



**Consortium's Governing Body
Meeting Agenda
August 28, 2025**

**PANHANDLE WORKFORCE DEVELOPMENT
CONSORTIUM'S GOVERNING BODY
2025 Meeting Calendar**

I want to thank you for your dedication and commitment to the people of the Texas Panhandle and know that I am very honored and grateful to be a part of the Panhandle Workforce Development Board!

We are providing you with the 2025 Consortium's Governing Body meeting schedule. The Body must meet a minimum of four times this year. However, there may be a rare occasion that necessitates having an additional meeting. This would only occur when a board action is necessary and time is a factor.

As always if you ever have questions or wish to discuss issues and opportunities, please give me a call.

Thank You!

Marin

February 27, 2025
May 22, 2025
August 28, 2025
December 11, 2025 (Tentatively)

NOTICE OF MEETING

A meeting of the Panhandle Workforce Development Consortium's Governing Body will be held at 11:30 a.m. on Thursday, August 28, 2025. Governing Body Members and individuals from the public may access the meeting in person at 415 S.W. 8th Avenue, Amarillo, Potter County, Texas. Lunch will be served to Members prior to the meeting.

In order to accommodate Governing Body Members who may want to access the meeting remotely, a hybrid link is provided pursuant to Texas Government Code Section 551.127 with more than three counties in the State of Texas being represented on the Body. This notice complies with Texas Government Code Chapter 551, Open Meetings Act, Section 551.041 (Notice of Meeting Requirements); Section 551.043 (Time and Accessibility of Notice Requirements); Section 551.053 (Notice Requirements of a Political Subdivision Extending into Three or More Counties) and Section 551.127 (Videoconference Call). The notice has been filed at least 72 hours before the scheduled time of the meeting with the Secretary of State's Office, the Potter County Clerk's Office and has been posted in the Administrative Office of the Panhandle Regional Planning Commission.

A copy of the full agenda packet for this meeting can be found on the PRPC's website at: <http://www.theprpc.org>

The Panhandle Workforce Development Consortium's Governing Body shall provide an opportunity for oral comments from the public during the meeting. Each person wishing to make a public comment shall be limited to three (3) minutes and limited to speaking once per comment period. Comments shall be directed to the Body as a whole. Individual Body members will not respond to questions. In the event that a group of persons supporting/opposing the same position desires to be heard, in the interest of time, a spokesperson shall be designated to express the group's position.

AGENDA

1. CALL TO ORDER

2. INITIAL PUBLIC COMMENT PERIOD

3. MINUTES

Consider the approval of the minutes of the May 22, 2025 meeting of the Governing Body.

4. CURRENT MEMBERSHIP LIST

5. APPOINTMENT OF MEMBER TO THE PANHANDLE WORKFORCE DEVELOPMENT BOARD

Consider the appointment of a new member to serve on the Panhandle Workforce Development Board.

6. ITEMS CONSIDERED AT THE LAST MEETING OF THE PANHANDLE WORKFORCE DEVELOPMENT BOARD

Review of agenda items presented and concurrence with actions taken at the August 27, 2025 meeting of the Panhandle Workforce Development Board. Body Members will be asked for a vote of concurrence on all items at the end of the presentation unless noted otherwise within an item.

Item WDB-(1). MINUTES

Minutes from the:

- a) PWDB meeting held on May 21, 2025;
- b) PWDB's Child Care Advisory Committee meeting held on July 23, 2025; and
- c) PWDB's Cybersecurity Council meeting held on August 11, 2025.

No action by the Body is required.

Item WDB-(2). CURRENT MEMBERSHIP LISTS

- 1) Panhandle Workforce Development Board;
- 2) Panhandle Workforce Development Board Child Care Advisory Committee;
- 3) Panhandle Workforce Development Board Cybersecurity Council; and
- 4) Panhandle Workforce Development Board Executive Committee.

No action by the Body is required.

Item WDB-(3). APPOINTMENTS TO CHILD CARE ADVISORY COMMITTEE

Members were asked to consider the appointment of two new members to serve on the Panhandle Workforce Development Board's Child Care Advisory Committee.

No separate action by the Body is required.

Item WDB-(4). REPORT ON MEETING OF CHILD CARE ADVISORY COMMITTEE

A summary of last month's meeting of the Panhandle Workforce Development Board's Child Care Advisory Committee. No action by the Body is required.

Item WDB-(5). PROGRAM PRESENTATION – CHILD CARE

A presentation of WSP Child Care Staff Retention Initiatives. No action by the Body is required.

Item WDB-(6). REPORTS ON GRANTS

A review of reports on the Panhandle's grants for October 1, 2024 – June 30, 2025. No action by the Body is required.

Item WDB-(7). PRPC WORKFORCE DEVELOPMENT PROGRAM BUDGET

A presentation of the Workforce Development Total Program Budget from the 2026 PRPC Strategic Work Program and Budget . No action by the Body is required.

Item WDB-(8). LOCAL MONITORING REPORT

An update on monitoring activities. No action by the Body is required.

**Item WDB-(9). PANHANDLE WORKFORCE DEVELOPMENT BOARD
CYBERSECURITY ASSESSMENT UPDATE *****

Members will be asked to concur with the recommendation developed by the PWDB Cybersecurity Council, in its August 11, 2025 meeting and approved by the full Board in its August 27, 2025 meeting following the review and discussion of the results of the Texas Cybersecurity Framework (TCF) Assessment Report for the PWDB. The recommendation directs the PWDB staff to develop a strategic security roadmap as a baseline for a prioritized remediation approach that the PWDB should consider following to address any identified security deficiencies in its current information security program as described in the 2025 PWDB TCF Assessment Report. This strategic security roadmap will be presented to the PWDB Cybersecurity Council in

January, 2026, and subsequently to the full PWDB and the Consortium's Governing Body in the February 2026 meetings.

Copies of the 2025 PWDB TCF Assessment Report will be available to Body members, upon request, at the meeting.

***** If discussion is needed, the members will enter a brief closed session as per Texas Government Code §551.089, which does not require a governmental body to conduct an open meeting to deliberate:**

(a) security assessments or deployments relating to information resources technology;

(b) network security information as described by §2059.055(b) ; or

(c) the deployment, or specific occasions for implementation, of security personnel, critical infrastructure, or security devices.

No action by the Body will be taken in the closed session. Upon returning to the open session of the Meeting, the Body will be asked to concur with the PWDB's vote to approve the recommendation as stated above.

Item WDB-(10). PANHANDLE WORKFORCE DEVELOPMENT BOARD'S CONTRACT FOR SERVICE DELIVERY 2025-2029

Members will be asked to concur with the recommendation of the PWDB Executive Committee, developed in the Committee's August 27, 2025 meeting (just prior to the full PWDB meeting), and the vote by the full PWDB in the August 27, 2025 meeting, to authorize the execution of a Contract for the Service Delivery of Workforce Development and Child Care services in the Panhandle Workforce Development Area (PWDA), for the initial period of October 1, 2025 to September 30, 2026, with three additional annual renewals contingent upon acceptable performance.

***** If discussion is needed, members may enter a brief closed session as per Texas Government Code §551.087, which does not require a governmental body to conduct an open meeting to deliberate regarding commercial or financial information that the governmental body has received from a business prospect.**

No action by the Body will be taken in the closed session. Upon returning to the open session of the Meeting, the Body will be asked to concur with the Executive Committee's and the PWDB's recommendation regarding authorizing the execution of a contract for Service Delivery, as described above.

Item WDB-(11). CONTRACTOR'S REPORT ON WORKFORCE ACTIVITIES

Huxford Group, LLC President and WSP Director, Mr. Trent Morris, will discuss recent and upcoming regional workforce activities. No action by the Body is required.

Item WDB-(12). UPDATES TO PANHANDLE WORKFORCE DEVELOPMENT BOARD POLICY

Members will be asked to consider proposed updates to the Occupations Lists in Attachments 2 and 3, of current local PWDB policy, U 1.9, In-Demand Industries, In-Demand Occupations, and Target Occupations.

Item WDB-(13). PANHANDLE WORKFORCE DEVELOPMENT BOARD PLAN 2025-2028

Members will be updated on Governor Greg Abbott's approval of the Panhandle Workforce Development Board Plan for 2025-2028. Hardcopies of the Plan will be available at the meeting and an electronic copy of the Plan is available on the Workforce Solutions Panhandle website at [wspanhandle.com/Board Plan](https://wspanhandle.com/BoardPlan). No action by the Body is required.

Item WDB-(14). UPDATES ON SPECIAL INITIATIVES

Members will be updated on the status of two special initiatives and grant applications.

- a) A TWC Skills Development Fund (SDF) Healthcare Initiative Grant application with Hemphill County Hospital District, Ochiltree General Hospital, Frank Phillips College, and the PWDB for a total of \$278,177 was submitted earlier this month. Member recommendation(s) and a vote to proceed with the Initiative, if awarded, are requested.
- b) An application for the 2026 Externship for Teachers grant opportunity is being developed for submission for WSP to participate in the 4th consecutive program since 2023. If awarded, preparations would begin in the Spring of 2026. Member recommendation(s) and a vote to proceed with the Initiative, if awarded, are requested.

Item WDB-(15). UPDATES ON HIGH DEMAND JOB TRAINING (HDJT) GRANTS

Members will be updated on the status of several HDJT grants.

- Prior to the 9/30/2025 closing of the PWDB's 2024-2025 HDJT grant in partnership with the Dalhart Economic Development Corporation, the Dalhart Education Foundation and Frank Phillips College (FPC) for FPC's Automotive and Diesel Mechanics program, staff had the opportunity to amend the grant, with an addition of an approximately \$16,000 tools and equipment purchase, in collaboration with the Amarillo Economic Development Corporation, Amarillo ISD's AmTech Career Academy and Bell Textron, Inc. for assistance with an Aircraft Mechanic and Service Technician program. Purchases are in progress and will be completed by the grant's closing.
- A PWDB application is being prepared for submission to TWC for the 2025-2026 HDJT Program grant in collaboration with the Amarillo Economic Development Corporation (AEDC) and the Independent School Districts of Amarillo (AmTech Career Academy), Bushland, Canyon, Highland Park, and River Road, as approved by the Board in the May 2025 meeting. If awarded, Texas Workforce Commission (TWC) grant funds of \$150,000 would match a \$150,000 contribution from the AEDC.
- Applications are being developed for additional 2025-2026 HDJT Program grant(s) in collaboration with Clarendon College, Frank Phillips College, and the respective Economic Development entities, if funding becomes available.

Member recommendation(s) will be recognized; however, no action by the Body is required.

Item WDB-(16). DIRECTOR'S REPORT ON WORKFORCE ACTIVITIES

Workforce Development Director, Mr. Marin Rivas, will discuss recent and upcoming regional workforce activities, including a discussion of Workforce Development funding.

No action by the Body is required.

7. VOTE OF CONCURRENCE ON ITEMS CONSIDERED AT MEETING OF PWDB

8. FINAL PUBLIC COMMENT PERIOD

9. ADJOURN

PUBLIC NOTICE

This notice complies with Texas Government Code Chapter 551, Open Meetings Act, Section 551.041 (Notice of Meeting Requirements); Section 551.043 (Time and Accessibility of Notice Requirements); and Section 551.053 (Notice Requirements of a Political Subdivision Extending into Four or More Counties). The notice has been filed at least 72 hours before the scheduled time of the meeting with the Secretary of State's Office, the Potter County Clerk's Office and has been posted in the Administrative Office of the Panhandle Regional Planning Commission.

Posted this 22nd day of August 2025, at 415 Southwest Eighth Avenue, Amarillo, Texas, at 1:00 p.m.



415 South West Eighth Avenue
P. O. Box 9257
Amarillo, Texas 79105
(806) 372-3381
(806) 373-3268 (fax)
www.theprpc.org



Leslie Hardin

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ITEM 3

CGB Minutes



PANHANDLE REGIONAL PLANNING COMMISSION
Panhandle Workforce Development Consortium's Governing Body
Minutes
May 22, 2025

A meeting of the Panhandle Workforce Development Consortium's Governing Body was held on Thursday, May 22, 2025, at 11:30 a.m.

In order to accommodate Body's members who wanted to access the meeting remotely, a hybrid link was provided pursuant to Texas Government Code Section 551.127 with more than three counties in the State of Texas being represented on the Panhandle Workforce Development Board. This notice complies with Texas Government Code Chapter 551, Open Meetings Act, Section 551.041 (Notice of Meeting Requirements); Section 551.043 (Time and Accessibility of Notice Requirements); Section 551.053 (Notice Requirements of a Political Subdivision Extending into Three or More Counties) and Section 551.127 (Videoconference Call). The notice was filed at least 72 hours before the scheduled time of the meeting with the Secretary of State's Office, the Potter County Clerk's Office and was posted in the Administrative Office of the Panhandle Regional Planning Commission (PRPC).

Body members and individuals from the public who desired to attend in person, accessed the meeting at the PRPC office at 415 S.W. 8th Avenue, Amarillo, Potter County, Texas.

Judge Irwin presided.

MEMBERS PRESENT:

- Cole Stanley, City of Amarillo
- Dan Looten, County of Carson
- D J Wagner, County of Deaf Smith
- Chris Porter, County of Gray
- Cindy Irwin, County of Hutchinson

MEMBERS ABSENT:

- Alicia Law, County of Sherman
- Isabel "Izzy" Carrasco, County of Parmer

OTHERS PRESENT:

Trent Morris, Workforce Solutions Panhandle.

STAFF PRESENT:

Gracie Aragon, Kathy Cabezuela, Ana Gonzalez, Diana Green, Leslie Hardin, Amanda Leal, Heather Reid and Marin Rivas.

1. CALL TO ORDER

Judge Irwin called the meeting to order, and noted that a quorum was present.

2. INITIAL PUBLIC COMMENT PERIOD

None.

3. MINUTES

Members considered the minutes from the February 27, 2025 meeting of the Governing Body. Judge Looten moved for approval. Judge Wagner seconded the motion; the motion carried.

4. CURRENT MEMBERSHIP LIST

This item was for informational purposes only. No action by the Body was required.

5. ELECTION OF OFFICERS

Members were asked to elect new Officers (Chair and Vice-Chair) for the coming year covering the period of July 1, 2025 through June 30, 2026. Judge Wagner made the motion to elect Judge Irwin to serve as Chair and Judge Looten to serve as Vice-Chair. Mayor Stanley seconded the motion; the motion carried.

6. APPOINTMENTS / REAPPOINTMENTS OF MEMBERS TO THE PANHANDLE WORKFORCE DEVELOPMENT BOARD

Members were asked to consider the appointments of two new members and reappointments of six current members to serve on the Panhandle Workforce Development Board. Mayor Stanley moved for approval. Judge Wagner seconded the motion; the motion carried.

7. ITEMS CONSIDERED AT THE LAST MEETING OF THE PANHANDLE WORKFORCE DEVELOPMENT BOARD

Members were asked to review agenda items presented and consider concurrence with actions taken at the May 21, 2025 meeting of the Panhandle Workforce Development Board:

Item WDB-(1). MINUTES

Minutes from the PWDB meeting on February 26, 2025; the PWDB's Executive Committee meeting held on March 17, 2025; the PWDB's Child Care Advisory Committee meeting held on April 23, 2025; and the PWDB's Executive Committee meeting held on May 7, 2025.

No action by the Body was required.

Item WDB-(2). CURRENT MEMBERSHIP LISTS

Informational items only. No action by the Body was required.

Item WDB-(3). AMENDMENT TO PWDB BYLAWS

Board Members approved an amendment to the Board's Bylaws for the Panhandle Workforce Development Area.

No separate action by the Body was required.

Item WDB-(4). ELECTION OF OFFICERS

Board Members elected new Officers for the coming year covering the period of July 1, 2025 through June 30, 2026: Mr. Parker to serve as Chair and Mr. Caddell to serve as Vice-Chair. No action by the Body was required.

Item WDB-(5). REPORT ON MEETING OF CHILD CARE ADVISORY COMMITTEE

A summary of last month's meeting of the Panhandle Workforce Development Board's Child Care Advisory Committee. No action by the Body was required.

Item WDB-(6). LOCAL MONITORING REPORT

An update on monitoring activities. No action by the Body was required.

Item WDB-(7). REPORTS ON GRANTS

A review of reports on the Panhandle's grants for October 1, 2024 – March 31, 2025. No action by the Body was required.

Item WDB-(8). PANHANDLE WORKFORCE DEVELOPMENT BOARD'S CONTRACT
FOR SERVICE DELIVERY 2025-2029

Board Members were asked to concur with the recommendations of the PWDB Executive Committee, developed in the Committee's May 7, 2025 meeting, to award a Contract for the Service Delivery of Workforce Development and Child Care services in the Panhandle Workforce Development Area (PWDA), for the initial period of October 1, 2025 to September 30, 2026, with three additional annual renewals contingent upon acceptable performance.

Members of the Governing Body were asked to consider with the recommendations of the PWDB and its Executive Committee regarding contracting for Service Delivery.

There were no public comments and Body Member vote was requested on this item. Judge Wagner moved to award a Contract, as described above, in concurrence with the PWDB. Judge Looten seconded the motion; the motion carried.

Item WDB-(9). CONTRACTOR'S REPORT ON WORKFORCE ACTIVITIES

Huxford Group, LLC President and WSP Director, Mr. Trent Morris, discussed recent and upcoming regional workforce activities. No action by the Body was required.

Item WDB-(10). 2025 TWC EMPLOYER AWARDS NOMINATIONS

Board Members nominated area employers who collaborate with the local workforce system, designing initiatives that enhance community resources and foster the skills vital for Texas to sustain its competitive edge, for 2025 TWC Employer Awards:

- Local Employer of Excellence – Plains Dairy (Potter County)
- Large Employer of the Year – Pantex (Carson County)
- Small Employer of the Year – Soluna Computing (Briscoe County)
- Veteran Friendly Employer of the Year – Valero McKee Refinery (Moore County)
- Hire-Ability Employer of the Year – United Supermarkets (Various Counties)

No separate action by the Body was required.

Item WDB-(11). UPDATES TO PANHANDLE WORKFORCE DEVELOPMENT
BOARD POLICIES

Body Members were asked to consider proposed updates to current local PWDB policies:

- a) In-Demand Industries, In-Demand Occupations, and Target Occupations;
- b) Selective Service Registration; and
- c) Child Care Services.

There were no public comments and Judge Looten moved for approval of the three updates. Mayor Stanley seconded the motion; the motion carried.

Item WDB-(12). HIGH DEMAND JOB TRAINING (HDJT) PROGRAM APPLICATIONS

Board members voted to authorize the Workforce Development Director to execute Applications for Submission to TWC for 2025-2026 HDJT Program grants in collaboration with:

- Amarillo Economic Development Corporation (AEDC) and the Independent School Districts of Amarillo (AmTech Career Academy), Bushland, Canyon, Highland Park, and River Road; and
- Clarendon Economic Development Corporation and Clarendon College.

Judge Wagner made the motion to concur with the Board's authorization. Judge Looten seconded the motion; the motion carried.

Item WDB-(13). UPDATES ON STATUS OF PROCUREMENTS FROM PREVIOUS MEETING

Members were updated on:

- Comprehensive General Building Maintenance Services for Workforce Solutions Panhandle - the execution of an initial one-year contract beginning on April 1, 2025, with the potential for three annual renewals, given acceptable performance, with JKB Company, Inc. dba Accord Commercial Realty Services, to provide Comprehensive General Building Maintenance Services for two Workforce Solutions Panhandle offices, 3120 Eddy Street in Amarillo, and 1028-B Megert Center in Borger.
- Pre-Paid Fuel Cards for Workforce Solutions Panhandle Program Customers - the issuance of annual Letters of Understanding to three vendors, Valero Payment Services Company; Toot'n Totum; and Perfectgift.com Corporate, to supply pre-paid fuel cards usable for the purchase of fuel, by workforce development program customers needing transportation support services assistance.
- Lease Space for Workforce Solutions Panhandle Office in Borger - the execution of a new three-year lease beginning on April 1, 2025, with Megert Legacy, LLC and Ed Turner Property Management, the entity procured to provide office space for Workforce Solutions Panhandle in Borger.

No action by the Body was required.

Item WDB-(14). DIRECTOR'S REPORT ON WORKFORCE ACTIVITIES

Workforce Development Director, Mr. Marin Rivas, discussed recent and upcoming regional workforce activities.

No action by the Body was required.

8. VOTE OF CONCURRENCE ON ITEMS CONSIDERED AT MEETING OF PWDB

Mayor Stanley made the motion to concur with the Board's actions. Judge Wagner seconded the motion; the motion carried.

9. FINAL PUBLIC COMMENT PERIOD

None.

10. ADJOURN

There being no further business to come before the Body, Judge Looten moved that the meeting adjourn. Mayor Stanley seconded the motion; and the meeting adjourned.



ITEM 4

CGB Membership List

**PANHANDLE WORKFORCE DEVELOPMENT CONSORTIUM'S GOVERNING BODY
CURRENT MEMBERSHIP
JULY 1, 2025 – JUNE 30, 2026**

CITY OF AMARILLO

The Honorable Cole Stanley
Mayor, City of Amarillo
P. O. Box 1971
Amarillo, Texas 79105-0001
(806) 378-3014
(806) 378-9394 fax
cole.stanley@amarillo.gov

**AREA I (DALLAM, HARTLEY,
MOORE, OLDHAM AND
SHERMAN COUNTIES)**

The Honorable Alicia Law
Judge, County of Sherman
P. O. Box 165
Stratford, Texas 79084-0165
(806) 366-2021
(806) 366-3011 fax
cojudge@co.sherman.tx.us

**AREA III (BRISCOE, CASTRO,
DEAF SMITH, PARMER AND
SWISHER COUNTIES)**

The Honorable Isabel "Izzy" Carrasco
Judge, County of Parmer
401 3rd Street
P.O. Box 506
Farwell, Texas 79325
(806) 481-3383
(806) 481-9548 fax
isabel.carrasco@parmercounty.texas.gov

**AREA V (CHILDRESS, COLLINGSWORTH,
DONLEY, GRAY, HALL AND
WHEELER COUNTIES)**

The Honorable Chris Porter
Judge, County of Gray
205 N. Russell
Pampa, Texas 79065
(806) 669-8007
(806) 669-3048 fax
chris.porter@graycch.com

AT- LARGE

The Honorable Kim Jones
Judge, County of Childress
100 Avenue East NW, Suite #100
Courthouse Box 1
Childress, Texas 79201
(940) 937-2221
(940) 937-0166 fax
kimberly.jones@childresstx.us

**AREA II (HANSFORD, HEMPHILL,
HUTCHINSON, LIPSCOMB, OCHILTREE AND
ROBERTS COUNTIES)**

The Honorable Cindy Irwin *
Judge, County of Hutchinson
P.O. Box 790
Stinnett, Texas 79083
(806) 878-4000
(806) 878-4048 fax
judgeirwin@hutchinsoncnty.com

**AREA IV (ARMSTRONG,
CARSON, POTTER AND
RANDALL COUNTIES)**

The Honorable Dan Looten **
Judge, County of Carson
P.O. Box 369
Panhandle, Texas 79068
(806) 537-3622
(806) 537-2244 fax
dan.looten@co.carson.tx.us

* Chairman

** Vice-Chairman



ITEM 5

Appointment of Member to PWDB

APPOINTMENT
TO THE
PANHANDLE WORKFORCE DEVELOPMENT BOARD

– NEW APPOINTMENT –

Private Sector – At Large

Mr. Orval “Terry” Wheeler, Co-Owner

Ace Pest Control

Amarillo, Texas

Term Expires June 30, 2028

Veteran Representative



6. WDB-(1) (a)

Workforce Development Board Minutes

PANHANDLE REGIONAL PLANNING COMMISSION

Panhandle Workforce Development Board

Minutes

May 21, 2025

The regular meeting of the Panhandle Workforce Development Board was held at 12:30 p.m. on Wednesday, May 21, 2025.

