



**Meeting Agenda
May 21, 2025**

PANHANDLE WORKFORCE DEVELOPMENT BOARD

2025 Meeting Calendar

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

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

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

Thank You!

Marin

February 26, 2025
May 21, 2025
August 27, 2025
December 10, 2025 (Tentatively)

NOTICE OF MEETING

A meeting of the Panhandle Workforce Development Board will be held at 12:30 p.m. on Wednesday, May 21, 2025. Board members and individuals from the public may access the meeting in person at 3120 Eddy Street, Amarillo, Randall County, Texas. Lunch will be served to Board members at 12:00 p.m.

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

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

The PWDB 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**
 - a) Members will be asked to consider approval of the minutes from the Board's meeting held on February 26, 2025.
Also attached, for informational purposes, are:
 - b) Minutes of the February 27, 2025 meeting of the Panhandle Workforce Development Consortium's Governing Body. Please note that the group concurred with the actions of the Board. No action by the Board is required;
 - c) Minutes of the March 17, 2025 meeting of the Panhandle Workforce Development Board's Executive Committee. No action by the Board is required;

- d) Minutes of the April 23, 2025 meeting of the Panhandle Workforce Development Board's Child Care Advisory Committee. No action by the Board is required; and
- e) Minutes of the May 7, 2025 meeting of the Panhandle Workforce Development Board's Executive Committee. No action by the Board is required.

4. **CURRENT MEMBERSHIP LISTS**

- a) Panhandle Workforce Development Board
- b) Panhandle Workforce Development Board Child Care Advisory Committee
- c) Panhandle Workforce Development Board Cybersecurity Council
- d) Panhandle Workforce Development Board Executive Committee
- e) Panhandle Workforce Development Consortium's Governing Body

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

5. **AMENDMENT TO PWDB BYLAWS**

Members will be asked to consider an amendment to the Board's Bylaws for the Panhandle Workforce Development Area.

6. **ELECTION OF OFFICERS**

Members will be asked to elect new Officers (Chair and Vice-Chair) for the coming year covering the period of July 1, 2025 through June 30, 2026.

7. **REPORT ON MEETING OF CHILD CARE ADVISORY COMMITTEE**

Staff will provide a summary of last month's meeting of the Panhandle Workforce Development Board's Child Care Advisory Committee. No action by the Board is required.

8. **LOCAL MONITORING REPORT**

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

9. **REPORTS ON GRANTS**

A review of reports on the Panhandle's grants for October 1, 2024 – March 31, 2025 will be presented. No action by the Board is required.

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

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

11. **CONTRACTOR’S REPORT ON WORKFORCE ACTIVITIES**

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

12. **2025 TWC EMPLOYER AWARDS NOMINATIONS**

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

13. **UPDATES TO PANHANDLE WORKFORCE DEVELOPMENT BOARD POLICIES**

Members will be asked to consider proposed updates to current local PWDB policies:

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

Public comment opportunity and Member vote will be recognized.

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

Members will be asked to authorize the Workforce Development Director to execute an Application for Submission to TWC for a 2025-2026 HDJT Program grant in collaboration with the Amarillo Economic Development Corporation (AEDC) and the Independent School Districts of Amarillo (AmTech Career Academy), Bushland, Canyon, Highland Park, and River Road.

15. **UPDATES ON STATUS OF PROCUREMENTS FROM PREVIOUS MEETING:**

Members will be updated on:

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

No action by the Board is required.

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

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

17. **FINAL PUBLIC COMMENT PERIOD**

18. **ADJOURN**

RETIREMENT CELEBRATION

Please join us immediately following the meeting for a Retirement Celebration for one of our members, Mr. Jay Barrett, Principal, AmTech Career Academy. We will enjoy refreshments while we watch a short video just released on YouTube and provided by Mr. Barrett, which prominently features AmTech and some of the great accomplishments of the Career Academy while under Jay's leadership.

[video](#)

PUBLIC NOTICE

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

Posted this 14th day of May 2025, at 415 Southwest Eighth Avenue, Amarillo, Texas, at 12:00 p.m.



