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**Board Development Committee Meeting  
Thursday, April 23, 2026, at 11:00 a.m.**

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

Meeting ID: 246 331 884 758 0  
Passcode: cK29cx3b

**Or call in (audio only)**  
+1 803-400-6195  
Phone Conference ID: 912 369 31#

**AGENDA**

- I. Welcome and Opening Remarks ..... Mr. Pat Michaels, Committee Chair
- II. Approval of January 29, 2026 Meeting Minutes\* ..... Mr. Michaels
- III. SWDB Funding Allocation Policy\* ..... Ms. Nina Arnone
- IV. PY'25 Priority Updates..... Ms. Pamela Jones
- V. Discussion on Committee Priority ..... Mr. Michaels
  - SC Works Partner Conference
- VI. Other Business/Adjourn..... Mr. Michaels

\*Denotes Voting Item

**Governor’s State Workforce Development Board  
January 29, 2026, Board Development Committee Meeting Minutes**

**Members Present:**

Mr. Patrick “Pat” Michaels  
Mr. Thomas Freeland  
Mr. Charles Brave, Jr.  
Mr. Cliff Bourke, Jr.  
Mr. Chris Hall  
Mr. Jeremy Stephens  
Ms. Robyn Knox

**Members Absent:**

**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.

Mr. Michaels welcomed the new Committee member, Ms. Robyn Knox.

**Approval of October 23, 2025, Meeting Minutes\* ..... Mr. Michaels**

Motion was made by Mr. Charles Brave, Jr. to approve the October 23, 2025, meeting minutes. Mr. Jeremy Stephens seconded the motion. The meeting minutes were corrected to note Mr. Chris Hall’s attendance. The Committee unanimously approved the meeting minutes with corrections.

**Discussion on Committee Priorities ..... Mr. Michaels**

Mr. Michaels facilitated the discussion on the implementation of the Committee’s priorities:

- *2025 SWDB Satisfaction Survey:* Ms. Pamela Jones reviewed actions implemented in response to the 2023 SWDB Satisfaction Survey. Actions included restructuring meeting agendas to increase member discussion, improving the new-member onboarding process, and opportunities to increase state and local board engagement.

Members discussed the 2025 Satisfaction Survey and agreed to continue surveying local board members, adding questions focused on the SWDB Member Portal, interest in leadership roles, and local members’ interest in serving on the State Board.

- *Executive Roundtable:* Members discussed agenda topics and structure for a solutions-focused meeting between state and local board members designed to strengthen alignment across the state.

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

Mr. Michaels encouraged members to attend the Executive Committee meeting on Thursday, February 26, 2026, at 11:00 a.m., to hear the proposed modifications to the SC PY 2024-2027 WIOA Combined State Plan. The SC PY 2024-2027 WIOA Combined State Plan Modification is currently available for public comment through February 1, 2026, on the SC Works Website at [scworks.org](http://scworks.org).

Members were reminded that the next full board meeting is scheduled for Tuesday, March 31, 2026, at 11:00 a.m. in the Harper Auditorium and were encouraged to attend in person.

Meeting adjourned at 11:57 a.m.

## STATE INSTRUCTION NUMBER XX-XX

**To:** Local Workforce Area Signatory Officials  
Local Workforce Area Board Chairs  
Local Workforce Area Administrators  
DEW Area Directors  
DEW Regional Managers

**Subject:** Reallocation or Adjustment of SWDB Approved Funding

**Issuance Date:** DATE

**Effective Date:** DATE

**Purpose:** To provide guidance on the reallocation or adjustment of State Workforce Development Board (SWDB)-approved funding by the Department of Employment and Workforce (DEW) staff.

### **References:**

- Workforce Innovation and Opportunity Act (WIOA) §§ 101(d); 127(b)(1)(C); 128(a); 129(b)(3); 132(b)(1)(B); 132(b)(2)(B); 134(a)(3)(B)
- 20 CFR Part 682; 20 CFR Part 683, Subpart B; 20 CFR Part 679
- South Carolina WIOA Combined State Plan for 2024-2027
- SWDB Strategic Plan Priorities for 2024-2027

**Background:** Statewide employment and training activities are supported by funds reserved by the Governor under WIOA section 128(a). Funds reserved by the Governor for statewide workforce investment activities may be combined and used for any of the activities authorized in WIOA section 129(b) or 134(a), regardless of whether the funds were allotted through the WIOA Title I Adult, Dislocated Worker, or Youth funding streams.

