



**Executive Committee Meeting
August 20, 2026, at 11:00 a.m.**

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+1 803-400-6195
Phone Conference ID: 625 016 461#

AGENDA

- I. Welcome and Opening Remarks Mr. Thomas Freeland, SWDB Chair
- II. Approval of May 21, 2026, Meeting Minutes*Mr. Thomas Freeland
- III. Local Workforce Development Area Visits Update..... Ms. Tameka Pauling
- IV. Individual Training Account Cap*Mr. Eric Yount
- V. PY'26 Interim Funding Recommendation* Mr. Zach Nickerson
- VI. 2024-2027 SWDB Strategic Plan Update.....Ms. Pamela Jones
- VII. Other Business/Adjourn.....Mr. Thomas Freeland

*Denotes Voting Item

**Governor's State Workforce Development Board
May 21, 2026, Executive Committee Meeting Minutes**

MEMBERS PRESENT:

Mr. Thomas Freeland*
Mr. William Floyd
Mr. Charles Brave, Jr.
Mr. Pat Michaels
Mr. Warren Snead*
Dr. Windsor Sherrill

MEMBERS ABSENT:

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 26, 2026, Meeting Minutes* Mr. Thomas Freeland
Mr. Warren Snead made a motion to approve the meeting minutes. Mr. Pat Michaels seconded the motion. The Committee unanimously approved the meeting minutes.

SC Works Policy Approvals* Ms. Nina Arnone
Ms. Nina Arnone, Workforce Policy and Research Manager, presented four (4) SC Works policies to prevent delays or interruptions in implementing SWDB-funded initiatives, enhance communication, coordination, and collaboration with employers, assess jobseekers' and employers' customer satisfaction, and establish criteria for evaluating the one-stop centers. Each policy was approved by the respective committees and forwarded to the Executive Committee for approval.

- *SWDB Funding Allocation Policy:*
The SWDB Funding and Reallocation Policy providing the DEW with the authority to expend up to 10% above the approved amount for ongoing board funded initiatives and authorization to expend up to \$10,000 of Governor Reserved funds without prior SWDB approval. DEW will inform the SWDB chairperson when this authority is utilized.

Mr. Charles Brave, Jr. motioned to approve the SWDB Funding Allocation Policy. Mr. Pat Michaels seconded the motion, and the Committee unanimously approved the SWDB Funding Allocation Policy as presented, advancing it to the full board for final approval.
- *Integrated Business Services Team:*
The Integrated Business Service Team (IBST) policy requires each Local Workforce Development Board (LWDB) to create an IBST, comprised of WIOA core partners and optional workforce partners, to develop, maintain, and grow business relationships through the SC Works System, with a unified approach reducing redundant outreach and engagement to businesses, improving productivity, and strengthening business engagement.

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Mr. Charles Brave, Jr. motioned to approve the Integrated Business Services Team policy. Mr. Warren Snead seconded the motion, and the Committee unanimously approved the Integrated Business Services Team Policy as presented, advancing it to the full board for final approval.

- *SC Works Customer Satisfaction Surveys:*

State Instruction Letter (SIL) 24-02, SC Works Customer Satisfaction Surveys provides standardized guidance for statewide customer satisfaction surveys. Change 1, requires customer satisfaction feedback from both jobseekers and employers to the standard survey questions, distributed through SC Works Online Services (SCWOS) using each user's preferred communication method. Local boards may still conduct their own surveys for improvement but no longer need to report them to the state.

Mr. Charles Brave, Jr. motioned to approve the SC Works Customer Satisfaction Surveys. Mr. Pat Michaels seconded the motion, and the Committee unanimously approved the SC Works Customer Satisfaction Surveys as presented, advancing it to the full board for final approval.

- *SC Works Certification Standards:*

Every two years, the Workforce Innovation Opportunity Act (WIOA) requires the SWDB to establish objective criteria and procedures for Local Workforce Development Boards (LWDBs) to assess one-stop centers in three categories: Management, Jobseeker Services, and Business Services. Ms. Arnone provided an overview of the revisions made. LWDBs must submit their completed standards, assessment summary, and certification documentation to DEW by June 30, 2027.

