



**Board Development Committee Meeting
Thursday, October 23, 2025, at 12:00 p.m.**

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Meeting ID: 254 873 106 040 5
Passcode: tt6ww3oC

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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

Governor's State Workforce Development Board
August 07, 2025, Board Development Committee Meeting Minutes

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.

Governor's State Workforce Development Board
August 07, 2025, Board Development Committee Meeting Minutes

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.



Board Development Committee

PY'25 Q2

Thursday, October 23, 2025

Board Development Committee Meeting Agenda

- I. WELCOME AND OPENING REMARKS
- II. APPROVAL OF August 7, 2025, MEETING MINUTES*
- III. WORKFORCE DEVELOPMENT MONTH UPDATE
- IV. DISCUSSION ON COMMITTEE PRIORITIES
- V. OTHER BUSINESS/ADJOURN

Approval of August 7, 2025 Meeting Minutes*

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 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, 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 Priorities Mr. Michaels
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2025 WORKFORCE DEVELOPMENT MONTH



WE ARE
SC@WORK!

WORKFORCE DEVELOPMENT

MONTH



SOUTH CAROLINA DEPARTMENT OF
Employment and Workforce



Events

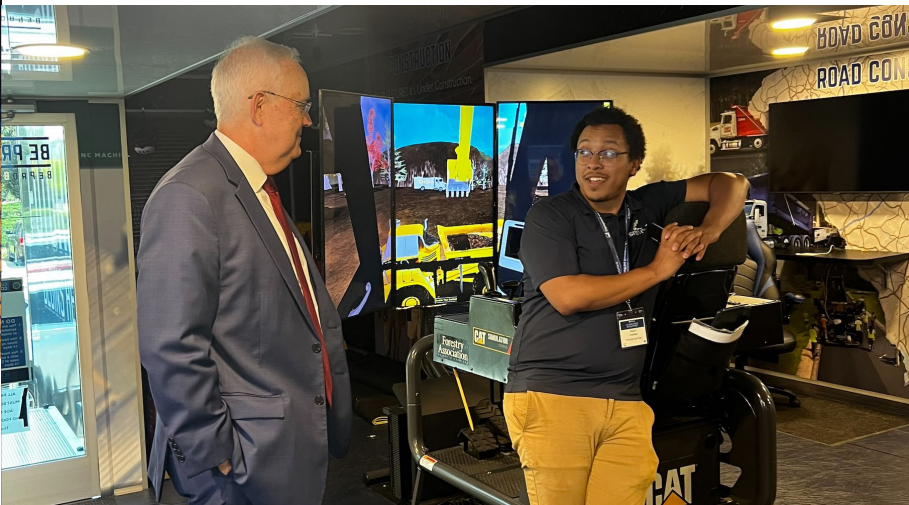
225

Attendees

7,271

Employers

475

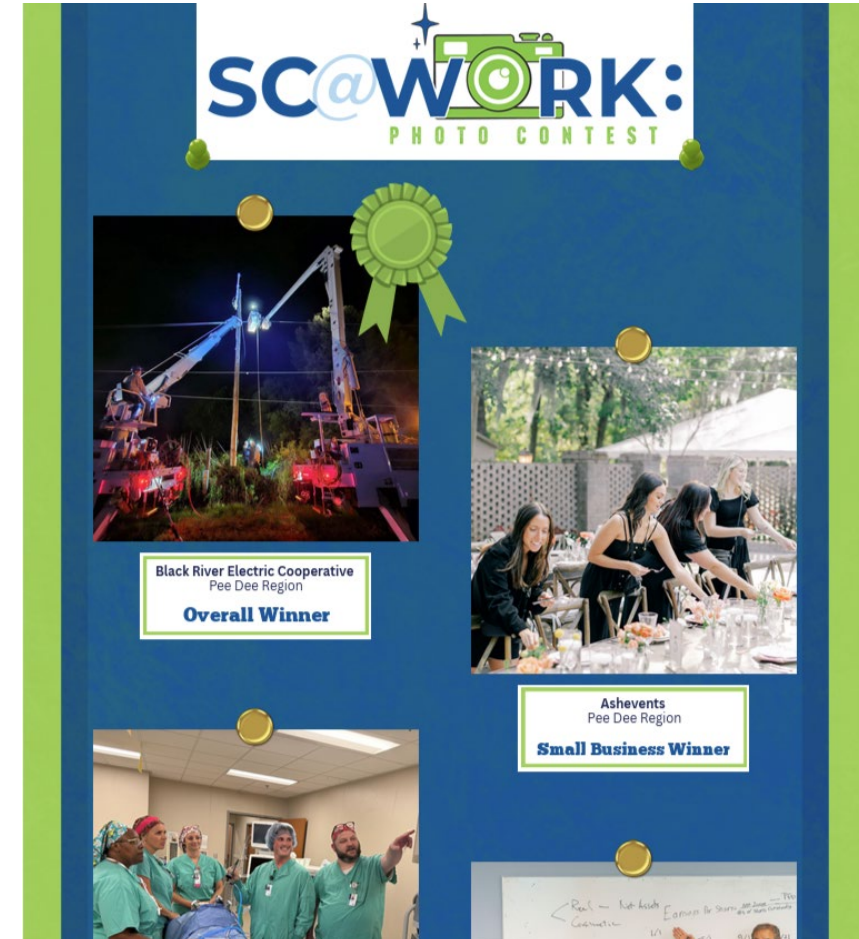


WORKFORCE DEVELOPMENT SYMPOSIUM

Workforce Champion Award



SC@Work: 2025 Photo Contest





Discussion on Committee Priorities

Board Development Committee

Joint Training/Meeting Topic	Description	Tentative Date
Executive Roundtable	An annual or biennial convening to discuss high-level, solutions-focused dialogue on advancing workforce opportunity. The meeting is designed to strengthen alignment across the state.	Q3: February 5, 2026 or Q4: April 23, 2026
High-Performing Workforce Board	A combined training series for current and recently appointed state and local board members will focus on reviewing the roles and responsibilities of each board and its members. Topics will include a presentation by the National Governors Association (NGA) on creating a Highly Effective Board, an overview of Robert's Rules of Order for meetings, and a segment dedicated to board leadership	Series: Q4 - PY'26
Employer and Partner Engagement	A key theme from the 2025 Workforce Development Symposium and recent LWDB meetings is the need for employers to engage actively in the workforce pipeline. This training will provide practical steps for members to contribute to the workforce system and offer career exploration opportunities.	Q1 – PY'26



Thank You!

Upcoming Meetings and Events:

Full Board – December 11, 2025