

**Panhandle Workforce
Development Board
Child Care
Advisory Committee
Meeting Agenda
October 22, 2025**



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NOTICE OF MEETING

A meeting of the Panhandle Workforce Development Board's Child Care Advisory Committee will be held at 1:30 p.m. on Wednesday, October 22, 2025. Committee members and individuals from the public may access the meeting in person at Workforce Solutions Panhandle, 3120 Eddy Street, Amarillo, Randall County, Texas.

In order to accommodate Committee 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 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 has been filed at least three business days 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 Committee 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 Committee as a whole. Individual Committee 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

Members will be asked to consider approval of the minutes from the Committee's meeting held on July 23, 2025.

4. INTRODUCTION OF NEW MEMBERS

5. APPOINTMENT TO THE CHILD CARE ADVISORY COMMITTEE

Members will be asked to consider appointing a new member to serve on the Child Care Advisory Committee, representing a *Current or Former Child Care Family*.

6. SCHEDULING NEXT MEETING

Members to determine the time for the next scheduled meeting on January 21, 2026.

7. **CHILD CARE SERVICES PROGRAM UPDATE**

Gracie Aragon, Workforce Development Program Specialist, will provide an update on the Child Care Services program. No action by the Committee is required.

8. **CHILD CARE PROVIDER UPDATE**

Karron Gilbreath, Workforce Solutions Panhandle Provider Services Lead, will provide an update on the Child Care Providers in our area. No action by the Committee is required.

9. **CHILD CARE PROGRAM PERFORMANCE UPDATE**

April Slatter, Workforce Solutions Panhandle Child Care Services Program Manager, will discuss Child Care Program Performance. No action by the Committee is required.

10. **CHILD CARE QUALITY ACTIVITIES**

Cynthia Hixon, Workforce Solutions Panhandle Child Care Industry Support Specialist, will provide an update on ongoing and upcoming Child Care Quality (CCQ) activities. No action by the Committee is required.

11. **OPEN DISCUSSION**

12. **CURRENT MEMBERSHIP LIST**

13. **FINAL PUBLIC COMMENT PERIOD**

14. **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 14th day of October 2025, at 415 Southwest Eighth Avenue, Amarillo, Texas, at 1:30 p.m.



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Leslie Hardin

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ITEM 3

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 three business days 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.



ITEM 8

Child Care Quality Activities

Quality Needs Assessment Survey Results

September 2025

In August the Quality Specialist hosted an hour-long virtual meeting to gather feedback about the activities from the previous program year and suggestions on activities to be continued along with new activities for the upcoming 25-26 program year. Surveys were also sent out to over 1000 CCS families and promoted in the CCIS Newsletter for administrators to share with all their families. Surveys were also provided to all the Texas Rising Star Staff and to all the Child Care programs with CCS agreements. In the virtual meeting 4 directors gave feedback, and of the surveys 21 families responded, 4 Texas Rising Star Staff, and 25 administrators representing a total of 30 early learning programs with a combined capacity of 3197 and an enrollment of 1645 gave feedback.

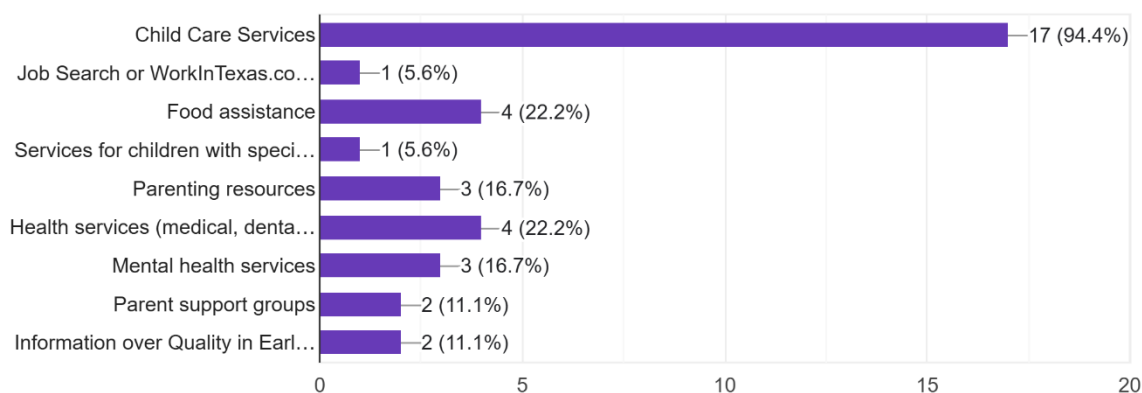
Feedback from the virtual call consisted of the following:

- Programs are taking advantage of the Scholarships, Wage Supplements and Scholarship Recognition awards and use the activities to attract and retain quality staff. Feedback was that a tiered process to the wage supplement would be good.
- The providers like being able to pick out learning materials for the classroom and suggested having nature inspired classrooms and materials.
- Two of the providers are from rural areas and said they enjoyed having a training in Pampa but are fine with coming to Amarillo. At the Pampa training we did receive feedback that the training in Pampa was easier for them due to paying for millage for staff. Some of the Spanish speaking staff liked the training being in English and Spanish.
- Trainings suggested are challenging behaviors, Conscious Discipline, training for families and team building and training about biases.

Feedback from CCS Families consisted of the following:

Services - Indicate below the services in which your family is interested in learning about or for which your family needs additional support and resources (please check all that apply)

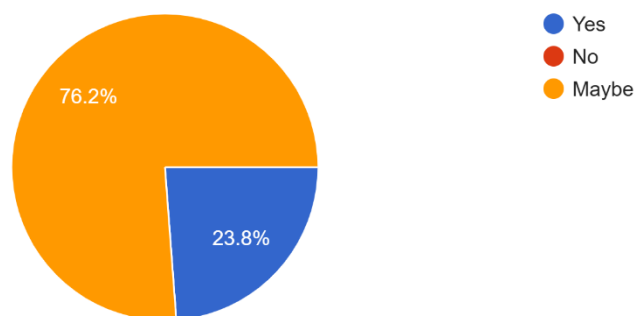
18 responses



- We are following up with some of the families about the types of CCS resources needed and the best ways to communicate with families.

If Workforce Solutions Panhandle hosted a training event geared towards families and invited Child Care Services families would you attend