Mr. Charles Brave, Jr. motioned to approve the SC Works Certification Standards. Mr. Warren Snead seconded the motion, and the Committee unanimously approved the SC Works Certification Standards as presented, advancing it to the full board for final approval.

Committee Updates..... Committee Chairs

- *Board Development Committee – Mr. Pat Michaels*

During the 4th quarter Board Development Committee (BDC) meeting,

- The Board Development Committee (BDC)'s 4th quarter meeting was held as part of the SWDB New Member Training session.
- Ms. Pamela Jones provided an update on the Committee's priorities outlined in the 2024-2027 SWDB Strategic Plan, noting that the conference will be combined with the 2026 SC Workforce and Manufacturing Summit on September 1 & 2, 2026.

- *Workforce Innovation Committee –Dr. Windsor Sherrill*

During the 4th quarter Workforce Innovation Committee (WIC) meeting,

- Mr. Zach Nickerson presented the America's Talent Strategy (ATS), reviewing the five pillars of the strategy, facilitating a discussion on implementing the committee priority centered on AI training and AI literacy.

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- Ms. Laura Cox presented a strategy to increase awareness of youth employment resources with K-12 students in virtual and non-traditional educational settings.
- *SC Works Management Committee –Mr. Warren Snead*
During the 4th quarter SC Works Management Committee (SCWMC) meeting,
 - Mr. Amadeo Geere provided an update on the approval of the Lowcountry Local Workforce Development Area's waiver request from SIL 17-07 *Conflict of Interest Regarding Entities Performing Multiple Functions*, allowing the Lowcountry Council of Governments to act as the fiscal entity and compete as the one-stop operator through June 30, 2028, supporting a cost-effective model that reduces duplicative administrative expenses and streamlines service delivery.
 - Ms. Pamela Jones provided an update on the Committee's priorities outlined in the 2024-2027 SWDB Strategic Plan.

Other Business/AdjournMr. Thomas Freeland

Mr. Robert Davis, Director of Workforce Strategy, Partnerships, & Innovation, provided an overview of the Workforce Pell Grant program that expands the usage of federal Pell Grant for short-term workforce training programs scheduled to begin on July 1, 2026.

Staff invited members to share updates on the impactful workforce development initiatives from their organization during the current program year by emailing swdb@dew.sc.gov, by Monday, June 1, 2026.

Staff sent a save the date for the 2026 Workforce symposium, September 1 & 2, 2026 at the Columbia Metropolitan Convention Center.

Mr. Freeland reminded members that the next Full Board meeting will be held on Thursday, June 18, 2026, in the C. Lem Harper Building in Columbia. Requesting that members plan to attend in person.

Meeting adjourned at 11:44 a.m.

PO Box 995
1550 Gadsden Street
Columbia, SC 29202
www.dew.sc.gov



Nikki R. Haley
Governor

John L. Finan
Executive Director

STATE WIA INSTRUCTION NUMBER: 10-02

TO: All Local Workforce Investment Areas (LWIA)

SUBJECT: WIA Participant Lifetime Individual Training Account (ITA) Cap

ISSUANCE DATE: April 20, 2011

EFFECTIVE DATE: May 1, 2011

PURPOSE: This guidance provides additional detail on implementation of the Workforce Investment Act (WIA) participant lifetime ITA cap imposed by the State Workforce Investment Board (SWIB).

BACKGROUND: In response to the South Carolina Legislative Audit Council review of the WIA program, the SWIB established a lifetime maximum training cap to ensure consistent and effective use of WIA training dollars throughout the state.

POLICY: A lifetime limit on ITAs for classroom training is set at a maximum of \$14,000 per WIA participant. Each LWIA should continue to enforce its own locally approved ITA cap, if stricter than the state-imposed ITA cap.

ITAs include tuition, books, tools, uniforms, fees and supplies required for the completion of training. Training costs are paid with ITA vouchers. Supportive services are not included in the training. Any portion of the total training that is paid with resources other than WIA funds (i.e. PELL, Lottery, TAA, etc.), will not count toward the training cap.

