria, will be provided a reimbursement grant for at least \$50,000 in High-Performance Board Incentive Award funds based on their Program Year 2024 activities.

The Committee voted unanimously to create the High-Performance Board Incentive Award and for the award to be given annually, advancing the High-Performance Board Incentive Award to the Executive Committee. Upon approval by the Executive Committee, the Incentive will advance

Approval of May 2, 2024 Meeting Minutes*



SWDB Strategic Plan

VISION and MISSION

Vision: Achieve and sustain South Carolina's workforce potential.



Mission: Through collaboration and coordination, align and enhance South Carolina's education and workforce system so that it is readily accessible, highly effective, and easily understandable.



Areas of Focus:
Awareness
Skills
Obstacles
Federal investments

WIOA State Plan and SWDB Alignment

WIOA State Plan Topics & Goals

(Alignment, Skills, Obstacles, Leveraging Funding)

State WIOA Objectives

State WIOA Strategies

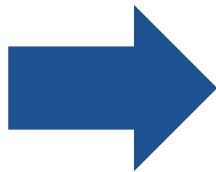
State WIOA Actions

Specific actions entities at the state level will take by certain dates to reach for and achieve the strategies and metrics

State Workforce Development Board Strategic Plan

SWDB Actions

Specific actions SWDB will take by certain dates to reach for and achieve the strategies and metrics (e.g., Performance, policy, funding, evaluation/study, or partnership/committee)



Objective #1

Develop and create an effective customer-driven workforce system through alignment of programs and policies, the use of leading-edge technology, and high-quality staff.

State Plan Strategies

1.1 Implement a case management system that integrates data across the WIOA core partner programs.

1.2 Develop and implement cross-partner staff training to enhance service delivery to job seekers and businesses.

1.3 Increase engagement between State and Local Workforce Development Boards. **

SWDB Actions

1.2.1 Host SC Works Partners trainings and information sessions

1.2.4 Explore SC Works Partner Conference bi-annually [PY'25]

1.3.1 Host SWDB and LWDB joint training, meetings, and information sessions

1.3.2 Encourage SWDB members to attend their local board meetings (presenting to their area)

Objective #2

**Prepare jobseekers for high wage, high growth, high demand, high mobility/retention (4H) occupations through relevant training and skills acquisition, and match jobseekers to open employer positions.
(Priority Occupations)**

State Plan Strategies

2.1 Increase the percentage of participants that obtain high-value credentials.

2.2 Increase access to education and training necessary for individuals to use Broadband to advance their personal goals and increase South Carolina's technology workforce competitiveness businesses.

SWDB Actions

2.1.1 Host a forum around the Supply Gap Analysis/Priority Occupation

2.1.2 Develop ETPL performance measures [PY'25]

2.1.3 Develop WIN Credential obtainment performance

2.1.4 Develop Memo providing guidance for utilizing Priority Occupations tool; - distribute memo after forum around the Supply Gap analysis/priority occupations

2.2.1 Promote Connection Points Expansion (promote WIN for digital literacy)

2.2.2 Evaluate process, developing guidance around Apprenticeship

Objective #2

**Prepare jobseekers for high wage, high growth, high demand, high mobility/retention (4H) occupations through relevant training and skills acquisition, and match jobseekers to open employer positions.
(Priority Occupations)**

State Plan Strategies

2.3 Improve strategic outreach and service delivery to employers to effectively match job seekers with employers.

2.4 Increase the awareness of career pathways in K-12 **

SWDB Actions

2.3.1 Fund the expansion of the Palmetto Business Barometer Survey

2.3.2 Develop guidance on the delivery of local business services

2.4.1 Explore how to maximize youth employment resources **

Objective #3

Improve education and workforce infrastructure network to decrease barriers to work in order to increase attraction “recruitment” and retention necessary to maintain economic development competitiveness critical to the growth of high wage, growth, demand, mobility/retention jobs.