21 responses

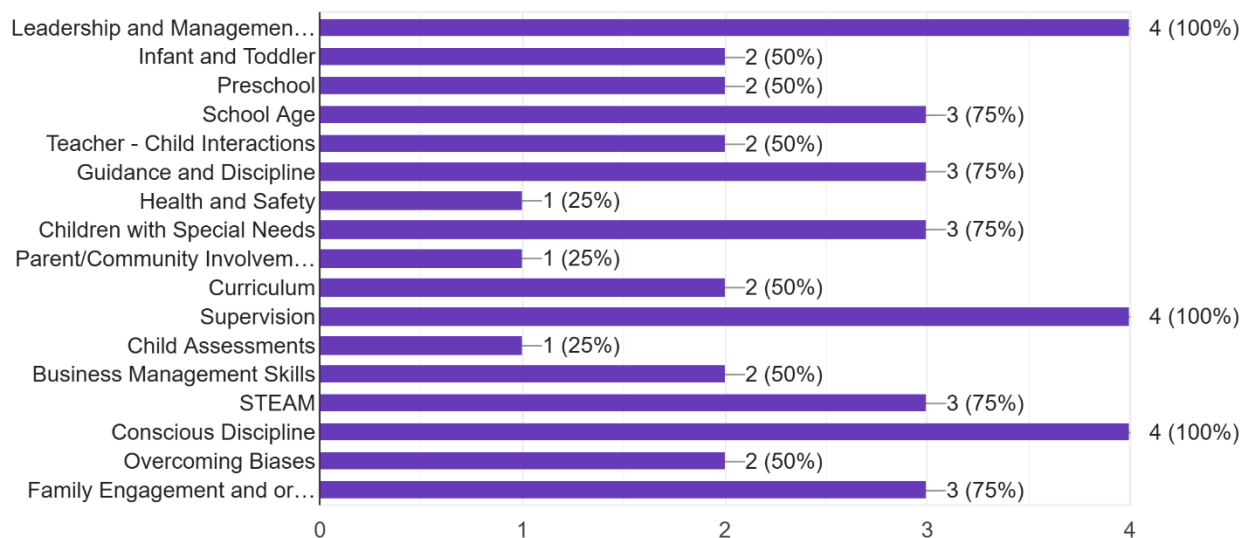


- Families might be interested in training focused on parent support hosted by WSP CCS. One family suggested a parent support group.

Feedback from Texas Rising Star Staff consisted of the following:

Professional Development - Indicate the professional development topics in which the child care and early learning programs you work with would be interested or need support (check all that apply)

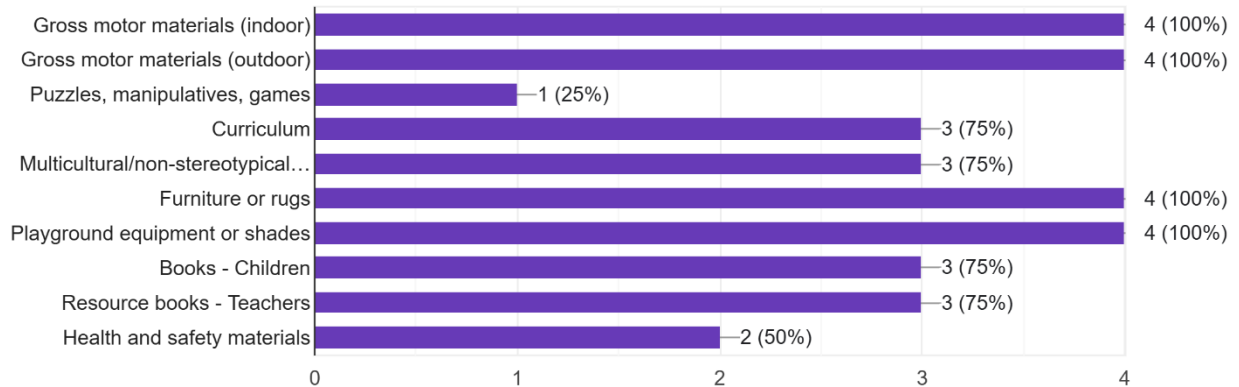
4 responses



- The top three topics for professional development are Leadership and Management, Supervision, and Conscious Discipline. The TRS staff also listed these as professional development topics they would like additional support for and to also include training in children with special needs.
- Texas Rising Star Staff listed the top resources needed by early learning programs being CACFP information, CCR information, ECI information and Community Resources and Events.

Materials/Equipment - Indicate the materials and/or equipment are most needed to support the child care and early learning programs you work with...h-quality care and education (check all that apply)

4 responses



- Texas Rising Star Staff responded that multiple types of materials and equipment are needed for early learning programs, Gross Motor indoor/outdoor, Furniture or Rugs, and Playground equipment being the top 4 most needed.
- Texas Rising Star Staff responded that they would like to support early learning administrators to become registered TECPDS Trainers and support additional registered trainers for the Infant Toddler Specialist Network (ITSN).
- A Texas Rising Star Staff has concerns about staffing, and the time background checks take along with the length of time staff is onboarded and trained before being placed in a classroom.

