



## **NOTICE OF MEETING**

The regular meeting of the Panhandle Workforce Development Board will be held at 12:30 p.m. on Wednesday, February 24, 2021. Due to the current COVID-19 crisis this meeting will be held by videoconference pursuant to Texas Government Code Section 551.127. The Governor of Texas, in accordance with Section 418.016 of the Texas Government Code, has proclaimed that a state of disaster now exists across Texas and the rules requiring government officials and members of the public to be physically present at a specified meeting location have been suspended until further notice.

Members of the public interested in attending this meeting may do so by logging onto: <https://us02web.zoom.us/j/87202895009?pwd=ZEpuZHhYMGZkeHB6bDhqV2FXUnM0QT09> (Meeting ID: 872 0289 5009 - Passcode: 398010) or may participate by phone (346) 248-7799 (Meeting ID: 872 0289 5009 - Passcode: 398010).

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 Board 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 Board as a whole. Individual Board 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 Board's meeting held on December 9, 2020. Also attached for informational purposes are the minutes of the December 10, 2020 meeting of the Panhandle Workforce Development Consortium's Governing Body. Please note that the group concurred with the actions of the Board.

4. **LOCAL EMPLOYER OF EXCELLENCE AWARD**

Members will have the opportunity to recognize Vision Computer Services as the recipient of the Board's 2020 Local Employer of Excellence Award. No action by the Board is required.

5. **PERFORMANCE INCENTIVE AWARDS**

Members will have the opportunity to recognize Workforce Solutions Panhandle as the recipient of two Texas Workforce Commission's (TWC) Performance Awards in the areas of Workforce Innovation and Opportunity Act (WIOA) Career Pathways and in Foster Youth. No action by the Board is required.

6. **REPORTS ON GRANTS**

A review of reports on the Panhandle's grants for October 1, 2020 – December 31, 2020. No action by the Board is required.

7. **LOCAL MONITORING REPORT**

Members will be provided with an update on monitoring activities. No action by the Board is required.

8. **POLICY UPDATES**

Members will be asked to consider proposed updates to current local policy for:

- a) IT (Information Technology) Disaster Recovery Plan; and
- b) IT (Information Technology) Security, Systems and Computer Access.

Public comment opportunity and Member vote will be recognized.

9. **PANHANDLE WORKFORCE DEVELOPMENT BOARD PLAN FOR 2021 -2024**

Members will be asked to consider approval of the PWDB Plan for 2021-2024. A draft copy of the Plan may be found on the PRPC website under the Workforce Development Program at: <http://www.theprpc.org/Programs/WorkforceDevelopment/default.html>

Public comment opportunity and Member vote will be recognized.

10. **HIGH DEMAND JOB TRAINING PROGRAM APPLICATION**

Members will be asked to consider approval of the submission of an application to the TWC's High Demand Job Training Program to assist in meeting the needs for workforce educational partners in the Texas panhandle.

Public comment opportunity and Member vote will be recognized.

11. **PROGRAM PRESENTATION- SPECIAL INITIATIVES**

Members will be presented with an overview of special initiatives activities by Ms. Anna Lewis, Workforce Solutions Panhandle - Special Projects. No action by the Board is required.

12. **CONTRACTOR'S REPORT ON WORKFORCE ACTIVITIES**

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

13. **DIRECTOR'S REPORT ON WORKFORCE ACTIVITIES**

Workforce Development Director, Mr. Marin Rivas, will discuss recent and upcoming regional workforce activities. No action by the Board is required.

14. **CURRENT MEMBERSHIP LIST**

15. **FINAL PUBLIC COMMENT PERIOD**

16. **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 18<sup>th</sup> day of February, 2021, at 415 Southwest Eighth Avenue, Amarillo, Texas, at 12:00 p.m.



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Leslie Hardin

AN EQUAL OPPORTUNITY EMPLOYER / PROGRAM

Auxiliary aids and services are available upon request to individuals with disabilities  
Relay Texas: 711



**ITEM 3**



## PANHANDLE REGIONAL PLANNING COMMISSION

### Panhandle Workforce Development Board

#### Minutes

December 9, 2020

The regular meeting of the Panhandle Workforce Development Board was held on Wednesday, December 9, 2020 at 12:30 p.m. Due to the current COVID-19 crisis this meeting was held by videoconference pursuant to Texas Government Code Section 551.127.

Ms. Michelle Griffin, Vice-Chair, presided.

#### MEMBERS PRESENT:

- Jay Barrett, Amarillo Area Center for Academic Learning
- Dr. Tamara Clunis, Amarillo College
- Michelle Griffin, Amarillo National Bank-Borger Branch
- Matt Parker, Baptist St. Anthony's Health System
- Jason Henderson, Bell Helicopter, Textron
- John West, Central South Carpenters Regional Council
- Heather Freeman, CNS Pantex
- Irene Arnold, Downtown Women's Center, Inc.
- Kevin Caddell, Furniture Fashions, LTD
- Michael Wright, Moore County News - Press
- Kristi Hanes, Night & Day, Care & Play Inc.
- Magi York, Panhandle Community Services
- Valarie Robbins, Texas Workforce Solutions Vocational Rehabilitation Services
- David Parker, United Supermarkets, LLC

#### MEMBERS ABSENT:

- Lisa White, Amarillo Public Library
- Francisco Apodaca, Apodaca Brothers
- Texas D. "Tex" Buckhaults, Clarendon College
- Laura Lopez, Hunting Titan Inc.
- Drew Downs, International Brotherhood of Electrical Workers Local 602
- Betty Bara, La Fiesta Grande
- Shawna Elliott, Pampa Chamber of Commerce
- Charlie Rivas, Rivas Environmental Consultants, Inc.
- Tonya McWilliams, Texas Health and Human Services Commission
- Norman Bearden, Texas Workforce Commission
- Art Martinez, Whiteface Heating & Air, Inc.

OTHERS PRESENT:

Frances Garcia, Tina Maloney, Monica Martinez, and Trent Morris, Workforce Solutions Panhandle.

STAFF PRESENT:

Lori Bigham, Kathy Cabezuela, Leslie Hardin, Georgette Pond, Heather Reid, and Marin Rivas.

1. CALL TO ORDER

The meeting was called to order by Ms. Griffin, noting that a quorum was present.

2. INITIAL PUBLIC COMMENT PERIOD

None.

3. MINUTES

Members reviewed the minutes from the Board's previous meeting held on August 26, 2020. Mr. West moved to approve the minutes as presented. Mr. Caddell seconded the motion; the motion carried.

4. LOCAL EMPLOYER OF EXCELLENCE AWARD

Members were informed of the finalists for the Texas Workforce Commission's 2020 Texas Workforce Solutions Employers Awards. No action by the Board was required.

5. REPORTS ON GRANTS

Members heard reports on the Panhandle's grants for October 1, 2019 – September 30, 2020. No action by the Board was required.

6. LOCAL MONITORING REPORT

Staff provided an update on monitoring activities. No action by the Board was required.

7. POLICY UPDATES

Members considered various proposed updates to current local policy.

- a) Complaints, Hearings and Appeals (Non-Discrimination) – Mr. Caddell moved to approve. Mr. Barrett seconded the motion; the motion carried.
- b) Equal Opportunity (EO) Discrimination Complaint Procedures – Mr. Wright moved for approval. Mr. Henderson seconded the motion; the motion carried.
- c) Supportive Services Policy – Mr. Caddell moved to approve the update. Mr. David Parker seconded the motion; the motion carried.
- d) Work-Based Training Services and Related Policy Governing Non-Financial Agreements – Ms. York moved for approval. Mr. Wright seconded the motion; the motion carried.
- e) National or Local Disasters – Mr. Caddell moved to approve. Mr. Barrett seconded the motion; the motion carried.

- f) Workforce Innovation and Opportunity Act (WIOA) Priority of Service – Mr. Barrett moved to approve the update. Mr. David Parker seconded the motion; the motion carried.
- g) ITAs (Individual Training Accounts) – Mr. Caddell moved to approve the update. Mr. Wright seconded the motion; the motion carried.
- h) Child Care Services – Ms. York moved for approval. Ms. Arnold seconded the motion; the motion carried.
- i) Child Care Services, Preventing, Detecting, Reporting Suspected Fraud – Mr. Barrett moved to approve the update. Mr. Caddell seconded the motion; the motion carried.
- j) SNAP E&T (Supplemental Nutrition Assistance Employment & Training Program) Timely and Reasonable Attempt to Contact Current Participants (*RESCINDED*) – Ms. Robbins moved for approval. Ms. York seconded the motion; the motion carried.
- k) UI (Unemployment Insurance) Work Test Requirements: Minimum Work Search Contacts – Ms. York moved to approve the update. Mr. Henderson seconded the motion; the motion carried.

Public comment opportunity and member vote was recognized.

8. 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 Board was required.

9. DIRECTOR’S REPORT ON WORKFORCE ACTIVITIES

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

10. CURRENT MEMBERSHIP LIST

No action required.

11. FINAL PUBLIC COMMENT PERIOD

None.

12. ADJOURN

There being no further business to come before the Board, Mr. Caddell that the meeting be adjourned. Ms. Arnold seconded; the meeting adjourned.



**ITEM 4**



## **2020 Workforce Awards** **Local Employer of Excellence**

The Local Employer of Excellence Award honors one private-sector employer in each local workforce development area whose efforts and initiatives, in relationship with the Texas Workforce System, had a positive effect on other employers, workers, and the community. This year, members recognize one employer who, as a customer of and collaborator with Workforce Solutions Panhandle, created and used innovative approaches to support the local workforce system's goal of ensuring that both employers and workers have the resources and skills Texas needs to remain competitive. This year we would like to recognize Vision Computer Services, located in Pampa, TX.

The partnership between Vision Computer Services and Workforce Solutions Panhandle, exemplifies how a caring and responsible employer can catapult a rural community's workforce into the future. Vision Computer Services routinely participates in the Summer Earn and Learn, the On-The-Job Training, and the Subsidized Work Experience Programs, to hire and train staff for careers in the information technology field. The company also participated in the Hometown Success video project, which highlights young area professionals who work in targeted occupations identified in the Texas Panhandle. For more information on Hometown Success: [http://www.hometownsuccess.net/2018/12/technical-support/?vlogger\\_serie\\_in=1293](http://www.hometownsuccess.net/2018/12/technical-support/?vlogger_serie_in=1293)

Daniel Silva started Vision Computer Services in 2006. The company began as a vision to provide exceptional products and services to Pampa and the surrounding area. Because of their desire to excel in the way they support their clients, the company has had record growth. Vision Computer Services is expanding to service the Lubbock, TX and Yukon, OK areas. The domain name, <http://www.ihavecomputerproblems.com>, reflected what their clients typically say when they call Vision Computer Services. Daniel has his Bachelor's degree in Electrical Engineering, and minor in Computer Science and Math, and uses this knowledge to provide quality service to each and every client.



**ITEM 5**

## **Board Performance Incentive Awards**

This year TWC recognized Boards in the following Performance Incentive Award categories:

### **WIOA Career Pathways**

(Awarded to four Boards, one in each quartile)

- Percentage of WIOA adult, dislocated worker, and youth participants in training (35%)
- Percentage increase in the number of WIOA adult, dislocated worker, and youth participants in training (40%)
- Percentage of WIOA adult, dislocated worker, and youth training participants in training-related employment (25%)

Note: The time period for the adult, dislocated worker, and youth participants in training will be modified to account for the pandemic period.