Additional Policy Considerations:

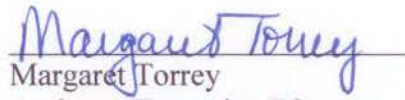
- GED and/or basic skills training is included in the lifetime ITA cap. Therefore, using the most expeditious and cost efficient means of acquiring these prerequisites is imperative.
- Allowing participants to attend training on a part-time basis increases the cost of training and the time it takes to complete training. Therefore, full-time training should be the norm.

ACTION: Any and all exceptions made by the LWIA must be documented on the attached form and submitted to the SC Department of Employment and Workforce (DEW) Internal Audit and Quality Assurance staff before or during the annual financial audit visit. All exceptions will be reviewed by the SWIB One-Stop Management Committee.

The LWIA must utilize a system to document all training costs for each WIA participant. The Virtual OneStop (VOS) Individual Fund Tracking (IFT) module is available and recommended for this purpose. If a local area chooses to use a separate tracking system, the DEW staff must have access to the records.

This policy is in effect for all WIA participants that begin training on or after May 1, 2011.

INQUIRY: Questions may be directed to Mary Jo Schmick at (803) 737-2708 or mschmick@dew.sc.gov.


Margaret Torrey
Assistant Executive Director
Employment and Training

Attachment

SOUTH CAROLINA DEPARTMENT OF EMPLOYMENT AND WORKFORCE

WIA Participant Lifetime Individual Training Account (ITA) Cap Justification Report

Section 1: LWIA Information

GRANTEE NAME:
LWIA:
CONTACT PERSON:
REPORTING PERIOD END DATE:
LOCAL TRAINING CAP: \$

Section 2: Participant Information

Complete the contact information for participant and training amount.

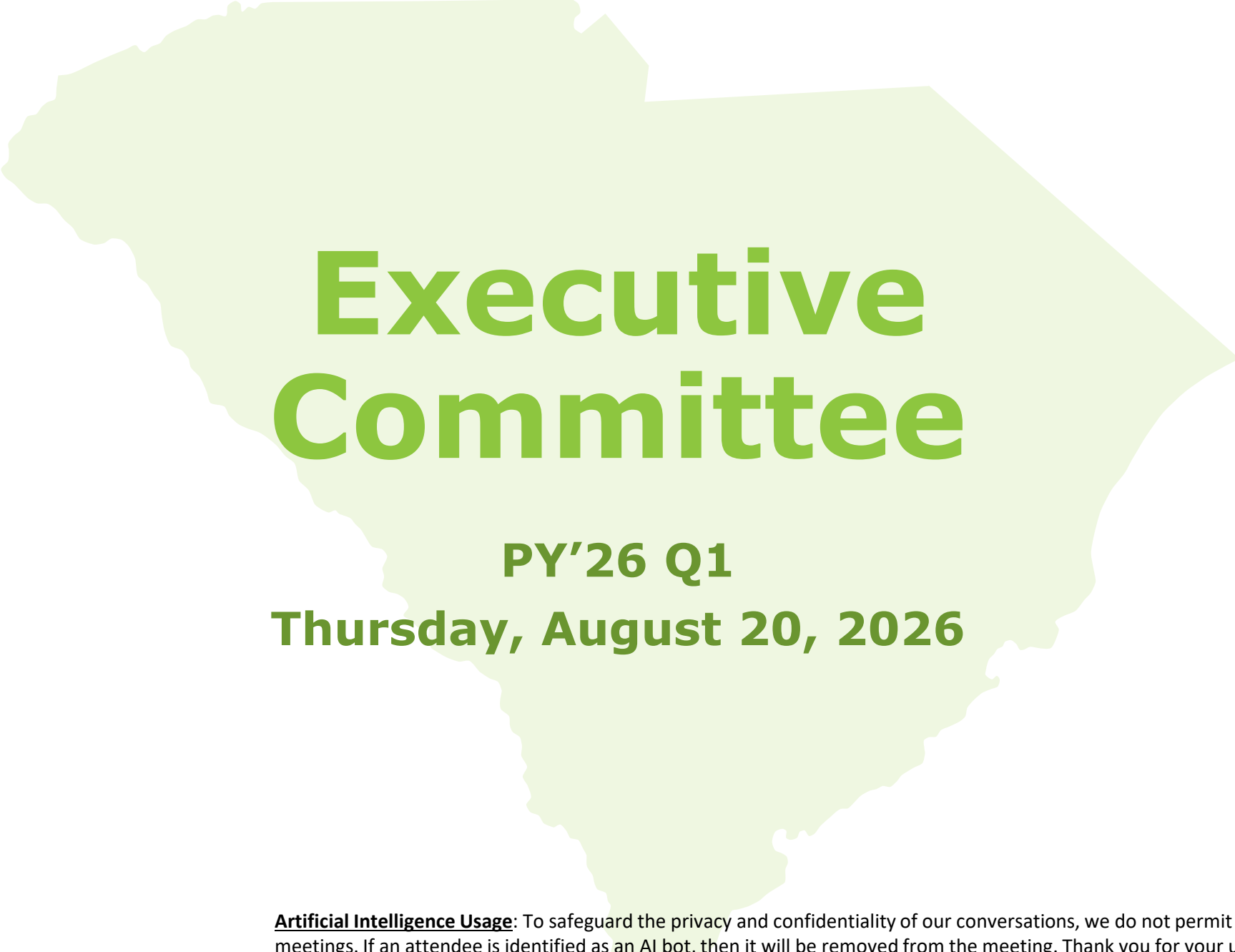
PARTICIPANT NAME / STATE ID#:	BEGINNING TRAINING DATE:	END TRAINING DATE	TRAINING TITLE	TRAINING PROVIDER	AMOUNT OF TOTAL TRAINING	STUDENT CURRENT STATUS: FULLTIME OR PARTIME	INDICATE REASON FOR EXCEEDING THE LIFETIME ITA CAP: (BE SPECIFIC & IF NEEDED ATTACH ADDITIONAL DOCUMENTATION)
					\$		
					\$		
					\$		

