



**Board Development Committee Meeting
Thursday, October 23, 2025, at 11:00 a.m.**

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AGENDA

- I. Welcome and Opening Remarks Mr. Pat Michaels, Committee Chair
- II. Approval of August 07, 2025 Meeting Minutes* Mr. Michaels
- III. 2025 Workforce Development Month Update Ms. Pamela Jones
- IV. Discussion on Committee Priorities..... Mr. Michaels
- V. Other Business/Adjourn..... Mr. Michaels

*Denotes Voting Item

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Members Present:

Mr. Patrick "Pat" Michaels
Mr. Thomas Freeland
Mr. Charles Brave, Jr.
Mr. Cliff Bourke, Jr.

Members Absent:

Mr. Chris Hall
Rep. Randy Ligon

Welcome and Opening RemarksMr. 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, Mr. Jeremy Stephens, Executive VP and Chief HR Officer at Tidelands Health.

Approval of April 23, 2025, Meeting Minutes*Mr. Michaels

Mr. Cliff Bourke, Jr. motioned to approve the April 23 2025, meeting minutes. Mr. Thomas Freeland seconded the motion. The Committee unanimously approved the meeting minutes.

Discussion on Committee PrioritiesMr. Michaels

In PY'23, the State Workforce Development Board (SWDB) began exploring ways to improve engagement with Local Workforce Development Boards (LWDB). Supporting the 2024-2027 Workforce Innovation and Opportunity Act (WIOA) Combined State Plan's objective to create an effective, customer-driven workforce system through program and policy alignment, the 2024-2027 SWDB Strategic Plan, added two strategies to achieve the goal of increasing engagement between the state and local workforce development boards. Mr. Michaels facilitated the discussion on implementation of the Committee's priorities, defining the scope and success criteria.

- *SWDB and LWDB joint trainings, meetings, and information sessions:*

Members proposed joint trainings and meeting opportunities, including inviting LWDB members to the Third Annual Workforce Champion Award Ceremony on September 16, 2025, and the 2025 Workforce Development Symposium on September 17, 2025. Other joint training and meeting topics proposed included continuing to include local members in the Annual Ethics Training, hosting an in-person luncheon annually, and adding discussions around big-picture issues such as 'AI & How it's Going to Affect the Workforce'.

SWDB staff will develop a schedule of joint trainings, meetings, and information sessions for PY'25 for the committee to review at the third quarter meeting, using the information gathered from the committee's discussion and responses to the 2023 SWDB Satisfaction Survey.

- *Encourage SWDB members to engage with their LWDB:*

One example of SWDB members engaging with their LWDBs is the acceptance of invitations by Chairman Thomas Freeland and Vice-Chair Warren Snead to present during their LWDB meetings.

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To support this priority, committee members discussed developing a process for receiving LWDB meeting schedules and activities to facilitate coordination and ensure that SWDB members are aware of opportunities for engagement.

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

Mr. Michaels encouraged committee members to participate in Workforce Development Month activities in September, a time to celebrate the SC Works system, including SC Workforce Professionals. Staff will communicate dates and locations of activities occurring in members' areas.

He also asked members to participate in choosing the SC@Work: 2025 Photo Contest winner. DEW's Communications Department emailed SWDB members voting instructions. The voting period closes on Monday, August 11, 2025, at 11:59 pm.

Mr. Michaels reminded members and guests that in place of the first-quarter SWDB meeting, everyone is encouraged to attend the 2025 Workforce Development Symposium on September 17, 2025, at the Columbia Metropolitan Convention Center. Members were asked to reply to the communication from Staff or by emailing swdb@dew.sc.gov to be registered.

Meeting adjourned at 11:41 a.m.