### **Foster Youth**

(Awarded to four Boards, one in each quartile)

- Percentage of youth participants who are foster youth (45%)
- Percentage of foster youth participants employed/enrolled in Q2, post-exit (55%)



## **ITEM 6**



MEMORANDUM

DATE: February 24, 2021

TO: Members of the Panhandle Workforce Development Board, the Panhandle Workforce Development Consortium's Governing Body, PRPC and Contractor Staff

FROM: Marin Rivas, Workforce Development Director

SUBJECT: Reports on the Panhandle Workforce Development Area's Grants

Attached are reports that provide the basic information needed to assess how well we served our customers, met performance expectations, and utilized available grant funding during our program year 2021. The period covered in the report is from October 1, 2020 through December 31, 2020.

The charts on page 3 provide figures on the workers and families who have utilized services funded through one or more of our grants. These services are delivered through our Workforce Solutions offices and website, which are operated by the Huxford Group LLC under contract with PRPC. Assistance is provided by local staff of the Texas Workforce Commission (TWC) and Texas Veterans Commission (TVC).

The charts on page 4-6 show the Board's nineteen contracted measures. These reports are for the Board Contract year 2021 (BCY21), which began October 2020. TWC made some performance adjustments due to the impact of COVID-19.

Page 7 provides budget and expenditure data for separate grants, and is broken out into two groups. Shown first are the administrative and operating costs for PRPC and the Huxford Group, including those associated with personnel and facilities. Shown second are training and supportive services costs, which include all payments to participants, employers, training institutions, and vendors providing assistance to eligible clients.

The ratio of expenditures to budgeted funds varied to some extent by grant, but was generally consistent with expectations. Staff will discuss performance and review fiscal variances at the meeting.

Please contact us at (806) 372-3381 or (800) 477-4562 if you have questions or comments.

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. A brief description of each grant follows:

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.

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.

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.

The ***Trade Adjustment Assistance grant*** provides additional training resources and relocation assistance to dislocated workers affected by trade-related layoffs. Trade Adjustment Assistance for Workers is a federally funded program, with no costs to employers, that helps workers who are adversely affected by foreign imports or job shifts to a foreign country. Assistance is provided to eligible workers in the form of reemployment services, training, job search, relocation, and support benefits.

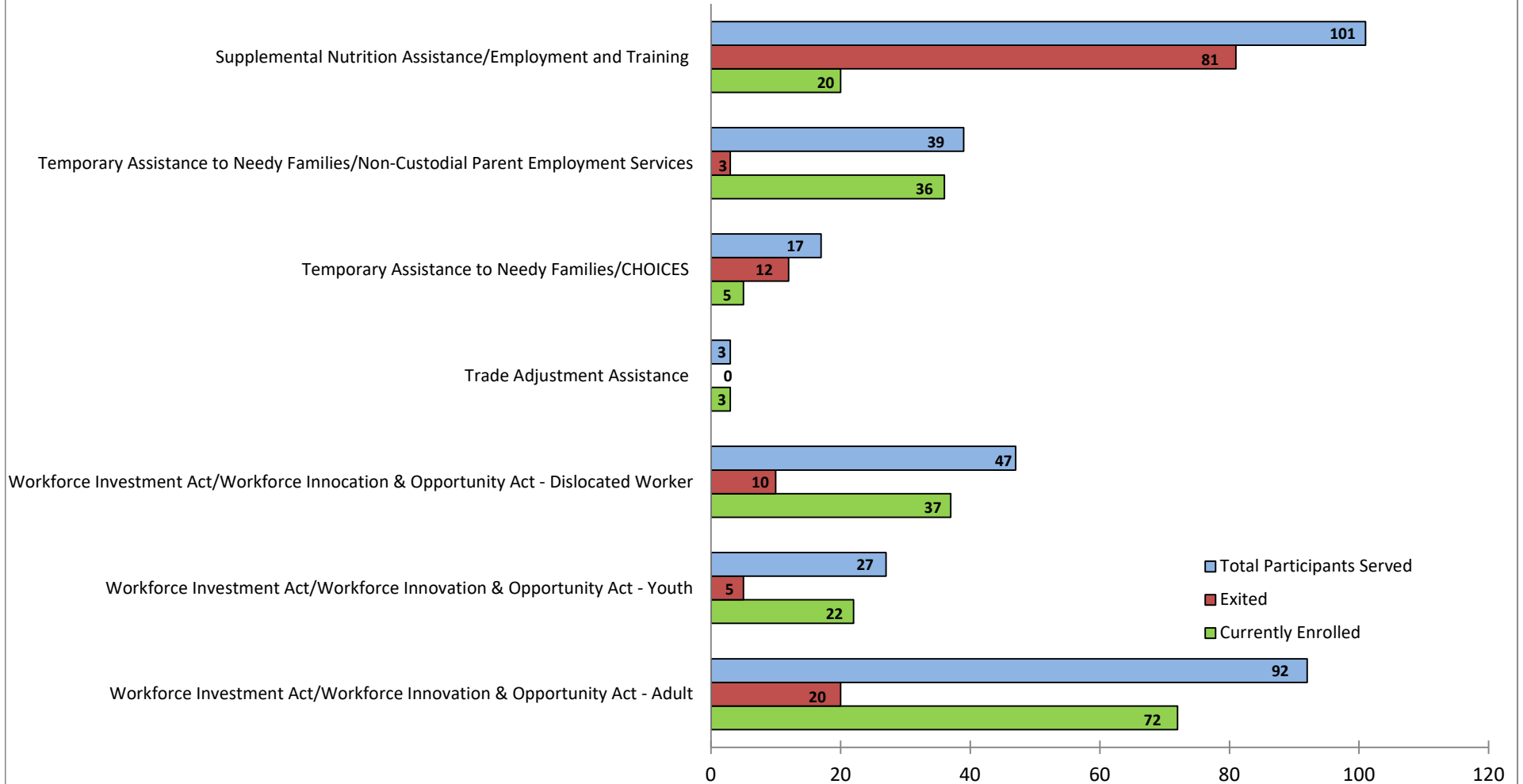
The ***Workforce Innovation and Opportunity Act - Adult, Youth, and Dislocated Worker grants*** fund case management, training, job search and placement, and supportive services for eligible clients. The Workforce Innovation and Opportunity Act (WIOA) program provides workforce development activities 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.

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.

The ***Wagner-Peyser Employment Services, Reemployment Assistance and Veterans Services grants*** pay for costs associated with the TWC and TVC employees who are housed in our facilities. The Employment Service program provides comprehensive recruiting, job search, and related services to businesses and job seekers to connect employers and job seekers. ES coordinates job openings between states and administers the unemployment insurance (UI) work test to verify that individuals receiving UI benefits are registered for work and are actively seeking employment.

### Participant Data by Grant

Information on the grants below is for workforce program participants receiving staff-assisted training and/or supportive services.  
Participants may be served by more than one grant.



# BOARD SUMMARY REPORT - CONTRACTED MEASURES

Year-to-Date Performance Periods\*

BOARD NAME: **PANHANDLE**

**FINAL RELEASE**  
As Originally Published 2/10/2021  
**DECEMBER 2020 REPORT**

Status Summary		With Positive Performance (+P):	Meeting Performance (MP):	With Negative Performance (-P):	% +P & MP
Contracted Measures		7	3	2	83.33%

Source Notes	Measure	Status	% Current Target	Current Target	EOY Target	Current Perf.	Prior Year End	2 Years Ago YE	YTD Num YTD Den	QTR 1	QTR 2	QTR 3	QTR 4	From	To
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## Reemployment and Employer Engagement Measures

1	Claimant Reemployment within 10 Weeks	---	----	----	----	n/a	63.80%	68.44%	189 190	n/a				7/20	9/20
2,3	# of Employers Receiving Workforce Assistance	---	----	----	----	876	2,063	2,750	---	876				10/20	12/20

1. During the period in which work search was suspended, this measure was no longer meaningfully reportable. However, with the reimplementation of work search, we anticipate the measure to become reportable again later this year.
2. Though the Texas Workforce System has remained open to the public throughout the COVID-19 pandemic offering services remotely, whether due to lockdowns, general health concerns, or business interruptions, demand for employer services was generally since March 2020 making current data largely incomparable to prior periods.
3. Because of the impact of COVID-19 on demand for services, we adjusted the BCY20 performance period to Mar 2019 to Feb 2020 to reflect how Boards were doing before COVID-19 and to ensure that no Board would be considered to have failed to meet BCY20 performance solely because of COVID-19.

## Program Participation Measures

	Choices Full Work Rate - All Family Total	---	----	----	----	7.42%	40.18%	65.71%	5 63	7.42%				10/20	12/20
TWC 4	Avg # Children Served Per Day - Combined	-P	78.97%	2,064	2,064	1,630	2,160	2,243	107,592 66	1,630				10/20	12/20

4. TWC took a number of actions to mitigate the impact of COVID-19 on child care providers and families and to ensure the availability of child care for working parents in Texas. Some of these actions resulted in a increased costs of care. In addition, many families suspended care during the summer. The system began ramping enrollment back up but has not yet reached the level of enrollment expected because it takes several months to accomplish this.

## WIOA Outcome Measures

LBB-K 5	Employed/Enrolled Q2 Post Exit – C&T Participants	n/a	n/a	n/a	n/a	66.25%	72.15%	72.43%	2,558 3,861	69.97%	61.54%			7/19	12/19
LBB-K 6	Employed/Enrolled Q2-Q4 Post Exit – C&T Participants	n/a	n/a	n/a	n/a	81.41%	85.72%	85.78%	2,925 3,593	82.91%	79.91%			1/19	6/19
TWC	Median Earnings Q2 Post Exit – C&T Participants	n/a	n/a	n/a	n/a	\$5,754.79	\$6,000.82	\$5,970.49	n/a 2,376	\$5,852.51	\$5,593.25			7/19	12/19
LBB-K 7	Credential Rate – C&T Participants	n/a	n/a	n/a	n/a	84.40%	82.84%	74.32%	92 109	89.80%	80.00%			1/19	6/19
DOL-C	Employed Q2 Post Exit – Adult (DOL)	MP	100.00%	76.50%	76.50%	76.50%	84.80%	79.60%	52 68	71.40%	84.60%			7/19	12/19
DOL-C	Employed Q4 Post Exit – Adult (DOL)	MP	105.99%	75.10%	75.10%	79.60%	80.40%	77.10%	86 108	80.00%	79.40%			1/19	6/19
DOL-C	Median Earnings Q2 Post Exit – Adult (DOL)	+P	116.93%	\$6,500.00	\$6,500.00	\$7,600.55	\$7,847.09	\$6,356.12	n/a 52	\$6,918.76	\$8,053.14			7/19	12/19
DOL-C	Credential Rate – Adult (DOL)	+P	111.70%	76.90%	76.90%	85.90%	83.50%	76.80%	73 85	91.40%	82.00%			1/19	6/19
DOL-C	Employed Q2 Post Exit – DW (DOL)	+P	121.80%	82.10%	82.10%	100.00%	80.80%	72.50%	4 4	100.00%	100.00%			7/19	12/19

Note: In some cases historic data not available at time of original publication (such as when a new measure is created) has been added to the MPR retroactively to allow trend analysis.