Section 3: Signatures

SIGNATURE:

TYPE/PRINT NAME:

DATE:



Executive Committee

PY'26 Q1

Thursday, August 20, 2026

EXECUTIVE COMMITTEE MEETING AGENDA

- I. WELCOME AND OPENING REMARKS
- II. APPROVAL OF MAY 21, 2026, MEETING MINUTES*
- III. LOCAL WORKFORCE DEVELOPMENT AREA VISITS UPDATE
- IV. INDIVIDUAL TRAINING ACCOUNT CAP*
- V. PY'26 INTERIM FUNDING RECOMMENDATION
- VI. 2024-2027 SWDB STRATEGIC PLAN UPDATE
- VII. OTHER BUSINESS/ADJOURN

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Mr. Pat Michaels
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APPROVAL OF MAY 21, 2026 MEETING MINUTES*

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*Denotes Voting Item

Local Workforce Development Area Visit

August 20, 2026

Tameka K. Pauling

Purpose

To strengthen alignment between the local workforce development area and DEW, and to foster collaborative communication that prioritizes programmatic and organizational goals as well as continuous improvement.



Common Topics

- Individual Training Account (ITA)
- Apprenticeship Engagement
- DEW Initiatives
- Incumbent Worker Training (IWT)



THANK YOU

Policy Presentation

August 20, 2026

Eric Yount
Director of Workforce Policy and Technology



Background



- April 20, 2011, the SWIB under WIA established a lifetime maximum training cap of \$14,000 for a participant's ITA.
- Individual Training Accounts (ITAs) allow adult and dislocated workers access to the ETPL.
- The ETPL provides programs for those who need such training to gain employment.