In order to accommodate Board members who wanted to access the meeting remotely, a hybrid link was provided pursuant to Texas Government Code Section 551.127 with more than three counties in the State of Texas being represented on the Panhandle Workforce Development Board. This notice complies with Texas Government Code Chapter 551, Open Meetings Act, Section 551.041 (Notice of Meeting Requirements); Section 551.043 (Time and Accessibility of Notice Requirements); Section 551.053 (Notice Requirements of a Political Subdivision Extending into Three or More Counties) and Section 551.127 (Videoconference Call). The notice was filed at least 72 hours before the scheduled time of the meeting with the Secretary of State's Office, the Potter County Clerk's Office and was posted in the Administrative Office of the Panhandle Regional Planning Commission.

Board members and individuals from the public who desired to attend in person, accessed the meeting at Workforce Solutions Panhandle, 3120 Eddy Street, Amarillo, Randall County, Texas.

Mr. Kevin Caddell presided.

MEMBERS PRESENT:

- Jay Barrett, AmTech Career Academy
- Heath Bentley, Hunting Titan, Inc.
- Wanda Boatman, Plains Dairy
- Texas “Tex” Buckhaults, Clarendon College
- Kevin Caddell, Furniture Fashions, LTD
- Sonja Clark, Bell Textron, Inc.
- Jill Goodrich, Opportunity School
- Michelle Griffin, Amarillo National Bank-Borger Branch
- Kristi Hanes, Night & Day, Care & Play Inc.
- Lisa Lillard, Texas Health and Human Services Commission
- Jahnel McClain, Goodwill Industries of Northwest Texas
- Amy Moran, CNS Pantex
- David Parker, Harwell & Cook Orthodontics
- Amy Rambo, BSA Health System
- Charlie Rivas, Rivas Environmental Consultants, Inc.
- John Roberts, Central South Carpenters Regional Council
- Frank Sobey, Amarillo College
- Geneva Tiller, Texas Workforce Solutions Vocational Rehabilitation Services
- Brian Wasden, Kleinstadt Motors
- Lisa White, Amarillo Public Library

MEMBERS ABSENT:

- Francisco Apodaca, Apodaca Brothers
- Betty Bara, La Fiesta Grande
- Edward Dominguez, Triple D Heating and Air Conditioning
- Crystal Hermesmeier, Shamrock Economic Development Corporation
- Paul Salazar, West Texas Electrical Joint Apprenticeship & Training Committee
- Jason Vaden, Texas Workforce Commission
- Magi York, Panhandle Community Services

OTHERS PRESENT:

David Hall, Amarillo College; Chad Huseman, AmTech Career Academy; and Sarah Barnes, Elsa Cordero, Phillip Flores, Ray Flores, Jennifer Galloway, Karron Gilbreath, Karla Koontz, Trent Morris, Shannon Rowell, Shelby Sillivent, and April Slatter, Workforce Solutions Panhandle.

STAFF PRESENT:

Gracie Aragon, Kathy Cabezuela, Ana Gonzalez, Rosie Gonzalez, Diana Green, Leslie Hardin, Amanda Leal, Mike Peters, Heather Reid, Marin Rivas, and Trenton Taylor.

1. CALL TO ORDER

Mr. Caddell called the meeting to order noting that a quorum was present.

2. INITIAL PUBLIC COMMENT PERIOD

None.

3. MINUTES

Members considered approval of the minutes from the Board's February 26, 2025 meeting. Ms. Griffin moved to approve the minutes as presented. Mr. Buckhaults seconded the motion; the motion carried.

4. CURRENT MEMBERSHIP LISTS

Informational items only. No action by the Board was required.

5. AMENDMENT TO PWDB BYLAWS

Members were asked to consider an amendment to the Board's Bylaws for the Panhandle Workforce Development Area. Mr. Barrett moved to approve the amendment as presented. Mr. Parker seconded the motion; the motion carried.

6. ELECTION OF OFFICERS

Members were asked to elect new Officers (Chair and Vice-Chair) for the coming year covering the period of July 1, 2025 through June 30, 2026. Ms. Clark made the motion to elect Mr. Parker to serve as Chair and Mr. Caddell to serve as Vice-Chair. Ms. Griffin seconded the motion; the motion carried.

7. REPORT ON MEETING OF CHILD CARE ADVISORY COMMITTEE

Members were provided with a summary of last month's meeting of the Panhandle Workforce Development Board's Child Care Advisory Committee. No action by the Board was required.

8. LOCAL MONITORING REPORT

Members were updated on monitoring activities. No action by the Board was required.

9. REPORT ON GRANTS

Staff presented reports on the Panhandle's grants for October 1, 2024 – March 31, 2025. No action by the Board was required.

10. PANHANDLE WORKFORCE DEVELOPMENT BOARD'S CONTRACT FOR SERVICE DELIVERY 2025-2029

Members were asked to consider the recommendations of the PWDB Executive Committee, developed in the Committee's May 7, 2025 meeting, to award a Contract for the Service Delivery of Workforce Development and Child Care services in the Panhandle Workforce Development Area (PWDA), for the initial period of October 1, 2025 to September 30, 2026, with three additional annual renewals contingent upon acceptable performance. Members entered a brief closed session as per Texas Government Code §551.087, which does not require a governmental body to conduct an open meeting to deliberate regarding commercial or financial information that the governmental body has received from a business prospect. No action by the Board was taken in the closed session. Upon returning to the open session of the Meeting, the Board was asked to concur with the Executive Committee's recommendations regarding contracting for Service Delivery. Ms. White made the motion to concur; Mr. Wasden seconded; and the motion carried.

11. CONTRACTOR'S REPORT ON WORKFORCE ACTIVITIES

Mr. Trent Morris, Huxford Group, LLC President and Workforce Solutions Panhandle Director, discussed recent and upcoming regional workforce activities. No action by the Board was required.

12. 2025 TWC EMPLOYER AWARDS NOMINATIONS

Members were asked to consider area employers who collaborate with the local workforce system, designing initiatives that enhance community resources and foster the skills vital for Texas to sustain its competitive edge, to be nominated for 2025 TWC Employer Awards. Ms. McClain made the motion to nominate the following, as presented:

- Local Employer of Excellence – Plains Dairy (Potter County)
- Large Employer of the Year – Pantex (Carson County)
- Small Employer of the Year – Soluna Computing (Briscoe County)
- Veteran Friendly Employer of the Year – Valero McKee Refinery (Moore County)
- Hire-Ability Employer of the Year – United Supermarkets (Various Counties)

Ms. Griffin seconded; Ms. Boatman and Ms. Moran abstained from the vote; and the motion carried.

13. UPDATES TO PANHANDLE WORKFORCE DEVELOPMENT BOARD POLICIES

Members were asked to consider proposed updates to current local PWDB policies. There were no public comments.

- a) In-Demand Industries, In-Demand Occupations, and Target Occupations: Mr. Roberts moved to approve the policy as presented. Ms. Boatman seconded the motion; the motion carried;
- b) Selective Service Registration; Mr. Roberts moved to approve the policy as presented. Ms. Griffin seconded the motion; the motion carried, and
- c) Child Care Services Mr. Parker moved to approve the policy as presented. Mr. Barrett seconded the motion; the motion carried.

14. HIGH DEMAND JOB TRAINING (HDJT) PROGRAM APPLICATION – AMARILLO

Members were asked to authorize the Workforce Development Director to execute Applications for Submission to TWC for a 2025-2026 HDJT Program grant in collaboration with the Amarillo Economic Development Corporation (AEDC) and the Independent School Districts of Amarillo (AmTech Career Academy), Bushland, Canyon, Highland Park, and River Road; and with the Clarendon Economic Development Corporation and Clarendon College. Ms. Clark moved to authorize execution of the Applications; Ms. Hanes seconded the motion. Mr. Barrett and Mr. Buckhaults abstained from the vote; and the motion carried.

15. UPDATES ON STATUS OF PROCUREMENTS FROM PREVIOUS MEETING:

Members were updated on:

- Comprehensive General Building Maintenance Services for Workforce Solutions Panhandle - the execution of an initial one-year contract beginning on April 1, 2025, with the potential for three annual renewals, given acceptable performance, with JKB Company, Inc. dba Accord Commercial Realty Services, to provide Comprehensive General Building Maintenance Services for two Workforce Solutions Panhandle offices, 3120 Eddy Street in Amarillo, and 1028-B Megert Center in Borger.
- Pre-Paid Fuel Cards for Workforce Solutions Panhandle Program Customers - the issuance of annual Letters of Understanding to three vendors, Valero Payment Services Company; Toot'n Totum; and Perfectgift.com Corporate, to supply pre-paid fuel cards usable for the purchase of fuel, by workforce development program customers needing transportation support services assistance.
- Lease Space for Workforce Solutions Panhandle Office in Borger - the execution of a new three-year lease beginning on April 1, 2025, with Megert Legacy, LLC and Ed Turner Property Management, the entity procured to provide office space for Workforce Solutions Panhandle in Borger.

No action by the Board was required.

16. DIRECTOR'S REPORT ON WORKFORCE ACTIVITIES

Mr. Marin Rivas discussed recent and upcoming regional workforce activities. No action by the Board was required.

17. FINAL PUBLIC COMMENT PERIOD

None.

18. ADJOURN

There being no further business to come before the Board, Mr. Barrett moved that the meeting adjourn. Mr. Roberts seconded the motion; the meeting adjourned.



6. WDB-(1) (b)

Workforce Development Board Child Care Advisory Committee Minutes



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PANHANDLE REGIONAL PLANNING COMMISSION
Panhandle Workforce Development Board's Child Care Advisory Committee
Minutes
July 23, 2025

The regular meeting of the Panhandle Workforce Development Board's Child Care Advisory Committee was held at 1:30 p.m. on Wednesday, July 23, 2025.

In order to accommodate Committee members who wanted to access the meeting remotely, a hybrid link was provided pursuant to Texas Government Code Section 551.127 with more than three counties in the State of Texas being represented on the Panhandle Workforce Development Board. This notice complies with Texas Government Code Chapter 551, Open Meetings Act, Section 551.041 (Notice of Meeting Requirements); Section 551.043 (Time and Accessibility of Notice Requirements); Section 551.053 (Notice Requirements of a Political Subdivision Extending into Three or More Counties) and Section 551.127 (Videoconference Call). The notice was filed at least 72 hours before the scheduled time of the meeting with the Secretary of State's Office, the Potter County Clerk's Office and was posted in the Administrative Office of the Panhandle Regional Planning Commission.

Committee members and individuals from the public who desired to attend in person, accessed the meeting at Workforce Solutions Panhandle, 3120 Eddy Street, Amarillo, Randall County, Texas.

MEMBERS PRESENT:

- Gracie Aragon
- Karron Gilbreath
- Kristi Hanes
- Victoria Hughes
- Trena Rider
- Kim Winegeart
- Mikki Wossum

MEMBERS ABSENT:

- Irma Burney
- Omar Mendoza

OTHERS PRESENT:

Elsa Cordero, Workforce Solutions Panhandle
Cynthia Hixon, Workforce Solutions Panhandle
April Slatter, Workforce Solutions Panhandle

PANHANDLE WORKFORCE DEVELOPMENT BOARD STAFF PRESENT:

Kathy Cabezuela
Leslie Hardin
Amanda Leal

1. CALL TO ORDER

Ms. Rider called the meeting to order and noted that quorum was present.

2. INITIAL PUBLIC COMMENT PERIOD

Ms. Wossum informed the committee that she would she would be resigning after the Committee's October meeting. Members will be asked to consider the nomination of a replacement to fill the Committee's Current or Former Child Care Family vacancy during the October meeting.

3. MINUTES

Members considered the approval of the minutes from the Committee's January 22, 2025 and April 23, 2025 meeting. Ms. Hanes moved to approve the minutes as presented. Ms. Winegeart seconded the motion; the motion carried.

4. ELECTION OF OFFICERS

Members were asked to elect new Officers (Chair and Vice-Chair) for the upcoming year covering the period of July 1, 2025 through June 30, 2026. Ms. Wossum made a motion to elect Ms. Winegeart to serve as Chair and Ms. Hanes to serve as Vice-Chair. Ms. Rider seconded the motion; the motion carried.

5. NOMINATION FOR MEMBER VACANCY

Members were asked to consider the appointment of Karleigh Cross, Teacher from Opportunity School, to fill the Committee's Child Care Stakeholder vacancy. Ms. Winegeart moved to appoint Ms. Cross to serve on the Committee. Ms. Hanes seconded the motion; the motion carried. Members were also asked to consider the appointment of Kodie McManus, Daycare Child Care Regulation Inspector V, Child Care Regulation Texas Health and Human Services. Ms. Rider moved to appoint Ms. McManus to serve on the Committee. Ms. Wossum seconded the motion; the motion carried.

6. SCHEDULING NEXT MEETING

Members were asked to determine the next scheduled meeting date and time. Members agreed that the Committee meet on Wednesday, October 22, 2025 at 1:30 p.m.

7. UPDATES TO PWDB CHILD CARE SERVICES POLICY

Gracie Aragon, Workforce Development Program Specialist, provided an update on the Panhandle Workforce Development Board Child Care Services Policy. No action by the Committee was required.

8. CHILD CARE SERVICES PROGRAM UPDATE

Gracie Aragon, Workforce Development Program Specialist, provided an update on the Child Care Services Program. No action by the Committee was required.

9. CHILD CARE PROVIDER UPDATE
Karron Gilbreath, Workforce Solutions Panhandle Child Care Provider Services Lead provided an update on the Child Care Providers. No action by the Committee was required.
10. CHILD CARE PROGRAM PERFORMANCE UPDATE
April Slatter, Workforce Solutions Panhandle Child Care Services Program Manager, discussed the Child Care Program Performance. No action by the Committee was required.
11. CHILD CARE QUALITY ACTIVITIES
Cynthia Hixon, Workforce Solutions Panhandle Child Care Industry Support Specialist, provided an update on ongoing and upcoming Child Care Quality (CCQ) activities. No action by the Committee was required.
12. OPEN DISCUSSION
Members had the opportunity to comment on current and upcoming Legislation.
13. CURRENT MEMBERSHIP LIST
Informational item only. No action by the Committee was required.
14. FINAL PUBLIC COMMENT PERIOD
None.
15. ADJOURN
There being no further business to come before the Committee, Ms. Hanes moved that the meeting adjourn. Ms. Rider seconded the motion; the meeting adjourned.



6. WDB-(1) (c)

Workforce Development Board Cybersecurity Council Minutes



PANHANDLE WORKFORCE DEVELOPMENT BOARD

Cybersecurity Council

Minutes

August 11, 2025

A meeting of the Panhandle Workforce Development Board's Cybersecurity Council was held at 1:30 p.m. on Monday, August 11, 2025.

In order to accommodate Council members who wanted to access the meeting remotely, a hybrid link was provided pursuant to Texas Government Code Section 551.127 with more than three counties in the State of Texas being represented on the Panhandle Workforce Development Board. This notice complies with Texas Government Code Chapter 551, Open Meetings Act, Section 551.041 (Notice of Meeting Requirements); Section 551.043 (Time and Accessibility of Notice Requirements); Section 551.053 (Notice Requirements of a Political Subdivision Extending into Three or More Counties) and Section 551.127 (Videoconference Call). The notice was filed at least 72 hours before the scheduled time of the meeting with the Secretary of State's Office, the Potter County Clerk's Office and was posted in the Administrative Office of the Panhandle Regional Planning Commission.

Council members and individuals from the public who desired to attend in person, had access to the meeting at 3120 Eddy Street, Amarillo, Randall County, Texas.

Mr. Caddell, presided.

COUNCIL MEMBERS PRESENT

- Texas "Tex" Buckhaults, Clarendon College
- Kevin Caddell, Furniture Fashions, LTD
- Paul Salazar, West Texas Electrical Joint Apprenticeship & Training Committee (JATC)
- Magi York, Panhandle Community Services

COUNCIL MEMBERS ABSENT: None

STAFF CYBERSECURITY COMMITTEE PRESENT:

Kathy Cabezuela, Leslie Hardin, and Marin Rivas, Panhandle Regional Planning Commission (PRPC); Trent Morris and Andrew Thompson, Workforce Solutions Panhandle (WSP).

OTHERS PRESENT:

Amanda Leal, PRPC

1. CALL TO ORDER

Mr. Caddell called the meeting to order noting that a quorum was present.

2. INITIAL PUBLIC COMMENT PERIOD

None.

3. MINUTES

Members considered approval of the minutes from the Council's January 22, 2025 meeting. Ms. York moved to approve the minutes as presented. Mr. Salazar seconded the motion; the motion carried.

4. CURRENT MEMBERSHIP LIST

Informational item only. No action by the Council was required.

5. ELECTION OF OFFICERS

Members were asked to elect new Officers (Chair and Vice-Chair) for the coming year covering the period of July 1, 2025 through June 30, 2026. Mr. Caddell made the motion to elect Mr. Buckhaults to serve as Chair and Ms. York to serve as Vice-Chair. Mr. Salazar seconded the motion; the motion carried.

**** AT THIS POINT IN THE MEETING, MEMBERS ENTERED A BRIEF CLOSED SESSION ****

as per Texas Government Code §551.089, which does not require a governmental body to conduct an open meeting to deliberate:

- (a) security assessments or deployments relating to information resources technology;*
- (b) network security information as described by §2059.055(b) ; or*
- (c) the deployment, or specific occasions for implementation, of security personnel, critical infrastructure, or security devices.*

6. PANHANDLE WORKFORCE DEVELOPMENT BOARD (PWDB) TEXAS CYBERSECURITY FRAMEWORK ASSESSMENT

Members were presented with the PWDB's June 2025 Texas Cybersecurity Framework (TCF) Assessment Report and the PowerPoint presentation from the TCF Assessment Executive Closeout Meeting on June 11th, 2025, for discussion and recommendations. No action by the Council was taken in the closed session.

**** AT THIS POINT IN THE MEETING, MEMBERS RETURNED TO THE OPEN SESSION ****

7. TCF ASSESSMENT RECOMMENDATIONS FOR THE PWDB

Members were asked for a vote on the results of the discussion and input from the previous item to make the following recommendation to be presented to the next full PWDB meeting: The PWDB Cybersecurity Council recommends that the PWDB direct staff to develop a strategic security roadmap as a baseline for a prioritized remediation approach that the PWDB should consider following to address any identified security deficiencies in its current information security program as described in the 2025 PWDB TCF Assessment Report. This strategic security roadmap will be presented to the PWDB Cybersecurity Council in January, 2026, and subsequently to the full PWDB in its February 2026 meeting.

Ms. York made a motion to approve the recommendation; Mr. Salazar seconded the motion; and the motion carried. The record of the vote will be recognized in the PWDB meeting on August 27, 2025.

8. OPEN DISCUSSION

Members had the opportunity to discuss topics of interest. No action by the Council was required.

9. FINAL PUBLIC COMMENT PERIOD

None.

10. ADJOURN

There being no further business to come before the Board, Ms. York moved that the meeting adjourn. Mr. Salazar seconded the motion; the meeting adjourned.