# BOARD SUMMARY REPORT - CONTRACTED MEASURES

Year-to-Date Performance Periods\*

BOARD NAME: **PANHANDLE**

**FINAL RELEASE**  
As Originally Published 2/10/2021  
**DECEMBER 2020 REPORT**

Source Notes	Measure	Status	% Current Target	Current Target	EOY Target	Current Perf.	Prior Year End	2 Years Ago YE	YTD Num YTD Den	QTR 1	QTR 2	QTR 3	QTR 4	From	To
<b>WIOA Outcome Measures</b>															
DOL-C	Employed Q4 Post Exit – DW (DOL)	+P	121.80%	82.10%	82.10%	100.00%	80.00%	69.60%	10/10	100.00%	100.00%			1/19	6/19
DOL-C	Median Earnings Q2 Post Exit – DW (DOL)	-P	84.30%	\$8,600.00	\$8,600.00	\$7,249.64	\$9,521.31	\$6,938.79	n/a/4	\$7,227.53	\$7,249.64			7/19	12/19
DOL-C	Credential Rate – DW (DOL)	+P	114.29%	87.50%	87.50%	100.00%	93.30%	87.50%	3/3	100.00%	100.00%			1/19	6/19
DOL-C	Employed/Enrolled Q2 Post Exit – Youth (DOL)	MP	94.27%	76.80%	76.80%	72.40%	77.80%	74.70%	21/29	72.70%	72.20%			7/19	12/19
DOL-C	Employed/Enrolled Q4 Post Exit – Youth (DOL)	+P	119.69%	72.10%	72.10%	86.30%	79.60%	87.50%	44/51	90.00%	81.00%			1/19	6/19
DOL-C	Credential Rate – Youth (DOL)	+P	126.24%	62.50%	62.50%	78.90%	82.90%	80.00%	15/19	83.30%	71.40%			1/19	6/19

5. TWC has not formally set targets on this measure yet but has traditionally used statewide numbers such as those in the agency's Legislative Appropriations Request as the Board target. For BCY21, this would be 65.6%.
6. TWC has not formally set targets on this measure yet but has traditionally used statewide numbers such as those in the agency's Legislative Appropriations Request as the Board target. For BCY21, this would be 81.7%.
7. TWC has not formally set targets on this measure yet but has traditionally used statewide numbers such as those in the agency's Legislative Appropriations Request as the Board target. For BCY21, this would be 69.4%.

Note: In some cases historic data not available at time of original publication (such as when a new measure is created) has been added to the MPR retroactively to allow trend analysis.

# AT-A-GLANCE COMPARISON - BOARD CONTRACTED MEASURES

Percent of Target (Year-to-Date Performance Periods)

**FINAL RELEASE**

As Originally Published 2/10/2021

## DECEMBER 2020 REPORT

Green = +P White = MP Yellow = MP but At Risk Red = -P

Board	Reemployment and Employer Engagement		Participation		WIOA Outcome Measures															Total Measures			
			Choices Full Work Rate-All Family Total	Avg # Children Svd Per Day-Combined	C&T Participants				Adult				DW				Youth						
	Clmt ReEmpl within 10 Weeks	Emplys Roug Wkfc Assist	Emp/ Enrolled Q2 Post-Exit	Emp/ Enrolled Q2-Q4 Post-Exit	Median Earnings Q2 Post-Exit	Credential Rate	Employed Q2 Post-Exit	Employed Q4 Post-Exit	Median Earnings Q2 Post-Exit	Credential Rate	Employed Q2 Post-Exit	Employed Q4 Post-Exit	Median Earnings Q2 Post-Exit	Credential Rate	Emp/ Enrolled Q2 Post-Exit	Emp/ Enrolled Q4 Post-Exit	Credential Rate	+P	MP	-P	% MP & +P		
Alamo	n/a	n/a	n/a	91.95%	n/a	n/a	n/a	n/a	92.05%	110.14%	94.23%	97.37%	80.26%	111.95%	116.97%	107.60%	89.82%	113.12%	150.53%	5	4	3	75%
Borderplex	n/a	n/a	n/a	72.91%	n/a	n/a	n/a	n/a	97.00%	120.79%	142.51%	107.63%	113.33%	96.80%	115.91%	113.48%	79.29%	98.26%	74.78%	5	4	3	75%
Brazos Valley	n/a	n/a	n/a	92.49%	n/a	n/a	n/a	n/a	101.17%	89.25%	98.92%	54.59%	79.03%	81.24%	118.32%	123.00%	100.41%	132.87%	246.15%	4	3	5	58%
Cameron	n/a	n/a	n/a	89.96%	n/a	n/a	n/a	n/a	93.20%	108.61%	106.92%	106.05%	97.02%	106.81%	109.38%	113.50%	95.03%	110.11%	172.14%	3	8	1	92%
Capital Area	n/a	n/a	n/a	75.39%	n/a	n/a	n/a	n/a	109.60%	112.73%	175.05%	113.42%	92.04%	104.66%	153.24%	87.62%	88.54%	122.59%	120.96%	6	3	3	75%
Central Texas	n/a	n/a	n/a	78.80%	n/a	n/a	n/a	n/a	99.61%	116.56%	175.90%	112.09%	77.28%	112.06%	73.75%	96.62%	92.97%	124.27%	120.00%	6	3	3	75%
Coastal Bend	n/a	n/a	n/a	84.28%	n/a	n/a	n/a	n/a	100.96%	109.08%	131.20%	69.57%	107.21%	100.52%	115.45%	40.86%	96.35%	122.59%	60.35%	3	5	4	67%
Concho Valley	n/a	n/a	n/a	79.55%	n/a	n/a	n/a	n/a	92.17%	107.44%	110.26%	79.51%	81.59%	122.10%	169.92%	93.49%	91.15%	126.38%	87.72%	4	4	4	67%
Dallas	n/a	n/a	n/a	86.73%	n/a	n/a	n/a	n/a	91.01%	97.84%	115.94%	97.61%	92.33%	106.11%	107.20%	106.67%	95.54%	114.89%	122.78%	3	8	1	92%
Deep East	n/a	n/a	n/a	85.38%	n/a	n/a	n/a	n/a	116.96%	88.77%	99.39%	116.42%	83.67%	97.86%	101.86%	83.02%	109.78%	121.17%	154.32%	4	4	4	67%
East Texas	n/a	n/a	n/a	78.46%	n/a	n/a	n/a	n/a	79.35%	103.51%	81.78%	97.51%	86.37%	88.40%	64.24%	92.61%	96.22%	102.93%	42.81%	0	5	7	42%
Golden Crescoe	n/a	n/a	n/a	73.42%	n/a	n/a	n/a	n/a	119.15%	120.03%	114.61%	117.89%	101.19%	106.05%	89.95%	133.57%	81.38%	106.10%	0.00%	5	3	4	67%
Gulf Coast	n/a	n/a	n/a	85.51%	n/a	n/a	n/a	n/a	99.13%	105.27%	82.54%	87.77%	95.24%	96.13%	104.95%	91.00%	89.72%	113.90%	101.47%	1	7	4	67%
Heart of Texas	n/a	n/a	n/a	77.20%	n/a	n/a	n/a	n/a	101.05%	97.78%	122.25%	0.00%	95.24%	121.80%	145.46%	71.43%	88.04%	114.29%	93.81%	4	4	4	67%
Lower Rio	n/a	n/a	n/a	80.23%	n/a	n/a	n/a	n/a	102.53%	104.58%	95.30%	102.30%	99.75%	110.33%	143.43%	94.72%	97.73%	101.64%	123.86%	3	8	1	92%
Middle Rio	n/a	n/a	n/a	79.59%	n/a	n/a	n/a	n/a	117.26%	105.96%	114.64%	108.07%	93.24%	110.72%	84.47%	120.29%	100.13%	126.38%	n/a	5	4	2	82%
North Central	n/a	n/a	n/a	82.33%	n/a	n/a	n/a	n/a	100.73%	104.83%	118.65%	105.50%	90.44%	96.97%	119.60%	107.44%	105.12%	115.40%	86.30%	3	7	2	83%
North East	n/a	n/a	n/a	91.31%	n/a	n/a	n/a	n/a	113.33%	121.12%	100.68%	60.46%	100.64%	108.86%	105.43%	117.71%	122.79%	127.09%	106.96%	5	5	2	83%
North Texas	n/a	n/a	n/a	75.07%	n/a	n/a	n/a	n/a	114.38%	86.96%	37.47%	120.92%	0.00%	80.11%	n/a	142.86%	121.53%	95.29%	60.78%	4	1	6	45%
Panhandle	n/a	n/a	n/a	78.97%	n/a	n/a	n/a	n/a	100.00%	105.99%	116.93%	111.70%	121.80%	121.80%	84.30%	114.29%	94.27%	119.69%	126.24%	7	3	2	83%
Permian Basin	n/a	n/a	n/a	73.91%	n/a	n/a	n/a	n/a	102.34%	95.90%	128.93%	110.24%	81.59%	103.20%	145.52%	84.86%	70.05%	138.70%	250.53%	5	3	4	67%
Rural Capital	n/a	n/a	n/a	93.16%	n/a	n/a	n/a	n/a	99.35%	106.89%	120.18%	115.72%	100.13%	102.06%	88.32%	101.60%	97.66%	124.83%	115.52%	4	6	2	83%
South Plains	n/a	n/a	n/a	91.94%	n/a	n/a	n/a	n/a	93.04%	109.65%	135.41%	117.33%	69.93%	121.80%	165.91%	114.29%	90.76%	123.30%	137.12%	7	3	2	83%
South Texas	n/a	n/a	n/a	65.44%	n/a	n/a	n/a	n/a	89.91%	91.26%	116.57%	116.32%	124.07%	133.51%	90.95%	114.29%	88.93%	125.52%	162.07%	7	2	3	75%
Southeast	n/a	n/a	n/a	100.60%	n/a	n/a	n/a	n/a	110.61%	100.27%	107.25%	144.80%	102.04%	101.55%	136.82%	114.29%	97.37%	102.66%	148.42%	5	7	0	100%
Tarrant	n/a	n/a	n/a	86.58%	n/a	n/a	n/a	n/a	99.28%	109.52%	127.39%	100.28%	103.81%	97.15%	109.49%	103.94%	103.83%	114.81%	150.00%	3	8	1	92%
Texoma	n/a	n/a	n/a	97.36%	n/a	n/a	n/a	n/a	113.46%	118.77%	134.02%	107.93%	n/a	60.90%	n/a	114.29%	83.31%	118.86%	94.56%	5	3	2	80%
West Central	n/a	n/a	n/a	90.05%	n/a	n/a	n/a	n/a	95.03%	114.79%	180.19%	117.58%	116.55%	93.67%	137.96%	76.23%	115.88%	125.04%	43.86%	7	2	3	75%
+P	0	0	0	0	0	0	0	0	7	8	18	12	4	9	13	12	3	22	15				123
MP	0	0	0	2	0	0	0	0	19	17	7	10	14	15	7	10	16	6	4				127
-P	0	0	0	26	0	0	0	0	2	3	3	6	9	4	6	6	9	0	8				82
% MP & +P	N/A	N/A	N/A	7%	N/A	N/A	N/A	N/A	93%	89%	89%	79%	67%	86%	77%	79%	68%	100%	70%				75%
From				10/20					7/19	1/19	7/19	1/19	7/19	1/19	7/19	1/19	7/19	1/19	1/19				From
To				12/20					12/19	6/19	12/19	6/19	12/19	6/19	12/19	6/19	12/19	6/19	6/19				To

REPORT ON THE PANHANDLE WORKFORCE DEVELOPMENT AREA'S  
WORKFORCE DEVELOPMENT GRANTS FOR THE PERIOD  
OCTOBER 1, 2020 - DECEMBER 31, 2020