Feedback from Early Learning Programs consisted of the following:

Scholarships and Wage Supplements:

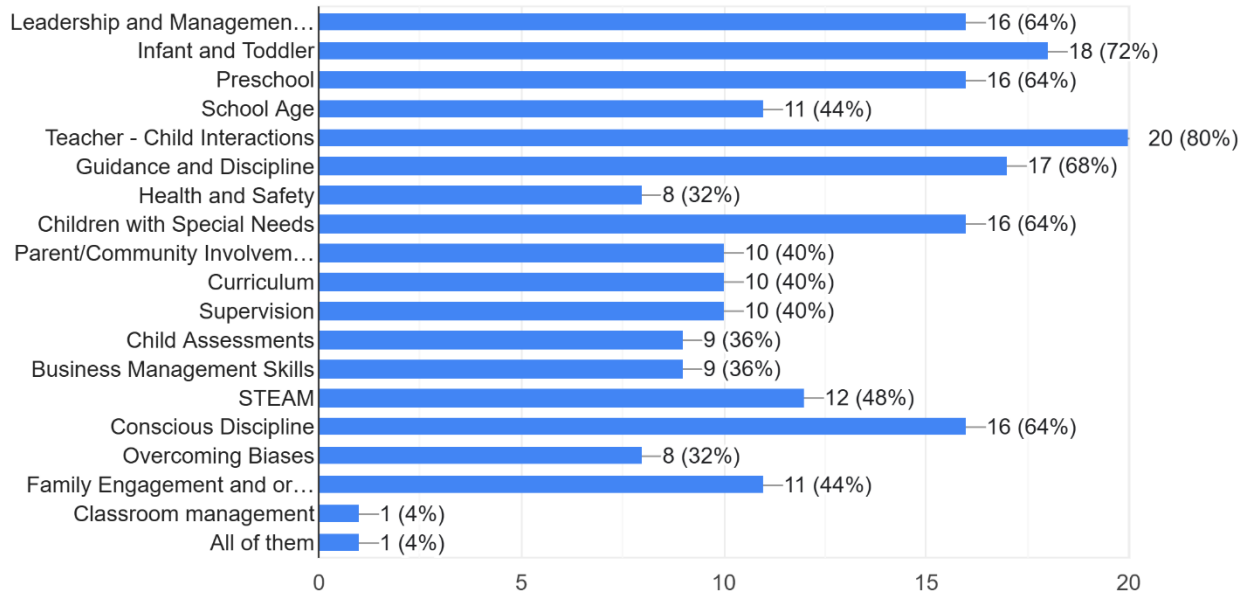
84% of the early learning programs that responded are Texas Rising Star 3 and 4 Star Certified. 12% are Onboarding and the other 4% are Texas Rising Star 2 Star certified.

- 84% of responders rated scholarships for staff as highly important.
- 96% of responders rated wage supplements for staff as highly important.
- 64% of responders said more staff would participate in wage supplements if there were additional tiers available, namely for staff with CDA and Provider Certifications.

Professional Development:

What types of trainings do you and your staff need support attaining

25 responses

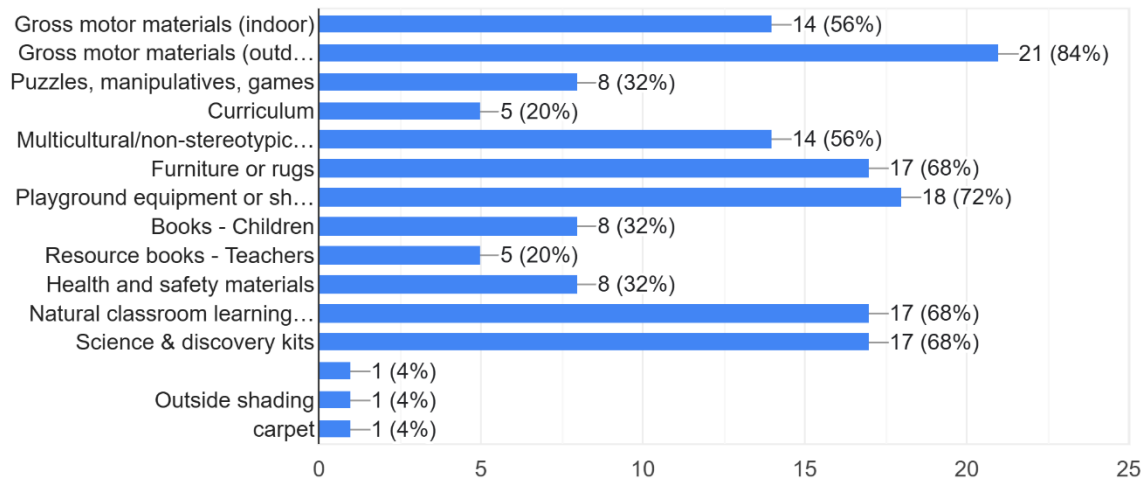


- The top 3 professional development topics providers need support in are teacher/child interactions, Infant and Toddler training and Guidance and Discipline.
- 52% of responders would be interested in professional development training in a rural part of the panhandle.
- 88% of responders had no preference for the delivery of professional development either online or in person.
- 64% of responders said they would be interested in a leadership retreat, 32% said maybe they would be interested.

Materials:

Materials/Equipment - Indicate the materials and/or equipment that are most needed to support the child care and early learning program you work w...-quality care and education (check all that apply)

25 responses

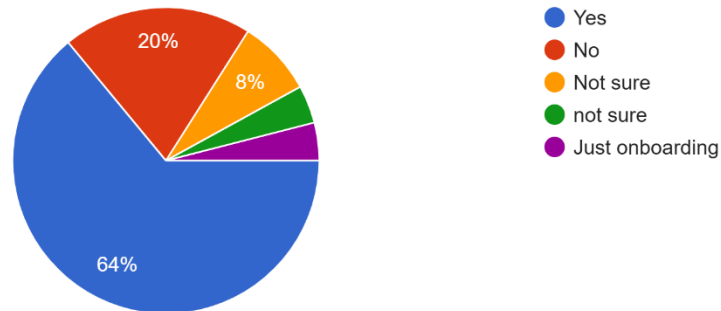


- The top 5 materials needed by responding administrators are gross motor outdoor, playground equipment or shade, furniture and rugs, natural classroom learning materials, and science and discovery kits.
- Providers like being able to choose materials needed for their programs.

Program Bonus

Has your early learning program received a program bonus from Workforce Solutions Panhandle Child Care Services in the past 3 years

25 responses

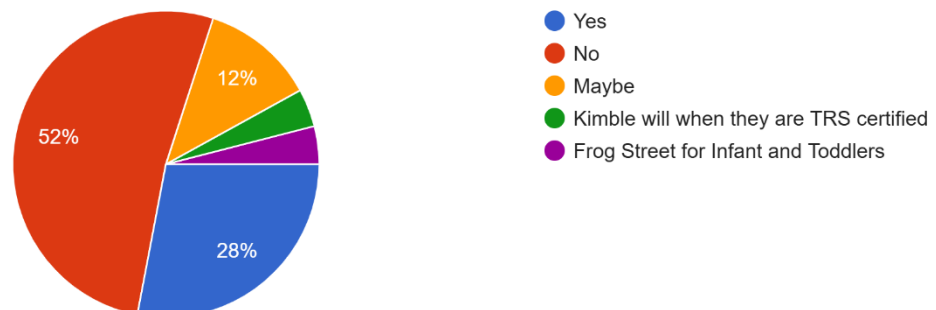


- Programs that received a bonus say they used it for the following: bonuses for staff, expanded a classroom, purchased materials, staff assistance and renovations.
- When asked if programs would be interested in a program bonus, if there are additional requirements that part or all the funds were provided to staff/teaching staff and there were additional requirements for the program and staff to participate in employee retention surveys and or training would they be interested. 90% of the responding programs said that yes, they would participate.