6. WDB-(2)

Membership Lists

**PANHANDLE WORKFORCE DEVELOPMENT BOARD
CURRENT MEMBERSHIP
JULY 1, 2025 – JUNE 30, 2026**

PRIVATE SECTOR (CITY OF AMARILLO)

Ms. Kristi Hanes *** / ***** / *****
Co-Owner/Director
Night & Day, Care & Play Inc.
2831 Mays Street
Amarillo, Texas 79109
(806) 352-2186 / (806) 322-0986 fax
nightandday@arn.net

Industry Represented: Child Care Services
Firm Size: 29 employees
Ethnicity/Gender: W/F
Term Expires: June 30, 2028

PRIVATE SECTOR (CITY OF AMARILLO)

Ms. Betty Bara
Co-Owner
La Fiesta Grande
4704 Van Winkle Drive
Amarillo, Texas 79119
(806) 376-3689 / (806) 355-2826 fax
bettybara@aol.com

Industry Represented: Restaurants
Firm Size: 84
Ethnicity/Gender: W/F
Term Expires: June 30, 2026

PRIVATE SECTOR (CITY OF AMARILLO)

Ms. Amy Collie
Sr. Director, Human Resources
Pantex Plant
P. O. Box 30020
Amarillo, Texas 79120-0030
(806) 573-7575
amy.collie@pantex.doe.gov

Industry Represented: Ammunition Manufacturing
Firm Size: 4,703
Ethnicity/Gender: W/F
Term Expires: June 30, 2028

PRIVATE SECTOR (CITY OF AMARILLO)

Ms. Sonja Clark
Site Leader
Bell Textron, Inc.
10201 Airport Blvd.
Amarillo, Texas 79111
(806) 467-4525
sclark@bellflight.com

Industry Represented: Aircraft Manufacturing
Firm Size: 5,264 employees
Ethnicity/Gender: W/F
Term Expires: June 30, 2026

PRIVATE SECTOR (CITY OF AMARILLO)

Mr. David Parker * / ***
Chief Operating Officer
Harwell & Cook Orthodontics
3420 Thornton Drive
Amarillo, Texas 79109
(806) 353-3593
mrparkerbjj@gmail.com

Industry Represented: Dentistry
Firm Size: 41 employees
Ethnicity/Gender: W/M
Term Expires: June 30, 2028

PRIVATE SECTOR (CITY OF AMARILLO)

Ms. Wanda Boatman ***
Employee Relations
Plains Dairy LLC
300 North Taylor Street
Amarillo, Texas 79107
(806) 374-0385
WBoatman@plainsdairy.com

Industry Represented: Dairy Product Manufacturing
Firm Size: 145 employees
Ethnicity/Gender: W/F
Term Expires: June 30, 2026

**PRIVATE SECTOR (AREA I - DALLAM, HARTLEY,
MOORE, OLDHAM AND SHERMAN COUNTIES)**

Mr. Kevin Caddell ** / *** / ****
Owner
Furniture Fashions, LTD
1603 Tennessee Blvd.
Dalhart, Texas 79022
(806) 244-5551
Kevin@furnfash.com

Industry Represented: Furniture Retail
Firm Size: 8 employees
Ethnicity/Gender: W/M
Term Expires: June 30, 2028

**PRIVATE SECTOR (AREA II - HANSFORD,
HEMPHILL, HUTCHINSON, LIPSCOMB,
OCHILTREE AND ROBERTS COUNTIES)**

Ms. Michelle Griffin ***
President – Borger Branch
Amarillo National Bank
P. O. Box 949
Borger, Texas 79008
(806) 275-5025 / (806) 274-4533 fax
michelle.griffin@anb.com

Industry Represented: Commercial Banking
Firm Size: 865 employees
Ethnicity/Gender: W/F
Term Expires: June 30, 2026

**PRIVATE SECTOR (AREA III - BRISCOE, CASTRO,
DEAF SMITH, PARMER AND SWISHER COUNTIES)**

Mr. Edward Dominguez
Owner/Operator
Triple D Heating and Air Conditioning
P. O. Box 1736
Hereford, Texas 79045
(806) 360-4463
tripldheatingandac@gmail.com

Industry Represented: Plumbing/HVAC
Firm Size: 1 employee
Ethnicity/Gender: H/M
Term Expires: June 30, 2026

**PRIVATE SECTOR (AREA IV - ARMSTRONG,
CARSON, POTTER AND RANDALL COUNTIES)**

Ms. Amy Rambo
Senior Human Resource Business Partner
BSA Health System
1600 Wallace Blvd.
Amarillo, Texas 79106
(806) 212-2989 / (806) 212-1600 fax
amy.rambo@bsahs.org

Industry Represented: Hospitals
Firm Size: 2,429 employees
Ethnicity/Gender: W/F
Term Expires: June 30, 2027

**PRIVATE SECTOR (AREA V - CHILDRESS,
COLLINGSWORTH, DONLEY, GRAY, HALL
AND WHEELER COUNTIES)**

Mr. Heath Bentley
Plant Manager - Perforating
Hunting Titan Inc.
2526 Mary Ellen
Pampa, Texas 79065
(469) 383-9689
Heath.Bentley@hunting-intl.com

Industry Represented: Oil & Gas
Equipment Manufacturing
Firm Size: 492 employees
Ethnicity/Gender: W/M
Term Expires: June 30, 2026

PRIVATE SECTOR (AT LARGE)

(VACANT)

Industry Represented:
Firm Size
Ethnicity/Gender:
Term Expires: June 30, 2028

PRIVATE SECTOR (AT LARGE)

Mr. Charlie Rivas ***
Chief Executive Officer
Rivas Environmental Consultants
200 Winery Road
Amarillo, Texas 79118
(806) 622-2255 / (806) 622-2257 fax
rivas@arn.net

Industry Represented: Remediation Services
Firm Size: 0 employees
Ethnicity/Gender: H/M
Term Expires: June 30, 2026

PRIVATE SECTOR (AT LARGE)

Mr. Francisco Apodaca
Co-Owner
Apodaca Brothers
801 W. Francis Ave.
Pampa, TX 79065
(806) 669-1169 / (806) 669-1169
12280ehwy60@gmail.com

Industry Represented: Plumbing/HVAC
Firm Size: 8 employees
Ethnicity/Gender: H/M
Term Expires: June 30, 2027

CHILD CARE WORKFORCE

Ms. Jill Goodrich *****
Executive Director
Opportunity School
1100 S. Harrison
Amarillo, Texas 79101
(806) 373-4245
jillgoodrich@opportunityschool.com

Industry Represented: Child Care Services
Firm Size: 70 employees
Ethnicity/Gender: W/F
Term Expires: June 30, 2026

ECONOMIC DEVELOPMENT ORGANIZATIONS

Ms. Crystal Hermesmeier
Economic Development Director
Shamrock Economic Development Corporation
207 N. Main Street
Shamrock, TX 79079
(806) 256-2516
shamrockedc@gmail.com

Ethnicity/Gender: W/F
Term Expires: June 30, 2026

SECONDARY EDUCATION

Mr. Chad Huseman
Principal
AmTech Career Academy
3601 Plains Blvd.
Amarillo, Texas 79102
(806) 326-1963
chad.huseman@amaisd.org

Ethnicity/Gender: W/M
Term Expires: June 30, 2028

POST-SECONDARY EDUCATION

Mr. Texas D. "Tex" Buckhaults *** / ****
President
Clarendon College
P. O. Box 968
Clarendon, Texas 79226
(806) 874-3571
Tex.Buckhaults@clarendoncollege.edu

Ethnicity/Gender: W/M
Term Expires: June 30, 2028

ADULT BASIC AND CONTINUING EDUCATION

Dr. Frank Sobey
VP of Strategic Initiatives/
Interim VP of Academic Affairs
Amarillo College
P. O. Box 447
Amarillo, Texas 79178
(806) 282-6811
fesobey@actx.edu

Ethnicity/Gender: W/M
Term Expires: June 30, 2026

LITERACY ORGANIZATIONS

Ms. Lisa White
Literacy Coordinator
Amarillo Public Library
413 E. 4th
Amarillo, Texas 79101
(806) 378-3043 / (806) 378-9327 fax
lisa.white@amarillolibrary.org

Ethnicity/Gender: W/F
Term Expires: June 30, 2028

VOCATIONAL REHABILITATION ORGANIZATIONS

Ms. Geneva Tiller
VR Supervisor
Texas Workforce Solutions
Vocational Rehabilitation Services
3120 Eddy St.
Amarillo, TX 79106
(806) 372-5521
geneva.tiller@twc.texas.gov

Ethnicity/Gender: W/F
Term Expires: June 30, 2026

COMMUNITY-BASED ORGANIZATIONS

Ms. Magi York ****
Executive Director
Panhandle Community Services
1309 West Eighth Avenue
Amarillo, Texas 79120-2150
(806) 342-6150 / (806) 373-8143
magi.york@pcsvcs.org

Ethnicity/Gender: W/F
Term Expires: June 30, 2026

COMMUNITY-BASED ORGANIZATIONS

Ms. Jahnel McClain
Human Resource Manager
Goodwill Industries of Northwest Texas
1904 Bell Street
Amarillo, Texas 79106
(806) 331-6890 / (806) 331-7207 fax
jmcllain@ginwtx.org

Ethnicity/Gender: W/F
Term Expires: June 30, 2026

LABOR ORGANIZATIONS

Mr. Paul Salazar ****
Training Director, JATC
West Texas Electrical Joint Apprenticeship
& Training Committee
102 South Bowie Street
Amarillo, Texas 79106
(806) 372-1581 / (806) 331-6718 fax
psalazarjatc@wtxjatc.org

Ethnicity/Gender: H/M
Term Expires: June 30, 2027

LABOR ORGANIZATIONS

Mr. John Roberts
Council Business Representative
Central South Carpenters Regional Council
12180 Tascosa Road
Amarillo, Texas 79124
(806) 373-4574 / (806) 374-4437 fax
jroberts@cscouncil.net

Ethnicity/Gender: W/M
Term Expires: June 30, 2026

PUBLIC EMPLOYMENT AGENCY

Mr. Jason Vaden
Project Coordinator
Texas Workforce Commission
101 E. 15th St.
Austin, Texas 78778
(512) 936-3442
jason.vaden@twc.texas.gov

Ethnicity/Gender: W/M
Term Expires: June 30, 2026

STATE DEPARTMENT OF HUMAN SERVICES

Ms. Lisa Lillard
Program Manager
Texas Health and Human Services Commission
Region 1 - P.O. Box 3369, 79008
301 West 6th Street 401
Borger, Texas 79007
(806) 273-4446 / (806) 274-5028 fax
Lisa.Lillard@hhs.texas.gov

Ethnicity/Gender: W/F
Term Expires: June 30, 2028

* Chairman
** Vice Chairman
*** Executive Committee Member
**** Cybersecurity Council Member
***** Child Care Advisory Committee Member
***** Also serves as Veterans Representative
***** Also serves as Child Care Representative

**PANHANDLE WORKFORCE DEVELOPMENT BOARD (PWDB)
CHILD CARE ADVISORY COMMITTEE MEMBERSHIP
JULY 1, 2025 – JUNE 30, 2026**

**LICENSED CHILD CARE CENTER
PARTICIPATING IN CCS**

Ms. Kristi Hanes **
Co-Owner/Director
Night & Day, Care & Play Inc.
2831 Mays Street
Amarillo, Texas 79109
(806) 352-2186 / (806) 322-0986 fax
nightandday@arn.net

**LICENSED/REGISTERED CHILD CARE HOME
PARTICIPATING IN CCS**

Mr. Omar Mendoza
Owner/Director
Nikkies Care Club LCCB
81 N. Maryland St.
Amarillo, Texas 79106
(619) 964-1960
nikkiescareclub@gmail.com

PWDB CHILD CARE SERVICES CONTRACTOR

Ms. Karron Gilbreath
Lead Provider Services Specialist
Workforce Solutions Panhandle
3120 Eddy Street
Amarillo, Texas 79106
(806) 350-1726
kgilbreath@wspanhandle.com

CHILD CARE STAKEHOLDER

Ms. Victoria Hughes
Operation First Five Facilitator
& Community Organizer
Operation First Five-Amarillo
301 South Polk Street, Suite 740
Amarillo, Texas 79101
(806) 683-4248
victoriahughes012@gmail.com

CHILD CARE STAKEHOLDER

Ms. Irma Burney
Teacher
Texas Premier Childcare at Amarillo Netplex
3723 SW 58th Ave
Amarillo, Texas 79110
(806) 640-2874
irmab@texaspremierchildcare.com

**LICENSED CHILD CARE CENTER
PARTICIPATING IN CCS**

Ms. Kim Winegeart *
Co-Owner/Director
Community Day Care Center, Inc.
1100 Gwendolen Avenue
Pampa, Texas 79065
(806) 665-0735
cdccbaby@gmail.com

**CURRENT OR FORMER
CHILD CARE FAMILY**

Ms. Mikki Wossum
Former CCS Family
12520 US Highway 60
Pampa, Texas 79065
(806) 640-4912
mikkidelynn@gmail.com

PWDB STAFF

Ms. Gracie Aragon
Workforce Development Program Specialist
Panhandle Regional Planning Commission
415 Southwest 8th Avenue
Amarillo, Texas 79105
(806) 372-3381
garagon@theprpc.org

CHILD CARE STAKEHOLDER

Ms. Trena Rider
Faculty/Program Coordinator
Early Childhood Education
Amarillo College
2201 South Washington Street
Amarillo, Texas 79109
(806) 371-5279, 806-341-1100 (cell)
tjrider21@actx.edu

CHILD CARE STAKEHOLDER

(VACANT)

CHILD CARE STAKEHOLDER

(VACANT)

* Chair

** Vice Chair

The Cybersecurity Council will be comprised of a Chairperson, a Vice Chairperson and, at least one additional member with an interest and/or expertise in IT and cybersecurity-related issues, who are willing to serve on the Cybersecurity Council, and are elected by the Panhandle Workforce Development Board (PWDB) in an Open Public Meeting. At the discretion of the Chairperson, the Council may act on behalf of the PWDB on matters requiring such prompt action that the Board cannot be convened for a special meeting. Such actions will be subject to ratification by the Board.

PANHANDLE WORKFORCE DEVELOPMENT BOARD
CYBERSECURITY COUNCIL

FOR JULY 1, 2025 – JUNE 30, 2026

POST-SECONDARY EDUCATION

Mr. Texas D. “Tex” Buckhaults *
President
Clarendon College
Clarendon, Texas
Term Expires: June 30, 2026

COMMUNITY-BASED ORGANIZATIONS

Ms. Magi York **
Executive Director
Panhandle Community Services
Amarillo, Texas
Term Expires: June 30, 2026

**PRIVATE SECTOR (AREA I - DALLAM, HARTLEY,
MOORE, OLDHAM AND SHERMAN COUNTIES)**

Mr. Kevin Caddell
Owner
Furniture Fashions, LTD
Dalhart, Texas
Term Expires: June 30, 2026

LABOR ORGANIZATIONS

Mr. Paul Salazar
Training Director, JATC
West Texas Electrical Joint Apprenticeship & Training Committee
Amarillo, Texas
Term Expires: June 30, 2026

* Denotes the member selected to serve as Chairperson

** Denotes the member selected to serve as Vice Chairperson

An Executive Committee will be comprised of the Board's Chairperson, Vice Chairperson and five additional members appointed by the Chairperson, giving consideration to a balanced representation of the Board as a whole. The Executive Committee will identify, analyze and develop recommendations on items, issues and initiatives as deemed appropriate by the Chairperson. At the discretion of the Chairperson, the Executive Committee may act on behalf of the Board on matters requiring such prompt action that the Board cannot be convened for a special meeting. Such actions will be subject to ratification by the Board.

EXECUTIVE COMMITTEE
PANHANDLE WORKFORCE DEVELOPMENT BOARD
FOR JULY 1, 2025 – JUNE 30, 2026

– CHAIR –

PRIVATE SECTOR (CITY OF AMARILLO)

Mr. David Parker, Chief Operating Officer
Harwell & Cook Orthodontics
Amarillo, Texas

– VICE CHAIR –

PRIVATE SECTOR (AREA I – DALLAM, HARTLEY, MOORE, OLDHAM, AND SHERMAN COUNTIES)

Mr. Kevin Caddell, Owner
Furniture Fashions, LTD
Dalhart, Texas

– CHAIR APPOINTMENTS –

PRIVATE SECTOR (CITY OF AMARILLO)

Ms. Wanda Boatman, Employee Relations
Plains Dairy, LLC
Amarillo, Texas

POST- SECONDARY EDUCATION

Mr. Texas D. “Tex” Buckhaults, President
Clarendon College
Clarendon, Texas

PRIVATE SECTOR (AREA II - HANSFORD, HEMPHILL, HUTCHINSON, LIPSCOMB, OCHILTREE AND ROBERTS COUNTIES)

Ms. Michelle Griffin, President
Amarillo National Bank – Borger Branch
Borger, Texas

PRIVATE SECTOR (CITY OF AMARILLO)

Ms. Kristi Hanes, Co-Owner/Director
Night & Day, Care & Play, Inc.
Amarillo, Texas

PRIVATE SECTOR – AT LARGE

Mr. Charlie Rivas, Chief Executive Officer
Rivas Environmental Consultants
Amarillo, Texas



6. WDB-(3)

Appointments to Child Care Advisory Committee

APPOINTMENTS TO THE
PANHANDLE WORKFORCE DEVELOPMENT BOARD'S
CHILD CARE ADVISORY COMMITTEE

– EXITING MEMBER –

Representatives of Child Care Stakeholders

Ms. Skylar Paige Seaton
Teacher
Amarillo College Child Development Lab School
Amarillo, Texas

– PROPOSED NEW MEMBERS –

Representatives of Child Care Stakeholders

1) Ms. Karleigh Cross
Teacher
Opportunity School
Amarillo, Texas

and

2) Ms. Kodie McManus
Daycare Child Care Regulation Inspector V
Child Care Regulation
Texas Health and Human Services
Amarillo, Texas



6. WDB-(5)

Child Care Program Presentation

Wage Supplement Program

ECE STARS

STRATEGY TO ATTRACT AND RETAIN STAFF!

YOU MAY QUALIFY FOR AN AWARD IF YOU:

WORK DIRECTLY WITH CHILDREN 32 HOURS/WEEK

EARN \$19.00 OR LESS PER HOUR

EMPLOYED FOR THE PAST 6 CONSECUTIVE MONTHS

AT THE SAME PROGRAM

**HAVE AN ASSOCIATE DEGREE OR HIGHER IN EARLY
CHILDHOOD EDUCATION/EDUCATION**

**COMING
SOON!**





6. WDB-(6)

Report on Grants

PROGRAMS

The grants included in this report are provided to us for different purposes, come with different expectations, and are subject to different rules and regulations.

SNAP EMPLOYMENT & TRAINING

The *Supplemental Nutrition Assistance/Employment and Training grant* provides case management and assists recipients of Food Stamps assistance to transition from public assistance to work through participation in work-related activities, including job search and job readiness, education, training activities, and support services. Clients are generally required to participate in one or more of those activities.

SNAP E&T Services	
	SNAP E&T
Total served	298
Employed	149
Customers Received Support Services	225

CHOICES

The *Temporary Assistance to Needy Families/CHOICES grant* provides case management and assists applicants, recipients, non-recipient parents, and former recipients of TANF (cash assistance) to transition from welfare to work through participation in work-related activities, including job search and job readiness, basic skills training, education, vocational training, and support services. Parents are generally required to participate in one or more of those activities.

Choices Program	
	Choices
Total served	83
Employed	56
Support Services	51

WIOA Adult, Dislocated Worker, & Youth Program

The Workforce Innovation and Opportunity Act (WIOA) helps people who need jobs. WIOA offers a range of programs and services. These programs help jobseekers get training, education and support. That way, they will do well in the job market. WIOA also helps connect employers with the trained workers they need.

The U.S. Department of Labor's Employment & Training Administration (DOLETA) funds WIOA through grants. The Texas Workforce Investment Council (TWIC) is Texas' State Workforce Investment Board. The Texas Workforce Commission (TWC) administers the WIOA program. There are 28 local Workforce Development Boards (Boards) in Texas. They oversee more than 170 local Workforce Solutions offices. These offices provide workforce development services in Texas.

TRAININGSERVICES

The *Workforce Innovation and Opportunity Act - Adult, Youth, and Dislocated Worker grants* fund case management, training, job search and placement, and supportive services for eligible clients. The Workforce Innovation and Opportunity Act (WIOA) program provides workforce development activities designed to enhance the employability, occupational attainment, retention and earnings of adults, dislocated workers and youth. WIOA improves the quality of the workforce, reduces welfare dependency, and enhances the productivity and competitiveness of the Texas economy.

Young Adult Training Services	
Customers in Training	58
Customers in Workforce-Paid Internships	32
Customers Receiving GED Assistance	8
Total Served	103

Young Adults in Training	
Healthcare	Total - 58
Protective Service	
Community & Social Services	
Education & Training	
Installation, Maintenance & Repair	
Office & Administration Support	

ADULT & DISLOCATED WORKERS

Adult & Dislocated Worker Training Services	
Applications	339
Total Enrolled	245
Adult	343
Adult Statewide Grants	277
Dislocated Worker	69
Dislocated Worker Statewide Grants	60
Enrollment Rate	72.27%

Adult & Dislocated Workers - Training by Occupation	
Healthcare Practitioners	178
Transportation & Material Moving	56
Protective Service	12
Management	5
Business & Financial	3
Computer & Mathematical	3
Production	9
Architecture & Engineering	5
Installation, Maintenance & Repair	3
Construction and Extraction	1
Total	275
Total Rural Percentage	29%

REEMPLOYMENT SERVICES & ELIGIBILITY ASSESSMENT (RESEA) PROGRAM

The **RESEA program** is a federal grant program designed to provide intensive reemployment assistance to individuals who are receiving unemployment insurance (UI) benefits and are determined to be likely to exhaust their benefits before becoming reemployed.

Reemployment Services & Eligibility Assessment (RESEA) Program BCY 2025			
	RESEA Profile Pool Count	Initial RESEAs Completed	Completion Rate
Quarter 1			
WF Solutions Panhandle (Amarillo)	254	185	73%
WF Solutions Panhandle (Borger)	61	50	82%
Panhandle 1st Quarter Subtotal:	315	235	75%

NONCUSTODIAL PARENT CHOICES PROGRAM (NCP)

The *Temporary Assistance to Needy Families/Non-Custodial Parent Employment Services grant* provides case management and assists low-income unemployed or underemployed noncustodial parents who are behind on their child support payments and whose children are current or former recipients of public assistance. Clients are required to participate through a court order in Workforce work-related activities, including job search and job readiness, basic skills training, education, vocational training, and support services.

NCP Program	
Total NCP Customers Served	31
Establishment Cases	15
Enforcement Cases	16
Successfully Completed (6 months employed)	0
Obtained Employment	12
% Obtained Employment	38%

CHILDCARESERVICES

Our *Child Care/Formula and Federal Match grants* fund day care services for children from eligible families. Resources obtained from local contributors are required in order to access matching federal funds. Resources to purchase services for children in foster care are provided through our *Family and Protective Services grant*. The *Child Care/Quality Improvement grant* supports professional development for child care providers and staff. The *Child Care Automated Attendance* grant supports systems that link children’s attendance to provider payments.

CHILD CARE CLIENT SERVICES

Child Care Services	
Average number of children served daily	2,550
Families served in 2025	1,770
Children Served in a certified Texas Rising Star Center in 2025	2,065

CHILD CARE PROVIDER SERVICES

Workforce Solutions Panhandle is currently assisting families and providing services for 2,520 children. PRPC has agreements with 103 Child Care Providers to provide services to WSP customers throughout the Panhandle of which 74% are Texas Rising Star certified. Approximately 79% of the children served through WSP are enrolled in a Texas Rising Star certified program.

Child Care Provider Services	
Total Providers	103
TRS certified	74%
Providers who received initial TRS certification	10 2-Star =6 3-Star = 3 4-Star = 3
Provider staff that received Scholarships	69
New students	29%
Amount expended on Scholarships for teachers/directors	\$103,225

June 2025
Board Summary
Report
FINAL RELEASE
 As Originally Published
 8/8/2025



Year-to-Date
 Performance Periods

Status Summary

(Number of Measures)

Exceeding Performance (EX): 6
 Meeting Performance (MG, AR): 5
 Not Meeting Performance (NM): 2

% Meeting/Exceeding
 (EX, MG, AR): 84.62 %

Status Definitions:

EX: Exceeding Performance

MG: Meeting Performance

AR: Meeting Performance - At Risk*

NM: Not Meeting Performance

* In the bottom quarter of the
 Meeting Performance range.