Panhandle YTD December 2020 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
<b>GRANTS PROVIDING SERVICES TO LOW-INCOME ADULTS/YOUTH AND DISLOCATED WORKERS</b>									
Workforce Innovation & Opportunity Act/Adult	542,162	96,615	18%	325,000	53,563	16%	867,162	150,178	17%
Workforce Innovation & Opportunity Act/Youth	390,786	55,827	14%	150,000	21,861	15%	540,786	77,687	14%
Workforce Innovation & Opportunity Act/DLW	462,113	98,377	21%	80,000	11,365	14%	542,113	109,741	20%
Workforce Innovation & Opportunity Act/Rapid Response	15,000	1,870	12%	-	-	0%	15,000	1,870	12%
Workforce Innovation & Opportunity Act/Alternative Funding	105,963	1,160	1%	-	-	0%	105,963	1,160	1%
Workforce Innovation & Opportunity Act/ National Disaster Recovery Dislocated Worker Grant	275,000	45,401	17%	350,000	97,851	0%	625,000	143,252	23%
Workforce Innovation & Opportunity Act/COVID-19 Response-Rapid Response	15,000	-	0%	-	-	0%	15,000	-	0%
Workforce Innovation & Opportunity Act/COVID-19 Response	21,000	22,643	108%	21,000	21,333	0%	42,000	43,976	105%
Reemployment Services and Eligibility Assessment	132,247	37,995	29%	-	-	0%	132,247	37,995	29%
Trade Adjustment Assistance	500	-	0%	17,500	3,264	19%	18,000	3,264	18%
<b>GRANTS PROVIDING SERVICES TO PUBLIC ASSISTANCE RECIPIENTS, NON-CUSTODIAL PARENTS AND OFFENDERS</b>									
Temporary Assistance to Needy Families/CHOICES	1,023,252	223,206	22%	60,000	4,388	7%	1,083,252	227,594	21%
Temporary Assistance to Needy Families/CHOICES - Summer Youth	-	-	0%	-	-	0%	-	-	0%
Temporary Assistance to Needy Families/Non-Custodial Parents Employment Service	142,578	35,897	25%	15,000	1,782	12%	157,578	37,679	24%
Supplemental Nutrition Assistance/Employment and Training	319,025	63,813	20%	53,000	1,717	3%	372,025	65,530	18%
<b>GRANTS PROVIDING CHILD CARE SERVICES TO LOW-INCOME FAMILIES AND OTHER ASSISTANCE TO CHILD CARE PROVIDERS</b>									
Child Care/Formula and Match	1,937,106	436,203	23%	10,800,880	2,065,992	19%	12,737,986	2,502,195	20%
Child Care Formula - 25% Supplemental Payment	637,642	568,976	89%	-	-	0%	637,642	568,976	89%
Child Care Quality Improvement	296,193	73,299	25%	252,903	31,007	12%	549,096	104,306	19%
CCP - Family and Protective Services	-	-	0%	1,500,000	292,861	20%	1,500,000	292,861	20%
Child Care/ Automated Attendance	100,557	19,758	20%	-	-	0%	100,557	19,758	20%
<b>GRANTS PROVIDING SUPPORT FOR WORKFORCE CENTER OPERATIONS AND FACILITIES</b>									
Wagner-Peyser Employment Service	115,444	24,269	21%	-	-	0%	115,444	24,269	21%
Wagner-Peyser Employment Service TANF	15,000	(8,669)	-58%	-	-	0%	15,000	(8,669)	-58%
Veterans Employment Service	10,100	1,123	11%	-	-	0%	10,100	1,123	11%
<b>GRANTS PROVIDING SUPPORT FOR TEXAS WORKFORCE COMMISSION SPECIAL INITIATIVES AND OTHER PROJECTS</b>									
Workforce Commission Initiatives Grant - Foster Care Youth Conference	1,212	-	0%	-	-	0%	1,212	-	0%
Workforce Commission Initiatives Grant - Texas Veterans Leadership Program	5,686	528	9%	-	-	0%	5,686	528	9%
Workforce Commission Initiatives Grant - Youth Career Fairs	42,152	11,302	27%	-	-	0%	42,152	11,302	27%
Workforce Commission Initiatives Grant - Hiring Red, White and You!	1,400	480	34%	-	-	0%	1,400	480	34%
Workforce Commission Initiatives Grant - Rural Service Delivery	5,482	-	0%	-	-	0%	5,482	-	0%
Yr Round Work Experience	112,500	10,492	9%	-	-	0%	112,500	10,492	9%
Hireability Navigator	100,000	32,203	32%	-	-	0%	100,000	32,203	32%
Infrastructure Support Services Contract	91,555	-	0%	-	-	0%	91,555	-	0%
High Demand Job Training	149,901	-	0%	-	-	0%	149,901	-	0%
Skills Development Fund COVID Special Initiative	36,500	26,157	72%	139,000	79,146	57%	175,500	105,303	60%
<b>TOTAL</b>	<b>7,103,054</b>	<b>1,878,925</b>	<b>26%</b>	<b>13,764,283</b>	<b>2,686,129</b>	<b>20%</b>	<b>20,867,337</b>	<b>4,565,054</b>	<b>22%</b>



**ITEM 7**



## MEMORANDUM

DATE: February 24, 2021

TO: Panhandle Workforce Development Board

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, the Panhandle Regional Planning Commission (PRPC) is required to oversee administration, fiscal, and program monitoring for the delivery of Workforce Development Services and Child Care Services, under the Panhandle Workforce Development Area Service Delivery System Contract.

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

Two current ongoing monitoring activities are the Board's Fiscal Monitoring Review, and the Board's Program Monitoring Review. Both reviews began in November 2020, with the final report amended due date of February 28, 2021 for both. Other upcoming reviews scheduled for 2021 includes: the Board's next Program Monitoring Review, the Annual Fiscal and Program Operating Systems Review conducted by TWC scheduled to begin the week of March 29, 2021, and the SNAP E&T Review in Texas conducted by HHSC scheduled for May.

The following report lists details of the updated status for the reviews of the current Workforce Solutions Panhandle contractor Huxford Group, LLC's service delivery since the last report provided to the Panhandle Workforce Development Board at the December 2020 meeting including detailed information of upcoming scheduled reviews.

**REPORT ON THE PANHANDLE WORKFORCE DEVELOPMENT AREA'S  
MONITORING REVIEWS**

**November 2020 – May 2021**

<b>Administration of Fiscal Control Monitoring Conducted by External Monitor – Christine H. Nguyen, CPA</b>			
Monitoring Review	Date of review	Period Covered	Status
Annual Fiscal Monitoring	November 2020	October 2020 – September 2021	Ongoing

<b>Workforce Development and Child Care Services Program Monitoring Conducted by Internal Monitor – Kathy Cabezuela, Program Specialist</b>			
Monitoring Review	Date of review	Period Covered	Status
Program Operating Systems	November 2020 – February 2021	February 1, 2020 – September 30, 2020	Ongoing
Program Operating Systems	March 2021 – May 2021	October 1, 2020 – December 31, 2020	Upcoming

<b>Administration of Fiscal and Program Control Monitoring Conducted by Texas Workforce Commission (TWC)</b>			
Monitoring Review	Date of review	Period Covered	Status
Fiscal and Program Operating Systems	March 29, 2021 – April 2, 2021	February 1, 2020 – December 31, 2021	Upcoming

<b>The United States Department of Agriculture (USDA) Food and Nutrition Service (FNS) Conducted by Health and Human Services Commission (HHSC)</b>			
Monitoring Review	Date of review	Period Covered	Status
Supplemental Nutrition Assistance Program Employment and Training (SNAP E&T) in Texas	May 2021	Federal Fiscal Year (FFY) 2021	Upcoming



**ITEM 8(a)**

# PANHANDLE WORKFORCE DEVELOPMENT BOARD AREA MANUAL

## Chapter 8-Infrastructure and Internal Controls

### IT (Information Technology) Disaster Recovery Plan-Update

#### Section 8.7

Effective 02-24-2021

**PURPOSE: To update Panhandle Workforce Development Board Area (WDBA) IT (Information Technology) Disaster Recovery Plan policy. Updated information in this policy revision is highlighted in bold typeface.**

#### **PANHANDLE WORKFORCE DEVELOPMENT BOARD AREA POLICY:**

The Panhandle Workforce Development Board Area is highly dependent upon computer systems and networks to conduct the business of operating the WSP (Workforce Solutions Panhandle) offices. Computer systems and related networks have an element of inherent volatility and are susceptible to damage or destruction from computer intrusions and harm caused by malicious software, computer viruses, natural or accidental disasters, as well as normal use.

WSP is responsible for developing and implementing an IT Disaster Recovery Plan and procedures for existing computer systems in use by the local WSP offices that PRPC (Panhandle Regional Planning Commission) supports. A plan ensuring the safety and security of these computer systems and sensitive data, including safeguard PII (Personally Identifiable Information), must be implemented to ensure continuity of Workforce Development system business operations and protect data integrity.

The document must outline data loss prevention strategies, as well as backup and recovery procedures, and identify the individuals who are responsible for implementing the plan when any systems and/or data loss event occurs. The plan must also specifically describe steps the WSP Systems Administrator will take to analyze emergency events when they occur and determine the severity. Based on that evaluation, the Systems Administrator will be responsible for establishing priorities, assigning responsibilities to properly respond to the situation, and following up to ensure that required actions have been taken. After that, the order of priorities will be to (1) restore servers to operational status, (2) recover programs and information stored on the servers and (3) ensure that workstations are operational.

Elements of the IT Disaster Recovery Plan must also include specific steps WSP will take to manage the following issues:

- **WSP Director will be responsible for establishing a disaster recovery team.**
- Strictly limiting WSP Staff access to computer servers and other sensitive equipment.
- Ensuring safety and security of all equipment including proper server room temperature as well as fire and flood prevention/mitigation.
- Shutting down equipment whenever possible to prevent further damage.
- Restoring service and data promptly.
- Notifying PRPC promptly; **WSP staff** will be responsible for establishing an alternative site or sites for ongoing operations when necessary.
- Coordinating with PRPC to procure replacement equipment as needed.
- Coordinating with PRPC to procure disaster recovery and clean up services as needed.



- Contacting local law enforcement when necessary and notifying PRPC promptly.
- Coordinating with PRPC to submit insurance claims when necessary.
- Conducting periodic risk assessment including appropriate testing to detect potential problems and developing successful strategies to resolve all issues identified.
- Providing periodic computer safety and security training to all WSP Staff.
- Changing the plan accordingly, as equipment is updated, replaced, moved or modified.

**Staff who will play a role in the IT disaster recovery process must be familiar with WSP's disaster recovery plan in the event of an emergency.**

**ATTACHMENTS:** None

**RESCISSIONS: Chapter 8-Infrastructure and Internal Controls, IT (Information Technology) Disaster Recovery Plan-Update, Section 8.7, Effective 02-05-2016**



**ITEM 8(b)**

**PANHANDLE WORKFORCE DEVELOPMENT BOARD AREA MANUAL**  
**Chapter 8-Infrastructure and Internal Controls**  
**IT (Information Technology) Security, Systems and Computer Access**  
**Section 8.5** **Effective 02-24-21**

**PURPOSE:** To update Panhandle Workforce Development Board Area (WDBA) IT (Information Technology) Security Systems and Computer Access policy. Updated information in this policy revision is highlighted in bold typeface. The policies described in the attached documents and forms apply to all WSP (Workforce Solutions Panhandle) Staff, all Panhandle WDA (Workforce Development Area) Board Staff, and other community agencies and partners as noted.