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



Leslie Hardin

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ITEM 3a

PWDB Meeting Minutes



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PANHANDLE REGIONAL PLANNING COMMISSION

Panhandle Workforce Development Board

Minutes

February 26, 2025

The regular meeting of the Panhandle Workforce Development Board was held at 12:30 p.m. on Wednesday, February 26, 2025.

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

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

Mr. Kevin Caddell presided.

MEMBERS PRESENT:

- Francisco Apodaca, Apodaca Brothers
- Heath Bentley, Hunting Titan, Inc.
- Kevin Caddell, Furniture Fashions, LTD
- Sonja Clark, Bell Textron, Inc.
- Edward Dominguez, Triple D Heating and Air Conditioning
- Jill Goodrich, Opportunity School
- Michelle Griffin, Amarillo National Bank-Borger Branch
- Kristi Hanes, Night & Day, Care & Play Inc.
- Crystal Hermesmeier, Shamrock Economic Development Corporation
- Lisa Lillard, Texas Health and Human Services Commission
- Amy Moran, CNS Pantex
- David Parker, Harwell & Cook Orthodontics
- Charlie Rivas, Rivas Environmental Consultants, Inc.
- John Roberts, Central South Carpenters Regional Council
- Paul Salazar, West Texas Electrical Joint Apprenticeship & Training Committee
- Frank Sobey, Amarillo College
- Geneva Tiller, Texas Workforce Solutions Vocational Rehabilitation Services
- Jason Vaden, Texas Workforce Commission
- Brian Wasden, Kleinstadt Motors
- Lisa White, Amarillo Public
- Magi York, Panhandle Community Services

MEMBERS ABSENT:

- Betty Bara, La Fiesta Grande
- Jay Barrett, AmTech Career Academy
- Wanda Boatman, Plains Dairy
- Texas “Tex” Buckhaults, Clarendon College
- Jahnel McClain, Goodwill Industries of Northwest Texas
- Amy Rambo, BSA Health System

OTHERS PRESENT:

Colten Hibbs, and Lindsey Murphy, Education Credit Union; Andrea Casanova, North Texas Job Corps; and Ray Flores, Jennifer Galloway, Karron Gilbreath, Cynthia Hixon, Cheney Melton, Trent Morris, and Andrew Thompson, Workforce Solutions Panhandle.

STAFF PRESENT:

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

1. CALL TO ORDER

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

2. INITIAL PUBLIC COMMENT PERIOD

None.

3. MINUTES

Members considered approval of the minutes from the Board’s December 11, 2024 meeting. Ms. Griffin moved to approve the minutes as presented. Mr. Apodaca seconded the motion; the motion carried.

4. LOCAL EMPLOYER OF EXCELLENCE AWARD

Members recognized Education Credit Union as the Panhandle Workforce Development Board 2024 Local Employer of Excellence. No action by the Board was required.

5. CURRENT MEMBERSHIP LISTS

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

6. APPOINTMENT TO CHILD CARE ADVISORY COMMITTEE

Members considered the appointment of Ms. Irma Burney, with Texas Premier Childcare at Amarillo Netplex, as a new member to serve on the Panhandle Workforce Development Board’s Child Care Advisory Committee. Ms. White made the motion to appoint; Mr. Parker seconded; and the motion carried.

7. REPORT ON MEETING OF CHILD CARE ADVISORY COMMITTEE

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

8. CHILD CARE QUALITY IMPROVEMENT PURCHASES

Members were asked to consider two proposed purchases from the Child Care and Development Fund (CCDF) Child Care Quality Improvement Activity (CCQ) grant:

- a) Frog Street Press - Child Care Frog Street Curriculum; and
- b) Lakeshore Learning Materials - Child Care Learning, Social Emotional and Self-Regulation materials.

Mr. Dominguez made the motion to proceed with the purchases as presented; Mr. Bentley seconded; and the motion carried.

9. PANHANDLE WORKFORCE DEVELOPMENT BOARD EXECUTIVE COMMITTEE

Members were presented with several upcoming activities requiring the services of the Board's Executive Committee previously appointed by the Chairperson. No action by the Board was required.