Board 1. Panhandle

WIOA Outcome Measures	Status	% Cur Trgt	Cur Trgt	EOY Trgt	Cur Perf	1 Yr Prior	2 Yr Prior	Num	Den	Q1	Q2	Q3	Q4	From	To	Notes
Employed Q2 Post Exit - Adult (DOL)	MG	105.07%	83.00%	83.00%	87.21%	84.77%	85.03%	150	172	90.00%	89.89%	87.60%	87.21%	7/23	6/24	
Employed Q4 Post Exit - Adult (DOL)	MG	107.00%	80.10%	80.10%	85.71%	84.71%	80.75%	132	154	81.48%	84.62%	83.81%	85.71%	1/23	12/23	
Measurable Skills Gains - Adult (DOL)	MG	106.81%	69.70%	69.70%	74.45%	71.96%	62.20%	169	227	22.86%	61.36%	64.09%	74.45%	7/24	6/25	
Median Earnings Q2 Post Exit - Adult (DOL)	EX	125.62%	\$8,980.00	\$8,980.00	\$11,280.61	\$11,433.80	\$10,679.36	N/A	150	\$7,899.82	\$9,566.59	\$10,478.36	\$11,280.61	7/23	6/24	
Credential Rate - Adult (DOL)	MG	100.75%	81.70%	81.70%	82.31%	80.60%	81.70%	107	130	94.44%	87.50%	86.90%	82.31%	1/23	12/23	
Employed Q2 Post Exit - DW (DOL)	EX	117.00%	81.20%	81.20%	95.00%	82.69%	80.95%	19	20	100.00%	100.00%	100.00%	95.00%	7/23	6/24	
Employed Q4 Post Exit - DW (DOL)	EX	110.02%	80.40%	80.40%	88.46%	79.03%	81.71%	23	26	77.78%	78.57%	86.36%	88.46%	1/23	12/23	
Measurable Skills Gains - DW (DOL)	MG	100.00%	75.00%	75.00%	75.00%	71.43%	72.73%	6	8	0.00%	66.67%	71.43%	75.00%	7/24	6/25	
Median Earnings Q2 Post Exit - DW (DOL)	EX	150.02%	\$9,500.00	\$9,500.00	\$14,251.81	\$11,536.93	\$10,609.09	N/A	19	\$13,887.84	\$13,887.84	\$15,046.40	\$14,251.81	7/23	6/24	
Credential Rate - DW (DOL)	NM	88.24%	85.00%	85.00%	75.00%	73.81%	77.36%	15	20	83.33%	80.00%	76.47%	75.00%	1/23	12/23	
Employed/Enrolled Q2 Post Exit - Youth (DOL)	N/A	N/A	77.60%	77.60%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	7/23	6/24	4
Employed/Enrolled Q4 Post Exit - Youth (DOL)	N/A	N/A	75.50%	75.50%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1/23	12/23	4
Measurable Skills Gains - Youth (DOL)	N/A	N/A	64.30%	64.30%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	7/24	6/25	4
Median Earnings Q2 Post Exit - Youth (DOL)	N/A	N/A	\$5,200.00	\$5,200.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	7/23	6/24	4
Credential Rate - Youth (DOL)	N/A	N/A	77.10%	77.10%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1/23	12/23	4
Credential Rate - All C&T	EX	118.61%	71.00%	71.00%	84.21%	79.38%	81.42%	144	171	93.33%	88.57%	88.24%	84.21%	1/23	12/23	

Program Participation Measures	Status	% Cur Trgt	Cur Trgt	EOY Trgt	Cur Perf	1 Yr Prior	2 Yr Prior	Num	Den	Q1	Q2	Q3	Q4	From	To	Notes
Avg # Children Served Per Day - Combined	N/A	96.91%	2,653	2,653	2,571	2,305	2,161	501,322	195	2,613	2,577	2,571	-	10/24	6/25	3
Childcare Initial Job Search Success Rate	N/A	83.57%	56.91%	56.91%	47.56%	54.17%	42.24%	78	164	48.19%	48.53%	47.56%	-	6/24	2/25	6
Choices Full Engagement Rate - All Family Total	N/A	N/A	50.00%	50.00%	N/A	73.78%	60.01%	N/A	N/A	N/A	N/A	N/A	-	10/24	6/25	5

Notes

- Due to data issues related to the transition from TWIST to TWC3, performance for this measure has been suppressed.
- Methods for all Youth measures are being remediated to ensure accuracy.
- II3 is finalizing the visualization for this measure to ensure accuracy.
- This measure is in beta release and provided for informational purposes only.

June 2025 Board Summary Report FINAL RELEASE

As Originally Published
8/8/2025



Year-to-Date
Performance Periods

Board 1. Panhandle

Reemployment/Employer Engagement Measures	Status	% Cur Trgt	Cur Trgt	EOY Trgt	Cur Perf	1 Yr Prior	2 Yr Prior	Num	Den	Q1	Q2	Q3	Q4	From	To	Notes
Claimant Reemployment within 10 Weeks	EX	111.52%	60.00%	60.00%	66.91%	68.73%	66.96%	1,810	2,705	70.56%	67.18%	66.91%	-	7/24	3/25	
Employers Receiving Texas Talent Assistance	NM	66.80%	1,476	1,978	986	1,662	1,754	N/A	N/A	369	628	986	-	10/24	6/25	

Status Summary

(Number of Measures)

Exceeding Performance (EX): 6

Meeting Performance (MG, AR): 5

Not Meeting Performance (NM): 2

% Meeting/Exceeding

(EX, MG, AR): 84.62 %

Status Definitions:

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AR: Meeting Performance - At Risk*

NM: Not Meeting Performance

* In the bottom quarter of the

Meeting Performance range.

Notes

3. Due to data issues related to the transition from TWIST to TXC3, performance for this measure has been suppressed.
4. Methods for all Youth measures are being remediated to ensure accuracy.
5. I|3 is finalizing the visualization for this measure to ensure accuracy.
6. This measure is in beta release and provided for informational purposes only.

YTD JUNE 2025 Report

	Administration and Service Delivery Costs			Training and Support			Total		
	Total Budgeted	Total Expended	Percent Expended	Total Budgeted	Total Expended	Percent Expended	Total Budgeted	Total Expended	Percent Expended
GRANTS PROVIDING SERVICES TO LOW-INCOME ADULTS/YOUTH AND DISLOCATED WORKERS									
Workforce Innovation & Opportunity Act/Adult	636,310	475,947	75%	650,000	454,193	70%	1,286,310	930,141	72%
Workforce Innovation & Opportunity Act/Youth	555,414	335,384	60%	350,000	77,626	22%	905,414	413,011	46%
WIOA/Youth - Work Experience	-	-	0%	150,000	150,060	100%	150,000	150,060	100%
WIOA/DLW	616,125	457,238	74%	200,000	27,950	14%	816,125	485,188	59%
WIOA/Rapid Response	19,998	12,942	65%	-	-	0%	19,998	12,942	65%
Externship for Teachers	55,018	15,284	28%	50,000	-	0%	105,018	15,284	15%
RESEA	486,728	405,936	83%	-	-	0%	486,728	405,936	83%
Trade Adjustment Assistance	1,000	56	6%	9,000	3,896	43%	10,000	3,952	40%
GRANTS PROVIDING SERVICE TO PUBLIC ASSISTANCE RECIPIENTS, NON-CUSTODIAL PARENTS AND OFFENDERS									
TANF/CHOICES	783,140	550,618	70%	85,000	66,049	78%	868,140	616,668	71%
TANF Summer Youth Project	-	-	0%	100,000	-	0%	100,000	-	0%
TANF Career Coach/Educ Outreach Specialist	75,000	82,143	110%	-	-	0%	75,000	82,143	110%
Temporary Assistance to Needy Families/NCP	135,649	102,707	76%	20,000	6,632	33%	155,649	109,339	70%
SNAP/Employment & Training - Gen Pop	165,835	129,705	78%	50,000	27,173	54%	215,835	156,878	73%
GRANTS PROVIDING CHILD CARE SERVICES TO LOW-INCOME FAMILIES AND OTHER ASSISTANCE TO CHILD CARE PROVIDERS									
Child Care Formula	2,503,067	1,795,796	72%	18,500,000	13,405,519	72%	21,003,067	15,201,314	72%
Child Care Match	-	-	0%	1,500,000	522,536	35%	1,500,000	522,536	35%
Child Care Quality Improvement	110,000	80,979	74%	1,039,399	288,133	28%	1,149,399	369,112	32%
Child Care Quality Mentor	478,650	382,759	80%	-	-	0%	478,650	382,759	80%
Child Care Quality Community Meeting	3,500	-	0%	-	-	0%	3,500	-	0%
CC Quality CFQ	-	-	0%	709,399	279,185	39%	709,399	279,185	39%
CCP - Family and Protective Services	37,500	26,866	72%	712,500	537,315	75%	750,000	564,181	75%
GRANTS PROVIDING SUPPORT FOR WORKFORCE CENTER OPERATIONS AND FACILITIES									
Wagner-Peyser Employment Service	80,087	54,815	68%	-	-	0%	80,087	54,815	68%
Veterans Employment Service	10,194	7,001	69%	-	-	0%	10,194	7,001	69%
GRANTS PROVIDING SUPPORT FOR TEXAS WORKFORCE COMMISSION SPECIAL INITIATIVES AND OTHER PROJECTS									
WCI - TVLP	3,057	2,254	74%	-	-	0%	3,057	2,254	74%
WCI - Youth Career Fair	35,000	30,008	86%	-	-	0%	35,000	30,008	86%
WCI - Foster Youth Conference	1,212	-	0%	-	-	0%	1,212	-	0%
WCI - Hiring Red, White and You!	1,650	1,650	100%	-	-	0%	1,650	1,650	100%
Summer Earn & Learn	-	13,380	0%	-	-	0%	-	13,380	0%
Hireability Navigator	105,000	110,381	105%	-	-	0%	105,000	110,381	105%
VR Infrastructure Support Services Contract	209,165	-	0%	-	-	0%	209,165	-	0%
High Demand Job Training - Dalhart	150,000	4,257	3%	-	-	0%	150,000	4,257	3%
TOTAL	7,258,299	5,078,104	70%	24,125,298	15,846,270	66%	31,383,597	20,924,374	67%

Panhandle Child Care Funding Update BCY25 & BCY26

1: BCY'25 Child Care Allocation Deferral

Boards who have under expended in BCY'25 would like to retain unexpended balances, so they may use these funds to meet the child care needs of families within their workforce area. In order to do this, the Child Care & Early Learning Division (CC&EL) is recommending that the Texas Workforce Commission's three-member Commission (Commission), allow Boards to defer a portion of their BCY'25 child care allocation into their BCY'26 child care allocation.

This allocation deferral is being considered under the Commission's rules, [§800.76. Voluntary Deobligation of Funds](#) , and [§800.77. Reallocation of Funds](#). The Panhandle staff have requested a voluntary deobligation, and reallocation of funds (allocation deferral of Child Care Funds (CCF) from BCY'25 to BCY'26):

- Panhandle \$2,300,000

2: BCY'25 Performance Targets

With the reduction in BCY'25 child care funds, CC&EL recommends the following changes to the Board's BCY'25 contracted target:

Board	Original BCY'25 CCS Target	New BCY'25 CCS Target
Panhandle	2,653	2,307

4: BCY'26 Performance Targets

CC&EL recommends that 100 percent of the allocation deferral amount be used in the calculation of the average children per day, with no additional funds being set-aside for administration and operational costs. With the increase in BCY'26 child care funds, CC&EL recommends the following changes to the Board's BCY'26 contracted target:

Board	Original BCY'26 CCS Target	New BCY'26 CCS Target
Panhandle	2,615	2,929

TWC staff will make these recommendations for the Commission's consideration at their 9/2/25 Commission Meeting.



6. WDB-(7)

PRPC Workforce Development Program Budget

WORKFORCE DEVELOPMENT PROGRAM GOAL STATEMENT AND TOTAL PROGRAM BUDGET

WORKFORCE DEVELOPMENT PROGRAM GOAL STATEMENT

The goal of the Workforce Development Program is to support the Workforce Development Consortium's Governing Body and the Panhandle Workforce Development Board in developing and implementing an employment and training system that supports the economic prosperity of the region by assisting local employers with finding and developing the talent they need, and by investing in skills development that can increase workers' career opportunities and self-sufficiency.

TOTAL WORKFORCE DEVELOPMENT PROGRAM BUDGET

BUDGETED EXPENDITURES

Personnel	\$884,383
Contract Services	123,141
Travel	44,414
Direct Internal Services	456,595
Other Direct Program Exp.	639,737
Indirect Costs	213,619
Equipment	29,257
Pass Through	<u>26,221,801</u>

ANTICIPATED REVENUES BY SOURCE

GRANTS & GOVERNMENTAL CONTRACTS

Federal Grants Through State	\$27,575,734
Texas State Grants	750,000

REGIONAL FUNDS

Contract Service Fees	<u>287,203</u>
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**TOTAL BUDGETED
EXPENDITURES** **\$ 28,612,937**

**TOTAL ANTICIPATED
REVENUE** **\$28,612,937**



CHILD CARE WORK PROGRAM AND EXPENDITURE BUDGET

2026 WORK PROGRAM

OBJECTIVE

To provide administrative support necessary to ensure the provision of quality child care subsidies to eligible low-income families, to promote children's healthy development and safety, improve the quality of child care and provide support for parents who are working or in training or education.

PRIMARY WORK TASKS

1. Prepare the FY26 plan and budget.
2. Coordinate activities and provide administrative support to the Panhandle Workforce Development Board and Panhandle Workforce Development Consortium's Governing Body.
3. Conduct child care provider claims processing for disbursement.
4. Develop local program policies and procedures.
5. Oversight of the delivery of child care services by the procured child care contractor.
6. Ensure compliance with client eligibility for services requirements under all federal, state and local regulations, policies and directives.
7. Secure agreements for the purpose of obtaining additional federal funds for additional child care services through a "local match" process where local entities agree to contribute funds or certify their allowable child care expenditures.

PRINCIPLE PERFORMANCE MEASURES

1. Submission of FY26 plan and budget.
2. Conduct a minimum of 4 Workforce Board and Governing Body meetings.
3. Submit approved child care reports through the State's data collection system biweekly.
4. Issuance of local program policies and procedures.
5. Review and analyze TWC's monthly performance and expenditure reports and take appropriate action related to the "number of children served" per day.
6. Conduct at a minimum of 2 internal monitoring reviews of child care case files during the year each followed by technical assistance for resolution of related compliance issues and provision of staff training as needed.
7. Meet the Texas Workforce Commission's minimum local match requirement of \$644,932 for the Panhandle in order to receive the funds.

IMPLEMENTATION SCHEDULE

October 1, 2025 – September 30, 2026

HUMAN RESOURCE REQUIREMENT

4.330 Full-time equivalent

2026 EXPENDITURE BUDGET

PERSONNEL

Salaries	\$304,579
Fringe Benefits	152,289

CONTRACT SERVICES

Contract Services	56,551
-------------------	--------

TRAVEL

Out-of-Region Travel	17,910
Conference Registration	1,791

DIRECT INTERNAL SERVICES

Accounting Services	171,352
Copy Services	7,387
Human Resources Management	7,051
Information Technology	9,941
Office Space	33,855
Reception/Telecommunications	8,760
Vehicle Pool	150

OTHER DIRECT

PROGRAM EXPENSES

Office Supplies	1,771
Rent	152,040
Membership Fees/Dues	1,550
Postage & Freight	1,332
Advertisements	1,065
Other Expense	1,607

INDIRECT PROGRAM EXPENSES

Indirect	91,494
----------	--------

EQUIPMENT EXPENSES

Equipment	6,927
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PASS THROUGH EXPENSES

Pass Through	<u>21,649,978</u>
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TOTAL PROJECT BUDGET \$22,679,380



CHILD CARE QUALITY IMPROVEMENT WORK PROGRAM AND EXPENDITURE BUDGET

2026 WORK PROGRAM

2026 EXPENDITURE BUDGET

OBJECTIVE

To provide the administrative support necessary to implement child care quality improvement activities throughout the region. Quality improvement activities may include but are not limited to providing mentoring services to directors of child care facilities, providing consumer information to parents regarding the selection of quality child care, providing parenting education information, professional development for child care providers, directors, and employees, and providing educational materials for children served by child care providers.

PRIMARY WORK TASKS

1. Compile and submit all required reports to the funding agency.
2. Develop local program policies and procedures.
3. Ensure the subcontractor confers priority with regard to quality child care initiatives benefitting child care facilities that are working toward Texas Rising Star (TRS) Certification or are existing TRS providers working toward a higher star level.
4. Monitor and evaluate the performance of the contractor with regard to the provision of child care quality activities as required by funding agency.
5. Confirm that the subcontractor adheres to all Federal, state and local regulations, policies, and directives.

PRINCIPLE PERFORMANCE MEASURES

1. Submission of quarterly progress reports and other reports as requested by funding agency.
2. Issuance of local program policies and procedures.
3. Conducts quarterly reviews of child care quality activities facilitated by the subcontractor to ensure that priority of service is given to child care facilities that are working toward TRS certification or are existing TRS providers working toward a higher star level.
4. Review of financial and program reports submitted in writing to PRPC Workforce Development staff on a quarterly basis regarding the performance of child care quality initiatives.
5. Conduct at a minimum of 2 internal monitoring reviews of quality child care activities during the year, each followed by technical assistance for resolution of related compliance issues and provision of staff training as needed.

IMPLEMENTATION SCHEDULE

October 1, 2025 – September 30, 2026

HUMAN RESOURCE REQUIREMENT

0.000 Full-time equivalent (tasks conducted under this project supported by other Workforce Development Programs & Expenditure Budgets).

PERSONNEL

\$0

CONTRACT SERVICES

0

TRAVEL

Out of Region Travel 689

DIRECT INTERNAL SERVICES

0

OTHER DIRECT PROGRAM EXPENSES

0

INDIRECT PROGRAM EXPENSES

Indirect 72

EQUIPMENT EXPENSES

922

PASS THROUGH EXPENSES

Pass Through 1,738,398

TOTAL PROJECT BUDGET\$1,740,081

REEMPLOYMENT SERVICES AND ELIGIBILITY ASSESSMENT (RESEA) WORK PROGRAM AND EXPENDITURE BUDGET

2026 WORK PROGRAM

OBJECTIVE

To provide administrative support necessary to ensure claimants most likely to exhaust UI benefits with personalized reemployment services. RESEA provides these claimants with array of resources and services including enrollment in the WIOA – Dislocated Worker programs.

PRIMARY WORK TASKS

1. Prepare the FY26 plan and budget.
2. Coordinate activities and provide administrative support to the Panhandle Workforce Development Board and Panhandle Workforce Development Consortium's Governing Body.
3. Develop local program policies and procedures.
4. Oversight of the delivery of RESEA services by the procured service delivery contractor.

PRINCIPLE PERFORMANCE MEASURES

1. Submission of FY26 plan and budget.
2. Conduct a minimum of 4 Workforce Board and Governing Body meetings.
3. Issuance of local program policies and procedures.
4. Review and analyze TWC's monthly performance reports and take appropriate actions related to 2 reemployment and employer engagement measures.

IMPLEMENTATION SCHEDULE

October 1, 2025 - September 30, 2026

HUMAN RESOURCE REQUIREMENT

0.370 Full-time equivalent

2026 EXPENDITURE BUDGET

PERSONNEL

Salaries	\$25,940
Fringe Benefits	12,970

CONTRACT SERVICES

Contract Services	11,622
-------------------	--------

TRAVEL

In-Region Travel	142
Out-of-Region Travel	3,681
Conference Registration	368

DIRECT INTERNAL SERVICES

Accounting Services	7,073
Copy Services	1,518
Human Resources Management	602
Information Technology	849
Office Space	4,491
Reception/Telecommunications	749
Vehicle Pool	32

OTHER DIRECT

PROGRAM EXPENSES

Office Supplies	364
Rent	22,345
Membership Fees/Dues	319
Postage & Freight	274
Advertisements	219
Other Expense	330

INDIRECT PROGRAM EXPENSES,

Indirect	9,156
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EQUIPMENT EXPENSES

Equipment	2,919
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PASS THROUGH EXPENSES

Pass Through	266,808
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TOTAL PROJECT BUDGET \$372,770



SUPPLEMENTAL NUTRITION ASSISTANCE WORK PROGRAM AND EXPENDITURE BUDGET

2026 WORK PROGRAM

OBJECTIVE

To provide administrative support necessary to ensure that eligible supplemental nutrition assistance recipients receive services and support to help them enter and retain employment, and become self-sufficient.

PRIMARY WORK TASKS

1. Prepare the FY26 plan and budget.
2. Coordinate activities and provide administrative support to the Panhandle Workforce Development Board and Panhandle Workforce Development Consortium's Governing Body.
3. Ensure that Contractor conducts outreach to 100% of the Able-Bodied Adults without Dependents (ABAWD) who receive Supplemental Nutrition Assistance Program (SNAP) benefits.
4. Ensure the Contractor gives priority of service to the ABAWD population.
5. Oversight of the delivery of services by the procured Service Delivery Contractor.
6. Monitor and evaluate the performance of the contractor with regard to the provision of SNAP services as required by the funding agency.

PRINCIPLE PERFORMANCE MEASURES

1. Submission of FY26 plan and budget.
2. Conduct a minimum of 4 Workforce Board and Governing Body meetings.
3. Review monthly outreach reports, resolution of related compliance issues through Technical Assistance and provision of staff training as needed.
4. Issuance of local program policies and procedures.
5. Ensure the TWC's required monthly performance of "outreach within 10 days" is met.
6. Conduct at a minimum of 2 internal monitoring reviews of all SNAP services during the year, followed by technical assistance for resolution of related compliance issues a provision of staff training as needed.

IMPLEMENTATION SCHEDULE

October 1, 2025 - September 30, 2026

HUMAN RESOURCE REQUIREMENT

0.210 Full-time equivalent

2026 EXPENDITURE BUDGET

PERSONNEL

Salaries	\$14,379
Fringe Benefits	7,189

CONTRACT SERVICES

Contract Services	2,855
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TRAVEL

In-Region Travel	35
Out-of-Region Travel	904
Auto Expense	8
Conference Registration	90

DIRECT INTERNAL SERVICES

Accounting Services	3,365
Copy Services	373
Human Resources Management	342
Information Technology	482
Office Space	1,610
Reception/Telecommunications	425
Vehicle Pool	8

OTHER DIRECT PROGRAM EXPENSES

Office Supplies	89
Rent	7,663
Membership Fees/Dues	78
Postage & Freight	67
Advertisements	54
Other Expense	81

INDIRECT PROGRAM EXPENSES

Indirect	3,910
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EQUIPMENT EXPENSES

Equipment	1,609
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PASS THROUGH EXPENSES

Pass Through	<u>118,609</u>
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TOTAL PROJECT BUDGET \$164,227

TEMPORARY ASSISTANCE TO NEEDY FAMILIES - CHOICES WORK PROGRAM AND EXPENDITURE BUDGET

2026 WORK PROGRAM

OBJECTIVE

To provide administrative support necessary to ensure that eligible temporary assistance to needy families (TANF) applicants and recipients receive services and support to help them improve their basic and occupational skills, enter and retain employment and become self-sufficient.

