

**Governor’s State Workforce Development Board  
September 13, 2022 Executive Committee Meeting Minutes**

**MEMBERS PRESENT:**

Mr. Thomas Freeland  
Ms. Val Richardson  
Mr. Dan Ellzey  
Mr. Charles Brave, Jr.  
Mr. Jay Holloway  
Mr. Pat Michaels  
Mr. Warren Snead

**MEMBERS ABSENT:**

Mr. John Uprichard

**Welcome and Opening Remarks ..... Mr. Thomas Freeland, SWDB Chair**

Mr. Thomas Freeland, SWDB Chair, called the meeting to order at 11:00 a.m. A quorum was present.

Mr. Freeland reflected on the Workforce Development Month press conference at Michelin on September 7th. Governor McMaster, SWDB Staff, and Director Ellzey were in attendance. During the press conference, Director Ellzey spoke of current efforts to address the labor force participation rate, retain retired veterans to fill jobs in the state, and develop a cybersecurity workforce. Mr. Freeland Also reminded members of the opportunity to attend local events during Workforce Development Month as a show support from the SWDB.

Mr. Freeland announced the appointment of Ms. Val Richardson as Vice-Chair of the SWDB. Ms. Richardson has led the Collaboration and Partnership Committee to ensure greater alignment with and partnership among workforce development, economic development, education, and community-based organizations.

**Approval of Minutes from June 14, 2022, and August 2, 2022\* ..... Mr. Freeland**

Mr. Jay Holloway motioned to approve the meeting minutes for June 14, 2022, and August 2, 2022. Mr. Warren Snead seconded the motion. The Committee unanimously approved the meeting minutes.

**Committee Activity Reports..... Committee Chairs  
*Board Development Committee***

Mr. Pat Michaels reviewed the Board Development Committee priorities for Program Year 2022:

- Allow board members to revisit committee assignments, selecting a committee that align with their skills and interests.
  - Staff created a Committee Interest Form available to Board members within the Portal.
- Coordinate Diversity, Equity, and Inclusion training in the new program year.
  - Staff is determining an appropriate vendor for DEI training.
- Request and display board members’ bios and headshots on the SC Works website.

During the Q1 meeting, the following PY’22 priorities were completed:

\*Denotes voting item

**Governor's State Workforce Development Board**  
**September 13, 2022 Executive Committee Meeting Minutes**

- Review Board policies: Attendance, Conflict of Interest, and Travel. The Committee does not recommend any revisions to the policies.
- New Member Orientation
  - Staff reviewed the resources in the SWDB Portal, which includes a 7-module video series that totals 65 minutes.

*Collaboration and Partnership Committee*

Ms. Richardson reviewed the duties and corresponding deliverables for the Collaboration and Partnership Committee.

The following accomplishments were reflected on during the meeting:

- The Collaboration and Partnership Committee supported and led the development of the first-ever state-level, cross-agency workforce development MOU, which was signed by 14 partners and paved the way for partners to implement WIOA.
- The Committee led the implementation of sector strategies as a vehicle for aligning education, workforce, and economic development partners to engage and meet the needs of business and industry in priority sectors.
  - i) Partners have aligned efforts and investments to these priority sectors through:
    - (1) Adult Education's integrated education and training pathways
    - (2) Department of Education's stackable credentials and career pathways
    - (3) SC Technical College's WIN Scholarships
  - ii) To expand the reach of sector strategies, the SWDB invested in the development of Sector Partnerships.
- More recently, the Committee is credited with forming a work-based learning work group to develop strategies for increasing the utilization of work-based learning across partners.

The Committee members agreed that its role and function have been fulfilled or are being carried out by other committees or workforce development partners. The recommendation was presented to Chairman Freeland to sunset the Committee. Chairman Freeland has agreed with the Committee's recommendation, and the Committee is sunsetted.

Former committee members were encouraged to select a new committee on which to serve.

*Workforce Committee on Innovation*

Mr. Holloway reviewed the Committee's Program Year 2022 priorities:

- Implement rural engagement strategies informed by the Rural Workforce Analysis. The analysis findings will be presented during the full board meeting.
- LMI training for board members
- Shared Case Management system to support intake, referral, and co-enrollment
- Investments for in-demand training
- Career exploration and training through virtual reality
  - Ms. Johnnie-Lynn Crosby shared an overview of the Upstate Local Workforce Area's utilization of virtual reality in workforce development activities.

\*Denotes voting item

**Governor’s State Workforce Development Board  
September 13, 2022 Executive Committee Meeting Minutes**

- The Committee discussed ideas of how to utilize virtual reality in other capacities. Mr. Freeland spoke about working with the Department of Corrections to use VR as a training tool for those within 3-6 months of release.

*SC Works Management*

Mr. Snead reviewed the SC Works Management Committee’s Program Year 2022 priorities:

- Assessing outreach to employers through an Employer Services Dashboard
- Staff training through a Learning Management System
- Assessment of the SC Works system through the Secret Shopper Initiative
- Expansion of virtual services through the Virtual Engagement Center
- Enhanced system efficiency through regionalism
- Implementation of a statewide Soft Skills Certificate
- Supporting the Governor’s cybersecurity strategy by targeting training for high-demand cybersecurity occupations
- Increasing work-based learning
- Deployment of career pathways

During the next meeting, the Committee will narrow its focus to a few key priorities to advance in PY’22.

**Other Business/Adjourn.....Mr. Freeland**

Mr. Freeland encouraged members in the Greenville area to attend the in-person job fair on September 20, 2022, at McAlister Square.

Members were reminded that the next SWDB meeting is September 28<sup>th</sup> at 11:00 a.m. and encouraged to attend in person. Members were also reminded that the 2022 Workforce Symposium is on October 4, 2022.

The meeting was adjourned at 11:31 a.m.

\*Denotes voting item