10. DIRECTOR'S REPORT ON WORKFORCE ACTIVITIES

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

11. PROCUREMENT OF COMPREHENSIVE GENERAL BUILDING MAINTENANCE SERVICES FOR WORKFORCE SOLUTIONS PANHANDLE

Members were asked to authorize Board staff to proceed with the procurement process for a potential four-year contract with an entity to provide Comprehensive General Building Maintenance Services for two Workforce Solutions Panhandle offices:

- a) 3120 Eddy Street in Amarillo
- b) 1028-B Megert Center in Borger

Ms. Griffin made the motion to authorize staff to proceed with the procurement process, and Mr. Charlie Rivas seconded. Mr. Apodaca abstained; and the motion carried.

12. PROCUREMENT OF PRE-PAID FUEL CARDS FOR WORKFORCE SOLUTIONS PANHANDLE PROGRAM CUSTOMERS

Members were asked to authorize Board staff to proceed with the procurement process for a potential vendor to supply pre-paid fuel cards usable for the purchase of fuel, by workforce development program customers needing transportation support services assistance, at outlets in the Panhandle Workforce Development Area. Mr. Charlie Rivas made the motion to authorize staff to proceed with the procurement process; Ms. Moran seconded; and the motion carried.

13. PROCUREMENT OF LEASE SPACE FOR WORKFORCE SOLUTIONS PANHANDLE OFFICE IN BORGER

Members were asked to authorize Board staff to proceed with the procurement process of a three-year lease for office space for Workforce Solutions Panhandle in Borger. Ms. White made the motion to authorize staff to proceed with the procurement process and Mr. Parker seconded. Ms. Griffin abstained, and the motion carried.

14. PANHANDLE WORKFORCE DEVELOPMENT BOARD TECHNOLOGY, DATA AND CYBERSECURITY POLICY UPDATE

Members were presented with a report of the results of the discussion, input and subsequent vote from the Board's Cybersecurity Council meeting on January 22, 2025 in which the Council approved an update to the PWDB Technology, Data, and Cybersecurity policy for the Panhandle Workforce Development Area. Ms. Griffin moved to concur with the Council's vote to approve the updated policy. Mr. Apodaca seconded, and the motion carried.

15. PANHANDLE WORKFORCE DEVELOPMENT BOARD PLAN

Members were asked to consider approval of the 2025-2028 PWDB Plan as required by the Texas Workforce Commission (TWC). Ms. Griffin moved to approve the Plan as presented. Mr. Dominguez seconded, and the motion carried.

16. LOCAL MONITORING REPORT

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

17. REPORT ON GRANTS

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

18. CONTRACTOR'S REPORT ON WORKFORCE ACTIVITIES

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

19. FINAL PUBLIC COMMENT PERIOD

None.

20. ADJOURN

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



ITEM 3b

Consortium's Governing Body Meeting Minutes



PANHANDLE REGIONAL PLANNING COMMISSION

Panhandle Workforce Development Consortium's Governing Body

Minutes

February 27, 2025

A meeting of the Panhandle Workforce Development Consortium's Governing Body was held on Thursday, February 27, 2025, at 11:30 a.m.

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

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

Judge Wagner presided.

MEMBERS PRESENT:

- Dan Looten, County of Carson
- Chris Porter, County of Gray
- D J Wagner, County of Deaf Smith
- Alicia Law, County of Sherman

MEMBERS ABSENT:

- Cole Stanley, City of Amarillo
- Isabel "Izzy" Carrasco, County of Parmer
- Cindy Irwin, County of Hutchinson

OTHERS PRESENT:

Trent Morris, and Andrew Thompson, Workforce Solutions Panhandle.

STAFF PRESENT:

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

1. CALL TO ORDER

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

2. INITIAL PUBLIC COMMENT PERIOD

None.

3. MINUTES

Members considered the minutes from the December 12, 2024 meeting of the Governing Body. Judge Looten moved for approval. Judge Porter seconded the motion; the motion carried.