PRIMARY WORK TASKS

1. Prepare the FY26 plan and budget.
2. Coordinate activities and provide administrative support to the Panhandle Workforce Development Board and Panhandle Workforce Development Consortium's Governing Body.
3. Develop program policies and procedures.
4. Oversight of the delivery of Temporary Assistance to Needy Families (TANF)/CHOICES program services by the procured service delivery contractor.
5. Monitor and evaluate the performance of the contractor with regard to the provision of TANF/CHOICES services as required by the funding agency.

PRINCIPLE PERFORMANCE MEASURES

1. Submission of FY26 plan and budget.
2. Conduct a minimum of 4 Workforce Board and Governing Body meetings.
3. Issuance of local program policies and procedures.
4. Ensure the Workforce Development Board's required performance measures of program participants are met.
5. Conduct at a minimum of 2 monitoring reviews of TANF/CHOICES services during the year, each followed by technical assistance for resolution of related compliance issues and provision of staff training as needed.

IMPLEMENTATION SCHEDULE

October 1, 2025 - September 30, 2026

HUMAN RESOURCE REQUIREMENT

0.710 Full-time equivalent

2026 EXPENDITURE BUDGET

PERSONNEL

Salaries	\$44,111
Fringe Benefits	24,055

CONTRACT SERVICES

Contract Services	17,847
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TRAVEL

In-Region Travel	271
Out-of-Region Travel	5,652
Conference Registration	565

DIRECT INTERNAL SERVICES

Accounting Services	34,532
Copy Services	2,331
Human Resources Management	1,156
Information Technology	1,630
Office Space	7,587
Reception/Telecommunications	1,436
Vehicle Pool	50

OTHER DIRECT

PROGRAM EXPENSES

Office Supplies	559
Rent	62,018
Membership Fees/Dues	489
Postage & Freight	420
Advertisements	336
Other Expense	507

INDIRECT PROGRAM EXPENSES

Indirect	20,758
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EQUIPMENT EXPENSES

Equipment	8,747
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PASS THROUGH EXPENSES

Pass Through	<u>772,889</u>
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TOTAL PROJECT BUDGET \$1,011,895



TEMPORARY ASSISTANCE TO NEEDY FAMILIES – CHOICES NON-CUSTODIAL PARENT EMPLOYMENT WORK PROGRAM AND EXPENDITURE BUDGET

2026 WORK PROGRAM

OBJECTIVE

To provide administrative support necessary to ensure that non-custodial parents, who have an open Office of the Attorney General (OAG) case; and have been court-ordered to enroll in the NCP workforce program, receive services and support to help them improve their basic and occupational skills, enter and retain employment, become self-sufficient, and fulfill their child support responsibilities.

PRIMARY WORK TASKS

1. Prepare the FY26 plan and budget.
2. Coordinate activities and provide administrative support to the Panhandle Workforce Development Board and Panhandle Workforce Development Consortium's Governing Body.
3. Participate in monthly Non-Custodial Parent (NCP) meeting with the OAG and Service Delivery Contractor staff to discuss issues related to participants' progress in the program.
4. Compile and submit all required reports to funding sources.
5. Develop local program policies and procedures.
6. Monitor and evaluate the performance of the contractor with regard to the provision of Temporary Assistance to Needy Families – Choices Non-Custodial Parent program services as required by funding agency.

PRINCIPLE PERFORMANCE MEASURES

1. Submission of FY26 plan and budget.
2. Conduct a minimum of 4 Workforce Board and Governing Body meetings.
3. Attend 12 monthly Non-Custodial Parent (NCP) meetings with the OAG and Service Delivery Contractor staff.
4. Submission of 12 monthly Progress reports and supporting documents.
5. Issuance of local program policies and procedures.
6. Conduct at a minimum of 2 monitoring reviews of TANF/CHOICES-NCP services during the year, followed by technical assistance for resolution of related compliance issues and provision of staff training as needed

IMPLEMENTATION SCHEDULE

October 1, 2025 - September 30, 2026

HUMAN RESOURCE REQUIREMENT

0.205 Full-time equivalent

2026 EXPENDITURE BUDGET

PERSONNEL

Salaries	\$14,046
Fringe Benefits	7,023

CONTRACT SERVICES

Contract Services	2,284
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TRAVEL

In-Region Travel	28
Out-of-Region Travel	723
Auto Expense	6
Conference Registration	72

DIRECT INTERNAL SERVICES

Accounting Services	1,523
Copy Services	298
Human Resources Management	334
Information Technology	471
Office Space	1,426
Reception/Telecommunications	415
Vehicle Pool	6

OTHER DIRECT

PROGRAM EXPENSES

Office Supplies	72
Rent	7,219
Membership Fees/Dues	63
Postage & Freight	54
Advertisements	43
Other Expense	65

INDIRECT PROGRAM EXPENSES

Indirect	3,520
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EQUIPMENT EXPENSES

Equipment	3,094
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PASS THROUGH EXPENSES

Pass Through	115,025
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TOTAL PROJECT BUDGET \$157,810



VETERANS EMPLOYMENT SERVICES WORK PROGRAM AND EXPENDITURE BUDGET

2026 WORK PROGRAM

2026 EXPENDITURE BUDGET

OBJECTIVE

To provide for the co-location of Texas Veterans Commission (TVC) employees serving veterans at the Amarillo workforce center.

PRIMARY WORK TASKS

1. Promote and support the integration of workforce services provided to veterans by state and contractor staffs.
2. Compile and submit all required reports to funding source.

PRINCIPLE PERFORMANCE MEASURES

1. Co-location of 1 TVC employee at the Amarillo workforce center.
2. Submission of Budget Worksheet and Final Expenditure Report as requested by Texas Veterans Commission (TVC).

IMPLEMENTATION SCHEDULE

October 1, 2025 - September 30, 2026

HUMAN RESOURCE REQUIREMENT

0.000 Full-time equivalent.

PERSONNEL

\$ 0

CONTRACT SERVICES

0

TRAVEL

0

DIRECT INTERNAL SERVICES

0

OTHER DIRECT PROGRAM EXPENSES

Rent 5,113

INDIRECT PROGRAM EXPENSES

Indirect 537

EQUIPMENT EXPENSES

Equipment 0

PASS THROUGH EXPENSES

Pass Through 1,005

TOTAL PROJECT BUDGET \$6,655



WAGNER-PEYSER EMPLOYMENT SERVICES WORK PROGRAM AND EXPENDITURE BUDGET

2026 WORK PROGRAM

2026 EXPENDITURE BUDGET

OBJECTIVE

To provide for the co-location of Texas Workforce Commission (TWC) employees providing labor-exchange services to employers and job seekers at the area's workforce centers and to fund additional TWC initiatives.

PRIMARY WORK TASKS

1. Arrange for office space and related services for TWC employees at the area's workforce centers.
2. Promote and support the coordination of TWC employees and Contractor staff to ensure services are provided to employers and job seekers to meet performance requirements.
3. Participate in community coordination efforts to serve employers and job seekers.
4. Participate in community coordination efforts to promote the hiring of veterans.

PRINCIPLE PERFORMANCE MEASURES

1. Negotiation and execution of a contract and oversight of its implementation to co-locate staff at the area's workforce centers.
2. Ensure the Texas Workforce Commission's "Employer's Receiving Workforce Assistance" performance measures are met.
3. Co-sponsor a minimum of 2 regional job fairs and 36 hiring events.
4. Host an annual local Hiring Red, White and You! veteran job fair in the Panhandle.

IMPLEMENTATION SCHEDULE

October 1, 2025 - September 30, 2026

HUMAN RESOURCE REQUIREMENT

0.000 Full-time equivalent

PERSONNEL

Salaries	\$2,760
Fringe Benefits	1,380

CONTRACT SERVICES

0

TRAVEL

0

DIRECT INTERNAL SERVICES

Accounting Services	7,393
Human Resources Management	41
Information Technology	57
Office Space	128
Reception/Telecommunications	51

OTHER DIRECT

PROGRAM EXPENSES

Rent	0
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INDIRECT PROGRAM EXPENSES

Indirect	9,424
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EQUIPMENT EXPENSES

Equipment	399
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PASS THROUGH EXPENSES

Pass Through	15,964
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TOTAL PROJECT BUDGET \$37,597



WORKFORCE INNOVATION AND OPPORTUNITY ACT - ADULT WORK PROGRAM AND EXPENDITURE BUDGET

2026 WORK PROGRAM

2026 EXPENDITURE BUDGET

OBJECTIVE

To provide administrative support necessary to ensure that eligible adults, who meet the priority standards, receive individualized career and training services, including supportive services, in order to prepare them for jobs in high demand occupations throughout the region. The delivery of these services enhances the skills, education, and literacy levels of individual adults which subsequently leads to better employment opportunities, job retention and higher earning potential.

PRIMARY WORK TASKS

1. Prepare the FY26 plan and budget.
2. Coordinate activities and provide administrative support to the Panhandle Workforce Development Board and Panhandle Workforce Development Consortium's Governing Body.
3. Develop local program policies and procedures.
4. Oversight of the delivery of adult services by the procured service delivery contractor.
5. Confirm that the subcontractor adheres to all Federal, state and local regulations, policies, and directives.

PRINCIPLE PERFORMANCE MEASURES

1. Submission of FY26 plan and budget.
2. Conduct a minimum of 4 Workforce Board and Governing Body meetings.
3. Issuance of local program policies and procedures.
4. Review and analyze TWC's Monthly performance reports and take appropriate actions related to the 5 adult and 3 all participant WIOA outcome measures.
5. Conduct at a minimum of 2 monitoring reviews of WIOA-Adult activities during the year followed by technical assistance for resolution of related compliance issues and provision of staff training as needed.

IMPLEMENTATION SCHEDULE

October 1, 2025 - September 30, 2026

HUMAN RESOURCE REQUIREMENT

0.930 Full-time equivalent

PERSONNEL

Salaries	\$58,247
Fringe Benefits	29,123

CONTRACT SERVICES

Contract Services	11,422
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TRAVEL

In-Region Travel	139
Out-of-Region Travel	3,617
Conference Registration	362

DIRECT INTERNAL SERVICES

Accounting Services	30,450
Copy Services	1,492
Human Resources Management	1,118
Information Technology	1,577
Office Space	6,103
Reception/Telecommunications	1,389
Vehicle Pool	32

OTHER DIRECT

PROGRAM EXPENSES

Office Supplies	358
Rent	44,304
Membership Fees/Dues	313
Postage & Freight	269
Advertisements	251
Other Expense	325

INDIRECT PROGRAM EXPENSES

Indirect	19,075
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EQUIPMENT EXPENSES

Equipment	1,264
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PASS THROUGH EXPENSES

Pass Through	469,121
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TOTAL PROJECT BUDGET \$680,314



WORKFORCE INNOVATION AND OPPORTUNITY ACT – DISLOCATED WORKER WORK PROGRAM AND EXPENDITURE BUDGET

2026 WORK PROGRAM

OBJECTIVE

To provide administrative support necessary to ensure that eligible dislocated workers, who have become unemployed through “no-fault of their own,” receive services and support to help them improve their basic and occupational skills, enter and retain employment and become self-sufficient.

PRIMARY WORK TASKS

1. Prepare the FY26 plan and budget.
2. Coordinate activities and provide administrative support to the Panhandle Workforce Development Board and Panhandle Workforce Development Consortium's Governing Body.
3. Develop local program policies and procedures.
4. Oversight of the delivery of dislocated worker services by the procured service delivery contractor.
5. Provide oversight in planning and delivery of WIOA “Rapid Response” services which include early intervention activities designed to enable dislocated workers to transition to new employment following either a plant closure, mass layoff, or a natural or other disaster.
6. Confirm that the subcontractor adheres to all Federal, state and local regulations, policies, and directives.

PRINCIPLE PERFORMANCE MEASURES

1. Submission of FY26 plan and budget.
2. Conduct a minimum of 4 Workforce Board and Governing Body meetings.
3. Issuance of local program policies and procedures.
4. Review and analyze TWC's monthly performance reports and take appropriate action related to the 5 dislocated worker and 3 all participant WIOA outcome measures.
5. Review staff reports of Rapid Response services and activities provided to Rapid Response participants.
6. Conduct at a minimum of 2 monitoring reviews of WIOA-DLW activities during the year, followed by technical assistance for resolution of related compliance issues and provision of staff training as needed.

IMPLEMENTATION SCHEDULE

October 1, 2025 - September 30, 2026

HUMAN RESOURCE REQUIREMENT

0.570 Full-time equivalent

2026 EXPENDITURE BUDGET

PERSONNEL

Salaries	\$59,670
Fringe Benefits	29,836

CONTRACT SERVICES

Contract Services	10,585
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TRAVEL

In-Region Travel	129
Out-of-Region Travel	3,346
Conference Registration	335

DIRECT INTERNAL SERVICES

Accounting Services	35,427
Copy Services	1,380
Human Resources Management	1,142
Information Technology	1,611
Office Space	5,953
Reception/Telecommunications	1,136
Vehicle Pool	28

OTHER DIRECT

PROGRAM EXPENSES

Office Supplies	331
Rent	47,036
Membership Fees/Dues	290
Postage & Freight	249
Advertisements	199
Other Expense	300

INDIRECT PROGRAM EXPENSES

Indirect	19,857
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EQUIPMENT EXPENSES

Equipment	1,624
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PASS THROUGH EXPENSES

Pass Through	545,609
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TOTAL PROJECT BUDGET\$766,336

WORKFORCE INNOVATION AND OPPORTUNITY ACT - YOUTH WORK PROGRAM AND EXPENDITURE BUDGET

2026 WORK PROGRAM

OBJECTIVE

To provide administrative support necessary to ensure that eligible youth and young adults, ages 14-24, who face barriers to employment, beginning with career exploration and guidance, continued support for educational attainment, opportunities for skills training in in-demand industries and occupations.

PRIMARY WORK TASKS

1. Prepare the FY26 plan and budget.
2. Coordinate activities and provide administrative support to the Panhandle Workforce Development Board and Panhandle Workforce Development Consortium's Governing Body.
3. Develop local program policies and procedures.
4. Oversight of the delivery of youth services by the procured service delivery contractor.
5. Confirm that the subcontractor adheres to all federal, state and local regulations, policies, and directives.

PRINCIPLE PERFORMANCE MEASURES

1. Submission of FY26 plan and budget.
2. Conduct a minimum of 4 Workforce Board and Governing Body meetings.
3. Issuance of local program policies and procedures.
4. Review and analyze TWC's monthly performance reports and take appropriate actions related to 5 youth and 3 all participant WIOA outcome measures.
5. Conduct at a minimum of 2 monitoring reviews of WIOA-Youth activities during the year, followed by technical assistance for resolution of related compliance issues and provision of staff training as needed.

IMPLEMENTATION SCHEDULE

October 1, 2025 - September 30, 2026

HUMAN RESOURCE REQUIREMENT

0.450 Full-time equivalent

2026 EXPENDITURE BUDGET

PERSONNEL

Salaries	\$48,107
Fringe Benefits	24,054

CONTRACT SERVICES

Contract Services	9,994
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TRAVEL

In-Region Travel	122
Out-of-Region Travel	3,165
Conference Registration	317

DIRECT INTERNAL SERVICES

Accounting Services	30,125
Copy Services	1,305
Human Resources Management	915
Information Technology	1,290
Office Space	5,172
Reception/Telecommunications	1,136
Vehicle Pool	28

OTHER DIRECT

PROGRAM EXPENSES

Office Supplies	313
Rent	19,775
Membership Fees/Dues	274
Postage & Freight	236
Advertisements	188
Other Expense	284

INDIRECT PROGRAM EXPENSES,

Indirect	14,520
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EQUIPMENT EXPENSES

Equipment	623
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PASS THROUGH EXPENSES

Pass Through	489,692
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TOTAL PROJECT BUDGET	<u>\$651,634</u>
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TEXAS WORKFORCE COMMISSION – SPECIAL INITIATIVES (TRADE ADJUSTMENT ASSISTANCE, WORKFORCE COMMISSION INITIATIVES) WORK PROGRAM AND EXPENDITURE BUDGET

2026 WORK PROGRAM

OBJECTIVE

To provide administrative support necessary to implement Texas Workforce Commission (TWC) Special Initiatives throughout the region. These include workforce development activities that support the delivery of services to workers and employers.

PRIMARY WORK TASKS

1. Compile and submit all required reports to the funding agency.
2. Ensure oversight of grant expenditures and activities facilitated by the Service Delivery Contractor and the Board.
3. Oversight of the delivery of Special Initiatives by the procured service delivery contractor and the Board.

PRINCIPLE PERFORMANCE MEASURES

1. Submission of a minimum of 4 reports for WCI and any other reports as requested by funding agency.
2. Conduct quarterly reviews of the process reports, grant expenditures, and activities facilitated by the Service Delivery Contractor and the Board.
3. Review of financial and program reports submitted verbally or in writing to PRPC Workforce Development staff on a quarterly basis regarding the performance of the initiatives.

IMPLEMENTATION SCHEDULE

October 1, 2025 - September 30, 2026

HUMAN RESOURCE REQUIREMENT

0.000 Full-time equivalent (tasks conducted under this project supported by other Workforce Development Programs and Expenditure Budgets).

2026 EXPENDITURE BUDGET

PERSONNEL

\$ 0

CONTRACT SERVICES

0

TRAVEL

0

DIRECT INTERNAL SERVICES

Accounting Services	1,312
Vehicle Pool	233

OTHER DIRECT PROGRAM EXPENSES

Rent	2,495
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INDIRECT PROGRAM EXPENSES.

Indirect	424
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EQUIPMENT EXPENSES

0

PASS THROUGH EXPENSES

Pass Through	<u>59,226</u>
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TOTAL PROJECT BUDGET \$63,690



VOCATIONAL REHABILITATION CONTRACTS (SUMMER EARN AND LEARN, STUDENT HIREABILITY NAVIGATOR PROGRAM AND VOCATIONAL REHABILITATION CO-LOCATION) WORK PROGRAM AND EXPENDITURE BUDGET

2026 WORK PROGRAM

OBJECTIVE

To provide administrative support necessary to implement Texas Workforce Commission Vocational Rehabilitation initiatives throughout the region. These include workforce development activities that support the delivery of services to workers with disabilities and employers.

PRIMARY WORK TASKS

1. Coordinate activities and provide administrative support to the Panhandle Workforce Development Board and Panhandle Workforce Development Consortium's Governing Body.
2. Coordinate the integration between Texas Workforce Com. Vocational Rehabilitation and Panhandle Workforce Solutions.
3. Compile and submit all required reports and invoices to funding sources.

PRINCIPLE PERFORMANCE MEASURES

1. Conduct a minimum of 4 Workforce Board and Governing Body meetings.
2. Submit invoices required for Vocational Rehabilitation department co-location to the Vocational Rehabilitation department of the Texas Workforce Commission.
3. Submit invoices and reports required for Summer Earn and Learn (SEAL), and Student Hireability Navigator to the Vocational Rehabilitation department of the Texas Workforce Commission.

IMPLEMENTATION SCHEDULE

October 1, 2025 - September 30, 2026

HUMAN RESOURCE REQUIREMENT

0.200 Full-time equivalent

2026 EXPENDITURE BUDGET

PERSONNEL

Salaries	\$13,750
Fringe Benefits	6,875

CONTRACT SERVICES

0

TRAVEL

0

DIRECT INTERNAL SERVICES

Accounting Services	2,603
Human Resources Management	326
Information Technology	459
Office Space	884
Reception/Telecommunications	405

OTHER DIRECT

PROGRAM EXPENSES

Rent	175,548
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INDIRECT PROGRAM EXPENSES,

Indirect	20,872
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EQUIPMENT EXPENSES

Equipment	1,130
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PASS THROUGH EXPENSES

Pass Through	<u>57,695</u>
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TOTAL PROJECT BUDGET \$280,548





6. WDB-(8)

Board Monitoring Report



MEMORANDUM

DATE: August 27, 2025

TO: Members of the Panhandle Workforce Development Board and the Panhandle Workforce Development Consortium's Governing Body

FROM: Marin Rivas, Workforce Development Director

SUBJECT: Report on Monitoring Reviews

In its role as administrative and fiscal agent for the Panhandle Workforce Development Board (PWDB), the Panhandle Regional Planning Commission (PRPC) is required to oversee administration, and fiscal and program monitoring, for the delivery of Workforce Development Services and Child Care Services, under the Panhandle Workforce Development Area (PWDA) Service Delivery System Contract.

Fiscal and Program Monitoring activities conducted by the Texas Workforce Commission (TWC), Health and Human Services Commission (HHSC), the external fiscal monitor, and the Board's internal program monitor include: reviewing records and supporting documentation, reporting the results of those reviews, and providing recommendations for actions to resolve instances of non-compliance with the One-Stop Service Delivery System Contract requirements.

The current Contractor, Huxford Group, LLC., assists individuals with opportunities to achieve and sustain self-sufficiency through federal and State funded programs. Monitoring activities required by the TWC Financial Manual for Grants and Contracts (FMGC), and conducted annually, include Risk Assessment and Fiscal Integrity Review.

Risk Assessment

A Risk Assessment evaluates and identifies what functional areas are high risk and the amount of risk each functional area indicates within the organization for their fiscal and/or program activities. These efforts are coordinated with Board's management. In an evaluation, a determination is made of the organization's processes and key controls in functional areas, the effectiveness of the strengths and weaknesses as indicated from prior monitoring visits, audit reports, knowledge and experience of key personnel and attainment of performance measures. The Risk Assessment rankings can alert the Board of potential concerns and are used to develop a monitoring plan. The process eliminates the review of areas with minimal risks. Thus, a Risk Assessment is critical to the identification and the measurement of risk(s) that may impede or impair the organization's ability to meet contracted goals, objectives and compliance standards by establishing what is high risk or a high-risk area.

For the period covering October 2025 through September 2026, the Program Risk Assessment, conducted by the Board's internal Program Monitor, and the Fiscal Risk Assessment, conducted by the external contracted Fiscal Monitor, both concluded that no areas identified as "high risk."

Fiscal Integrity Review

A Fiscal Integrity Review assess workforce and child care contractors to ensure that they meet the requirements of a Board's Fiscal Integrity Review based on the following schedule:

- Contracts under \$100,000—the fiscal indicators must be verified prior to the award of the contract and at each renewal of the contract;
- Contracts between \$100,000 and \$500,000—the fiscal indicators must be verified prior to the award of the contract, at each renewal of the contract, and not less than biennially; and
- Contracts over \$500,000—the fiscal indicators must be verified prior to the award of the contract, at each renewal of the contract, and not less than once annually.

