



**Executive Committee Meeting
Thursday, September 11, 2025, at 11:00 a.m.**

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AGENDA

- I. Welcome and Opening Remarks Mr. Thomas Freeland, SWDB Chair
- II. Approval of May 29, 2025, Meeting Minutes*Mr. Freeland
- III. PY'25 Funding UpdateMs. Pamela Jones
- IV. Committee Updates..... Committee Chairs
- V. Workforce Development MonthMs. Jones
- VI. Other Business/Adjourn.....Mr. Freeland

*Denotes Voting Item

**Governor's State Workforce Development Board
May 29, 2025, Executive Committee Meeting Minutes**

MEMBERS PRESENT:

Mr. Thomas Freeland*
Mr. Warren Snead*
Mr. Pat Michaels
Dr. Windsor Sherrill

MEMBERS ABSENT:

Mr. William Floyd
Mr. Charles Brave, Jr.
Mr. John Uprichard

Welcome and Opening Remarks Mr. Thomas Freeland, SWDB Chair

Mr. Thomas Freeland, State Workforce Development Board (SWDB) Chair, called the meeting to order at 11:00 a.m. A quorum was present.

Approval of February 27, 2025, Meeting Minutes* Mr. Freeland

Mr. Pat Micheals motioned to approve the February 27, 2025, meeting minutes. Mr. Warren Snead seconded the motion. The Committee unanimously approved the meeting minutes.

Review of SWDB Bylaws* Ms. Pamela Jones

The SWDB Bylaws are reviewed every 2-3 years. The last revisions were completed in June 2022. 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. Added language in 3.2, Term Limits 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 appointed.
- **Article V** – Language added in 5.1(C) permitting the State Board and/or Committees may fulfill their quarterly meeting requirements by attending trainings or special events in-lieu of hosting formal meetings. These activities may serve as substitutes for hosting formal meetings, provided they achieve the necessary criteria to meet the mandated number of meetings within a given year.

Dr. Windsor Sherrill motioned to approve the suggested revisions to the SWDB Bylaws. Mr. Pat Michaels seconded the motion. The Committee unanimously approved the proposed revisions to the SWDB Bylaws, advancing it them to the full SWDB for final approval.

LWDA Subsequent Designation & LWDB Certification* Ms. Tameka Pauling

Ms. Tameka Pauling, Workforce Support Manager, presented on the subsequent designation of local workforce development areas (LWDA) and certification of local workforce development boards (LWDB). She explained that WIOA requires the Governor in each state to designate local areas and certify local boards every two years. All 12 local areas submitted timely petitions and are compliant with subsequent designation and certification requirements. Ms. Pauling recommended subsequent designation and certification for all 12 local areas and local workforce boards for Program Years 2024 and 2025.

Mr. Warren Snead motioned to approve the subsequent designation and certification for all 12 areas and boards for Program Years 2024 and 2025. Dr. Windsor Sherrill seconded the motion.

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The Committee unanimously approved the LWDA Subsequent Designation & LWDB Certification, advancing it to the full SWDB for final approval.

PY'25 Funding Recommendations.....Ms. Pamela H. Jones

Mrs. Jones presented an interim funding recommendation of \$2.1 million for PY'25 statewide activities, including funding to support outreach, LWDA funding, security at SC Works Centers, and operational costs. The final budget recommendations will be presented to the full SWDB for approval.

- *Workforce Development Symposium Sponsorship – \$15,000:* This funding will be used to cover the sponsorship costs for the 2025 Workforce Development Symposium hosted by the SC Chamber of Commerce in partnership with DEW and the State Workforce Development Board.
- *Workforce Heroes and High-Performing Workforce Board Awards – \$1,600:* This funding will be used for the costs associated with trophies and awards for Workforce Heroes and High-Performing Workforce Boards.
- *SC Works Conference – \$150,000:* The SC Works Conference will bring together WIOA programs, SC Works staff, and partners to discuss current and future workforce development challenges, while facilitating networking among workforce development leaders and staff across our state.
- *LWDA Funding – \$864,000:* Local Workforce Development Areas (LWDA) that received a decrease in Program Year (PY) 2024 funding would be provided a grant in the amount of 75 percent of the loss experienced. These grants would have a period of performance of one program year.
- *SC Works Branding and Outreach – \$100,000:* Outreach is a key component of any workforce strategy. Funding will support state-level outreach and promotion of the SC Works system and workforce programs.
- *Statewide Operating Costs – \$25,000:* Funding will be used for SWDB and SC Works operating costs, including the annual Blanket Accident Insurance policy renewal, participation in national organizations such as the National Governors Association, software, and other operating expenses.
- *SC Works Security Funding – \$1,000,000:* Funding will be used to deploy security guards at SC Works centers to ensure a safe environment for staff and customers by monitoring activities and intervening to de-escalate volatile situations.