Curriculum:

Does the early learning program need curriculum

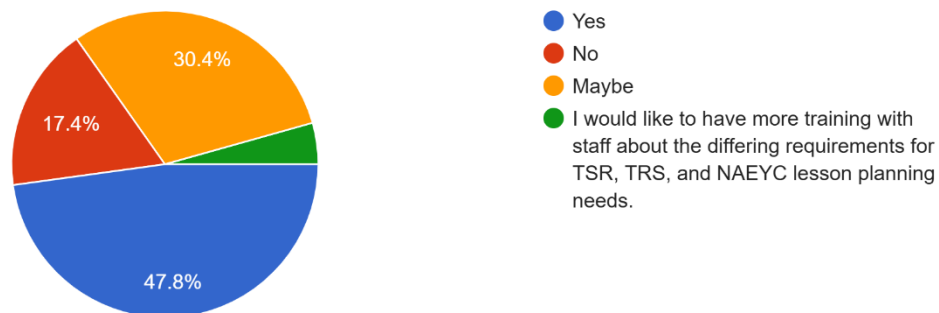
25 responses



- 28% of responding programs said yes, they needed curriculum, with 12% stating maybe.
- When asked what curriculum programs were using there is a mix of Creative Curriculum, Frog Street, CIRCLE, and some create their own or are not using a curriculum.

Does the early learning program need additional support in using curriculum

23 responses

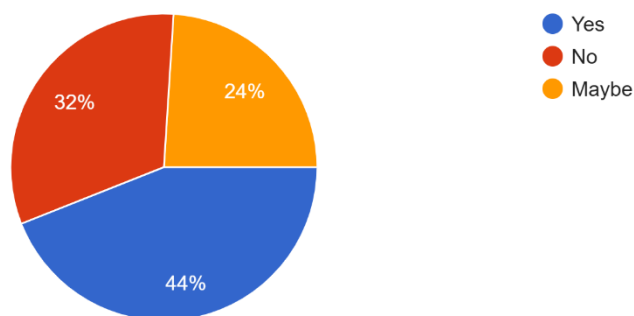


- 47.8% of providers would like continued support in using curriculum, with 30.4% possibly needing continued support.

Expansion:

Does your early learning program have the ability to expand

25 responses



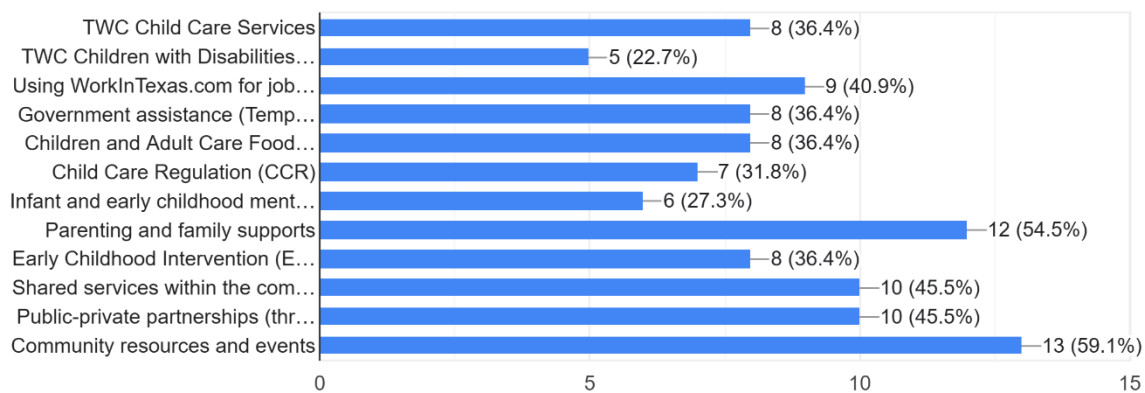
- Of responders that said Yes, 20% said they plan on expanding in the next 12 months, and 24% said they possibly will expand in the next 12 months.
- The ages programs could expand in is even between infants, toddlers, and preschool.