The Fiscal Integrity Review includes the following provisions for ensuring that workforce and child care service providers are meeting performance measures in compliance with requirements contained in:

- Federal and State statutes, regulations and directives of TWC; and
- Any other safeguards the Board has identified that are designed to ensure the proper and effective use of funds placed under the control of its workforce service providers.

The scope of the Fiscal Integrity Review includes an evaluation of the following areas for the contract renewal:

- Audit;
- Any adverse judgments or findings, such as administrative audit findings, Agency or Board monitor findings, or sanctions by the Board or court of law;
- Insurance;
- Prior Financial Monitoring Reviews; and
- Prior three-year financial history.

As part of the PWDB's Fiscal Monitoring contract with Christine Nguyen, a Fiscal Integrity Review was conducted to satisfy performance of the fiscal integrity evaluation, for the new Service Delivery Contract that is being considered, to comply with the 40 TAC §802.21. The results of the Review state that the Contractor is in compliance with the fiscal integrity requirements to administer workforce and child care services.

The following detailed report lists updated statuses for the service delivery reviews of the current Contractor, Huxford Group, LLC, since the last report provided to the Board at the May 2025 meeting.

REPORT ON THE PWDA'S MONITORING REVIEWS

March 2024 – September 2025

Administration of Fiscal and Program Control Monitoring Conducted by Texas Workforce Commission (TWC) FY24

Noncustodial Parent (NCP) Choices Program FY24	Status: Intent to Sanction is lifted. In accordance with the requirements for lifting the Intent to Sanction status , the Board has: - met the required four consecutive months of less than 10 percent error rate on NCP Choices case reviews, and - implemented all provisions of the Corrective Action Plan (CAP).
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Administration of Equal Opportunity Compliance Department (EOCD) Conducted by Texas Workforce Commission (TWC)

Monitoring Review	Date of review	Period Covered	Status
Equal Opportunity Compliance	January 6, 2025 – January 27, 2025	January 2024 – December 2024	Management Letter

Administration of Fiscal Control Monitoring Conducted by External Monitor – Christine H. Nguyen, CPA

Monitoring Review	Date of review	Period Covered	Status
Fiscal Risk Assessment	July 2025	October 2025 – September 2026	Completed
Fiscal Integrity Review	July 2025	October 2025 – September 2026	Completed

Workforce Development and Child Care Services Program Monitoring Conducted by Internal Monitor – Kathy Cabezuela, Program Specialist

Monitoring Review	Date of review	Period Covered	Status
Program Operating Systems Spring 2025	March 2025 – September 2025	October 2024 – March 2025	Ongoing
Program Risk Assessment	July 2025 - August 2025	October 2025 – September 2026	Completed

Administration of Fiscal and Program Control Monitoring Conducted by Texas Workforce Commission (TWC) FY25

Monitoring Review	Date of review	Period Covered	Status
Fiscal and Program Operating Systems	March 3, 2025 – March 7, 2025	December 2023 – November 2024	Management Letter
Program Operating Systems - Supplemental Nutrition Assistance Program Employment and Training (SNAP E&T)	March 3, 2025 – March 7, 2025	December 2023 – November 2024	Management Letter

Please note: text above that is in blue font designates updated information from the previous reports.

Texas Workforce Commission

A Member of Texas Workforce Solutions

Bryan Daniel, Chairman
Commissioner Representing
the Public

Alberto Treviño III
Commissioner Representing
Labor

Joe Esparza
Commissioner Representing
Employers

Edward Serna
Executive Director

July 9, 2025

Via Email

Email: mrivas@theprpc.org

Mr. Marin Rivas
Executive Officer
Panhandle Workforce Development Board
dba Workforce Solutions Panhandle
415 Southwest 8th Avenue
Amarillo, Texas

RE: Intent to Sanction

Dear Mr. Rivas:

On December 20, 2024, the Texas Workforce Commission (TWC) placed the Panhandle Workforce Development Board (Board) on Intent to Sanction status for failure to meet Noncustodial Parent (NCP) Choices program requirements.

In accordance with the requirements for lifting the Intent to Sanction status, the Board has:

- met the required four consecutive months of less than 10 percent error rate on NCP Choices case reviews; and
- implemented all provisions of the Corrective Action Plan (CAP).

Consequently, the Intent to Sanction is lifted. Board staff has been positive and cooperative in working with Workforce Development Division staff to implement the CAP. We encourage the Board to sustain its efforts for continuous improvement.

If you have questions, please contact your assigned technical assistance staff member, Cindie Scanlon, at choicetechnicalassistance@twc.texas.gov.

Sincerely,



Mary York
Division Director
Workforce Development

101 E. 15th Street • Austin, Texas 78778-0001 • (512) 463-2222 • twc.texas.gov
Equal Opportunity Employer/Program. Auxiliary aids and services are available upon request to individuals with disabilities.
Relay Texas: 800-735-2989 (TTY) and 711 (Voice).



Marin Rivas

Page 2

July 9, 2025

cc: Bryan Daniel, Chairman and Commissioner Representing the Public, TWC
Albert Treviño III, Commissioner Representing Labor, TWC
Joe Esparza, Commissioner Representing Employers, TWC
Edward Serna, Executive Director, TWC
Les Trobman, General Counsel, TWC
Jason Stalinsky, Interim Division Director, Fraud Deterrence and Compliance, TWC

Texas Workforce Commission

A Member of Texas Workforce Solutions

Bryan Daniel, Chairman
Commissioner Representing
the Public

Alberto Treviño III
Commissioner Representing
Labor

Joe Esparza
Commissioner Representing
Employers

Edward Serna
Executive Director

Report 25.01.0201

June 30, 2025

VIA Email: mrivas@theprpc.org

Mr. Marin Rivas, Development Director
Workforce Solutions Panhandle
P.O. Box 9257
415 Southwest 8th Ave.
Amarillo, TX 79101

Dear Mr. Rivas:

The Texas Workforce Commission (TWC) is required to monitor whether our grant subrecipients are complying with the equal opportunity laws (29 CFR § 38.31(b)). Equal Opportunity is a critical subject because (a) these rules assure all customers full access to every program, and also (b) these rules protect the civil rights of customers, employees and the public.

TWC's Equal Opportunity Compliance Department (EOCD) has completed our FY 2025 review for the Workforce Solutions Panhandle. This letter is our report. The EOCD has no findings and there are no issues which necessitate a corrective action plan.

Thank you again for your cooperation with this important task. We appreciate the assistance of Ms. Leslie Hardin, your local EO officer. Should you have any questions concerning the EOCD review, please call the EO Compliance Department at 512-463-2400.

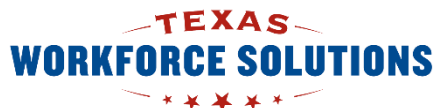
Sincerely,

Jon Pokorney

Jon Pokorney
State of Texas Equal Opportunity Officer

cc: Kevin Caddell, Board Chair, Workforce Solutions Panhandle
Frank Stluka, Acting Regional Administrator, ETA, USDOL
Bryan Daniel, Chairman and Commissioner Representing the Public, TWC
Alberto Treviño, III, Commissioner Representing Labor, TWC
Joe Esparza, Commissioner Representing Employers, TWC
Edward Serna, Executive Director, TWC
Mary York, Director, Workforce Development Division, TWC
Jason A. Stanlinsky, Interim Director, Fraud Deterrence and Compliance Monitoring, TWC

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Commissioner Representing
Labor

Joe Esparza
Commissioner Representing
Employers

Edward Serna
Executive Director

Report #25.01.0001

ISSUE DATE: June 30, 2025

Mr. Marin Rivas, Workforce Development Director
Workforce Solutions Panhandle
415 Southwest 8th Avenue
Amarillo, Texas 79101

Dear Mr. Rivas:

Our review of the programs administered by Workforce Solutions Panhandle indicates that controls exist to support proper administration of fiscal and program operating systems.

We conducted the review the week of March 3, 2025, and reviewed Child Care Services, Choices (employment services for Temporary Assistance for Needy Families), Employment Services, and Workforce Innovation and Opportunities Act programs administered by the Board. The review covered the period December 1, 2023, to December 31, 2024, and included tests of transactions and fiscal and program controls.

Although this was not a finding, we noted Reemployment Services & Eligibility Assessment (RESEA) work search logs were not uploaded and the WF-42 forms were not completed or submitted to TWC via encrypted protected email. In addition, during the walkthrough of the Borger Workforce Center, it was noted that the center did not have priority of services policies and procedures accessible at the service delivery points and priority of service information was not posted. The Board added the signage at the service delivery points in the Borger Workforce Center prior to the exit and made the policies and procedures accessible.

We appreciate the cooperation and assistance you and your staff provided throughout the review. Should you have any questions, please contact me at (737) 397-4813.

Sincerely,



Mary B. Millan, Deputy Division Director
Subrecipient Monitoring
Division of Fraud Deterrence and Compliance Monitoring

Texas Workforce Commission

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Bryan Daniel, Chairman
Commissioner Representing
the Public

Alberto Treviño, III
Commissioner Representing
Labor

Joe Esparza
Commissioner Representing
Employers

Edward Serna
Executive Director

Report #25.01.0001

ISSUE DATE: June 30, 2025

Mr. Marin Rivas, Workforce Development Director
Workforce Solutions Panhandle
415 Southwest 8th Avenue
Amarillo, Texas 79101

Dear Mr. Rivas:

Our review of the Supplemental Nutrition Assistance Program Employment and Training program administered by Workforce Solutions Panhandle indicates fiscal and program systems are effectively managed.

The review covered the period December 1, 2023, to December 31, 2024, and included tests of transactions and fiscal and program controls.

We appreciate the cooperation and assistance you and your staff provided throughout the review. Should you have any questions, please contact me at (737) 397-4813.

Sincerely,



Mary B. Millan, Deputy Division Director
Subrecipient Monitoring
Fraud Deterrence and Compliance Monitoring Division

cc: Kevin Caddell, Chair, Workforce Solutions Panhandle
Gwendolyn Jones, Regional Program Manager, U. S. Department of Health and Human Services
Deborah Daniels, Program Specialist, U. S. Department of Health and Human Services
Alisa Matthews, Program Specialist, U. S. Department of Health and Human Services
Bryan Daniel, Chairman and Commissioner Representing the Public, TWC
Alberto Treviño, III, Commissioner Representing Labor, TWC
Joe Esparza, Commissioner Representing Employers, TWC
Edward Serna, Executive Director, TWC
Randy Townsend, Deputy Executive Director, TWC
Mary York, Director, Division of Workforce Development, TWC
Jason Stalinsky, Interim Director, Division of Fraud Deterrence and Compliance Monitoring, TWC
Chris Nelson, Chief Financial Officer, TWC
Jennifer Colehower, Director, Division of Information, Innovation, and Insight, TWC



6. WDB-(9)

PWDB Cybersecurity Assessment Update



About DIR Shared Technology Services (STS)

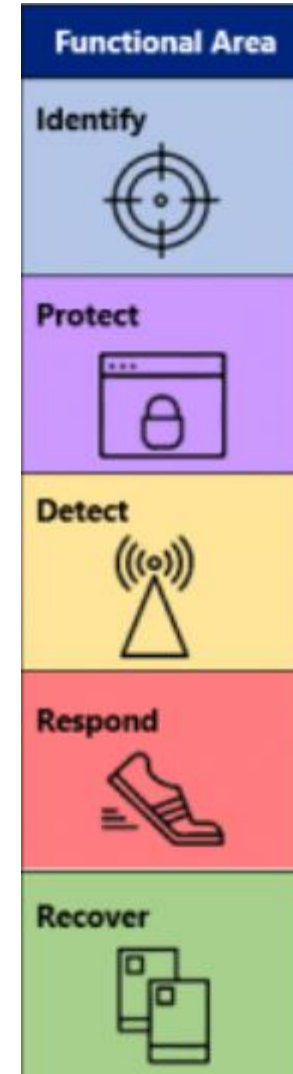
DIR's Shared Technology Services program provides government and higher education organizations with access to managed IT as a service, allowing customers to focus resources on supporting their mission and business functions rather than directly managing IT services.

Objectives

- ✓ Conduct an analysis using a formal independent security assessment of the Texas Cybersecurity Framework (TCF).
- ✓ Evaluate security controls as part of TCF based on implementation and security maturity standards. Maturity is based on the level of implementation as part of the security control objective listed within the TCF.
- ✓ Provide a Security Maturity Assessment Report and Executive Summary for PAN as part of the assessment, listing the maturity levels with any noted issues as part of the control evaluation.

Project Overview

- Evaluate maturity against the Texas Cybersecurity Framework (TCF).
 - 42 Control Objectives
 - 5 Functional Areas
 - Based on National Institute of Standards and Technology (NIST) Cybersecurity Framework
- During the assessment, information is gathered via the following methods:
 - Interviews of personnel
 - Examination of artifacts





6. WDB-(10)

Service Delivery Contract

MEMORANDUM

DATE: August 28, 2025

TO: Panhandle Workforce Development Consortium's Governing Body

FROM: Marin Rivas, Workforce Development Director

SUBJECT: Workforce Development Program Operation and Service Delivery Contract

BACKGROUND

The Panhandle Regional Planning Commission (PRPC)'s current contract with the Huxford Group, LLC for the delivery of workforce development and child care program services will end on September 30, 2025. The competitive procurement of a new four-year contract with annual renewals, given acceptable performance, was presented to the PWDB in May and the members authorized PRPC's Executive Director and the Workforce Development Director to negotiate and complete a one-year contract to begin on October 1st.

Official performance for the delivery of workforce development and child care program services for the PWDB is measured by the Texas Workforce Commission (TWC) in several ways. The majority of measures are established and posted in TWC's Monthly Performance Report, while some others are tracked in the WorkInTexas (WIT) case management. Some "Locally Established and/or Measured Performance" measures are monitored by staff utilizing reporting from Workforce Solutions Panhandle (WSP) procedures and tools. Targets are set and enumerated in Huxford's contract with PRPC. Not meeting the contracted targets will negatively impact PRPC's payment of profit to Huxford and could potentially result in requiring disallowed costs to be reimbursed to PRPC.

The proposed Contract between PRPC and Huxford Group, LLC contains numerous financial and service delivery assurances such as, but not limited to:

- PRPC shall not be liable for expenditures made in violation of the legal authorities cited in a grant, or any other law or regulation applicable to a specific service performed under a grant. The Sub-recipient (Huxford Group, LLC) understands and agrees that it will be liable to repay to PRPC any funds not expended in accordance with this Contract or determined to be expended in violation of the terms of this Contract.
- The Sub-recipient (Huxford Group, LLC) shall have financial management systems that provide for accurate, current, and complete disclosure of the financial results of each grant, and records that adequately identify the source and application of funds for each grant, including information pertaining to awards, authorizations, obligations, unobligated balances, assets (including cash), expenditures, income, and interest.
- The Sub-recipient (Huxford Group, LLC) shall comply with the following bonding requirements and the Board Contracting Guidelines at 40 Texas Administrative Code (TAC)

§802.21 regarding any grants covered under this Contract: (1) The funds provided by any grant shall be included in coverage provided by a fidelity bond that indemnifies PRPC against loss arising from a fraudulent or dishonest act of the Sub-recipient's officers and employees holding positions of fiduciary trust; and (2) The Sub-recipient will obtain a position bond for those staff positions which have as a duty the distribution of program funds under this Contract, the issuance of financial documents, checks or other instruments of payments. Under no circumstances shall PRPC disburse to the Sub-recipient an amount of cash that exceeds the bond amount.

- The Sub-recipient (Huxford Group, LLC) agrees to maintain general liability insurance for personal injury, bodily injury and property damage to a third party. The minimum amount of coverage will be \$1,000,000 per occurrence and \$2,000,000 in the aggregate. All policies shall show PRPC as an additional insured as its interest may appear. Copies of all policies shall be provided to PRPC on an annual basis. To the extent permitted by law, all policies of insurance required of Sub-recipient under this Contract shall contain a waiver of subrogation endorsement.
- Failure of the Sub-recipient (Huxford Group, LLC) to comply with any provision of any grant, whether stated in a federal or State statute or regulation, State Methods of Administration developed under 29 C.F.R. § 37.54, TWC rules, an assurance, a certification, an application, TWC policies or procedures referenced in a grant, or local policies may subject the Sub-recipient to sanctions and enforcement or remedial measures imposed by PRPC, TWC and/or the State of Texas, appropriate to the circumstances including: temporary withholding of payments; disallowance of costs; whole or partial suspension of any grant; withholding of further awards; or other remedies that may be legally available.
- The Sub-recipient (Huxford Group, LLC) will be liable for and will repay to PRPC any amounts which are not expended in compliance with Contract provisions, or disallowed as a result of a resolution agreement. The Sub-recipient will further be responsible for any audit exception or other payment deficiency in the program covered by the Contract and all subcontracts hereunder, which is found to exist after monitoring, review, or auditing by any party as authorized or required by TWC or PRPC. The Sub-recipient will be liable and will repay such funds even if the improper expenditure was made by a subcontractor.

Huxford Group has met or exceeded all of our expectations for program performance, funds utilization and contract compliance during the first ten months of this year. The organization's last audit resulted in an unmodified, "clean" opinion, and documented that the company possesses adequate unencumbered resources to cover potential disallowed costs, should they be incurred.

The PWDB's fiscal monitoring review resulted in no major fiscal findings regarding Huxford Group's operations. The Fiscal Integrity Report, conducted by an outside Certified Public Accountant, states that Huxford "complies with the fiscal integrity requirements to administer services." The same CPA conducted a Risk Assessment on 17 factors with the report indicating no items rating as "high risk".

PRPC's Workforce Development local Program Monitoring Reviews for the past year, performed by PWDB staff, resulted in no significant program findings regarding Huxford's operations. The PWDB staff also completed the Program Risk Assessment indicating no items rating as "high risk".

This renewal's contracted amount for operations is estimated to be approximately \$3,955,049. Huxford Group would also be responsible for obligating the use of about \$21,799,551 in additional funds for client training, supportive services and child care as a part of this agreement. Most of these funds would be retained at PRPC as the administrator for distribution. The contract would be for the period of October 1, 2025 through September 30, 2026, with the option for three additional annual renewals contingent upon acceptable performance. The funds to cover associated costs would be available from TWC and also from local child care matching funds.

RECOMMENDATION:

Staff recommends that the members of the Consortium's Governing Body concur with the PWDB to authorize PRPC's Executive Director and the Workforce Development Director to proceed with the execution of a contract with Huxford Group LLC to deliver workforce development and child care program services for the period of October 1, 2025 through September 30, 2026, with the option for annual renewals contingent upon acceptable performance.



6. WDB-(12)

Policy Update - In-Demand and Target Occupations

PANHANDLE WORKFORCE DEVELOPMENT BOARD Chapter 1-Universal Policies for Workforce Customers In-Demand Industries, In-Demand Occupations, and Target Occupations Policy U 1.9 Effective 8-27-2025

BACKGROUND: As outlined in Texas Workforce Commission (TWC) Workforce Development (WD) Letters 18-20 and 24-20, (as updated), Panhandle Workforce Development Board (PWDB) staff analyze local labor market data, combined with relevant regional information, and compile lists of “In-Demand” Industries and Occupations expected to have significant, sustained growth, along with a list of “Target” Occupations, required for Workforce Innovation and Opportunity Act (WIOA) Adult and Dislocated Worker training. These lists are reviewed quarterly, and adjustments may be made if warranted, due to changes in regional economic and labor market conditions. Updated lists must be submitted to TWC.

PANHANDLE WORKFORCE DEVELOPMENT BOARD POLICY:

Workforce program resources may be utilized to meet skill needs of Panhandle employers. The PWDA’s lists of In-Demand Industries, In-Demand Occupations, and Target Occupations are developed to guide workforce development professionals in their provision of services on behalf of the region’s employers, job seekers, students, and other individuals.

In-Demand Industries

The PWDA’s In-Demand Industries align with the Texas Target Industry Clusters developed for the Governor’s Texas Industry Cluster Initiative. The objective of this Initiative is to focus the allocation of resources on key industry clusters identified to be engines of job creation and economic development. "Industry cluster" means a concentration of businesses and industries in a geographic region that are interconnected by the markets they serve, the products they produce, their suppliers, the trade associations to which their employees belong, and the educational institutions from which their employees or prospective employees receive training.

The Texas Target Industry Clusters are:

- 1) Advanced Manufacturing
- 2) Aerospace, Aviation and Defense
- 3) Biotechnology and Life Sciences
- 4) Energy
- 5) Information Technology
- 6) Petroleum Refining and Chemical Products
- 7) Corporate Services
- 8) Creative Industry

The PWDB’s In-Demand Industries are expected to have sustained growth in the next three to five years. Employers in these industries need workers with skills that support that continued growth. For better understanding of the connection between In-Demand Industries and Target Occupations in the PWDA, an In-Demand Industries and Associated Target Occupations list is included as Attachment 1 to this policy. The occupations found on this list have been analyzed to identify occupations that can offer substantial career opportunities for workforce customers and then cross-referenced with the PWDA’s In-Demand Industries.

Workforce Solutions Panhandle (WSP) will provide services to employers by taking into consideration the occupations offering high wages and/or substantial career opportunities, industries losing workers (declining), economic development efforts, size, and those businesses without sufficient human resources staff. Employers in industries with declining employment may need services, including, but not limited to, the provision of information that could help employers with reducing staff hours but retaining workers; retooling and retraining assistance through coordination with economic development and training entities; and consultation in advance of layoffs, to promote the transition of workers into other employment.

In-Demand Occupations

Training services provided to PWDA program customers must be linked to occupations either in demand locally, in another area to which the individual is willing to relocate, or in a sector of the economy that is expected to have sustained demand or growth in the area. Training for workforce customers must prepare students for entry into occupations included on the In-Demand Occupations list, or in other occupations meeting the PWDA's definition of "In-Demand" meaning those occupations which, following labor market trends and economic conditions, demonstrate a total of number of Annual Job Openings of ten (10) or more. Additional occupations which are validated with input from local businesses and economic developers, may be presented to the PWDB for approval and then added to the PWDA's In-Demand Occupations list. The entire current list of In-Demand Occupations is available in Attachment 2 to this policy and on the WSP website at <https://www.wspanhandle.com>.

Target Occupations

The Target Occupations list is a subset of the In-Demand Occupations list. Training funded by the WIOA Adult and Dislocated Worker grants, other than On-the-Job Training (OJT) or customized training, must prepare students to enter Target Occupations identified in the PWDA's Board Plan (available on the Panhandle Regional Planning Commission (PRPC) website at <https://www.theprpc.org>).