Chairman Freeland opened the floor for questions and discussion. Ms. Jones explained that the funding request for security in the SC Works Centers is to ensure the safety of customers who receive services and SC Works staff and partners. The Executive Staff is reviewing the method by which the funding will be deployed.

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K-12 Engagement.....Ms. Laura Cox

To support the WIOA State Plan objective of preparing jobseekers for priority occupations, the SWDB decided, in its 2024-2027 Strategic Plan, to increase awareness of career pathways in K-12 education through an exploration of current youth employment resources. Ms. Laura Cox, Regional Workforce Advisor Director, presented on South Carolina's Regional Workforce Advisors (RWA), who are building a globally competitive talent pipeline by fostering productive connections among education, businesses, and community members.

Regional Workforce Advisors were established by the Education and Economic Development Act (EEDA) of 2005 to empower youth and adults by making education relevant to their career aspirations. RWAs are a valuable resource available to youth, serving those from Kindergarten through their first jobs and beyond. The twelve RWAs in SC, each focused on the LWDAs they serve, are coordinating and facilitating the delivery of information, resources, and professional development to educators. They are working closely with educators to provide activities and opportunities that enable students to be learn, explore, and experience their career interests, such as industry tours and work-based learning experiences. RWAs also facilitate local connections between businesses and those involved in education, and work with school districts and institutions of higher education to create and coordinate workforce education programs.

Committee Updates..... Committee Chairs

- *Board Development Committee – Pat Michaels*
During the 4th quarter Board Development Committee (BDC) meeting,
 - Ms. Pamela Jones reviewed suggested revisions to the SWDB Bylaws. These revisions were outlined and voted upon earlier in today's meeting.
 - The Committee continued to discuss the SC Works Conference, reviewing the theme "prepare, serve, and lead," with conference sessions being organized around these three tracks. The Committee will continue to explore this initiative in PY'25.
- *SC Works Management Committee – Warren Snead*
During the 4th quarter SC Works Management Committee (SCWMC) meeting,
 - Mr. Spencer Rice, the Eligible Training Provider List (ETPL) Coordinator, presented an overview of the ETPL and discussed its importance for jobseekers, providers, and employers. This discussion was a preparatory step for the SCWMC's PY'25 priority to establish baseline performance measures and create additional benchmarks related to performance in accordance with the ETPL regulations.
 - Ms. Nina Staggers provided an update on the implementation of the Secret Shopper Recommendations from the PY'23 study, conducted by the Research and Evaluation Group (EvalGroup), which aimed to evaluate the customer experience when interacting with the SC Works System. DEW staff will continue to monitor the centers activities, reviewing customer satisfaction for PY'24.
- *Workforce Innovation Committee – Dr. Windsor Sherrill*
During the 4th quarter Workforce Innovation Committee (WIC) meeting,

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- Ms. Pamela Jones reviewed the WIC's priorities for the 2024-2027 State Workforce Development Board (SWDB) Strategic Plan, providing updates on the progress of each initiative.
- Ms. Nina Staggers shared an update on the EmpowerU: Futures Unlocked Initiative. This initiative offered youth participants involved in the Department of Juvenile Justice system with the opportunity to engage with virtual reality technology, enhancing their career exploration efforts. Workshop topics included, but were not limited to, social media safety, interview tips, job search strategies, email etiquette, and federal bonding. Of the participants tracked from the cohort, 15 out of 31 graduated from the program. One highlighted success story was a graduate by the name of Alex, who was connected with a military recruiter to help turn his aspirations into reality.

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

Mr. Freeland reminded members that the next full board meeting is scheduled for June 19, 2025, at 11 a.m. in the C. Lem Harper Building. He noted that members received a Save-the-Date for the 2025 Workforce Development Symposium on September 17, 2025, at the Columbia Metropolitan Convention Center. Reminding members that, in lieu of a 1st quarter Board meeting, members are asked to attend the Symposium.

Part one of the SC Works Information Sessions, titled "Beyond the Record," is scheduled for Tuesday, June 3, 2025, at 2:00 p.m. This discussion will explore the challenges and opportunities facing justice-involved individuals and the future of South Carolina's reentry workforce.

Part two of this session will occur on June 10, 2025, at 2:00 p.m. and will feature several successful nonprofit reentry programs.

Both sessions will be held virtually via Microsoft Teams and align with the board's priority to increase awareness of resources that mitigate obstacles to employment.

The meeting was adjourned at 12:13 p.m.