- Programs stated to expand they would need the following: furniture, more support with enrollment, quality staff, classroom equipment like shelves, toys, decor, carpets, mats, curriculum, and funds.

Resources and Supports:

Resources - Indicate the resources the early learning program is interested in learning more about or for which additional support and resources are needed (check all that apply)

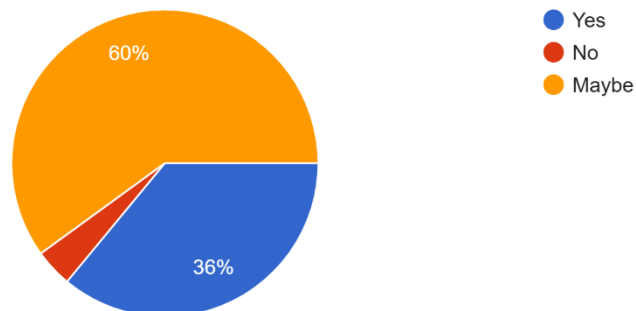
22 responses



- The top 2 resources and supports requested are Community Resources and Events and Parenting and Family Supports.

Would you promote a Teacher PLC to the staff in your program

25 responses



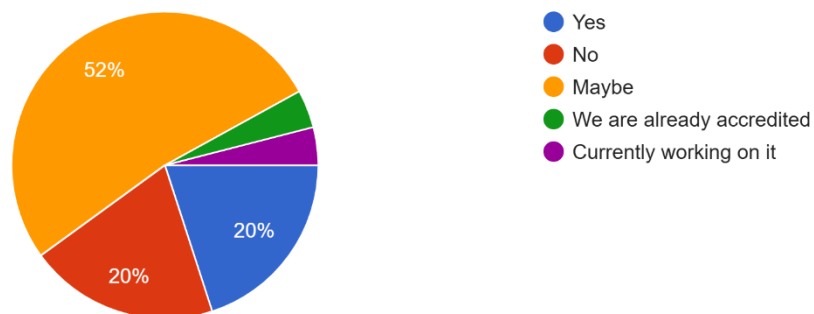
- Programs would be interested in teacher PLC.
- 44% of responding programs participated in Director PLC.

- 80% of responding programs receive and read the CCIS Newsletter.

National Accreditation

Does your program have any plans to work towards a national accreditation

25 responses

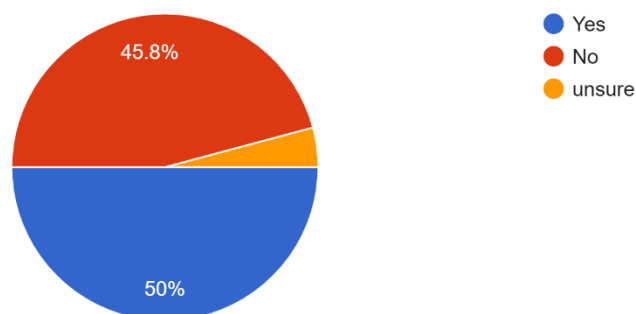


- Providers have some interest in NAEYC accreditation, with one currently working on accreditation.

Certified Childcare Professional/Child Development Associate Credential

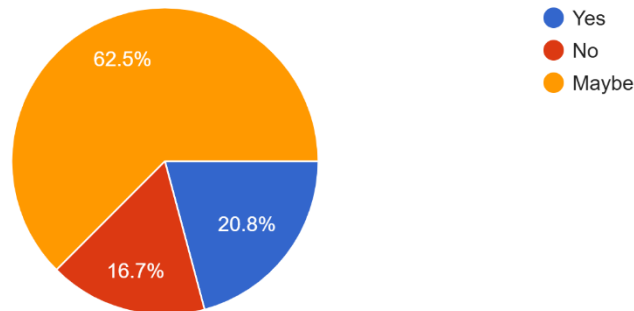
Does your program have any staff working towards a CCP/CDA credential

24 responses



- Half of the responding programs have staff working on a CCP/CDA credential.