**PANHANDLE WORKFORCE DEVELOPMENT BOARD AREA POLICY:**

Access to computer systems, equipment, and Workforce applications will only be provided to WSP Staff and Panhandle WDA Board Staff who need the information to perform their jobs, and to Staff from other agencies or community partners, whose original signed and annually updated forms and Information Technology Security Awareness Training Certificates have been received by Panhandle WDA Board Staff. The term “Workforce applications” includes computer and web based automated systems such as TWIST (The Workforce Information System of Texas), and WIT.com (WorkInTexas.com). WSP and Panhandle WDA Board Staff are responsible for protecting PII (Personally Identifiable Information) and other sensitive information from unauthorized disclosure; complying with the requirements of the NIST (National Institute of Standards and Technology) and, as applicable, cybersecurity and information security industry best practices.

It is the policy of TWC to protect the information resources in accordance with the TAC (Texas Administrative Code) Title 1, Part 10, Chapter 202, Subchapter B Information Security Standards and the Information Resources Management Act (Texas Government Code Chapter 2054). TWC will also protect the information resources of the agency in accordance with applicable Federal and State Rules and Regulations. Protecting and maintaining the security of agency information resources is a priority. Of particular concern is ensuring the protection of all Texans’ sensitive and confidential personal information collected and maintained. At all times, Panhandle WDA Board Staff and WSP Contractors must prioritize data security and take all necessary and appropriate measures to ensure sensitive and confidential information is adequately protected. Staff must protect these assets against unauthorized access, disclosure, modification or destruction, whether accidental or deliberate, as well as assure the availability, integrity, utility, authenticity and confidentiality of information.

As a recipient of WIOA Title I funds, WSP recipients will develop and implement written procedures on the storage and use of disability-related and medical information, as required by TWC WD (Workforce Development) Letter 17-07, as updated. WSP will ensure that the procedures include guidelines for storing information in a manner that provides confidentiality, prohibitions on the use and disclosure of information, except as provided in 29 CFR (Code of Federal Regulations) §38.41(b)(3), and will ensure appropriate Staff members are apprised of and comply with all requirements in the WD Letter.

In addition, beginning on January 3, 2019, WSP must also record the limited English proficiency and preferred language of each applicant, registrant, participant, and **terminated staff**, as outlined in WD Letter 17-07, as updated.

### **Custodians**

Custodians are individuals or agents designated as the holder of data and charged with implementing the security controls specified by the owner. Custodians must be knowledgeable with the range of information security risks that need to be managed. Custodians are responsible for:

- Protecting the information in their possession from unauthorized access, alteration, destruction or usage.
- Providing and administering general controls consistent with Information Security policies and standards.
- Establishing, monitoring and operating information systems in a manner consistent with policies and standards issued by the IRM (Information Resource Manager).
- Being knowledgeable with the range of information security risks that need to be managed.
- Reporting all suspicious computer and network security-related activities in accordance with security incident response procedures.
- Assisting owners in understanding and evaluating the cost and effectiveness of security controls and monitoring.

### **Users**

Users are persons who have been authorized to read, enter, or update information and/or to access an information resource in accordance with TWC-defined controls and access Rules. Users include TWC employees, temporary employees, volunteers, interns, private providers of services, WSP Contractors, and Sub-Contractors, vendors, auditors, consultants and representatives of other entities or agencies of State government authorized access to TWC IR (Information Resources). Users will be held individually accountable for all actions performed under their User ID (User Identification).

Users have the responsibility to:

- Use the information resource for only the purposes specifically approved by TWC;
- Comply with all security measures, policies and standards defined by TWC and the Panhandle WDA (Workforce Development Area) Board, as implemented by Workforce Solutions Panhandle, and/or defined by Information Security Officers;
- Use appropriate measures to protect TWC IR equipment or data from unauthorized access or use; and
- Report all suspicious computer and network security-related activities in accordance with security incident response procedures.

### **Workforce Development Area Board Staff Responsibilities**

Panhandle WDA Board Staff will determine, assign, and secure Workforce application computer access codes required for Board Staff, WSP Staff, Workforce Service Provider Staff to perform assigned job duties, and for Staff from other agencies or community partners, including changing

or resetting users' local passwords, and administering RACF (Resource Access Control Facility) security add, changes, and deletes for users.

### **Workforce Solutions Panhandle Responsibilities**

WSP will ensure that their Staff users:

- Are aware of and comply with TWC's data security requirements;
- Understand that under no circumstances are user names, identification codes, passwords, or any other access security codes to be used by anyone other than the user to whom they are assigned and are not to be disclosed to anyone; and
- Understand that they are responsible for any actions completed in Workforce applications under the use of their access security codes.

WSP will ensure that information obtained from Workforce applications (e.g., participant information) is not republished or redistributed, and ensure that WSP Staff protect customers' Personally Identifiable Information (PII). NIST special publications TWC uses for reference include: NIST SP800-122 Guide to Protecting the Confidentiality of Personally Identifiable Information (PII), at: <http://csrc.nist.gov/publications/nistpubs/800-122/sp800-122.pdf>.

### **Managing Access**

Responsibility for managing access to State automated systems and Workforce applications is as follows:

**RACF:** Panhandle Workforce Development Board Staff, Workforce Solutions Panhandle Staff, and TVC (Texas Veterans Commission) Staff

- **Board RACF Administrators**

TWC Staff:

- **TWC Program Manager**
- **TWC Assistant ISA (Integrated Service Area) Manager**

**WorkInTexas.com:** Workforce Solutions Panhandle, TWC and TVC Staff:

- **Workforce Solutions Panhandle WIT Liaison**

Panhandle Workforce Development Board Staff:

- **Board WIT Liaison**

**TWIST and HHSC:** All Panhandle Workforce Development Board Staff and WSP Staff:

- **Board TWIST Administrators**

Local network accesses are managed by the PRPC (Panhandle Regional Planning Commission) IT Manager, and the Workforce Solutions Panhandle Systems Administrator.

Access for external users from other agencies and community partners will be managed by **Board Staff**. WSP will submit a signed copy of the most recent Systems Access Report for Other Agencies and Community Partners, Form P-48 (attachment 9 to this policy) along with a signed copy of the TWC Information Resources Usage Agreement, Form P-41, (attachment 7)

for consideration. Requests will be considered and approved on a need-to-know basis, per TWC policy and guidelines.

### **Initial Access Requirements**

WSP will ensure their Staff members are given access to State and local information systems and Workforce applications only after the required forms are received by Panhandle Workforce Development Board Staff. Access privileges should be limited to those necessary for each WSP Staff member's specific job duties. Newly hired Staff must complete the training and print the certificate prior to or within 30 (thirty) calendar days of accessing TWC systems and electronic resources.

### **Annual Requirements**

Annually, all Staff must sign the TWC Information Resources Usage Agreement (Form P-41), and complete the IT Security Awareness CBT (Computer Based Training) at: <https://www.softchalkcloud.com/lesson/serve/6SfwEHTG4rXulo/html>.

Staff will log in to the CBT using "WDA01", and their first and last names. The certificate of completion should be printed after the training session is completed, and must be submitted to Panhandle Workforce Development Board Staff along with a completed, signed Form P-41 between October 1 and November 10 of each year. **New hires in the months of July, August and September are considered to have completed the annual requirements for the training and P-41. Their annual requirements begin the following October.**

### **Changes to Staff Access**

Requests for changes to Staff access managed by Panhandle Workforce Development Board Staff, including the addition of new Staff, must be submitted to Panhandle Workforce Development Board Staff within 24 hours of identification of the need, and with advance notice if possible. Staff exiting from employment must have all related accesses discontinued within 1 (one) business day, with advance notice if possible. Communication regarding exits may be provided by email, followed by applicable original documentation.

**ATTACHMENTS:** See Appendix G Chapter 8-Infrastructure and Internal Controls

**RESCISSIONS:** Chapter 8-Infrastructure and Internal Controls, Section 8.5, IT (Information Technology) Security, Systems and Computer Access, Effective 03-01-21





**ITEM 10**



## **High Demand Job Training Program Application**

### **BACKGROUND**

Once again, the Texas Workforce Commission (TWC) is offering another grant opportunity for a High Demand Job Training Program, to support local Workforce Development Boards in partnering with local Economic Development Corporations (EDCs) to utilize their local economic development sales taxes towards high demand job training. The funds provided to the Board would be used to match the sales tax funding, on a dollar-for-dollar basis.

This year's funding is for up to \$150,000 for the Panhandle Workforce Development Board to potentially partner with regional EDC's which have expressed an interest and have funding available. PRPC staff has communicated with the EDCs from Amarillo, Borger, Dalhart and Shamrock, all of which are interested in participating in a joint grant application to submit to TWC. The funding would be shared among the parties to purchase equipment for the Borger and Dalhart campuses of Frank Phillips College, Amarillo ISD's new AmTech Career Academy, and Clarendon College.

These matching funds from the High Demand Job Training Program would help purchase equipment to provide occupational skills training to students in such areas as medical, construction and manufacturing, commercial truck driving, and welding. Training in these occupations is necessary to alleviate the shortage of skilled workers in our area.

At the writing of this memo, staff is continuing to coordinate with the EDCs to finalize the amounts for each entity's requested portion of the \$150,000 offering, to be prepared, if approved, to submit an application to TWC no later than March 15th. Staff expects to have more information on these amounts, that can be presented to members at the meeting.

### **RECOMMENDATION**

Staff is requesting that the Board recommends the submission of the application to TWC for funds to match the three EDC's sales tax monies to be used to purchase equipment for high-demand job training, as specified at the meeting, and recommends that the PRPC's Executive Director formalize the collaboration, by executing Financial Agreements, with the EDCs, Amarillo ISD, Clarendon College, and Frank Phillips College.



**ITEM 13**

**Service Delivery of Workforce Development and Child Care Services  
for the Panhandle Workforce Development Area**

The current and final contract renewal with Huxford Group, LLC will end September 30, 2021. In April, staff will begin the procurement process for a Contractor for the delivery of Workforce Development and Child Care services in the Panhandle for the period of October 1, 2021 through September 30, 2025 with annual renewals contingent upon acceptable performance. The Board will be updated on the procurement process at the May, 2021 meeting of the Panhandle Workforce Development Board and asked to convene the Board's Executive Committee to evaluate potential vendors and return to the Board in August, 2021 with recommendations for the selection of a Contractor.

The August meeting of the Workforce Development Board is scheduled for August 25, 2021. The August meeting of the Workforce Development Board Consortium's Governing Body is scheduled for the next day, August 26, 2021. The PRPC Board of Directors are scheduled to meet immediately following the Governing Body's meeting in the afternoon of August 26<sup>th</sup>. Should any of these groups require more time for oversight, additional meetings may be scheduled during the month of September, which would allow for a finalized Contract to be in place beginning on October 1<sup>st</sup>.



## The Texas Workforce System

The Texas Workforce Commission (TWC) and its 28 local workforce development board partners share in leadership of the effort to find quality workforce solutions for Texas employers and job seekers. Local workforce development board partners decide how services are provided within their communities so that employers and job seekers are receiving services attuned to the needs of the region's employers.

This employer-driven system results in integrated local solutions that develop a workforce with in-demand skills for each region. The Texas workforce development system includes integrated programs, services and initiatives administered by TWC as well as 7 other state agencies, the 28 local workforce development boards, community and technical colleges and traditional 4-year degree universities, local adult education providers and independent school districts. These system partners serve a critical role in the development of a world-class workforce.

