Committee on Workforce Innovation Meeting
Thursday, February 5, 2026, at 11:00 a.m.

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Meeting ID: 222 544 079 412 2
Passcode**:** cV7nM2p9

Or call in (audio only)
+1 803-400-6195
Phone Conference ID: 312 375 093#

AGENDA

I.   Welcome and Opening Remarks ....Dr. Windsor Sherrill, Committee Chair

II.   Approval of October 30, 2025, Meeting Minutes*...................................... Dr. Sherrill

III.   SC Career Readiness Program Update ....Ms. Lashawn Thompson

IV.   Discussion on Committee Priorities... Dr. Sherrill

V.   Other Business/Adjourn... Dr. Sherrill

*Denotes Voting Item

Governor's State Workforce Development Board
October 30, 2025, Workforce Innovation Committee Meeting Minutes

Members Present:
Dr. Windsor Sherrill*, Chair
Ms. Susan H. Cohen
Col. Craig Currey
Mr. Jay Holloway
Ms. Felicia Johnson
Mr. George Patrick "GP" McLeer, Jr.
Ms. Elaine Morgan
Ms. Britt Vergnolle

Members Absent:
Dr. Tim Hardee
Mr. Tyler Servant
Sen. Ross Turner

Welcome and Opening Remarks ....Dr. Windsor Sherrill, Committee Chair
Dr. Windsor Sherrill, Workforce Innovation Committee Chair, called the meeting to order at 11:00 a.m. A quorum was present.

Approval of July 31, 2025, Meeting Minutes*...Dr. Sherrill
Ms. Susan Cohen motioned to approve the July 31, 2025 meeting minutes. Ms. Britt Vergnolle seconded the motion, and the Committee unanimously approved the meeting minutes.

SC Career Readiness Program Update.. Ms. Lashawn Thompson
Ms. Nina Staggers and Lashawn Thompson, the Trade Adjustment Assistance Operations and Career Readiness Program Manager, presented an analysis of analysis of total program operations costs, results from the Jobseeker Survey, developed to assess individuals who have received a WIN credential, and examined data evaluating the assessment pass rates, showing the alignment between WIN Credential achievement levels and the top 25 in-demand occupations.

The data gathered and Jobseeker Survey responses identified five key takeaways:
- Program Efficiency & Cost
- Credential Attainment & Alignment
- Workforce Opportunities and Diversity
- Employment Engagement
- Jobseeker Support

Discussion:
Following the presentation, the Committee agreed with the key takeaways and discussed strategies to increase employer recognition of the WIN credentials and encourage the utilization of the job analysis tool. The Committee plans to analyze the data presented during the Q3 meeting, review baseline metrics for key performance indicators, set goals for credential attainment, and develop a plan to promote the SC Career Readiness Program.

Governor's State Workforce Development Board
October 30, 2025, Workforce Innovation Committee Meeting Minutes

Committee Priority Implementation Discussion...**Dr. Sherrill**
Dr. Sherrill facilitated the discussion on implementation of the Committee's priorities, defining the scope and success criteria.

- *Explore how to maximize K-12 Youth Resources:*
  To bring awareness of career pathways resources for K-12 students in SC, members proposed inventorying available resources. Upon completion, an outreach strategy will be developed, including partnerships with other agencies and groups.

  SWDB staff will continue to identify youth employment resources and programs to present to the Committee in support of this priority.

- *Catalog of promising practices and models for removing obstacles to employment:*
  Members will continue discussions to clearly define the scope and success criteria for the priority to collect promising practices, models, and resources to increase awareness of resources to mitigate obstacles to employment.

Other Business/Adjourn...**Dr. Sherrill**
Dr. Sherrill reminded committee members that during the next SWDB meeting on Thursday, December 11, 2025, at 11:00 a.m., the SWDB will host the inaugural High-Performing Workforce Award Ceremony, where SWDB members will celebrate and honor the outstanding achievements, remarkable contributions, and unwavering commitment of High-Performing Workforce Professionals and LWDBs in serving South Carolina's workforce. She encouraged members to attend in person to recognize and celebrate the hard work and dedication that inspires us all.

Meeting adjourned at 12:05 p.m.

