

**Governor’s State Workforce Development Board  
February 2, 2023 Board Development Committee Meeting Minutes**

**Members Present:**

Mr. Patrick “Pat” Michaels  
Mr. Thomas Freeland  
Mr. Charles Brave, Jr.

**Members Absent:**

Mr. Cliff Bourke, Jr.

**Welcome and Opening Remarks** ..... **Mr. Pat Michaels, Committee Chair**  
Pat Michaels, Board Development Committee Chair, called the meeting to order at 11:00 a.m. A quorum was present.

Mr. Michaels thanked the SWDB members for attending the Annual Ethics Training on January 27, 2023, provided by the SC Ethics Commission.

**Discuss DE&I Training Framework** ..... **Ms. Nina Stagers**  
Ms. Nina Stagers presented the draft framework for the Committee’s priority to coordinate Diversity, Equity, and Inclusion training. The DE&I training will be facilitated in-house. The proposed training would begin with an introduction to the State Workforce Development Board, its role in governing the workforce development system, and the responsibilities and roles of board members. Using available data, compare the state’s demographics, the population of participants served by the SC Works System, and the demographics and geographic data of the board. Ms. Stagers explained in parts two and three of the DE&I training framework the significance of understanding DE&I as a board member and how understanding the population served by SWDB influences the policies and initiatives enacted.

Mr. Michaels facilitated a discussion on the DE&I training framework. The feedback received will be used to create the final training that will be provided to SWDB members.

**Approval of November 1, 2022, Meeting Minutes\*** ..... **Mr. Michaels**  
Mr. Charles Brave, Jr. motioned to approve the November 1, 2022, meeting minutes. Mr. Thomas Freeland seconded the motion, and the Committee approved the minutes by acclamation.

**Other Business/Adjourn** ..... **Mr. Michaels**  
Mr. Michaels reminded Committee members to contact staff via SWDB@dew.sc.gov concerning any issues accessing the Board portal. He also reminded members that the next full board meeting is scheduled for March 29, 2023, at 11:00 a.m.

The meeting adjourned at 11:26 a.m.

\*Denotes Voting Item