The SWDB assists the Governor in the review of statewide policies, of statewide programs, and of recommendations on actions that should be taken to align workforce development programs in a manner that supports a comprehensive and streamlined workforce development system. This, in turn, assists in the development and continuous improvement of the workforce development system in South Carolina.

The SWDB retains 10% of the funds reserved by the Governor, set aside to incubate promising workforce development, education, and training models. Funding proposals are developed by DEW leadership staff and key stakeholders, based on the priorities identified in the WIOA State Plan and SWDB priorities. Proposals are presented to the SWDB for review, discussion, and approval. If the implementation costs exceed the requested funding allotment, requests for the necessary additional funds must be presented for approval at the following SWDB quarterly meeting.

This additional time requirement slows, or even stops, ongoing projects until the next funding request can be approved at a SWDB quarterly meeting.

**Policy:** In an effort to support ongoing SWDB projects and prevent interruptions in implementation of board directives, DEW may expend up to 10% above the approved amount for an ongoing board approved project without approval from the board. When these situations occur, DEW will inform the chairperson of the SWDB.

Additionally, the use of Governor's Reserve funds under \$10,000 does not require approval from the board. DEW may instead inform the SWDB chairperson of such funding requirements to assist in the progression of statewide employment and training activities.

The reallocation or adjustment of funds must follow all necessary, internal DEW approval practices and guidelines.

DEW will report on, give justification for, and answer any questions on all funding reallocations or adjustments to the SWDB and relevant SWDB committees. The full SWDB will receive an update on the reallocation or adjustment of funding at the quarterly meeting.

**Action:** Please ensure that all appropriate staff receive and understand this policy.

**Inquiries:** Questions may be directed to [WorkforcePolicy@dew.sc.gov](mailto:WorkforcePolicy@dew.sc.gov).

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Nina Stagers, Assistant Executive Director  
Workforce Development Division



# Board Development Committee

PY'25 Q4

Thursday, April 23, 2026

# Board Development Committee Meeting Agenda

- I. WELCOME AND OPENING REMARKS
- II. APPROVAL OF JANUARY 29, MEETING MINUTES\*
- III. SWDB FUNDING ALLOCATION POLICY\*
- IV. PY'25 PRIORITY UPDATES
- V. DISCUSSION ON COMMITTEE PRIORITIES
  - SC WORKS PARTNER CONFERENCE
- VI. OTHER BUSINESS/ADJOURN

# Approval of January 29, 2026 Meeting Minutes\*

**Members Present:**

- Mr. Patrick "Pat" Michaels
- Mr. Thomas Freeland
- Mr. Charles Brave, Jr.
- Mr. Cliff Bourke, Jr.
- Mr. Chris Hall
- Mr. Jeremy Stephens
- Ms. Robyn Knox

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- *2025 SWDB Satisfaction Survey:* Ms. Pamela Jones reviewed actions implemented in response to the 2023 SWDB Satisfaction Survey. Actions included restructuring meeting agendas to increase member discussion, improving the new-member onboarding process, and opportunities to increase state and local board engagement.  
  
Members discussed the 2025 Satisfaction Survey and agreed to continue surveying local board members, adding questions focused on the SWDB Member Portal, interest in leadership roles, and local members' interest in serving on the State Board.
- *Executive Roundtable:* Members discussed agenda topics and structure for a solutions-focused meeting between state and local board members designed to strengthen alignment across the state.

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# SWDB Funding Allocation Policy

By: Nina Arnone

# Policy Presentation

April 23, 2026

Nina Arnone  
Workforce Policy and Research Manager



# Background

Reallocation or Adjustment of SWDB Approved Funding

1

## **SWDB retains 10%**

Incubate promising workforce development, education, and training models

2

## **DEW brings funding proposals**

Based on priorities identified in WIOA State Plan and SWDB priorities

3

## **Implementation exceeds request**

Requests for the necessary additional funds must be presented at the following SWDB quarterly meeting



# Context



- Originates with the SC Works Physical Security Grant
- \$1 million distributed amongst local areas
- Application includes funding request and detailed budget
- Necessity of local areas totaled around \$60,000 over original grant



# Reallocation or Adjustment of SWDB Approved Funding

**DEW may expend up to 10% above the approved amount for an ongoing board approved project without approval from the board.**

**The use of Governor's Reserve funds under \$10,000 does not required approval from the board.**



The reallocation or adjustment of funds must follow all necessary internal DEW approval practices and guidelines.



DEW will inform the chairperson of the board of either.

# Update to SWDB

- DEW will report on, give justification for, and answer any questions to the SWDB and relevant SWDB committees
- The full SWDB will receive an update on the reallocation or adjustment of funding at the quarterly meeting.