Target Occupations should meet specific criteria established by the Board, including the following:

- Require additional education beyond High School;
- Provide an average entry level hourly wage of \$15 or more; and
- Following labor market trends and economic conditions, demonstrate a total of number of Annual Job Openings of ten (10) or more.

These occupations are expected to offer a career path, good wages and benefits, and fit the local definition of high-growth/high-skill jobs. Additional occupations which are validated with input from local businesses and economic developers, may be presented to the PWDB for approval and then added to the PWDA's Target Occupations list.

ATTACHMENTS: See Appendix A, Chapter 1-Universal Policies to Workforce Customers, 1.9:

- Attachment 1 PWDA In-Demand Industries and Associated Target Occupations
- Attachment 2 PWDA In-Demand Occupations
- Attachment 3 PWDA Target Occupations

RESCISSIONS: Chapter 1-Universal Policies for Workforce Customers, Section 1.9, In-Demand Industries, In-Demand Occupations, and Target Occupations, Policy U 1.9, **Attachment 2 - PWDA In-Demand Occupations, Effective 5-21-2025 and Attachment 3 - PWDA Target Occupations, Effective 12-11-2024.**

PANHANDLE WORKFORCE DEVELOPMENT AREA

Target Occupations

SOC* Code	Target Occupation	Panhandle Regional Training Available
13-2011	Accountants and Auditors	West Texas A&M University
49-3011	Aircraft Mechanics and Service Technicians	Amarillo College West Texas A&M University
49-3021	Automotive Body and Related Repairers	Amarillo College
49-3023	Automotive Service Technicians and Mechanics **	Amarillo College
43-3031	Bookkeeping, Accounting, and Auditing Clerks **	West Texas A&M University
49-3031	Bus and Truck Mechanic and Diesel Engine Specialists	Amarillo College Frank Phillips College West Texas A&M University
13-1199	Business Operations Specialists, All Others	Amarillo College West Texas A&M University
47-2031	Carpenters	Amarillo College West Texas A&M University
39-9011	Childcare Workers **	Amarillo College West Texas A&M University
29-2010	Clinical Laboratory Technologists and Technicians	Amarillo College West Texas A&M University
15-1232	Computer User Support Specialists	Amarillo College West Texas A&M University
49-9012 (49-9069)	Control and Valve Installers and Repairers, Except Mechanical Door (<i>Precision Instrument/Equipment</i>)	Frank Phillips College
17-3019	Drafters, Engineering Technicians, and Mapping Technicians All Others	Amarillo College
17-3023	Electrical and Electronic Engineering Technologists and Technicians	Amarillo College Clarendon College Frank Phillips College West Texas A&M University
47-2111	Electricians	Apprenticeship
17-3024	Electro-Mechanical and Mechatronics Technologists and Technicians (Robotics)	Amarillo College Clarendon College
25-2021	Elementary School Teachers, Except Special and Career/Technical Education	West Texas A&M University
29-2042	Emergency Medical Technicians **	Amarillo College Regional Hospitals

SOC* Code	Target Occupation	Panhandle Regional Training Available
33-2011	Firefighters Firefighting and Prevention Workers	Amarillo College
29-2099	Health Technologists and Technicians, All Other	Amarillo College West Texas A&M University
49-9021	Heating, Air Conditioning, and Refrigeration Mechanics and Installers	Amarillo College Clarendon College West Texas A&M University
53-3032	Heavy and Tractor-Trailer Truck Drivers	Amarillo College Clarendon College Frank Phillips College
17-3026	Industrial Engineering Technologists and Technicians (Nanotechnology)	Amarillo College Clarendon College
49-9041	Industrial Machinery Mechanics	Amarillo College
15-1212	Information Security Analysts	Amarillo College West Texas State University
29-2061	Licensed Practical and Licensed Vocational Nurses	Amarillo College Clarendon College Frank Phillips College
51-4041	Machinists	Amarillo College
31-9092	Medical Assistants **	Amarillo College West Texas A&M University
29-2072	Medical Records Specialists	Amarillo College West Texas A&M University
25-2022	Middle School Teachers, Except Special and Career/Technical Education	West Texas A&M University
15-1244	Network and Computer Systems Administrators	Amarillo College West Texas A&M University
31-1131	Nursing Assistants **	Amarillo College Clarendon College Frank Phillips College West Texas A&M University
23-2011	Paralegals and Legal Assistants	West Texas A&M University
29-2043	Paramedics	Amarillo College
51-8093	Petroleum Pump System Operators, Refinery Operators, and Gaugers	On-the-Job
29-2052	Pharmacy Technicians	Amarillo College West Texas A&M University

SOC* Code	Target Occupation	Panhandle Regional Training Available
31-9097	Phlebotomists **	Clarendon College Frank Phillips College West Texas A&M University
31-2021	Physical Therapist Assistants	Amarillo College West Texas A&M University
47-2152	Plumbers, Pipefitters, and Steamfitters	Apprenticeship
33-3051	Police and Sheriff's Patrol Officers	Amarillo College West Texas A&M University
51-9199	Production Workers, All Other **	On-the-Job
13-1082	Project Management Specialists	Amarillo College West Texas A&M University
29-2053	Psychiatric Technicians **	Amarillo College West Texas A&M University
29-2034	Radiologic Technologists and Technicians	Amarillo College
29-1141	Registered Nurses	Amarillo College Clarendon College
29-1126	Respiratory Therapists	Amarillo College
25-2031	Secondary School Teachers, Except Special and Career/Technical Education	West Texas A&M University
25-2052	Special Education Teachers, Kindergarten and Elementary School	West Texas A&M University
51-4121	Welders, Cutters, Solderers, and Brazers	Amarillo College Clarendon College Frank Phillips College
49-9081	Wind Turbine Service Technicians	Amarillo College Clarendon College Optimum Academy

* Standard Occupational Code (2018)

** Occupation identified as a Career Pathway

Updated for: August 27, 2025

Source: Texas Workforce Commission Labor Market Information

Panhandle Workforce Development Board
In-Demand Occupations (in Alphabetical Order)

Occupational Code	Occupation Title	Annual Openings	Estimated Employment (2022)	Projected Employment (2032)
13-2011	Accountants and Auditors *	124	1,418	1,528
45-2091	Agricultural Equipment Operators	41	256	281
49-3011	Aircraft Mechanics and Service Technicians *	11	127	135
49-3021	Automotive Body and Related Repairers *	23	248	258
49-3023	Automotive Service Technicians and Mechanics *	141	1,539	1,620
43-3021	Billing and Posting Clerks	54	469	509
43-3031	Bookkeeping, Accounting, and Auditing Clerks *	262	2,295	2,270
49-3031	Bus and Truck Mechanics and Diesel Engine Specialists *	51	569	595
13-1199	Business Operations Specialists, All Others *	49	532	566
13-1020	Buyers and Purchasing Agents	36	420	408
25-2032	Career/Technical Education Teachers, Secondary School	15	240	243
47-2031	Carpenters *	38	434	452
47-2051	Cement Masons and Concrete Finishers	30	355	381
35-1011	Chefs and Head Cooks	30	230	253
51-9011	Chemical Equipment Operators and Tenders	18	244	218
21-1021	Child, Family, and School Social Workers	32	340	379
39-9011	Childcare Workers *	165	984	996
17-2051	Civil Engineers	18	221	258
13-1031	Claims Adjusters, Examiners, and Investigators	20	260	275
29-2010	Clinical Laboratory Technologists and Technicians *	21	298	314
51-9124	Coating, Painting, and Spraying Machine Setters, Operators, and Tenders	31	336	345
13-1041	Compliance Officers	23	264	287
11-3021	Computer and Information Systems Managers	20	251	285
51-9161	Computer Numerically Controlled Tool Operators	20	251	235
15-1211	Computer Systems Analysts	14	195	216
15-1232	Computer User Support Specialists *	39	512	556
47-4011	Construction and Building Inspectors	15	116	125
47-2061	Construction Laborers	226	2,346	2,537
49-9012	Control and Valve Installers and Repairers, Except Mechanical Door *	19	218	243
35-2012	Cooks, Institution and Cafeteria	119	794	795
35-2014	Cooks, Restaurant	312	1,639	2,016
33-3012	Correctional Officers and Jailers	88	984	1,006
13-1051	Cost Estimators	19	199	216
43-4031	Court, Municipal, and License Clerks	28	271	284
43-4051	Customer Service Representatives	381	2,830	2,837

Panhandle Workforce Development Board
In-Demand Occupations (in Alphabetical Order)

Occupational Code	Occupation Title	Annual Openings	Estimated Employment (2022)	Projected Employment (2032)
51-4031	Cutting, Punching & Press Machine Setters, Operators & Tenders, Metal & Plastic	20	266	228
43-9021	Data Entry Keyers	52	598	485
31-9091	Dental Assistants	64	385	451
29-1292	Dental Hygienists	15	167	194
43-5032	Dispatchers, Except Police, Fire, and Ambulance	35	367	371
17-3019	Drafters, Engineering Technicians, and Mapping Technicians All Others *	68	616	682
21-1012	Educational, Guidance, and Career Counselors and Advisors	28	369	387
17-3023	Electrical and Electronic Engineering Technologists and Technicians *	10	71	72
49-9051	Electrical Power-Line Installers and Repairers	30	334	362
47-2111	Electricians *	104	931	1,092
17-3024	Electro-Mechanical and Mechatronics Technologists and Technicians (Robotics) *	10	N/A	N/A
25-2021	Elementary School Teachers, Except Special Education *	179	2,578	2,632
43-4061	Eligibility Interviewers, Government Programs	15	139	157
29-2042	Emergency Medical Technicians *	28	324	362
47-5022	Excavating and Loading Machine and Dragline Operators, Surface Mining	15	144	149
43-6011	Executive Secretaries and Executive Administrative Assistants	23	316	255
49-3041	Farm Equipment Mechanics and Service Technicians	27	286	302
45-2093	Farmworkers, Farm, Ranch, and Aquacultural Animals	1,471	9,866	9,974
Nov-31	Financial Managers	48	522	617
33-2011	Firefighters Firefighting and Prevention Workers *	26	339	346
47-1011	First-Line Supervisors of Construction Trades and Extraction Workers	124	1,365	1,480
33-1011	First-Line Supervisors of Correctional Officers	17	198	207
45-1011	First-Line Supervisors of Farming, Fishing, and Forestry Workers	50	353	376
35-1012	First-Line Supervisors of Food Preparation and Serving Workers	286	1,717	1,918
37-1011	First-Line Supervisors of Housekeeping and Janitorial Workers	42	331	356
49-1011	First-Line Supervisors of Mechanics, Installers, and Repairers	97	1,050	1,131
51-1011	First-Line Supervisors of Production and Operating Workers	138	1,383	1,456
41-1011	First-Line Supervisors of Retail Sales Workers	245	2,290	2,431
51-3092	Food Batchmakers	19	115	127

* Also designated as a
PWDB Target Occupation

Panhandle Workforce Development Board
In-Demand Occupations (in Alphabetical Order)

Occupational Code	Occupation Title	Annual Openings	Estimated Employment (2022)	Projected Employment (2032)
29-2099	Health Technologists and Technicians, All Other *	11	128	146
21-1022	Healthcare Social Workers	15	157	166
31-9099	Healthcare Support Workers, All Other	22	147	159
49-9021	Heating, Air Conditioning, and Refrigeration Mechanics and Installers *	46	401	487
53-3032	Heavy and Tractor-Trailer Truck Drivers *	530	4,776	5,007
47-3013	Helpers--Electricians	20	153	175
49-9098	Helpers--Installation, Maintenance, and Repair Workers	36	282	314
47-3015	Helpers--Pipelayers, Plumbers, Pipefitters, and Steamfitters	19	132	162
47-4051	Highway Maintenance Workers	17	191	193
31-1120	Home Health and Personal Care Aides	336	1,985	2,243
43-4081	Hotel, Motel, and Resort Desk Clerks	72	463	449
13-1071	Human Resources Specialists	57	605	656
17-3026	Industrial Engineering Technologists and Technicians (Nanotechnology) *	10	N/A	N/A
49-9041	Industrial Machinery Mechanics *	66	747	812
11-3051	Industrial Production Managers	21	289	302
53-7051	Industrial Truck and Tractor Operators	110	1,004	1,094
43-4199	Information and Record Clerks, All Other	23	186	192
15-1212	Information Security Analysts *	10	75	80
51-9061	Inspectors, Testers, Sorters, Samplers, and Weighers	66	680	608
49-9099	Installation, Maintenance, and Repair Workers, All Other	21	189	212
43-9041	Insurance Claims and Policy Processing Clerks	23	204	231
41-3021	Insurance Sales Agents	65	645	743
53-7062	Laborers and Freight, Stock, and Material Movers, Hand	669	4,826	5,108
37-3011	Landscaping and Groundskeeping Workers	161	1,147	1,239
51-6011	Laundry and Dry-Cleaning Workers	46	326	336
23-1011	Lawyers	18	408	432
25-4022	Librarians and Media Collections Specialists	15	165	170
29-2061	Licensed Practical and Licensed Vocational Nurses *	98	1,238	1,271
13-2072	Loan Officers	28	347	373
53-4011	Locomotive Engineers	22	277	281
53-7063	Machine Feeders and Offbearers	23	140	149
51-4041	Machinists *	33	313	328
49-9071	Maintenance and Repair Workers, General	270	2,714	2,898
49-9043	Maintenance Workers, Machinery	20	194	207
13-1111	Management Analysts	22	224	250

Panhandle Workforce Development Board
In-Demand Occupations (in Alphabetical Order)

Occupational Code	Occupation Title	Annual Openings	Estimated Employment (2022)	Projected Employment (2032)
13-1161	Market Research Analysts and Marketing Specialists	34	299	348
51-3022	Meat, Poultry, and Fish Cutters and Trimmers	373	2,749	3,056
31-9092	Medical Assistants *	107	667	803
29-2072	Medical Records Specialists *	18	240	258
43-6013	Medical Secretaries and Administrative Assistants	80	642	732
25-2022	Middle School Teachers, Except Special and Career/Technical Education *	90	1,307	1,336
49-3042	Mobile Heavy Equipment Mechanics, Except Engines	22	253	267
15-1244	Network and Computer Systems Administrators *	16	252	271
29-1171	Nurse Practitioners	27	350	441
31-1131	Nursing Assistants *	211	1,429	1,480
19-5011	Occupational Health and Safety Specialists	37	340	349
43-9061	Office Clerks, General	414	3,591	3,504
47-2073	Operating Engineers and Other Construction Equipment Operators	68	720	771
51-9111	Packaging and Filling Machine Operators and Tenders	57	496	529
47-2141	Painters, Construction and Maintenance	27	321	346
23-2011	Paralegals and Legal Assistants *	30	256	289
29-2043	Paramedics *	13	220	243
41-2022	Parts Salespersons	64	480	533
51-8093	Petroleum Pump System Operators, Refinery Operators, and Gaugers *	24	242	258
29-1051	Pharmacists	16	338	366
29-2052	Pharmacy Technicians *	57	542	607
31-9097	Phlebotomists *	23	141	168
31-2021	Physical Therapist Assistants *	27	170	192
29-1071	Physician Assistants	17	187	246
47-2152	Plumbers, Pipefitters, and Steamfitters *	69	609	727
33-3051	Police and Sheriff's Patrol Officers *	86	1,063	1,099
43-5052	Postal Service Mail Carriers	35	443	462
25-2011	Preschool Teachers, Except Special Education	36	345	350
51-9199	Production Workers, All Other *	22	196	210
43-5061	Production, Planning, and Expediting Clerks	67	581	632
13-1082	Project Management Specialists *	55	690	748
29-2053	Psychiatric Technicians *	10	63	68
27-3031	Public Relations Specialists	19	219	234
29-2034	Radiologic Technologists and Technicians *	20	318	344
41-9022	Real Estate Sales Agents	31	338	360

Panhandle Workforce Development Board
In-Demand Occupations (in Alphabetical Order)

Occupational Code	Occupation Title	Annual Openings	Estimated Employment (2022)	Projected Employment (2032)
43-4171	Receptionists and Information Clerks	193	1,339	1,427
53-7081	Refuse and Recyclable Material Collectors	37	276	291
29-1141	Registered Nurses *	221	3,412	3,711
29-1126	Respiratory Therapists *	13	181	215
47-5071	Roustabouts, Oil and Gas	42	340	393
11-2022	Sales Managers	51	650	680
41-3091	Sales Reps of Services, Ex Advertising, Insurance, Financial Services & Travel	103	976	1,061
25-2031	Secondary School Teachers, Except Special and Career/Technical Education *	114	1,772	1,813
43-6014	Secretaries & Administrative Assistants, Except Legal, Medical, & Executive	269	2,755	2,519
41-3031	Securities, Commodities, and Financial Services Sales Agents	23	287	302
47-5013	Service Unit Operators, Oil and Gas	23	178	208
43-5071	Shipping, Receiving, and Inventory Clerks	98	917	952
51-3023	Slaughterers and Meat Packers	293	2,158	2,399
21-1093	Social and Human Service Assistants	41	372	396
25-2052	Special Education Teachers, Kindergarten and Elementary School *	18	258	261
29-1127	Speech-Language Pathologists	17	218	265
53-7065	Stockers and Order Fillers	735	4,088	4,541
25-3031	Substitute Teachers, Short-Term	139	1,147	1,160
37-1012	Supervisors of Landscaping, Lawn Service & Groundskeeping Workers	27	229	249
25-9045	Teaching Assistants, Except Postsecondary	238	2,029	2,047
25-9044	Teaching Assistants, Postsecondary	21	164	171
49-9052	Telecommunications Line Installers and Repairers	23	218	249
43-3071	Tellers	54	626	560
49-3093	Tire Repairers and Changers	46	345	399
11-3071	Transportation, Storage, and Distribution Managers	18	222	233
31-9096	Veterinary Assistants and Laboratory Animal Caretakers	19	69	100
29-2056	Veterinary Technologists and Technicians	37	238	352
51-8031	Water and Wastewater Treatment Plant and System Operators	18	228	213
43-5111	Weighers, Measurers, Checkers, and Samplers, Recordkeeping	20	135	156
51-4121	Welders, Cutters, Solderers, and Brazers *	115	89	83
49-9081	Wind Turbine Service Technicians *	17	80	154

Panhandle Workforce Development Board
In-Demand Occupations (by Annual Job Openings)

Occupational Code	Occupation Title	Annual Openings	Estimated Employment (2022)	Projected Employment (2032)
45-2093	Farmworkers, Farm, Ranch, and Aquacultural Animals	1,471	9,866	9,974
53-7065	Stockers and Order Fillers	735	4,088	
53-7062	Laborers and Freight, Stock, and Material Movers, Hand	669	4,826	5,108
53-3032	Heavy and Tractor-Trailer Truck Drivers *	530	4,776	5,007
43-9061	Office Clerks, General	414	3,591	3,504
43-4051	Customer Service Representatives	381	2,830	2,837
51-3022	Meat, Poultry, and Fish Cutters and Trimmers	373	2,749	3,056
31-1120	Home Health and Personal Care Aides	336	1,985	2,243
35-2014	Cooks, Restaurant	312	1,639	2,016
51-3023	Slaughterers and Meat Packers	293	2,158	2,399
35-1012	First-Line Supervisors of Food Preparation and Serving Workers	286	1,717	1,918
49-9071	Maintenance and Repair Workers, General	270	2,714	2,898
43-6014	Secretaries & Administrative Assistants, Except Legal, Medical, & Executive	269	2,755	2,519
43-3031	Bookkeeping, Accounting, and Auditing Clerks *	262	2,295	2,270
41-1011	First-Line Supervisors of Retail Sales Workers	245	2,290	2,431
25-9045	Teaching Assistants, Except Postsecondary	238	2,029	2,047
47-2061	Construction Laborers	226	2,346	2,537
29-1141	Registered Nurses *	221	3,412	3,711
31-1131	Nursing Assistants *	211	1,429	1,480
43-4171	Receptionists and Information Clerks	193	1,339	1,427
25-2021	Elementary School Teachers, Except Special Education *	179	2,578	2,632
39-9011	Childcare Workers *	165	984	996
37-3011	Landscaping and Groundskeeping Workers	161	1,147	1,239
49-3023	Automotive Service Technicians and Mechanics *	141	1,539	1,620
25-3031	Substitute Teachers, Short-Term	139	1,147	1,160
51-1011	First-Line Supervisors of Production and Operating Workers	138	1,383	1,456
13-2011	Accountants and Auditors *	124	1,418	1,528
47-1011	First-Line Supervisors of Construction Trades and Extraction Workers	124	1,365	1,480
35-2012	Cooks, Institution and Cafeteria	119	794	795
51-4121	Welders, Cutters, Solderers, and Brazers *	115	89	83
25-2031	Secondary School Teachers, Except Special and Career/Technical Education *	114	1,772	1,813
53-7051	Industrial Truck and Tractor Operators	110	1,004	1,094
31-9092	Medical Assistants *	107	667	803
47-2111	Electricians *	104	931	1,092

Panhandle Workforce Development Board
In-Demand Occupations (by Annual Job Openings)

Occupational Code	Occupation Title	Annual Openings	Estimated Employment (2022)	Projected Employment (2032)
41-3091	Sales Reps of Services, Ex Advertising, Insurance, Financial Services & Travel	103	976	1,061
29-2061	Licensed Practical and Licensed Vocational Nurses *	98	1,238	1,271
43-5071	Shipping, Receiving, and Inventory Clerks	98	917	952
49-1011	First-Line Supervisors of Mechanics, Installers, and Repairers	97	1,050	1,131
25-2022	Middle School Teachers, Except Special and Career/Technical Education *	90	1,307	1,336
33-3012	Correctional Officers and Jailers	88	984	1,006
33-3051	Police and Sheriff's Patrol Officers *	86	1,063	1,099
43-6013	Medical Secretaries and Administrative Assistants	80	642	732
43-4081	Hotel, Motel, and Resort Desk Clerks	72	463	449
47-2152	Plumbers, Pipefitters, and Steamfitters *	69	609	727
17-3019	Drafters, Engineering Technicians, and Mapping Technicians All Other *	68	616	682
47-2073	Operating Engineers and Other Construction Equipment Operators	68	720	771
43-5061	Production, Planning, and Expediting Clerks	67	581	632
49-9041	Industrial Machinery Mechanics *	66	747	812
51-9061	Inspectors, Testers, Sorters, Samplers, and Weighers	66	680	608
41-3021	Insurance Sales Agents	65	645	743
31-9091	Dental Assistants	64	385	451
41-2022	Parts Salespersons	64	480	533
13-1071	Human Resources Specialists	57	605	656
51-9111	Packaging and Filling Machine Operators and Tenders	57	496	529
29-2052	Pharmacy Technicians *	57	542	607
13-1082	Project Management Specialists *	55	690	748
43-3021	Billing and Posting Clerks	54	469	509
43-3071	Tellers	54	626	560
43-9021	Data Entry Keyers	52	598	485
49-3031	Bus and Truck Mechanics and Diesel Engine Specialists *	51	569	595
11-2022	Sales Managers	51	650	680
45-1011	First-Line Supervisors of Farming, Fishing, and Forestry Workers	50	353	376
13-1199	Business Operations Specialists, All Others *	49	532	566
11-3031	Financial Managers	48	522	617
49-9021	Heating, Air Conditioning, and Refrigeration Mechanics and Installers *	46	401	487
51-6011	Laundry and Dry-Cleaning Workers	46	326	336