State Plan Strategies

3.1 Increase the awareness of resources to mitigate obstacles to employment.

3.2 Implement a multifaceted rural outreach strategy to ensure that rural areas of South Carolina have access to employment and training resources.

SWDB Actions

3.1.1 Host SC Works Partners trainings and information sessions

3.1.2 Collect and distribute a catalog of promising practice and models for removing obstacles, primarily related to transportation, childcare, and housing

3.1.3 Funding to implement models for removing barriers

Objective #4

Create alignment between the workforce development system and the state agencies and organizations directing implementation of the IIJA, IRA, and CHIPS and Science Act funding.

State Plan Strategies

4.1 Identify resources and funding opportunities to provide services to job seekers.

4.2 Communicate opportunities to the workforce system.

4.3 Identify and strategically target training providers in the state that are offering programs in the infrastructure, energy, and advanced manufacturing sectors.

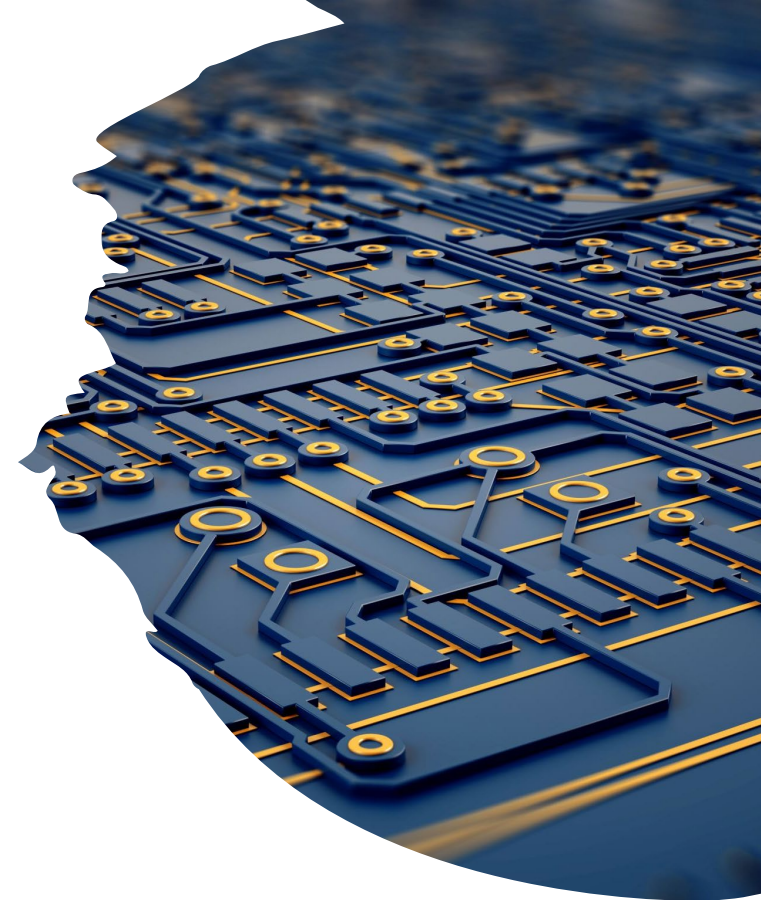
4.4 Strategically recruit training providers to ensure that job seekers have access to relevant training to leads to or results in credentials of value for priority sectors like infrastructure, clean energy, and advanced manufacturing.