4. CURRENT MEMBERSHIP LIST

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

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

Members were asked to review agenda items presented and consider concurrence with actions taken at the February 26, 2025 meeting of the Panhandle Workforce Development Board:

5(a). MINUTES

Minutes from the PWDB meeting on December 11, 2024; the PWDB's Cybersecurity Council meeting held on January 22, 2025; and the PWDB's Child Care Advisory Committee meeting held on January 22, 2025. No action by the Body was required.

5(b). LOCAL EMPLOYER OF EXCELLENCE AWARD

Members recognized Education Credit Union as the Panhandle Workforce Development Board 2024 Local Employer of Excellence. No action by the Body was required.

5(c). CURRENT MEMBERSHIP LISTS

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

5(d). APPOINTMENT TO CHILD CARE ADVISORY COMMITTEE

Members considered the appointment of Ms. Irma Burney, with Texas Premier Childcare at Amarillo Netplex, as a new member to serve on the Panhandle Workforce Development Board's Child Care Advisory Committee. Judge Wagner made the motion to appoint; Judge Law seconded; and the motion carried.

5(e). REPORT ON MEETING OF CHILD CARE ADVISORY COMMITTEE

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

5(f). CHILD CARE QUALITY IMPROVEMENT PURCHASES

Members were asked to consider two proposed purchases from the Child Care and Development Fund (CCDF) Child Care Quality Improvement Activity (CCQ) grant:

- 1) Frog Street Press - Child Care Frog Street Curriculum; and
- 2) Lakeshore Learning Materials - Child Care Learning, Social Emotional and Self-Regulation materials.

Judge Looten made the motion to proceed with the purchases as presented; Judge Porter seconded; and the motion carried.

5(g). PANHANDLE WORKFORCE DEVELOPMENT BOARD EXECUTIVE COMMITTEE

Members were presented with several upcoming activities requiring the services of the Board's Executive Committee previously appointed by the Chairperson. No action by the Body was required.

5(h). DIRECTOR'S REPORT ON WORKFORCE ACTIVITIES

Mr. Marin Rivas discussed recent and upcoming regional workforce activities, including a discussion of Workforce Development funding. No action by the Body was required.

5(i). PROCUREMENT OF COMPREHENSIVE GENERAL BUILDING MAINTENANCE SERVICES FOR WORKFORCE SOLUTIONS PANHANDLE

Members were asked to authorize Board staff to proceed with the procurement process for a potential four-year contract with an entity to provide Comprehensive General Building Maintenance Services for two Workforce Solutions Panhandle offices:

- 1) 3120 Eddy Street in Amarillo
- 2) 1028-B Megert Center in Borger

Judge Looten made the motion to authorize staff to proceed with the procurement process; Judge Law seconded; and the motion carried.

5(j). PROCUREMENT OF PRE-PAID FUEL CARDS FOR WORKFORCE SOLUTIONS PANHANDLE PROGRAM CUSTOMERS

Members were asked to authorize Board staff to proceed with the procurement process for a potential vendor to supply pre-paid fuel cards usable for the purchase of fuel, by workforce development program customers needing transportation support services assistance, at outlets in the Panhandle Workforce Development Area. Judge Law made the motion to authorize staff to proceed with the procurement process; Judge Looten seconded; and the motion carried.

5(k). PROCUREMENT OF LEASE SPACE FOR WORKFORCE SOLUTIONS PANHANDLE OFFICE IN BORGER

Members were asked to authorize Board staff to proceed with the procurement process of a three-year lease for office space for Workforce Solutions Panhandle in Borger. Judge Porter made the motion to authorize staff to proceed with the procurement process; Judge Wagner seconded; and the motion carried.

5(l). PANHANDLE WORKFORCE DEVELOPMENT BOARD TECHNOLOGY, DATA AND CYBERSECURITY POLICY UPDATE

Members were presented with a report of the results of the discussion, input and subsequent vote from the Board's Cybersecurity Council meeting on January 22, 2025 in which the Council approved an update to the PWDB Technology, Data, and Cybersecurity policy for the Panhandle Workforce Development Area. Judge Looten moved to concur with the Council's vote and the Board's approval of the updated policy. Judge Wagner seconded, and the motion carried.