Workforce Innovation Committee

PY'25 Q3
Thursday, February 5, 2026

Workforce Innovation Committee Meeting Agenda

I. WELCOME AND OPENING REMARKS

II. APPROVAL OF OCTOBER 30, 2025, MEETING MINUTES*

III. SC CAREER READINESS PROGRAM UPDATE

IV. DISCUSSION ON COMMITTEE PRIORITIES

V. OTHER BUSINESS/ADJOURN

Committee Priorities

Workforce Innovation Committee
PY'25

Priorities	Description
Promote SC Career Readiness Program, developing credential attainment goal. (Expanded – Q1)	Promote SC Career Readiness Program credentials across the workforce system, increasing the number of credentials obtained, while increasing the number of employers that recognize the credential as a value add when evaluating employment applicants.
Explore how to maximize youth employment resources.	Increase awareness of resources for career pathways for K-12 students and parents.
Collect and distribute a catalog of promising practice and models for removing obstacles, primarily related to transportation, childcare, and housing.	Collect promising practices, models, and resources to increase awareness of resources to mitigate obstacles to employment, to create and distribute an electronic and physical resource catalog for to the SC Works system.

South Carolina WORKFORCE *Development Board*

Approval of October 30, 2025 Meeting Minutes*

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Col. Craig Currey
Mr. Jay Holloway
Ms. Felicia Johnson
Mr. George Patrick "GP" McLeer, Jr.
Ms. Elaine Morgan
Ms. Britt Vergnolle

Members Absent:
Dr. Tim Hardee
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SC Career Readiness Program Update

Ms. Lashawn Thompson

Quarter 2 Recap

South Carolina Department of
Employment and Workforce

Q2 Meeting Recap

- Presented Updates on SC Career Readiness program including:

  - Program Efficiency & Cost

  - Credential Attainment & Alignment

  - Workforce Opportunities and Diversity

  - Employer Engagement

  - Jobseeker Support

  - Recommended Key Performance Indicators to guide future tracking and reporting

- Next Steps

  - Review data to identify baseline for each area of performance

  - Establish numeric growth targets where appropriate

  - Evaluate assessment pass rates and credential achievement levels

KEY PERFORMANCE INDICATORS

1. Credential Attainment

2. Alignment of Achievement Levels with In-Demand Job Zones

3. Jobseeker Impact

4. Employer Utilization of the Job Analysis Tool

5. Employer Impact of Job Analysis

KPI 1 – Credential Attainment

- **Increase credential attainment among individuals who complete WIN assessments**

  - **Baseline**
    - Credential attainment rate established for all four credentials:
      - Work Ready Credential – 76.1% (4-year average)
      - Digital Literacy – 77.7% (4-year average)
      - Essential Soft Skills – 82.6% (4-year average)
      - Professional Skills – 87.3% (3-year average*)
      - *Credential introduced after Year 1;baseline reflects available data

  - **Planned Target**
    - Increase the number of assessment participants who earn a credential
    - Maintain or improve credential attainment as participation grows

  - **How It Will Be Supported**
    - Expanded outreach and awareness of assessment availability
    - Clear referral pathways through workforce staff and approved test sites
    - Encouraged use of courseware to prepare for assessments

  - **How It Will Be Tracked**
    - Quarterly monitoring of credential attainment rates by credential type
    - Quarterly monitoring of the number of participants completing at least one WIN assessment to provide context for attainment rates
    - Biannual review of trends to assess quality and consistency

KPI 2 – Alignment of Achievement Levels with In-Demand Job Zones

- **Improve the alignment of credential achievement levels with in-demand job zones**

- **Baseline**
  - Established baseline distribution across achievement levels
    - Level 2 – 36.7% jobseeker attainment
    - Level 3 – 29.3% jobseeker attainment
    - Level 4 – 32.9% jobseeker attainment
    - Level 5 – 1.23% jobseeker attainment

- **Planned Target**
  - Increase Achievement Level 3 outcomes by 10% over the next two years
  - Increase Achievement Level 4 outcomes by 10% over the next two years

- **How It Will Be Supported**
  - Targeted preparation aligned to employer job requirement
  - Increased employer engagement and use of Job Analysis