SWDB Actions

4.1.1 Inventory federal investments flowing to the state through the IIJA, IRA, and CHIPS and Science Act

4.2.1 Host SC Works Partners trainings and information sessions

4.3.1 Explore a statewide electric vehicle workforce collaborative



SWDB Committee Priorities

Board Development Committee Priorities

Board Development Committee		
Goal/Objectives	Strategies	Implementation
1. Develop and create an effective customer-driven workforce system through alignment of programs and policies, the use of leading-edge technology, and high-quality staff.	1.2 Develop and implement cross-partner staff training to enhance service delivery to job seekers and businesses.	1.2.4 Explore SC Works Partner Conference bi-annually (PY'25)
	1.3 Increase engagement between State and Local Workforce Development Boards.	1.3.1 Host SWDB and LWDB joint training, meetings, and information sessions
		1.3.2 Encourage SWDB members to attend their local workforce board meetings (presenting to their area)
4. Create alignment between the workforce development system and the state agencies and organizations directing implementation of the IIJA, IRA, and CHIPS and Science Act funding.	4.1 Identify resources and funding opportunities to provide services to job seekers.	4.1.1 Inventory federal investments flowing to the state through the IIJA, IRA, and CHIPS and Science Act (Step 1)
	4.2 Communicate opportunities to the workforce system.	4.2.1 Host SC Works Partners trainings and information sessions

Workforce Innovation Committee Priorities

Workforce Innovation Committee		
Goal/Objectives	Strategies	Implementation
2. Prepare jobseekers for high wage, high growth, high demand, high mobility/retention (4H) occupations through relevant training and skills acquisition, and match jobseekers to open employer positions.	2.1 Increase the percentage of participants that obtain high-value credentials.	2.1.3 Develop WIN Credential obtainment performance
	2.2 Increase access to education and training necessary for individuals to use Broadband to advance their personal goals and increase South Carolina's technology workforce competitiveness.	2.2.1 Promote Connection Points Expansion (promote WIN for digital literacy)
	2.4 Increase the awareness of career pathways in K-12.**	2.4.1 Explore how to maximize youth employment resources **
3. Improve education and workforce infrastructure network to decrease barriers to work in order to increase attraction "recruitment" and retention necessary to maintain economic development competitiveness critical to the growth of high wage, growth, demand, mobility/retention jobs.	3.1 Increase Awareness of resources to mitigate obstacles to employment.	3.1.2 Collect and distribute a catalog of promising practice and models for removing obstacles, primarily related to transportation, childcare, and housing.
		3.1.3 Funding to implement models for removing barriers
4. Create alignment between the workforce development system and the state agencies and organizations directing implementation of the IIJA, IRA, and CHIPS and Science Act funding.	4.3 Identify and strategically target training providers in the state that are offering programs in the infrastructure, energy, and advanced manufacturing sectors.	4.3.1 Explore a statewide electric vehicle workforce collaborative

SC Works Management Committee Priorities

SC Works Management Committee

Goal/Objectives	Strategies	Implementation
1. Develop and create an effective customer-driven workforce system through alignment of programs and policies, the use of leading-edge technology, and high-quality staff.	1.2 Develop and implement cross-partner staff training to enhance service delivery to job seekers and businesses.	1.2.1 Host SC Works Partners trainings and information sessions
	2. Prepare jobseekers for high wage, high growth, high demand, high mobility/retention (4H) occupations through relevant training and skills acquisition, and match jobseekers to open employer positions.	2.1 Increase the percentage of participants that obtain high-value credentials.
2.1.2 Develop ETPL performance measures PY'25		
2.1.5 Develop Memo providing guidance for utilizing Priority Occupations tool		
2.2 Increase access to education and training necessary for individuals to use Broadband to advance their personal goals and increase South Carolina's technology workforce competitiveness.		2.2.2 Evaluate process, developing guidance around Apprenticeship
2.3 Improve strategic outreach and service delivery to employers to effectively match job seekers with employers.	2.3.1 Fund the expansion of Palmetto Business Barometer Survey	2.3.2 Develop guidance on the delivery of local business services
		2.4 Increase the awareness of career pathways in K-12 **
3. Improve education and workforce infrastructure network to decrease barriers to work in order to increase attraction "recruitment" and retention necessary to maintain economic development competitiveness critical to the growth of high wage, growth, demand, mobility/retention jobs.	3.1 Increase the awareness of resources to mitigate obstacles to employment.	3.1.1 Host SC Works Partners trainings and information sessions