### Key Workforce Development Board Programs

- **Workforce Innovation and Opportunity Act (WIOA)** -- the primary federal workforce development legislation encompassing programs across several federal agencies addressing training services, adult education and literacy, and vocational rehabilitation programs targeted to adults, dislocated workers, youth and specific vulnerable populations.
- **Trade Adjustment Assistance (TAA)** -- federal program providing benefits and services to workers adversely affected by increased foreign imports or the global economy's displacement of U.S. jobs.
- **Rapid Response** -- TWC and local workforce development boards provide Rapid Response assistance to help workers who lose their jobs because of mass layoffs, plant closures or natural disasters.
- **Child Care Services (CCS)** -- TWC and local workforce boards leverage available resources to provide childcare subsidies to eligible low-income families with children under age 13, allowing parents to work, attend school or participate in training.
- **Temporary Assistance to Needy Families (TANF) Choices Employment Assistance Program** -- TANF helps those in need transition from welfare to work through participation in structured job search activities.
- **Noncustodial Parent Choices (NCP)** -- This program targets workforce assistance to low-income, unemployed or underemployed NCPs who are behind on their child support payments and whose children are current or former recipients of public assistance.
- **Supplemental Nutrition Assistance Program Employment & Training (SNAP E&T)** -- Skills-based SNAP E&T programs provide job training and work experience for low-income individuals seeking family-supporting jobs and careers and help recipients reduce their dependency on public assistance.



## Key Federal Issues

For the U.S. to remain competitive in the global marketplace, we must invest in our workforce; economic competitiveness begins and ends with worker training, education and deployment. Workforce Development is an economic development program that, in the process of helping businesses grow, also affects deeper societal issues. Congressional and Administration proposals that increase funding for worker training initiatives will help business and turbocharge economic growth, as well as decrease the human and economic cost of unemployment across the country.

### **Reauthorization/Funding for Workforce Innovation and Opportunity Act (WIOA)**

Any discussion of federal workforce development legislation begins and ends with the Workforce Innovation and Opportunity Act, which passed both houses of Congress in a bipartisan, near-unanimous vote in 2014. Supporting and reauthorizing WIOA is the common-sense solution to workforce development, putting business in the lead of decision making, while incorporating the voices of Labor, Education, and the Community. ***Congress should increase funding for WIOA workforce and adult education grants to at least FY 2021 authorized levels and restore career and technical education (CTE) state grant funding to \$1.3 billion.***

### **Passage of Building U.S. Infrastructure by Leveraging Demands for Skills (BUILDS) Act**

This bill requires the U.S. Department of Labor to award implementation or renewal grants, for up to three years and on a competitive basis, to eligible industry or sector partnerships to achieve certain strategic objectives with respect to targeted infrastructure industries.

### **Passage of Jumpstart Our Businesses by Supporting Students (JOBS) Act**

The JOBS Act would close the skills gap by expanding Pell Grant eligibility to cover high-quality and rigorous short-term job training programs so workers can afford the skills training and credentials that are in high demand in today's job market.

## **Statewide Workforce by the Numbers, 2019\***

- 14.1 Million -- Workers in Texas
- 28 -- Local workforce development boards
- 72 -- Employers with workers who received training through Skills Development fund partnerships with local community and technical colleges
- 6,393 -- Apprentices or journey workers received training
- 91,037-- Employers received Texas Workforce Solutions and other outreach services
- 299,800-- Jobs were added in Texas
- 560,000-- Employers doing business in Texas
- 930,000-- Job seekers received employment services
- \$41,353,026 -- Child care matching amount secured by local workforce development boards
- \$82,498,719 -- Federal childcare amount matched using amounts secured by local workforce development boards

\*Source: Texas Workforce Commission

## "Relaunching America's Workforce Act"

Source: *National Association of Workforce Boards (NAWB)*

The "[Relaunching Americans Workforce Act](#)" (RAWA), was reintroduced this afternoon by Chairman of the Education and Labor Committee Bobby Scott (D VA-3) along with Representatives Andy Levin (D MI-9), Suzanne Bonamici (D OR-1) and co-led in the Senate by Senator Patty Murray (D-WA). This legislation was originally seen in the 116th Congress in response to the economic impacts of COVID-19. RAWA intends to provide both immediate and long term supports to the U.S. workforce. The proposed funding structure in the legislation mirrors The American Recovery and Reinvestment Act, the stimulus bill passed in 2009 to address The Great Recession. Funding for the workforce system will be funneled through existing channels, to get resources to the local level as quickly as possible. RAWA aims to keep people on the job now, while also putting people back to work when necessary. RAWA focuses on maintaining core elements of WIOA and CTE by focusing on the most vulnerable populations and, while recognizing the definition of this will change due to the COVID-19 crisis, ensuring supports will be provided to those most effected. This Act increases flexibility so more funding can be used for training, supportive services, and career services.

NAWB is thankful to those crafting this legislation for soliciting our advice on how to best serve the interests of local workforce development boards. We encourage you to take one minute out of your day by clicking [here](#) to reach out to your Member of Congress and let them know how important this legislation would be to your local area.

A section by section summary can be found [here](#).

### Top Level Funding:

- **\$500 million** for National Dislocated Worker Grants
- **\$2.5 billion** for State Dislocated Worker Grants
- **\$2.5 billion** for Youth Workforce Investment Activities
- **\$2.5 billion** for Adult Education and Training Activities
- **\$1 billion** for Wagner- Peysner/Employment Services
- **\$500 million** for JobCorps
- **\$150 million** for Native American Programs
- **\$150 million** for Migrant and Seasonal Farmworkers
- **\$250 million** for YouthBuild
- **\$350 million** for Reentry Employment Opportunities
- **\$500 million** for Registered Apprenticeships
- **\$1 billion** for Adult Education and Literacy
- **\$2 billion** for Community College and Industry Partnership Grants (TAACCCT Grants)

### Flexibilities and Legislative Takeaways:

- Provides eligibility flexibility and maintaining eligibility for use. This legislation expands on increased eligibility offered in the CARES Act, ensuring that all individuals in need of WIOA services are able to access them.
- Expands eligibility so anyone can access individualized career services
- This eligibility extends to all in the labor force, including the "gig" or independent contract worker.

- Expands the allowable amount of funds used on incumbent workers to 40%.
- Makes allowable 40% of funds for transitional jobs, including public sector jobs.
- Allows 75% of employee wages eligible to be reimbursed for on the job training.
- Allows for an additional 10% of allocated funds for governor's reserve to be used for COVID-19 response.
- Requires states to deliver a COVID-19 recovery plan within 60 days of funds being distributed.
- Requires that at least 50% of dislocated worker grants to be distributed in 60 days.
- Makes allowable 1/3 of adult education funds to be used on incumbent worker training and employer supports.
- Native American Grants expanded eligibility to individuals at up to 150% of poverty line.
- No funds for this act may be used for IRAPs or SREs.



## STATE LEGISLATION UPDATE February 15, 2021

*\*Items added since last Update denoted in red*

### Child Care

**[HB 619](#) – Rep. Senfronia Thompson**

Relating to developing a strategic plan to support the child-care workforce.

**Status: Filed**

**[HB 1003](#) – Rep. Dutton**

Relating to the establishment of the private child care task force.

**Status: Filed**

**[HB 1073](#) – Rep. Hernandez**

Relating to the placement and use of video recording equipment in certain child-care facilities.

**Status: Files**

**[HB 1583](#) -- Rep. Davis**

Relating to local workforce development boards and the regulation of child-care providers by the Texas Workforce Commission. Addresses requirements for workforce board membership, creation of a child care advocacy group, and rules to the Texas Rising Star program.

**Status: Filed**

**[HB 1364](#) – Rep. Romero, Jr.**

Relating to referring children to local workforce development boards for subsidized child care services. Would allow a local workforce development board to allow a child care provider with whom the board contracts to identify and refer to the board children who could be eligible for subsidized child care services

**Status: Filed**

**[HB 1695](#) – Rep. Raney**

Relating to establishing reimbursement rates for certain child-care providers participating in the subsidized child-care program administered by the Texas Workforce Commission. Would require each board to equalize the amount that child-care providers providing care to children in the same commission age group receive based on the maximum number of children the provider may enroll under the child-to-caregiver ratios and group sizes adopted by the Health and Human Services Commission.

**Status: Filed**



**[HB 1792](#) – Rep. Button (TWC Legislation)**

Relating to the evaluation of child-care providers participating in the Texas Rising Star Program. Would require TWC to select a single entity to oversee a statewide roster of qualified assessors to evaluate child-care providers participating in the Texas Rising Star Program during the initial certification process and when a provider applies for a higher level of certification.

**Status: Filed**

**College Credit**

**[HB 700](#) – Rep’s Johnson, Jarvis**

Relating to the eligibility of foster children to receive college credit for completing the Preparation for Adult Living Program.

**Status: Filed**

**Corrections**

**[SB 354](#) – Sen. Miles**

Relating to access to postsecondary courses or programs for inmates of the Texas Department of Criminal Justice.

**Status: Filed**

**Career & Technical Education**

**[HJR 89](#) – Rep. Allison**

Proposing a constitutional amendment authorizing the legislature to provide for a credit against the ad valorem taxes imposed by a school district on property owned by a business entity that donates money to the district to create or support career and technical education programs or courses.

**Status: Filed**

**[HB 334](#) – Rep. Gates**

Relating to funding for career and technology programs in public schools. Would amend the Education Code to increase from 55 percent to 90 percent of the funds allocated under this section be used in providing career and technology education programs in grades 7 through 12.

**Status: Filed**

**[HB 434](#) – Rep.’s Bell, Keith (companion [SB 473](#), Sen. Schwertner)**

Relating to the curriculum requirements for public high school students. Would allow CTE to count for the required fine arts credit in high school curriculum **Status: Filed**

**[HB 755](#) – Rep. Fierro**

Relating to consumer information regarding career schools and colleges.

**Status: Filed**

**[HB 1146](#) – Rep. Gates**

Relating to placement on the minimum salary schedule for certain public school career or technology education teachers. Allows up to 10 years experience for placement on the minimum salary schedule for certain public school career and/or technology education teachers

**Status: Filed**

**[HB 1528](#) – Rep. Gates**

Relating to the posting of certain information regarding programs of study offered under a school district's career and technology education program. Would require school district to maintain information on its website under the district's career and technology education program, including information related to labor market information, job growth rate, salaries and degree requirements.

**Status: Filed**

**[HB 1744](#) – Rep. Guerra**

Relating to measures to prepare students to teach bilingual education, English as a second language, or Spanish. Would require TEA to develop a program of study for use in career and technology education programs that prepares and assists students in pursuing a career teaching bilingual education, English as a second language, or Spanish.

**Status: Filed**

**Certifications, Credentials**

**[HB 244](#) – Rep. Mary González**

Relating to the establishment of a grant program for promoting computer science certification and professional development in coding, technology applications, and computer science for public school teachers.

**[HB 1100](#) – Rep. Bailes**

Relating to indicators of achievement under the public school accountability system. Moves evaluation of the high school IBC list from TEA to the SBOE.

**Status: Filed**

**People with Disabilities**

**[SB 259](#) – Sen. Menéndez**

Relating to the establishment of a grant program to provide additional resources for public school students with disabilities.

**Status: Filed, Received by the Secretary of the Senate**

**Economic Development**

**[HB 778](#) – Rep. Lozano (companion [SB 144](#), Sen. Powell, [HB 1502](#), Rep. Deshotel )**

Relating to the extension of the expiration of certain parts of the Texas Economic Development Act.

**Status: Filed**

**Education – Community Colleges**

**[HB 141](#) – Rep. Reynolds**

Relating to the establishment of the Texas Promise Grant Program for certain students at two-year public institutions of higher education.

**Status: Filed**

**[HB 588](#) – Rep. Meza (companion [SB 34](#), Sen. Zaffirini)**

Relating to the establishment of the Texas Promise Grant Program for certain students at two-year public institutions of higher education.

**Status: Filed**

### Education – Higher

#### **HB 557 – Rep. White**

Relating to the establishment of the Science, Technology, Engineering, and Mathematics (STEM) Scholarship Program for certain students at public institutions of higher education.