Does your early learning program need support with helping staff to attain a CCP/CDA credential
24 responses



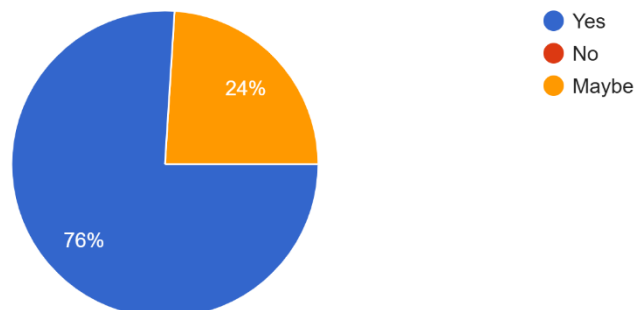
- 62.5% of programs responded that they may need support and 20.8% of programs responded that they would like support with helping staff to attain a CCP/CDA credential.

Program Management

- Responding providers use a mix of program management software: ProCare, Brightwheel, QuickBooks, and some programs state they are not using any program management software.

Other

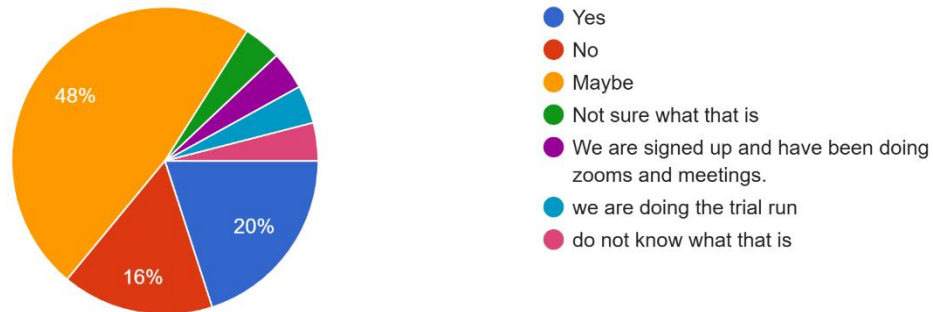
Would your early learning program be interested in staff wellness resources
25 responses



- Providers would be interested in staff wellness resources, like training, materials, and access to mental health counselors.

Would your early learning program be interested in LENA

25 responses



- Feedback from programs currently participating in the LENA Grow Infant and toddler classrooms is positive with one of the programs requesting to have 8 preschool classrooms participate in the upcoming program year.

Are there any products or programs you would like to see Workforce Solutions Panhandle Child Care Services support with quality funding

- Continued reimbursement for conference training, leadership retreats, funding for staff to attend TAEYC and/or NAEYC conferences
- ProCare communication apps etc
- Lakeshore full playground equipped sets and classroom sets.
- Parent communication apps like Brightwheel
- We would like some tablets for the kids (used like school uses to prepare them) but need for all
- Scholarships for families while they are actively on the waitlist.



ITEM 12

Membership List

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

**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

**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 LCCH
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nikkiescareclub@gmail.com

**CURRENT OR FORMER
CHILD CARE FAMILY**

Ms. Mikki Wossum
Former CCS Family
12520 US Highway 60
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PWDB CHILD CARE SERVICES CONTRACTOR

Ms. Karron Gilbreath
Lead Provider Services Specialist
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PWDB STAFF

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CHILD CARE STAKEHOLDER

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Faculty/Program Coordinator
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CHILD CARE STAKEHOLDER

Ms. Victoria Hughes
Operation First Five Facilitator
& Community Organizer
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victoriahughes012@gmail.com

* Chairman

** Vice-Chairman

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

CHILD CARE STAKEHOLDER

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CHILD CARE STAKEHOLDER

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* Chairman
** Vice-Chairman