- **How it Will Be Tracked**
  - Quarterly monitoring of achievement-level distribution
  - Quarterly comparison of achievement levels with in-demand job requirements
  - Biannual review to assess alignment with labor market demand and inform adjustments

KPI 3 – Jobseeker Impact

- **Increase the percentage of jobseekers who report that credential attainment supported employment or career advancement**

- **Baseline**
  - 30% of jobseekers report credential supported employment or advancement

- **Planned Target**
  - Increase by 10% over the next two years

- **How It will Be Supported**
  - Clear messaging on credential value and alignment with employer needs
  - Stronger connection between credential attainment and employment pathways
  - Coordination with workforce staff to reinforce credential use with employers

- **How It Will Be Tracked**
  - Quarterly jobseeker survey administered six months after credential attainment
  - Biannual review of survey results to evaluate trends in employment and career advancement outcomes

KPI 4 – Employer Utilization of Job Analysis Tool

- **Increase employer utilization of the Job Analysis tool**

- **Baseline**
  - 161 Job Analyses conducted across 26 employers
  - Current utilization level is limited relative to statewide employer base
  - Baseline exist but is not yet reliable for broad trend analysis

- **Planned Target**
  - Strengthen and validate the utilization baseline over next two years
  - Increase employer participation in Job Analysis

- **How It Will Be Supported**
  - Targeted outreach to workforce staff and employers
  - Integration of Job Analysis into employer engagement and hiring discussions
  - Increased awareness of Job Analysis benefits through planned outreach activities

- **How It Will Be Tracked**
  - Quarterly monitoring of employer participation and Job Analyses completed
  - Biannual reporting of utilization progress
  - Annual analysis of utilization trends to strengthen baseline reliability

KPI 5 – Employer Impact of Job Analysis

- **Assess the impact of Job Analysis on employer hiring processes**

- **Baseline**
  - Employer impact baseline not yet established
  - Impact baseline will be established using data from newly completed Job Analyses

- **Planned Target**
  - Establish an employer impact baseline
  - Identify how Job Analysis supports employer hiring, onboarding and training decisions

- **How It Will Be Supported**

  - Clear guidance to employers on how to apply Job Analysis results in hiring

  - Follow-up communication with employers after Job Analysis completion

  - Alignment of Job Analysis outcomes with employer recruitment and onboarding practices

- **How It Will Be Tracked**

  - Employer surveys administered 6 months after completion of new Job Analysis

  - Quarterly monitoring of survey distribution and response rates

  - Biannual reporting of findings and annual analysis to assess trends and inform program improvements

Planned Outreach and Engagement to Support KPI Progress

1. Information Sessions with Employment Services staff supporting jobseekers and employers

   - First session held on January 15, 2026

2. Information Sessions with local area staff to expand frontline awareness

   - First session scheduled for February 18, 2026

3. Partnership with Communications Department to develop:

   - Program branding and awareness campaign

   - Flyers and brochures

   - Program webpage enhancement that includes a statewide testing site directory

4. Employer Forum to promote Job Analysis utilization and peer learning

   - Committee input requested to shape employer forum design

   - Consideration for PY 26 in August or September to host forum

Monitoring & Reporting Cadence

- Quarterly monitoring of KPI performance

- Biannual reporting to the Committee

- Annual analysis to assess trends and inform program adjustments

Key Takeaways and Next Steps

- **Key Takeaways**

  - KPI framework established to guide program monitoring and reporting

  - Baselines and planned targets defined where data allows

  - Structured approach in place to monitor progress and share outcomes

- **Next Steps**

  - Implement planned outreach and engagement activities

  - Begin KPI monitoring and data collection

  - Use results to inform program adjustments and continuous improvement

  - Share outcomes and insights with the committee and incorporate feedback

Discussion + Q&A

An equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.

For program funding details in compliance with the Stevens Amendment, please visit www.dew.sc.gov/funding.

SOUTH CAROLINA DEPARTMENT OF
Employment and Workforce

Committee Discussion on Implementation of Priorities

I.   SC Career Readiness Program: Employer Engagement

Thank You!

Upcoming Meetings and Events:

Executive Committee – Thursday, February 26, 2026
Full Board – Tuesday, March 31, 2026

South Carolina
WORK*f*ORCE
Development Board