

**Governor’s State Workforce Development Board
January 27, 2023 Executive Committee Meeting Minutes**

MEMBERS PRESENT:

Mr. Thomas Freeland
Mr. Pat Michael
Mr. Charles Brave, Jr.
Mr. James Warren Snead
Mr. Dan Ellzey
Ms. Valerie Richardson

MEMBERS ABSENT:

Mr. John Uprichard
Mr. Jay Holloway

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 reminded everyone that this is a public meeting, open to all State Workforce Development Board members and guests; however, voting is restricted to Executive Committee members only.

Request for Funding* Ms. Nina Stagers

Ms. Nina Stagers presented a \$1.8M funding recommendation to the Committee, which included funding for statewide activities that expand employment training options and strengthen the one-stop service model.

- *Individual and Employer Training - \$1,000,000:* DEW currently funds Incumbent Worker Training (IWT). The training is limited to incumbent workers, individuals who have been employed with an employer for six months or more. This funding request allows Local Workforce Development Areas to expand the utilization of SWDB-funded training to include occupational skills training, on-the-job training, and customized training strategies. Local areas could request funding to continue training incumbent workers or provide training to employed or unemployed individuals looking for employment.
- *SC Works Shared Case Management System - \$250,000:* WIOA envisions a customer-centered workforce system using a one-stop model. A shared case management system will help to ensure that individuals and employers have a seamless customer experience and receive the full range of services available through SC Works. The funding will be used to procure a consultant to work with DEW's partner group, gathering and compiling the programmatic system requirements for a duration of 12 months. At the end of the exploration phase, the consultant will provide recommendations and options for achieving a more integrated system to the partners.
- *SC Works Learning Management System - \$200,000:* A learning management system will provide a centralized location for training content accessible across the workforce system, including the partner's frontline staff. The learning management system would provide a way to track the completion of required training, which is currently unavailable. Relevant and timely training will improve the SC Works customer experience and ensure that all customers receive high-quality service that leads to positive outcomes. Funding will be used to cover the initial implementation and three years of maintenance of a learning management system.

*Denotes voting item

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- *Virtual Engagement Center Staffing - \$360,000*: The VEC Center will offer a virtual solution for the job seeker and employer who cannot physically come to a brick-and-mortar SC Works Center. The SC Works virtual staff will communicate online with jobseekers and employers seeking services. The virtual staff would also make appropriate referrals to the SC Works Center and other partners. Funding will cover salary and fringe benefits for staff for up to three years.

Recognizing a potential conflict of interest, Mr. Dan Ellzey, DEW Executive Director, abstained from discussion and did not vote on the funding recommendation. Mr. Charles Brave, Jr. motioned to accept the funding recommendation, Mr. James Snead seconded the motion, and the Committee unanimously approved the funding recommendation.

Other Business/Adjourn.....Mr. Freeland
Chairman Freeland reminded members that the third quarter Executive Committee meeting is Wednesday, March 8, at 11:00 a.m. and the SWDB meeting will be held Wednesday, March 29, at 11:00 a.m.

Mr. Ellzey briefly discussed H. 3726, introduced by the Speaker of the House, which would move the Coordinating Council for Workforce Development (CCWD) and the Regional Workforce Advisors from the Department of Commerce to DEW.

Mr. Freeland acknowledged Mr. Ellzey’s retirement in February 2023, thanking him for his leadership as the Executive Director of DEW.

The meeting adjourned at 11:27 a.m.

*Denotes voting item