* Also designated as a
PWDB Target Occupation

Panhandle Workforce Development Board
In-Demand Occupations (by Annual Job Openings)

Occupational Code	Occupation Title	Annual Openings	Estimated Employment (2022)	Projected Employment (2032)
49-3093	Tire Repairers and Changers	46	345	399
37-1011	First-Line Supervisors of Housekeeping and Janitorial Workers	42	331	356
47-5071	Roustabouts, Oil and Gas	42	340	393
45-2091	Agricultural Equipment Operators	41	256	281
21-1093	Social and Human Service Assistants	41	372	396
15-1232	Computer User Support Specialists *	39	512	556
47-2031	Carpenters *	38	434	452
19-5011	Occupational Health and Safety Specialists	37	340	349
53-7081	Refuse and Recyclable Material Collectors	37	276	291
29-2056	Veterinary Technologists and Technicians	37	238	352
13-1020	Buyers and Purchasing Agents	36	420	408
49-9098	Helpers--Installation, Maintenance, and Repair Workers	36	282	314
25-2011	Preschool Teachers, Except Special Education	36	345	350
43-5032	Dispatchers, Except Police, Fire, and Ambulance	35	367	371
43-5052	Postal Service Mail Carriers	35	443	462
13-1161	Market Research Analysts and Marketing Specialists	34	299	348
51-4041	Machinists *	33	313	328
21-1021	Child, Family, and School Social Workers	32	340	379
51-9124	Coating, Painting, and Spraying Machine Setters, Operators, and Tenders	31	336	345
41-9022	Real Estate Sales Agents	31	338	360
47-2051	Cement Masons and Concrete Finishers	30	355	381
35-1011	Chefs and Head Cooks	30	230	253
49-9051	Electrical Power-Line Installers and Repairers	30	334	362
23-2011	Paralegals and Legal Assistants *	30	256	289
43-4031	Court, Municipal, and License Clerks	28	271	284
21-1012	Educational, Guidance, and Career Counselors and Advisors	28	369	387
29-2042	Emergency Medical Technicians *	28	324	362
13-2072	Loan Officers	28	347	373
49-3041	Farm Equipment Mechanics and Service Technicians	27	286	302
29-1171	Nurse Practitioners	27	350	441
47-2141	Painters, Construction and Maintenance	27	321	346
31-2021	Physical Therapist Assistants *	27	170	192
37-1012	Supervisors of Landscaping, Lawn Service & Groundskeeping Workers	27	229	249
33-2011	Firefighters Firefighting and Prevention Workers *	26	339	346

Panhandle Workforce Development Board
In-Demand Occupations (by Annual Job Openings)

Occupational Code	Occupation Title	Annual Openings	Estimated Employment (2022)	Projected Employment (2032)
51-8093	Petroleum Pump System Operators, Refinery Operators, and Gaugers *	24	242	258
49-3021	Automotive Body and Related Repairers *	23	248	258
13-1041	Compliance Officers	23	264	287
43-6011	Executive Secretaries and Executive Administrative Assistants	23	316	255
43-4199	Information and Record Clerks, All Other	23	186	192
43-9041	Insurance Claims and Policy Processing Clerks	23	204	231
53-7063	Machine Feeders and Offbearers	23	140	149
31-9097	Phlebotomists *	23	141	168
41-3031	Securities, Commodities, and Financial Services Sales Agents	23	287	302
47-5013	Service Unit Operators, Oil and Gas	23	178	208
49-9052	Telecommunications Line Installers and Repairers	23	218	249
31-9099	Healthcare Support Workers, All Other	22	147	159
53-4011	Locomotive Engineers	22	277	281
13-1111	Management Analysts	22	224	250
49-3042	Mobile Heavy Equipment Mechanics, Except Engines	22	253	267
51-9199	Production Workers, All Other *	22	196	210
29-2010	Clinical Laboratory Technologists and Technicians *	21	298	314
11-3051	Industrial Production Managers	21	289	302
49-9099	Installation, Maintenance, and Repair Workers, All Other	21	189	212
25-9044	Teaching Assistants, Postsecondary	21	164	171
13-1031	Claims Adjusters, Examiners, and Investigators	20	260	275
11-3021	Computer and Information Systems Managers	20	251	285
51-9161	Computer Numerically Controlled Tool Operators	20	251	235
51-4031	Cutting, Punching & Press Machine Setters, Operators & Tenders, Metal & Plastic	20	266	228
47-3013	Helpers--Electricians	20	153	175
49-9043	Maintenance Workers, Machinery	20	194	207
29-2034	Radiologic Technologists and Technicians *	20	318	344
43-5111	Weighers, Measurers, Checkers, and Samplers, Recordkeeping	20	135	156
49-9012	Control and Valve Installers and Repairers, Except Mechanical Door *	19	218	243
13-1051	Cost Estimators	19	199	216
51-3092	Food Batchmakers	19	115	127
47-3015	Helpers--Pipelayers, Plumbers, Pipefitters, and Steamfitters	19	132	162

Panhandle Workforce Development Board
In-Demand Occupations (by Annual Job Openings)

Occupational Code	Occupation Title	Annual Openings	Estimated Employment (2022)	Projected Employment (2032)
27-3031	Public Relations Specialists	19	219	234
31-9096	Veterinary Assistants and Laboratory Animal Caretakers	19	69	100
51-9011	Chemical Equipment Operators and Tenders	18	244	218
17-2051	Civil Engineers	18	221	258
23-1011	Lawyers	18	408	432
29-2072	Medical Records Specialists *	18	240	258
25-2052	Special Education Teachers, Kindergarten and Elementary School *	18	258	261
11-3071	Transportation, Storage, and Distribution Managers	18	222	233
51-8031	Water and Wastewater Treatment Plant and System Operators	18	228	213
33-1011	First-Line Supervisors of Correctional Officers	17	198	207
47-4051	Highway Maintenance Workers	17	191	193
29-1071	Physician Assistants	17	187	246
29-1127	Speech-Language Pathologists	17	218	265
49-9081	Wind Turbine Service Technicians *	17	80	154
15-1244	Network and Computer Systems Administrators *	16	252	271
29-1051	Pharmacists	16	338	366
25-2032	Career/Technical Education Teachers, Secondary School	15	240	243
47-4011	Construction and Building Inspectors	15	116	125
29-1292	Dental Hygienists	15	167	194
43-4061	Eligibility Interviewers, Government Programs	15	139	157
47-5022	Excavating and Loading Machine and Dragline Operators, Surface Mining	15	144	149
21-1022	Healthcare Social Workers	15	157	166
25-4022	Librarians and Media Collections Specialists	15	165	170
15-1211	Computer Systems Analysts	14	195	216
29-2043	Paramedics *	13	220	243
29-1126	Respiratory Therapists *	13	181	215
49-3011	Aircraft Mechanics and Service Technicians *	11	127	135
29-2099	Health Technologists and Technicians, All Other *	11	128	146
17-3023	Electrical and Electronic Engineering Technologists and Technicians *	10	71	72
17-3024	Electro-Mechanical and Mechatronics Technologists and Technicians (Robotics) *	10	N/A	N/A
17-3026	Industrial Engineering Technologists and Technicians (Nanotechnology) *	10	N/A	N/A
15-1212	Information Security Analysts *	10	75	80
29-2053	Psychiatric Technicians *	10	63	68

* Also designated as a
PWDB Target Occupation



6. WDB-(13)

Board Plan

Leslie Hardin

From: Mullins,Joel L <joel.mullins@twc.texas.gov>
Sent: Tuesday, July 1, 2025 3:24 PM
To: LWDA Exec Dir; LWDA Exec Dir 2
Cc: York,Mary; Baldini,Mahalia C; Martinez,Patricia (Austin); Jones,Shirley M; Board Plans
Subject: Approval of Local Workforce Development Board Plans for PY 2025-2028

External Sender - From: ("Mullins,Joel L"
<joel.mullins@twc.texas.gov>)

[Learn More](#)

This message came from outside your organization.

Dear Executive Directors:

Congratulations!

Governor Abbott has approved all 28 Local Workforce Development Board Plans for PY 2025-2028.

Thank you and your staff for all the hard work put into developing your local Board plan. We appreciate your patience during the review and approval processes.

As provided in [Workforce Development Letter 11-24](#), issued September 23, 2024, and titled "Local Workforce Development Board Planning Guidelines for Program Years 2025–2028," each Board must publish its approved Board plan on its website within 30 calendar days of receiving notice of the Governor's approval. Please submit the URL of your posted plan to board.plans@twc.texas.gov no later than **July 31, 2025**. We will post a link to your approved plan on the TWC website.

Thank you for your help, and congratulations on a job well done!



Joel Mullins
Deputy Division Director
Workforce Development Policy & Board Support
Texas Workforce Commission
(737) 400-5850 | joel.mullins@twc.texas.gov
twc.texas.gov



6. WDB-(14) (a)

**TWC Skills Development Fund (SDF)
Healthcare Initiative**

BUILDING A SUSTAINABLE FUTURE FOR *Rural Healthcare*

Skills Development Fund Grant

Invest in Professional Development That Drives Staff Retention, Reduces Operational Strain, and Equips Every Team Member to Deliver the Highest Standards of Patient-Centered Care.

Training Workshops Designed for



**Staff
Retention**



Compliance



**Quality Patient
Care**



**Flexible
Schedules**



**Special Initiative
Funding**



Rural hospitals face unique challenges in providing high-quality healthcare due to limited resources, geographic isolation, and difficulties in attracting and retaining qualified staff. Investing in comprehensive training programs is crucial for these institutions to overcome these challenges and ensure the delivery of excellent patient care.

The trainings will focus on the following areas:

- **Enhancing Quality of Care and Patient Safety:** The training modules focused on specific clinical scenarios, escalated response, and system safety that directly address critical areas impacting patient outcomes and safety, equipping staff with the knowledge and skills to effectively manage emergencies and challenging situations.
- **Addressing Staff Recruitment and Retention:** Rural hospitals often struggle with staff turnover. Investing in professional development opportunities that allow staff to work towards finding Purpose in Practice. Purpose in Practice provides pathways for skill enhancement and career advancement, improve staff morale, job satisfaction, and retention rates, ultimately leading to a more stable and experienced workforce.
- **Financial Stability and Revenue Cycle Management:** Effective revenue cycle management is vital for the financial health of rural hospitals. The training modules on advanced revenue cycle mastery, patient collections, successful insurance claims processing, and accurate coding and billing are designed to optimize billing practices, reduce claim denials, and maximize reimbursement.
- **Regulatory Compliance and Mitigating Risk:** Rural hospitals must navigate a complex landscape of federal and state regulations. Training in medical office compliance, OSHA guidelines, and HIPAA privacy and security is essential to prevent costly penalties and legal repercussions. By proactively educating staff on their responsibilities and establishing robust compliance programs, rural hospitals can minimize their risk exposure and operate with greater confidence.
- **Leveraging Telehealth to Expand Access:** The training module on telehealth services will enable rural hospitals to effectively utilize this modality to expand access to specialty care and reach underserved populations. Proper billing and compliance knowledge are essential for the successful implementation and financial sustainability of telehealth programs in rural settings.

The comprehensive training plan outlined above focuses on enhancing the quality of care at rural hospitals, strengthens the workforce, improves financial stability, and ensures compliance with critical regulations. This initiative is essential for the long-term viability of rural healthcare and the well-being of the communities they serve. This special initiative is actively open to Rural Hospitals in Texas.



6. WDB-(14) (b)

Externships for Teachers



Bryan Daniel, Chairman
Alberto Treviño III, Commissioner
Joe Esparza, Commissioner

Request for Applications (RFA)

Externships for Teachers

Application Submission Deadline

September 9, 2025

Executive Summary

Externships for Teachers are short-term experiential learning opportunities that allow private sector employers to provide Teachers with an opportunity to gain insights into a specific profession or industry. The program provides Teachers with direct experience at professional job sites, preparing them to connect classroom learning with real-world employment experiences. Teacher externs will create and use lesson plans designed to engage students while they learn about industry trends and opportunities, as well as develop the academic and technical skills they need to succeed in the future workforce.



6. WDB-(16)

Director's Report

TWC Chairman Bryan Daniel Leaves TWC For New Role

Texas Workforce Commission sent this bulletin at 08/07/2025 09:00 AM CDT

Having trouble viewing this email? [View it as a Web page.](#)



Press Release

DATE: August 7, 2025

MEDIA CONTACT: Sarah Fischer

EMAIL: press@twc.texas.gov

PHONE: 512-463-8556

TWC Chairman Bryan Daniel Leaves TWC For New Role

AUSTIN – Texas Workforce Commission (TWC) Chairman Bryan Daniel was recently appointed to serve as President of the [NYSE Texas](#). He will conclude his service to TWC on August 10, 2025.

“Serving as Chairman of the Texas Workforce Commission has been a tremendous honor,” said TWC Chairman Bryan Daniel. “I am incredibly proud of the work we’ve done to strengthen Texas’ workforce, support our employers, and drive economic growth through innovative initiatives. Thank you to Governor Abbott for the opportunity to serve.”

“Chairman Bryan Daniel is a true public servant, who helped grow our highly skilled workforce and create a business climate that remains the envy of America,” said Governor Greg Abbott. “I thank Daniel for his service to Texas, and I wish him the best in his next endeavor.”

Bryan Daniel was originally appointed by Governor Greg Abbott on July 29, 2019, to represent the interests of the public on TWC’s three-member Commission. During his six years with TWC, Chairman Daniel championed the growth of Texas’ workforce and spearheaded strategies to support the state’s business climate. These efforts led to the addition of more than 1.46 million jobs over the course of his service with TWC.

“Chairman Daniel understood the critical connection between a skilled workforce and a strong Texas economy,” said TWC Commissioner Representing Labor Alberto Treviño III. “His success attracting businesses and shaping TWC initiatives made Texas more competitive.”

Chairman Daniel introduced the Middle Skills Initiative, which launched in 2021, to address the rising demand for workers with post-secondary education in critical industries. Recognizing the unique challenges in rural areas, he helped design the Workforce Strategy for Rural Texas in 2023 to reduce skills gaps and support economic development. Chairman Daniel also promoted the use of Jobs and Education for Texans (JET) grants to boost career and technical education programs, leading to new pipelines of workforce talent.

“Chairman Daniel’s dedication to promoting opportunity for all Texans will leave a lasting impact on the state,” said TWC Commissioner Representing Employers Joe Esparza. “His work to bring TWC’s resources to every corner of Texas, including our rural communities, have made a real difference in the lives of countless individuals. We thank him for his service and wish him well.”

Chairman Daniel is a graduate of Texas Tech University with both a bachelor’s degree and master’s degree. In 2019, Texas Tech’s College of Agricultural Sciences and Natural Resources recognized Chairman Daniel as a Distinguished Alumnus.

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Texas Workforce Commission is a state agency dedicated to helping Texas employers, workers, and communities prosper economically. For details on TWC and its services in coordination with its local workforce development boards network, call 800-628-5115 or visit <https://twc.texas.gov/>. Subscribe to [email updates](#) to receive notifications about TWC programs and services.



- **At an estimated \$2.7 trillion, the Texas economy is eighth largest compared to the nations of the world**, larger than Russia, Canada, Italy, and more
- Texas is home to 54 Fortune 500 HQs, 1 in 10 of all publicly traded companies in the U.S., and more than 3.3 million startups and small businesses
- Best State for Business: 21 years
- Best Business Climate in the U.S.
- Governor's Cup winner 13 years in a row for the most business location/expansion projects
- 2025 Prosperity Cup winner as the top state for attracting business investments
- Texas produces more than 9% of U.S. GDP and 22% of all U.S. exports
- Top exporting state 23 years in a row; top semiconductor exporting state 14 years; top tech exporting state 12 years
- Texas entrepreneurs filed nearly 500,000 new business applications in 2024
- Attracting 324+ corporate HQs since 2015
- Top state for foreign direct investments over the last 20 years and a top global destination

TOP TEXAS TOUTS: JOBS

- **Texas has added more than 2.5 million jobs under Governor Abbott's leadership**
- More Texans are working than ever before
- More Texans are working than 46 states have in population
- Top state for jobs added in 2024, Texas has led the nation in job creation 3 years in a row
- Texas hit new historic highs for the number of Texans working and the size of the Texas labor force
- 99.8% of Texas businesses are small; these 3.3 million+ small businesses employ nearly half of all working Texans
- A top state for small business job growth
- Home to 1 in 5 of the nation's Hispanic business owners and more than 1 in 10 of the nation's Black business owners
- Home to 1.4 million+ women business owners
- Tourism supports 1 in 11 jobs in Texas
- Texas leads the nation for jobs in financial services and is home to 3 stock exchanges
- Top state for growth in tech jobs with the second-largest semiconductor workforce

TOP TEXAS TOUTS: PEOPLE

- **Our young, skilled, diverse, and growing labor force is 15.85 million strong**
- Texas is the top state for population growth in 2024 and over the last 2 decades; surpassing 31.2 million in total population
- Texas' Hispanic population is the largest demographic group
- Texas is home to the largest Black population among all U.S. states
- Texas is younger and faster growing than the nation
- Texas grows by more than 1,500 people every day, including newborn Texans and people moving from other states and countries
- Texas is by far the “stickiest” state: 82% of those born here stay here
- Texas is the top state for attracting Gen Z and Millennials
- Texas is home to 1.7 million veterans and serving military, including active duty, reserve, and National Guard, plus their families
- Texas is home to more veterans and more women veterans than any other state
- Our greatest natural resource is the people of the Lone Star State; they are the No. 1 reason businesses relocate and expand here

TOP TEXAS TOUTS: INDUSTRY

- **Made in Texas is a powerful global brand**
- The Lone Star State leads in exports, semiconductor exports, and tech exports
- Top exporting state to 92 countries
- Texas produces 9% of U.S. manufactured goods
- Top state for farms, cattle, cotton, and more
- Top state for oil and gas production, wind-powered generation, and utility-scale solar
- No. 1 for theoretical semiconductor manufacturing capacity in the U.S.
- A leading state for aerospace, cybersecurity, financial services, manufacturing, startups, high tech, tourism, and other industries
- Home to the fourth-largest data center market in the world
- Home to 730+ auto manufacturing facilities
- Home to the world's largest medical complex
- No. 1 for aerospace manufacturing attractiveness in the U.S.
- Home to 15 major military installations and the Army Futures Command HQ
- The top state for DOD defense spending
- Home to 54 Fortune 500 HQs, 1 in 10 of all publicly traded firms in the U.S., as well as 3.3 million+ small businesses and startups
- Texas continues to cultivate and pursue diversified industries

TOP TEXAS TOUTS: INFRASTRUCTURE

- **Texas is the nation's gateway to global trade—by air, land, and sea**
- Home to 23 seaports, 12 deep-water ports
- Port of Laredo is the No. 1 port in the U.S.
- Port Houston is the top U.S. port for waterborne tonnage
- Texas ports move more cargo than any state
- Texas seaports support 2.5 million+ jobs
- Texas is investing \$240 million in port infrastructure and connectivity projects
- Texas is home to 35 foreign trade zones, more than any other state
- Most miles of public roadways and state highways, and freight railways
- Most airports, 2 international airline HQs, and a major hub for a third
- Texas is making a 10-year, \$148 billion commitment to new state roadway projects
- In 2023, Texas voters approved:
 - \$5 billion for a Texas Energy Fund
 - \$1 billion in water funding
 - \$1.5 billion for broadband infrastructure funding
- With lower energy and land costs and fewer land-use restrictions, Texas offers operating cost advantages for businesses and a more affordable cost of living for employees

- **Texan ingenuity and innovation fuels America's economic engine**
- Texas leads the U.S. in energy production, providing nearly one-fourth of the country's domestically produced energy
- Texas is the top producing state for crude oil and natural gas; Texas leads in wind-powered generation and utility-scale solar
- Texas produces more electricity than any other state, generating more than twice as much as the second-highest state
- Texas ranks No. 2 for LNG exports
- Texas is home to the largest petrochemical workforce cluster in the nation
- The Texas oil and gas industry directly and indirectly supports ~1.4 million Texas jobs
- Texas is home to two of the nation's four Strategic Petroleum Reserve (SPR) crude oil storage sites
- The Gulf Coast is the heart of renewable-energy hydrogen infrastructure in the U.S.
- Because of our all-of-the-above and all-of-the-below energy policies, Texas is also well-positioned to lead in hydrogen, geothermal, small modular nuclear, and advanced battery storage solutions

TOP TEXAS TOUTS: EDUCATION

- **Texas educates more than 1 in 10 of all U.S. public elementary and secondary students**
- Texas is home to 31 Blue Ribbon schools, 10 of the top 100 public high schools, 4 of the top 50 STEM public high schools
- Nearly 27,000 outstanding Texas teachers in 597 school districts earned \$292 million in incentive pay in the 2023-24 school year
- More than 360,000 Texas students took AP exams in 2024; 56% were Black or Hispanic
- Texas high school graduation rate: 90%
- Among the highest graduation rates in the nation for Hispanic, Black, and economically disadvantaged students
- 7 public university systems; 37 public four-year universities; 50 community college districts with campuses across the state
- Nearly 370,000 higher ed graduates in 2023; more than the total enrollment within 26 states
- More than 4 million Texans participate annually in workforce development programs
- 16 Carnegie Tier One research universities, the most in the nation
- Home to top-ranked universities for business and engineering, and a leading state for doctorates in biotech, engineering, and electrical engineering



Governor Greg Abbott Is America's Jobs Governor

- Under Governor Abbott's leadership, Texas is No. 1 in the nation for jobs added since January 2015
- Under Governor Abbott's leadership, Texas is No. 1 in the nation for private-sector jobs added since January 2015
- Under Governor Abbott's leadership, Texas is No. 1 in the nation for attracting the most job-creating business investments and has been recognized with the "Triple Crown" of economic development trophies:
 - Best Business Climate
 - Governor's Cup
 - Prosperity Cup

"With America's best business climate and a booming Texas economy powered by our skilled and growing workforce, we will build on this momentum for **a stronger, more prosperous Texas for decades to come.**"

– Governor Abbott