**Status: Filed**

#### **HB 811 – Rep. Gervin-Hawkins**

Relating to a single common course numbering system for and the transfer of course credit among public institutions of higher education in this state.

**Status: Filed**

#### **HB 1142 – Rep. Ramos**

Relating to the inclusion of transfer pathways in the guidelines addressing transfer practices published by general academic teaching institutions. Would require institution of higher education to add in its guidelines for transferring course credit a transfer pathway for the most frequently transferred majors.

**Status: Filed**

#### **HB 1312 – Rep. Romero, Jr.**

Relating to student success-based funding recommendations for certain continuing workforce education courses offered by public junior colleges. Would add language to add qualified continuing workforce education courses offered by colleges for which credit toward a certificate or associate 's degree is not awarded in appropriations recommendations.

**Status: Filed**

#### **HB 1566 – Rep. Middleton**

Relating to the requirements for a junior college district to receive approval from the Texas Higher Education Coordinating Board to offer baccalaureate degree programs. Would remove threshold for minimum taxable property valuation amount of community college district in order to offer baccalaureate degree programs.

**Status: Filed**

#### **SB 102 – Sen. Menéndez**

Relating to the enforcement of certain requirements regarding the transfer of course credit between public institutions of higher education. Includes enforcement of certain requirements regarding the transfer of course credit between public institutions of higher education

**Status: Filed, Received by the Secretary of the Senate**

#### **SB 167 – Sen. Blanco**

Relating to a limitation on the amount of tuition charged by public institutions of higher education.

**Status: Filed, Received by the Secretary of Senate**

### Education – Primary & Secondary

#### **HB 572 – Rep. Dutton**

Relating to authorizing a dropout recovery competency-based educational pilot program provided through a campus or campus program charter or open-enrollment charter school.

**Status: Filed**

**HB 589** – Rep. Mary González companion **SB 179**, Sen. Lucio)

Relating to the use of public school counselors' work time. Would require school counselors' work time must be 80% on counseling.

**Status: Filed, SB 179 Received by the Secretary of the Senate**

**HB 773** – Rep. VanDeaver (companion **SB 194**, Sen. Powell)

Relating to indicators of achievement under the public school accountability system. Adds completion of a program of study in career and technical education as indicators of achievement under the public school accountability system.

**Status: Filed, SB 194 Received by the Secretary of the Senate**

**HB 1132** – Rep. Oliverson

Relating to the information maintained by the Texas Education Agency regarding postsecondary education and career opportunities.

**Status: Filed**

**SB 178** – Sen. Lucio

Relating to the employment of certified school counselors by school districts. Tightens student to counselor ratios in public schools.

**SB 560** – Sen. Lucio

Relating to developing a strategic plan for the improvement and expansion of high-quality bilingual education.

**Status: Received by Secretary of Senate**

#### Foster Care

**HB 1597** – Rep. Jarvis Johnson

Relating to transitional living services provided to foster youth transitioning to independent living. Would extend transition services for youth up to age 26 and develop policy to permit eligible youth who have exited foster care to continue to participate in the Transitional Living Services Program.

**Status: Filed**

#### Labor Law

**HB 224** – Rep. Ortega (companion **SB 389**, Sen. Eckhardt)

Relating to authorization for a county or municipality to establish a local minimum wage. Would allow a municipality or county to establish a minimum wage higher than authorized under current state statutes.

**Status: Filed**

#### Occupations, Licensing

**HB 819** – Rep. White

Relating to the creation of certain pilot programs to encourage economic and educational opportunities in certain regions of this state.

**Status: Filed**

TANF/SNAP

**[HB 945](#) – Rep. Romero, Jr.**

Relating to the period of eligibility of certain persons for supplemental nutrition assistance program benefits.

**Status: Filed**

**[HB 1353](#) – Rep. Ortega**

Relating to continued household eligibility for supplemental nutrition assistance program benefits on the ineligibility of the head of household for failure to comply with certain work requirements.

**Status: Filed**

**[HB 1449](#) -- Rep. Romero**

Relating to the exclusion of certain resources in determining eligibility for financial assistance and supplemental nutrition assistance program benefits.

**Status: Filed**

Texas Workforce Commission (TWC)

**[HB 618](#) – Rep. Dutton** (companion [SB 346](#), Sen. Paxton)

Relating to the participation of open-enrollment charter schools in the Jobs and Education for Texans (JET) Grant Program.

**Status: Files; SB 346 Received by Secretary of the Senate**

**[HB 1032](#) – Rep. Thierry**

Relating to certain public school workforce training programs funded by the skills development fund and to authorizing school districts to provide funding using money received under the Foundation School Program to community-based organizations for purposes of reimbursing private employers for paid internships provided to certain students in career and technology education programs in the district.

**Status: Filed**

**[HB 1214](#) – Rep. Muñoz, Jr.**

Relating to requirements for certain skills development fund grant proposals. Increases requirements and accountability for skills development fund grant proposals.

**Status: Filed**

**[HB 1247](#) – Rep. Lozano** (companion [SB 663](#), Sen. Powell)

Relating to the development of and report on a tri-agency work-based learning strategic framework by the Texas Workforce Commission, the Texas Education Agency, and the Texas Higher Education Coordinating Board. Includes development of and report on a tri-agency work-based learning strategic framework by the Texas Workforce Commission, the Texas Education Agency, and the Texas Higher Education Coordinating Board.

**Status: Filed**

**[SB 302](#) – Sen. Hinojosa**

Relating to the administration of the Jobs and Education for Texans (JET) Grant Program.

**Status: Filed, Received by the Secretary of the Senate**

**[SB 341](#) – Sen. West**

Relating to the Internet broadcast or audio recording of certain open meetings.

**Status:** *Filed, Received by the Secretary of the Senate*

**Veterans**

**[HB 33](#) – Rep. Dominguez**

Relating to measures to facilitate the award of postsecondary course credit leading to workforce credentialing based on military experience, education, and training.

**Status:** *Filed*

**[HB 626](#) – Rep. Rosenthal**

Relating to the expansion of the Texas Innovative Adult Career Education (ACE) Grant Program to include certain nonprofit organizations providing job training to veterans.

**Status:** *Filed*

**[HB 739](#) – Rep. Lopez**

Relating to a grant program administered by the Texas Veterans Commission to provide energy industry career training for veterans.

**Status:** *Filed*

**[HB 1208](#) – Rep. Rep. Guillen**

Relating to a state employment preference for certain children of veterans with a disability.

**Status:** *Filed*

**[SB 145](#) – Sen. Powell**

Relating to state occupational licensing of certain military veterans and military spouses.

**Status:** *Filed, Received by the Secretary of the Senate*

**[SB 337](#) – Sen. Powell (companion [HB 1884](#), Rep. Dominguez)**

Relating to the award of grants by the Texas Workforce Commission to facilitate the participation of certain veterans and military personnel in apprenticeship training programs.

**Status:** *Filed, Received by the Secretary of the Senate*

**Work-based Learning**

**[HB 333](#) – Rep. Talarico**

Relating to establishing a Texas Service Corps to provide student loan relief, job training, and work experience, in exchange for providing community service in underserved areas.

**Status:** *Filed*

**[HB 1032](#) – Rep. Thierry**

Relating to certain public school workforce training programs funded by the skills development fund and to authorizing school districts to provide funding using money received under the Foundation School Program to community-based organizations for purposes of reimbursing private employers for paid internships provided to certain students in career and technology education programs in the district.

**Status:** *Filed*

**[HB 1411](#) – Rep. Gates**

Relating to funding under the transportation allotment for transportation related to career and technology education and the use of transportation allotment funds by school districts to provide prepaid fuel cards to certain students.

**Status: Filed**

**Workforce Development Boards**

**[HB 749](#) – Rep. Middleton** (companion [SB 234](#), Sen. Hall)

Relating to the use by a political subdivision of public funds for lobbying activities. Relating to the use by a political subdivision of public funds for lobbying activities. Would prohibit a political subdivision from spending public or hire an individual required to register as a lobbyist; or to pay a nonprofit state association or organization that primarily represents political subdivisions; and hires or contracts with an individual required to register as a lobbyist.

**Status: Filed, SB 234 Received by the Secretary of the Senate**

**[HB 1336](#) – Rep. Pacheco** (companion [HB 1660](#), Rep. Pacheco)

Relating to requiring state contractors and political subdivisions of this state to participate in the federal electronic verification of employment authorization program, or E-verify.

**Status: Filed**

**[HB 1888](#) – Rep. Fierro**

Relating to the authority of all governmental bodies to hold open and closed meetings by telephone or videoconference call.

**Status: Filed**

**[SB 639](#) – Sen. Menéndez**

Relating to remote meetings under the open meetings law.

**Status: Received by Secretary of Senate**

## **TWC and TxEDC Launch Statewide Workforce Strategy Initiative**

Date: February 9, 2021

Media Contact:

Lisa Trow, TxEDC: 512-913-3910

James Bernsen, TWC: 512-636-6994

Collaborative effort connects key workforce stakeholders to identify leading workforce strategies

AUSTIN – The Texas Workforce Commission (TWC) and the Texas Economic Development Corporation (TxEDC) announce the launch of a statewide effort to develop a shared workforce development strategy. The launch of this effort is a direct result of the work done during Governor Greg Abbott's Tri-Agency Workforce Initiative, which charged the Texas Education Agency (TEA), the Texas Higher Education Coordinating Board (THECB) and TWC to ensure Texans are prepared for jobs in the industries that power the state's economy.

"Texas is exceptional because of the men and women across our state who go to work every day to earn a living, provide for their families, and make a difference in their communities," said Governor Greg Abbott. "Our top-notch workforce is the key to our economic success, and it is essential that we continue to provide Texans with the skills and knowledge they need to flourish. This statewide effort by TWC and TxEDC will help communities across our state apply innovative strategies to strengthen workforce training and keep Texas the best state to work, live, and raise a family."

The initiative will begin with a series of webinars, hosted by TWC Chairman Bryan Daniel and TxEDC President and CEO Robert Allen, that will highlight local efforts and winning strategies that can be leveraged statewide.

"Texas is home to a world-class workforce thanks to the efforts of our state's skilled workers, innovative business leaders, and a broad range of stakeholders across the state" said TWC Chairman Bryan Daniel. "One important goal for this initiative will be to build a coalition for a shared workforce strategy to strengthen the ability of local communities to address workforce needs, while fostering lasting statewide economic success."

The statewide initiative will identify existing successful strategies and additional partners to incorporate into efforts. The resulting statewide workforce strategy will lay the foundation for future planning and establish a shared definition for workforce success.

"TxEDC is pleased to be a part of this statewide effort to build a strong workforce in Texas. Texas has the second largest workforce in the nation, and the quality of our workforce is an integral part of Texas' strong economy. It's also a key factor in Texas' rapid growth and our accelerating prospects for national and international business relocation and investment. In light of that, the work of Gov. Abbott's Tri-Agency Workforce Initiative couldn't be more important," Allen said.

The webinars will be held over the next three months. To sign up for updates on the effort, please register at <https://lp.constantcontactpages.com/su/yR3p985>.



The Texas Workforce Commission is a state agency dedicated to helping Texas employers, workers and communities prosper economically. For details on TWC and the services it offers in coordination with its network of local workforce development boards, call 512-463-8942 or visit [www.texasworkforce.org](http://www.texasworkforce.org). To receive notifications about TWC programs and services subscribe to our [email updates](#).

[Return to Top](#)

Last Verified: February 09, 2021

Equal Opportunity Employer/Program

Auxiliary aids and services are available upon request to individuals with disabilities.