# Thank You



# PY'25 Priority Update

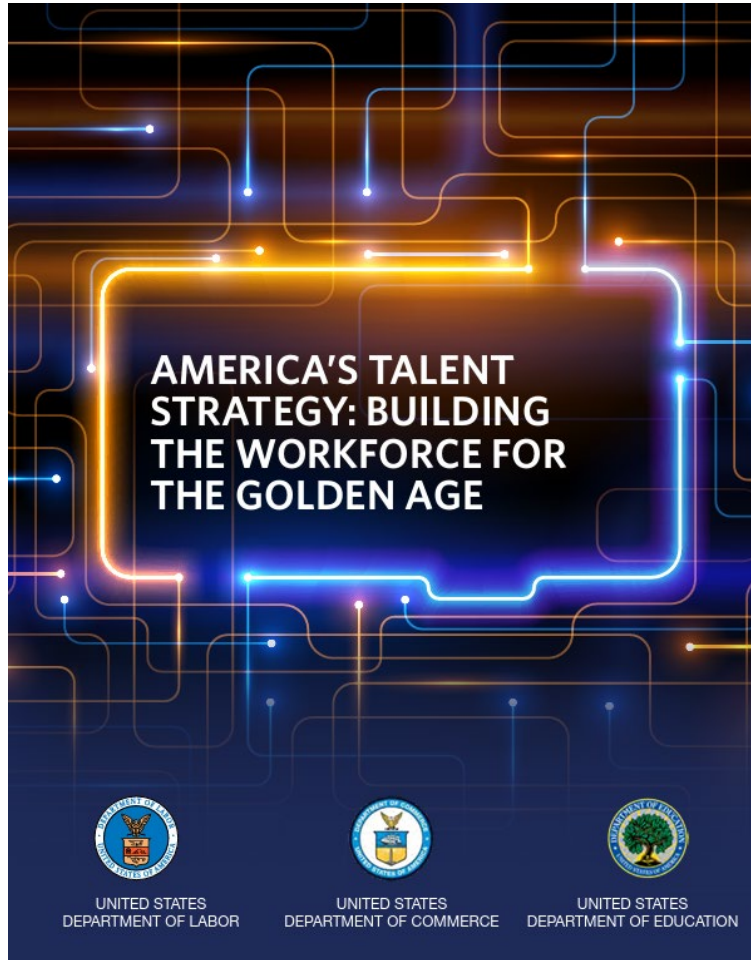
## Board Development Committee PY'25 Priorities

Priorities	Description
<b>Host SWDB and LWDB joint trainings, meetings, and information sessions.</b>	Develop joint trainings and meetings for SWDB and LWDB members.
<b>Encourage SWDB members to engage with their Local Workforce Development Board.</b>	To increase engagement between the state and local members, state board members are asked to attend and participate in local board meetings/activities.
<b>Host SC Works Partners trainings and information sessions</b>	Hosting information sessions to ensure the workforce system is aware of the funding opportunities identified
<b>Explore SC Works Partner Conference</b>	Hosting in-person SC Works Partner Conference that includes WIOA programs, SC Works staff and leaders.

# Alignment w/ the American talent strategy

- America's Talent Strategy: the Golden Age outlines a national vision for strengthening the U.S. workforce by aligning education, training, workforce development, and economic growth efforts.
- The strategy is advanced through collaboration among federal agencies, state and local governments, workforce development boards, education and training providers, nonprofit organizations, and business and industry partners that administer or receive funding under WIOA and other federal workforce programs.
- Within the context of the WIOA Combined State Plan, America's Talent Strategy functions as a guiding resource for states as they design, align, and implement workforce programs and initiatives.
- State and local projects supported through WIOA should align with both individual program goals and the broader strategic priorities outlined in the America's Talent Strategy to support a skilled, adaptable, and competitive workforce.

# Five Pillars of the Talent Strategy



- **PI - Industry-Driven Strategies**
  - Build reliable talent pipelines led by industry and aligned with economic priorities
- **PII - Worker Mobility**
  - Increase labor force participation and career advancement through technology and data-driven tools
- **PIII - Integrated Systems**
  - Replace fragmented programs with coordinated, unified workforce services
- **PIV - Accountability**
  - Link federal investment to measurable outcomes and performance standards
- **PV - Flexibility & Innovation**
  - Promote rapid reskilling and AI-readiness through new models and workforce development

# Committee Discussion on Priority Implementation

## I. SC Works Partner Conference



# Other Business / Adjourn



# Thank You!

**Upcoming Meetings and Events:**

**Full Board – Thursday, June 18, 2026**