



**Governor’s State Workforce Development Board
December 19, 2024, State Workforce Development Board Meeting Minutes**

MEMBERS PRESENT:

Mr. Thomas Freeland
Mr. Warren Snead
Mr. William Floyd
Mr. Charles Brave, Jr.
Mr. Gregory C. Clark
Ms. Susan Cohen
Col. Craig Currey (retd.)
Ms. Darline Graham
Dr. Tim Hardee
Mr. Chris Hall
Mr. Jay Holloway

Ms. Felicia Johnson
Mr. Mike King
Rep. Randy Ligon
Mr. “Pat” Michaels
Ms. Elaine Morgan
Mr. Tyler Servant
Mr. Michael W. Sexton
Dr. Windsor Sherrill
Mr. Gregory L. Tinnell
Mr. John Uprichard

MEMBERS ABSENT:

Mr. Cliff Bourke, Jr.
Senator Ross Turner

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

Chairman Freeland welcomed the Local Workforce Development Area Administrators who were in attendance for their Quarterly Administrators meeting following the State Workforce Development Board (SWDB) meeting.

Approval of Minutes from June 25, 2024* Mr. Freeland
Col. Craig Currey motioned to approve the June 25, 2024, meeting minutes. Ms. Susan Cohen seconded the motion. The SWDB unanimously voted to approve the meeting minutes.

Director’s Report..... Mr. William Floyd
Mr. William Floyd, Executive Director of the South Carolina Department of Employment and Workforce (DEW), presented the state’s employment situation, including employment rates, current agency initiatives and projects, and an update from the Coordinating Council on Workforce Development (CCWD). Concerning the state’s employment situation, 2,413,189 individuals were employed in South Carolina, as of October 2024. The seasonally adjusted unemployment rate for October increased to 4.7%.

Director Floyd shared the outcomes from the 2024 Workforce Development Month. During the Workforce Development Symposium, Governor McMaster issued a proclamation declaring September as Workforce Development Month. Additionally, BMW received the 2024 Workforce Champion Award for leadership in school-to-work initiatives.

The Stay to Apply Your Skills (S.T.A.Y.S.) program, which encourages Veterans to stay in South Carolina by offering them five interview opportunities when they use the SC Works system, continues to have a positive impact for veterans and employers throughout South Carolina. This initiative will continue through 2025.



**Governor’s State Workforce Development Board
December 19, 2024, State Workforce Development Board Meeting Minutes**

Director Floyd advised attendees that the CCWD has completed its Annual Report for 2024, noting that the full report is available on DEW’s website.

MOU/IFA State Instruction Letter Revision* Ms. Sheleena Rios

To provide a seamless delivery of workforce services and share costs associated with SC Works centers, local workforce development areas and workforce system partners enter into an SC Works System Memorandum of Understanding (MOU)/Infrastructure Funding Agreement (IFA). Ms. Sheleena Rios, Workforce Policy Manager, spoke about the MOU/IFA process and reviewed the proposed updates to State Instruction Letter 16-19, Change 2, which provides guidance to the local areas for developing MOUs/IFAs. The proposed revisions aim to enhance communication among partners and improve equal opportunity language and requirements.

Mr. Gregory C. Clark motioned to approve the updates to State Instruction Letter 16-19, Change 2. Dr. Windsor Sherrill seconded the motion. The SWDB unanimously approved the updated State Instruction Letter as presented.

SWDB Strategic Plan* Mrs. Pamela Jones

During the first and second quarters, SWDB members continued the 2024-2027 strategic planning process with discussions facilitated by the National Governors Association. Mrs. Pamela Jones reviewed the priorities developed from the strategic planning workshop discussions and the SWDB/Local Workforce Development Board (LWDB) Survey responses.

- 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.
 - Host SC Works partner trainings and information sessions.
 - Explore SC Works Partner Conference bi-annually.
 - Host SWDB and LWDB joint training, meetings, and information sessions.
 - Encourage SWDB members to engage with their LWDBs.

- Objective 2: Prepare jobseekers for high wage, high growth, high demand, high mobility/retention (4H) occupations¹ through relevant training and skills acquisition, and match jobseekers to open employer positions.
 - Host a SC Works partner forum around the Supply Gap Analysis/Priority Occupation.
 - Develop Memo providing guidance for utilizing the Priority Occupations tool and distribute the memo after forum.
 - Develop Eligible Training Provider List performance measures.
 - Evaluate how employers and job seekers access apprenticeships.
 - Promote SC Professional Skills Credential.

¹ High wage, high growth, high demand, high mobility/retention (4H) occupations are defined by the CCWD as Priority Occupations.



**Governor’s State Workforce Development Board
December 19, 2024, State Workforce Development Board Meeting Minutes**

- Develop SC Professional Skills Credential attainment goal.
- Fund expansion of the Palmetto Business Barometer Survey.
- Develop guidance on the delivery of local business services.
- 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.
 - Host SC Works partners trainings and information sessions.
 - Collect and distribute a catalog of promising practices and models for removing obstacles, primarily related to transportation, childcare, and housing.
 - 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 IJA, IRA, and CHIPS and Science Act.
 - Inventory federal investments flowing to the state through the IJA, IRA, and CHIPS and Science Act.
 - Host SC Works partners trainings and information sessions.
 - Evaluate the need and feasibility of a statewide electric vehicle workforce collaborative.

Col. Craig Currey motioned to approve the 2024-2027 SWDB Strategic Plan. Mr. Gregory C. Clark seconded the motion. SWDB unanimously approved the 2024-2027 Strategic Plan.

SWDB Member Acknowledgement**Mr. Freland**
Chairman Freland recognized Ms. Valerie Richardson and Ms. Swati Patel for their outstanding service and contributions to the SWDB.

Ms. Valerie Richardson

- During her tenure on the board, Ms. Valerie Richardson served as the Chair of the Collaboration and Partnership Committee, until it was sunsetted in 2022, and as the Vice-Chair of the SWDB. Her roles and actions were critical in shaping the workforce initiatives undertaken by the board and our state. Ms. Richardson retired from Prisma Health and the board in June 2024.

Ms. Swati Patel

- Ms. Swati Patel was appointed to the Board by Governor McMaster in March of 2023, as a Business Representative. During her tenure, Ms. Patel utilized her twenty years of professional experience working with the executive and legislative branches of South Carolina’s government, serving on the SC Works Management Committee.



**Governor’s State Workforce Development Board
December 19, 2024, State Workforce Development Board Meeting Minutes**

Other Business/AdjournMr. Freeland

Mr. Freeland advised members and guests that the PY’23 WIOA Annual Performance Report Narrative is available for review in the SWDB Portal and on the SC Works website. He also reminded members that the Annual Ethics Training will be on Wednesday, January 22, 2025, at 11:00 a.m. This virtual training will be facilitated by the South Carolina Ethics Commission. Local Workforce Development Board Members have been invited to participate.

The 2nd Quarter Progress Report, which highlights each committee’s activities, will be included as an attachment to the 3rd quarter meeting notice.

The next full board meeting is scheduled for March 20, 2024, at 11:00 a.m. in the C. Lem Harper Building.

The meeting adjourned at 11:53 a.m.

APPROVED