5(m). PANHANDLE WORKFORCE DEVELOPMENT BOARD PLAN

Members were asked to consider approval of the 2025-2028 PWDB Plan as required by the Texas Workforce Commission (TWC). Judge Wagner moved to approve the Plan as presented. Judge Looten seconded, and the motion carried.

5(n). LOCAL MONITORING REPORT

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

5(o). REPORTS ON GRANTS

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

5(p). CONTRACTOR'S REPORT ON WORKFORCE ACTIVITIES

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

6. FINAL PUBLIC COMMENT PERIOD

None.

7. ADJOURN

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



ITEM 3c

PWDB Executive Committee 3-17-2025 Meeting Minutes



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PANHANDLE WORKFORCE DEVELOPMENT BOARD

Executive Committee

Minutes

March 17, 2025

A meeting of the Panhandle Workforce Development Board's Executive Committee was held on Monday, March 17, 2025 at 12:00 p.m. at Workforce Solutions Panhandle, 3120 Eddy Street, Amarillo, Randall County, Texas.

Mr. Kevin Caddell, presided.

MEMBERS PRESENT:

- Jay Barrett, AmTech Career Academy
- Texas "Tex" Buckhaults, Clarendon College
- Kevin Caddell, Furniture Fashions, LTD
- Michelle Griffin, Amarillo National Bank-Borger Branch
- Kristi Hanes, Night & Day, Care & Play, Inc.
- David Parker, Harwell & Cook Orthodontics
- Charlie Rivas, Rivas Environmental Consultants

STAFF PRESENT:

Gracie Aragon, Ana Gonzales, Leslie Hardin, Amanda Leal, Heather Reid, and Marin Rivas

1. CALL TO ORDER

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

2. INITIAL PUBLIC COMMENT PERIOD

None.

3. MINUTES

Members considered the minutes from the Executive Committee meeting held on June 23, 2021. Mr. Charlie Rivas moved to approve the minutes as presented. Mr. Barrett seconded the motion; the motion carried.

4. CURRENT MEMBERSHIP LIST

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

5. PROCUREMENT OF COMPREHENSIVE GENERAL BUILDING MAINTENANCE SERVICES FOR WORKFORCE SOLUTIONS PANHANDLE

Members were asked to authorize Board staff to proceed with the award, negotiation and execution process of an initial one-year contract beginning on April 1, 2025, with the potential for the addition of three annual renewals given acceptable performance, with JKB Company, Inc. dba Accord Commercial Realty, the entity procured to provide Comprehensive General Building Maintenance Services for two Workforce Solutions Panhandle offices:

- a) 3120 Eddy Street in Amarillo
- b) 1028-B Megert Center in Borger

Mr. Charlie Rivas recommended that staff review the entity's General & Professional Liability Insurance coverage and made the motion to proceed with negotiating and executing the contract. Ms. Griffin seconded the motion and the motion carried.

6. PROCUREMENT OF PRE-PAID FUEL CARDS FOR WORKFORCE SOLUTIONS PANHANDLE PROGRAM CUSTOMERS

Members were asked to authorize Board staff to proceed with the procurement process for potential vendor(s) to supply pre-paid fuel cards usable for the purchase of fuel, by workforce development program customers needing transportation support services assistance, at outlets in the Panhandle Workforce Development Area.

Mr. Charlie Rivas made the motion to authorize staff to provide Letter(s) of Understanding to three vendors, Perfect Gift, Toot'n Totum, and Valero Payment Services Company, and to recommend that the PWDB authorize the purchase of fuel cards, as needed, in the most cost-effective manner that best meets the needs of the area's workforce development customers. Mr. Parker seconded the motion and the motion carried.

7. PROCUREMENT OF LEASE SPACE FOR WORKFORCE SOLUTIONS PANHANDLE OFFICE IN BORGER

Members were asked to authorize Board staff to proceed with the award, negotiation and execution of a three-year contract beginning on April 1, 2025, with Ed Turner Real Estate, the entity procured to provide lease for office space for Workforce Solutions Panhandle in Borger. Mr. Barrett made the motion and Mr. Buckhaults seconded. Ms. Griffin abstained from the vote and the motion carried.