Rescission of Lifetime Cap

- Rescission of the state-established ITA lifetime cap
- Leave such a determination up to the LWDBs



Thank You



PY'26 INTERIM FUNDING RECOMMENDATIONS

**Zach Nickerson, Deputy Director of
Workforce Development**

PY'26 Proposed Funding Request		
Category	Amount	
Carry-in Funding	\$ 4,095,892.33	
New Funding (Planning Estimate)	\$ 3,448,408.00	
Total funds Available (carry-in and new)	\$ 7,544,300.33	
PY'26 Initiatives	Amount	Description
Statewide Operating Costs	Up to \$1,200,000.00 for SC Works Online Services (SCWOS)	Historically, the Department of Employment and Workforce has used Workforce Innovation and Opportunity Administration Funds to cover all staffing and operational costs. In recent years, the State Workforce Development Board has approved funding to cover SC Works Online Services maintenance costs and supportive staff costs. Support staff costs include performance and reporting staff that provide system support and collect and report performance data to the US Department of Labor for six federal programs, Workforce Learning Office staff that create and facilitate training for SC Works center staff, and Workforce Training Provider staff that provide support to Eligible Training Providers. This request also includes costs associated with the annual Blanket Accident Insurance policy renewal and costs associated with participation in national organizations such as the National Governors Association.
	Up to \$1,475,000.00 for SCWOS Staff and Training Support Staff	
	Up to \$25,000.00 for Blanket Accident Insurance and Membership Fees	
Incumbent Worker Training (IWT) Demonstration Grants	\$ 450,000.00	Local Workforce Development Areas (LWDAs) are encouraged to pilot new strategies for delivering employer services in their local communities. Funding will be awarded to LWDAs on a competitive basis to implement effective IWT strategies.
Apprenticeship Accelerator	\$ 600,000.00	Funding will be used to procure a consultant who will help LWDAs cultivate an environment where apprenticeship opportunities are accessible to WIOA participants and provide technical assistance on practical implementation.
Grant Writing Services	\$ 75,000.00	The US Departments of Education and Labor (DOE and DOL) have increased the availability of funding to education and workforce system partners, including State Workforce Agencies (SWAs) through competitive grant opportunities. Funding will be used to procure grant writing services to help South Carolina competitively pursue discretionary funding, understanding that short application windows and limited staff capacity have hindered past efforts.
High-Performing Board Incentive Award	\$ 600,000.00	Funding will provide incentives for LWDAs that meet or exceed PY'26 federal and state performance indicators and employ one or more innovative practices aligning with one or more of the State Plan strategies.
Total	\$ 4,425,000.00	