Deaf, hard-of-hearing or speech-impaired customers may contact TWC through the relay service provider of their choice. [Equal opportunity is the law](#).

For questions, compliments or complaints, call 800-628-5115

[Texas Workforce Commission Values](#): Community, Responsibility, Innovation, Accountability, Commitment to Excellence and Partnership.

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# Texas Workforce Commission



Governor Greg Abbott has reappointed Aaron Demerson to the Texas Workforce Commission as the Commissioner Representing Employers. The Commission is charged with overseeing and providing workforce development services to employers and job seekers in Texas.

Aaron Demerson of Austin has served as the Commissioner Representing Employers since August 2019, and previously served as the Director of the Office of Employer Initiatives for the Texas Workforce Commission (TWC). Prior to TWC, he served as a Senior Advisor to Governor Rick Perry and was the Executive Director of the Economic Development and Tourism Division. He is a member of the National Forum of Black Public Administrators - Central Texas Chapter, Texas Economic Development Council, Delta Sigma Pi Business Fraternity, and Kappa Alpha Psi Fraternity, Inc. He is chair of the Capitol Credit Union Board Nominating Committee, a member of the Texas A&M University-Kingsville Foundation Board of Trustees, and a member of the 100 Black Men of Austin. Additionally, he is a founder and former president of Texas Organized Professionals and a former board member of the Austin Lyric Opera and the Austin Area Urban League. Demerson received a Bachelor of Business Administration in Finance from Texas A&M University – Kingsville and a general banking diploma from the American Institute of Banking.

This appointment is subject to Senate confirmation.

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**ITEM 14**

**PANHANDLE WORKFORCE DEVELOPMENT BOARD  
CURRENT MEMBERSHIP  
JULY 1, 2020 – JUNE 30, 2021**

**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](mailto:nightandday@arn.net)

Industry Represented: Services (62)  
TWC ID #: 075710160  
Firm Size: 29 employees  
Ethnicity/Gender: W/F  
Term Expires: June 30, 2022

**PRIVATE SECTOR (CITY OF AMARILLO)**

Ms. Betty Bara  
Co-Owner  
La Fiesta Grande  
4704 Van Winkle Drive  
Amarillo, Texas 79119  
(806) 376-3689 / (806) 679-0578 fax  
[bettybara@aol.com](mailto:bettybara@aol.com)

Industry Represented: Food (72)  
TWC ID #: 021762288  
Firm Size: 84  
Ethnicity/Gender: W/F  
Term Expires: June 30, 2022

**PRIVATE SECTOR (CITY OF AMARILLO)**

Ms. Heather Freeman  
Director, Workforce Strategies  
Consolidated Nuclear Security, LLC - Pantex  
P. O. Box 30020  
Amarillo, Texas 79120  
(806) 573-7782  
[heather.freeman@cns.doe.gov](mailto:heather.freeman@cns.doe.gov)

Industry Represented: Manufacturing (31)  
TWC ID #: 144395778  
Firm Size: 3,230 employees  
Ethnicity/Gender: W/F  
Term Expires: June 30, 2022

**PRIVATE SECTOR (CITY OF AMARILLO)**

Mr. Jason Henderson \*\*\* / \*\*\*\*  
Operations Director  
Bell Helicopter, Textron  
10201 Airport Blvd.  
Amarillo, Texas 79111  
(806) 467-4117  
[jhenderson@bellflight.com](mailto:jhenderson@bellflight.com)

Industry Represented: Manufacturing (31)  
TWC ID #: 002639157  
Firm Size: 4,954 employees  
Ethnicity/Gender: W/M  
Term Expires: June 30, 2023

**PRIVATE SECTOR (CITY OF AMARILLO)**

Mr. David Parker  
Regional Human Resource Manager  
United Supermarkets, LLC  
5807 S.W. 45<sup>th</sup> Avenue, Suite 100  
Amarillo, Texas 79109  
(806) 457-6658  
[dparker@unitedtexas.com](mailto:dparker@unitedtexas.com)

Industry Represented: Retail (44)  
TWC ID #: 111460434  
Firm Size: 3,000 employees  
Ethnicity/Gender: W/M  
Term Expires: June 30, 2022

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

Mr. Michael Wright \*\*\*  
Publisher  
Moore County News - Press  
P.O. Box 757  
Dumas, Texas 79029  
(806) 935-4111 / (806) 935-2438 fax  
[mwright@moorenews.com](mailto:mwright@moorenews.com)

Industry Represented: Information (51)  
TWC ID #: 08-099770-1  
Firm Size: 11 employees  
Ethnicity/Gender: W/M  
Term Expires: June 30,2022

**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](mailto:michelle.griffin@anb.com)

Industry Represented: Finance (52)  
TWC ID #: 000422070  
Firm Size: 619 employees  
Ethnicity/Gender: W/F  
Term Expires: June 30, 2023

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

Mr. Art Martinez  
Owner  
Whiteface Heating & Air, Inc.  
127 Main Street  
Hereford, Texas 79045  
(806) 364-4122  
[whitefaceha@wtrt.net](mailto:whitefaceha@wtrt.net)

Industry Represented: Wholesale Trade (42)  
TWC ID #: 130532764  
Firm Size: 5 employees  
Ethnicity/Gender: H/M  
Term Expires: June 30, 2023

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

Mr. Matt Parker  
Vice President for Cardiovascular Services  
Baptist St. Anthony's Health System (BSA)  
1600 Wallace Blvd.  
Amarillo, Texas 79106  
(806) 212-5714  
[matt.parker@bsahs.org](mailto:matt.parker@bsahs.org)

Industry Represented: Healthcare (62)  
TWC ID #: 138513173  
Firm Size: 2,491 employees  
Ethnicity/Gender: W/M  
Term Expires: June 30, 2021

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

Ms. Laura Lopez  
Human Resource Specialist  
Hunting Titan Inc.  
11785 Hwy 152  
Pampa, Texas 79065  
(806) 661-3682 / (806) 661-3675 fax  
[Laura.Lopez@hunting-intl.com](mailto:Laura.Lopez@hunting-intl.com)

Industry Represented: Manufacturing (31)  
TWC ID: 143344908  
Firm Size: 252 employees  
Ethnicity/Gender: W/F  
Term Expires: June 30, 2023

**PRIVATE SECTOR (AT LARGE)**

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

Industry Represented: Retail (44)  
TWC ID #: 109626740  
Firm Size: 8 employees  
Ethnicity/Gender: W/M  
Term Expires: June 30, 2022

**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](mailto:rivas@arn.net)

Industry Represented: Services (54)  
TWC ID #: 012394527  
Firm Size: 0 employees  
Ethnicity/Gender: H/M  
Term Expires: June 30, 2023

**PRIVATE SECTOR (AT LARGE)**

Mr. Francisco Apodaca  
Co-Owner  
Apodaca Brothers  
801 E. Campbell  
Pampa, TX 79065  
(806) 669-1169 / (806) 669-1169  
[12280ehwy60@gmail.com](mailto:12280ehwy60@gmail.com)

Industry Represented: Construction (23)  
TWC ID #: 119858119  
Firm Size: 8 employees  
Ethnicity/Gender: H/M  
Term Expires: June 30, 2021

**ECONOMIC DEVELOPMENT ORGANIZATIONS**

Ms. Shawna Elliott  
Executive Director  
Pampa Chamber of Commerce  
200 North Ballard Street  
Pampa, Texas 79065  
(806) 669-3241 / (806) 669-3244  
[exec@pampachamber.com](mailto:exec@pampachamber.com)

Ethnicity/Gender: W/F  
Term Expires: June 30, 2023

## **SECONDARY EDUCATION**

Mr. Jay Barrett \*\*\*  
Principal, Amarillo Area Center for Advanced Learning  
Amarillo Independent School District  
1100 North Forest  
Amarillo, Texas 79106  
(806) 326-2800  
[jay.barrett@amaisd.org](mailto:jay.barrett@amaisd.org)

Ethnicity/Gender: W/M  
Term Expires: June 30, 2022

## **POST-SECONDARY EDUCATION**

Mr. Texas D. "Tex" Buckhaults  
Interim President  
Clarendon College  
P. O. Box 968  
Clarendon, Texas 79226  
(806) 874-3571  
[Tex.Buckhaults@clarendoncollege.edu](mailto:Tex.Buckhaults@clarendoncollege.edu)

Ethnicity/Gender: W/M  
Term Expires: June 30, 2022

## **ADULT BASIC AND CONTINUING EDUCATION**

Dr. Tamara Clunis  
Vice President of Academic Affairs  
Amarillo College  
P. O. Box 447  
Amarillo, Texas 79178  
(806) 371-5296 / (806) 354-5891 fax  
[ttclunis@actx.edu](mailto:ttclunis@actx.edu)

Ethnicity/Gender: B/F  
Term Expires: June 30, 2023

## **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](mailto:lisa.white@amarillolibrary.org)

Ethnicity/Gender: W/F  
Term Expires: June 30, 2022

## **VOCATIONAL REHABILITATION ORGANIZATIONS**

Ms. Valarie Robbins  
Area Manager  
Texas Workforce Solutions  
Vocational Rehabilitation Services  
5809 South Western Boulevard, #255  
Amarillo, Texas 79110  
(806) 351-3830 / (806) 351-3860 fax  
[valarie.robbins@twc.state.tx.us](mailto:valarie.robbins@twc.state.tx.us)

Ethnicity/Gender: W/F  
Term Expires: June 30, 2023

**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](mailto:magi.york@pcsvcs.org)

Ethnicity/Gender: W/F  
Term Expires: June 30, 2023

**COMMUNITY-BASED ORGANIZATIONS**

Ms. Irene Arnold \*\*\*  
Case Manager  
Downtown Women’s Center, Inc.  
409 South Monroe  
Amarillo, Texas 79101  
(806) 372-3625 / (806) 372-9026  
[irene@dwcenter.org](mailto:irene@dwcenter.org)

Ethnicity/Gender: H/F  
Term Expires: June 30, 2023

**LABOR ORGANIZATIONS**

Mr. Drew Downs  
Assistant Business Manager  
International Brotherhood of Electrical Workers -  
Local 602  
200 South Fannin Street  
Amarillo, Texas 79106  
(806) 376-9945 / (806) 376-9407  
[d downs@ibew602.org](mailto:d downs@ibew602.org)

Ethnicity/Gender: W/M  
Term Expires: June 30, 2021

**LABOR ORGANIZATIONS**

(VACANT)

Ethnicity/Gender: /  
Term Expires:

**PUBLIC EMPLOYMENT AGENCY**

Mr. Norman Bearden \*\*\*\*  
Veterans Resource Coordinator  
Texas Workforce Commission  
2002 West Loop 289, Suite 117  
Lubbock, Texas 79407  
(806) 765-5038 ext.2129  
[norman.bearden@twc.state.tx.us](mailto:norman.bearden@twc.state.tx.us)

Ethnicity/Gender: W/M  
Term Expires: June 30, 2023



**STATE DEPARTMENT OF HUMAN SERVICES**

Ms. Tonya McWilliams  
Program Manager  
Texas Health and Human Services Commission  
28 Western Plaza Drive  
Amarillo, Texas 79109  
(806) 457-5231 / (806) 457-5212  
[Tonya.McWilliams@hpsc.state.tx.us](mailto:Tonya.McWilliams@hpsc.state.tx.us)

Ethnicity/Gender: W/F  
Term Expires: June 30, 2022

- \* Chairman
- \*\* Vice Chairman
- \*\*\* Executive Committee Member
- \*\*\*\* Also serves as Veterans Representative
- \*\*\*\*\* Also serves as Child Care Representative