8. PROCUREMENT OF ENTITY TO DELIVER WORKFORCE DEVELOPMENT AND CHILD CARE SERVICES IN THE PANHANDLE WORKFORCE DEVELOPMENT AREA (PWDA)

Members were asked to authorize Board staff to proceed with the procurement process of an entity to delivery Workforce Development and Child Care Services in the PWDA. Mr. Charlie Rivas recommended that staff review the requirements in the Request for Proposals (RFP) regarding General & Professional Liability Insurance coverage. Mr. Barrett made the motion to proceed with the procurement process. Mr. Charlie Rivas seconded the motion and the motion carried.

9. OPEN DISCUSSION

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

10. FINAL PUBLIC COMMENT PERIOD

None.

11. ADJOURN

There being no further business to come before the Committee, the meeting adjourned.



ITEM 3d

PWDB Child Care Advisory Committee Meeting Minutes



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

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

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

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

MEMBERS PRESENT:

- Gracie Aragon
- Karron Gilbreath
- Victoria Hughes
- Trena Rider
- Kim Winegeart

MEMBERS ABSENT:

- Kristi Hanes
- Irma Burney
- Omar Mendoza
- Skylar Seaton
- Mikki Wossum

OTHERS PRESENT:

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

PANHANDLE WORKFORCE DEVELOPMENT BOARD STAFF PRESENT:

Amanda Leal
Heather Reid

1. CALL TO ORDER
Ms. Rider called the meeting to order and noted that quorum was not present.
2. INITIAL PUBLIC COMMENT PERIOD
Ms. Rider commented about an issue she's recently witnessed among several parents. The parents have reportedly been feeling lost about what to do with their young children. Ms. Winegeart shared that in her child care facility this is addressed at family conferences. It was also suggested that Ms. Rider have these parents sign up for The Basics which is a helpful resource for parents and caregivers. No action by the Committee was required.
3. MINUTES
Members considered the approval of the minutes from the Committee's January 22, 2024 meeting. As quorum was not present, this vote has been postponed until the next meeting.
4. INTRODUCTION OF NEW MEMBER
Ms. Burney was introduced as the new member of the committee. No action by the Committee was required.
5. SCHEDULING NEXT MEETING
Members were asked to determine the next scheduled meeting date and time. Members agreed that the Committee meet on Wednesday, July 23, 2025 at 1:30 p.m.
6. CHILD CARE SERVICES POLICY
Members were asked to consider the recommendation of the updates in the Child Care Services Policy to the PWDB for final approval. As quorum was not present, the vote did not occur.
7. CHILD CARE SERVICES PROGRAM UPDATE
Gracie Aragon, Workforce Development Program Specialist, provided an update on the Child Care Services Program. No action by the Committee was required.
8. CHILD CARE PROVIDER UPDATE
Karron Gilbreath, Workforce Solutions Panhandle Child Care Provider Services Lead provided an update on the Child Care Providers. No action by the Committee was required.
9. CHILD CARE PROGRAM PERFORMANCE UPDATE
April Slatter, Workforce Solutions Panhandle Child Care Services Program Manager, discussed the Child Care Program Performance. No action by the Committee was required.
10. CHILD CARE QUALITY ACTIVITIES
Cynthia Hixon, Workforce Solutions Panhandle Child Care Industry Support Specialist, provided an update on ongoing and upcoming Child Care Quality (CCQ) activities. No action by the Committee was required.

11. REPORT ON CHILD CARE QUALITY PURCHASES

Heather Reid, Workforce Development Contract/Accounting Manager, provided a summary of the Child Care Quality purchase as presented to the PWDB quarterly meeting on February 26, 2025. No action by the Committee was required.

12. OPEN DISCUSSION

Gracie Aragon, Workforce Development Program Specialist, asked the Committee if any of the Child Care facilities would be interested in being featured in the 2025 PRPC Annual Report. This report features images that highlight the child care activities in the Panhandle. No action by the Committee was required.

13. CURRENT MEMBERSHIP LIST

Information item only. No action by the Committee was required.