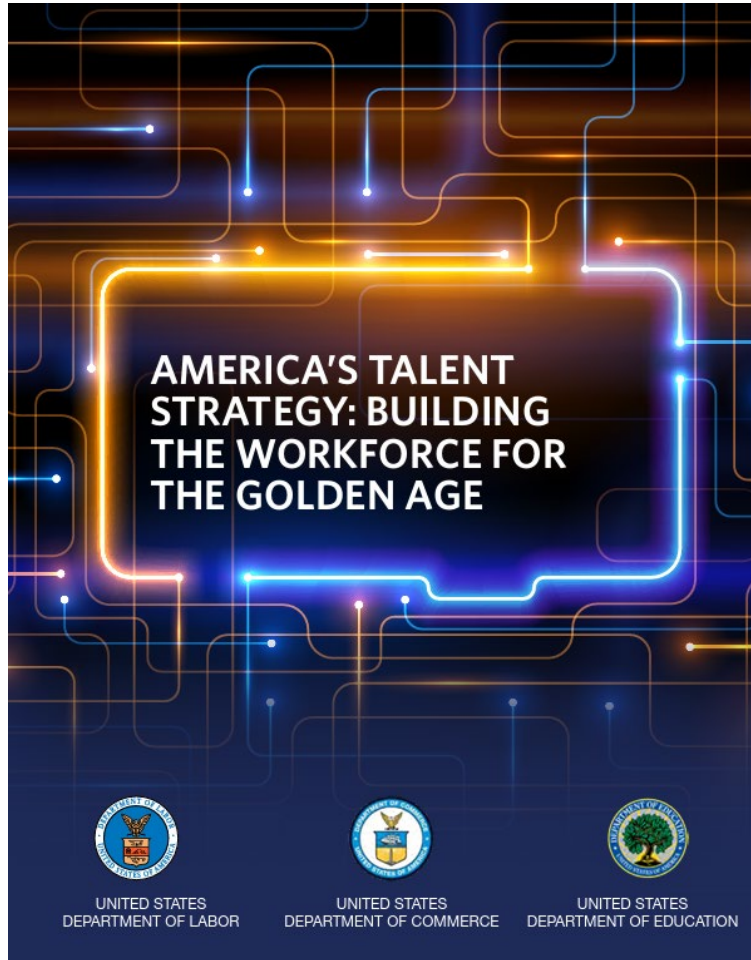


2024-2027 SWDB Strategic Plan Update

Alignment w/ the America's Talent Strategy

- America's Talent Strategy: Building the Workforce for 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 a coordinated system, delivering 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

Pillar I: Industry-Driven Strategies

Building reliable talent pipelines through a workforce system led by industry and aligned with America's economic priorities.

State Plan Strategies

1.1 Increase access to credentials that validate attainment of essential skills including soft skills and digital literacy skills.

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

SWDB Actions

1.1.1 Promote the SC Career Readiness Program and develop credential attainment goals.

1.2.1 Distribute and implement SC Works customer satisfaction guidance.

1.2.2 Utilize statewide employer surveys to glean information about pain points and how the system can help.

1.2.3 Develop guidance on the delivery of local business services.

Pillar II: Worker Mobility

Bringing more Americans into the labor force and helping them advance, including through the innovative use of technology and labor market data.

State Plan Strategies

2.1 Implement a case management system that integrates data across the WIOA Core Partner Programs.

2.2 Increase awareness of resources to mitigate obstacles to employment.

2.3 Implement a multifaceted outreach strategy to rural communities to ensure that individuals living in these areas have access to employment and training resources.

SWDB Actions

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

2.2.2 Funding to implement models for removing barriers.

Pillar III: Integrated Systems

Replacing a fragmented web of duplicative programs with a streamlined, coordinated system that delivers unified workforce services.

State Plan Strategies

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

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

SWDB Actions

3.1.1 Host SC Works Information Sessions. Utilize SC Works LMS to provide staff training.

3.1.1 Update SWDB Onboarding & Staff Training (Survey).

3.2.1 Host SWDB and LWDB joint training, meetings, and information sessions.

3.2.2 Encourage SWDB members to engage with their Local Workforce Development Board.

3.2.3 Explore SC Works Partner Conference.

Pillar IV: Accountability

Ensuring federally funded workforce programs deliver measurable results by linking investments to outcomes and enforcing performance discipline.

State Plan Strategies

4.1 Increase percentage of participants that obtain high-value credentials.

4.2 Increase awareness of career pathways and resources in K-12 ***

SWDB Actions

4.1.1 Host SC Works Information Session on the Supply Gap Analysis/Priority Occupations; Distribute a memo on how to use the tools.

4.1.2 Develop Eligible Training Provider performance measures. Launch an outreach campaign to increase awareness of the ETPL.

4.1.3 Evaluate how employers and job seekers access apprenticeships.

4.2.1 Explore how to maximize youth employment resources.

Pillar V: Flexibility and Innovation

Create new models of workforce innovation built to match the speed and scale of AI-driven economic transformation.

State Plan Strategies

5.1 Leverage existing WIOA flexibilities through the evaluation and submission of waiver requests.

5.2 Utilize WIOA Governor's Reserve Funding to support AI literacy and training programs.

SWDB Actions

5.1.1 Review and evaluate current policies and practices to modernize and innovate operations, using federal waivers for flexibility to optimize service delivery of workforce programs.

5.2.1 Develop an understanding of AI resources, policies, and best practices used by WIOA partners.

5.2.2 Research and understand AI-related, skills requirements, and the impact of AI on existing occupations, including new occupations.



Other Business/Adjourn

Thank You!

Upcoming Meetings and Events:

2026 SC Workforce & Manufacturing Summit – September 1-2, 2026

Special Session: Full Board – Thursday, October 1, 2026

Full Board – Thursday, December 17, 2026