14. FINAL PUBLIC COMMENT PERIOD

Gracie Aragon, Workforce Development Program Specialist, reminded the Committee that the vote for the approval of the minutes from January 22, 2024 will be taken at the next meeting in July due to quorum not being present.

15. ADJOURN

There being no further business to come before the Committee, the meeting adjourned.



ITEM 3e

PWDB Executive Committee **5-7-2025 Meeting Minutes**



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PANHANDLE WORKFORCE DEVELOPMENT BOARD

Executive Committee

Minutes

May 7, 2025

A meeting of the Panhandle Workforce Development Board's Executive Committee was held on Wednesday, May 7, 2025 at 2:00 p.m. at Workforce Solutions Panhandle, 3120 Eddy Street, Amarillo, Randall County, Texas.

Following a vote by members, in which Ms. Griffin made the motion; Mr. Barrett seconded the motion; and the motion carried; to select Mr. Tex Buckhaults as the Chair Pro Tempore for this meeting, Mr. Buckhaults, presided.

MEMBERS PRESENT:

- Jay Barrett, AmTech Career Academy
- Texas "Tex" Buckhaults, Clarendon College
- Michelle Griffin, Amarillo National Bank-Borger Branch
- Kristi Hanes, Night & Day, Care & Play, Inc.
- Charlie Rivas, Rivas Environmental Consultants

MEMBER ABSENT:

- Kevin Caddell, Furniture Fashions, LTD
- David Parker, Harwell & Cook Orthodontics

STAFF PRESENT:

Gracie Aragon, Kathy Cabezuela, Ana Gonzales, Leslie Hardin, Amanda Leal, Heather Reid, and Marin Rivas

1. CALL TO ORDER

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

2. INITIAL PUBLIC COMMENT PERIOD

None.

3. MINUTES

Members considered the minutes from the Executive Committee meeting held on March 17, 2025. Mr. Barrett moved to approve the minutes as presented. Ms. Griffin seconded the motion; the motion carried.

4. CURRENT MEMBERSHIP LIST

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

5. PROCUREMENT OF PRE-PAID FUEL CARDS FOR WORKFORCE SOLUTIONS PANHANDLE PROGRAM CUSTOMERS

Members were updated on the issuance of Letter(s) of Understanding for potential vendor(s) to supply pre-paid fuel cards usable for the purchase of fuel, by workforce development program customers needing transportation support services assistance, at outlets in the Panhandle Workforce Development Area. No action by the Committee was required.

6. PROCUREMENT OF COMPREHENSIVE GENERAL BUILDING MAINTENANCE SERVICES FOR WORKFORCE SOLUTIONS PANHANDLE

Members were updated on the execution of an initial one-year contract beginning on April 1, 2025, with the potential for the addition of three annual renewals given acceptable performance, with JKB Company, Inc. dba Accord Commercial Realty, the entity procured to provide Comprehensive General Building Maintenance Services for two Workforce Solutions Panhandle offices:

- a) 3120 Eddy Street in Amarillo
- b) 1028-B Megert Center in Borger

No action by the Committee was required.

7. PROCUREMENT OF LEASE SPACE FOR WORKFORCE SOLUTIONS PANHANDLE OFFICE IN BORGER

Members were updated on the execution of a three-year contract beginning on April 1, 2025, with Ed Turner Real Estate, the entity procured to provide lease for office space for Workforce Solutions Panhandle in Borger. No action by the Committee was required.

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

As per Texas Government Code, Chapter 551, §551.087, which does not require a governmental body to conduct an open meeting to deliberate regarding commercial or financial information that the governmental body has received from a business prospect.

8. PROCUREMENT OF ENTITY TO DELIVER WORKFORCE DEVELOPMENT AND CHILD CARE SERVICES IN THE PANHANDLE WORKFORCE DEVELOPMENT AREA (PWDA)

Members were asked to review the procurement for the PWDB to delivery Workforce Development and Child Care Services in the PWDA and develop a recommendation to be presented to the full PWDB at its May 2025 quarterly meeting. No action was taken during this closed session.

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

9. CONSIDERATION AND APPROPRIATE ACTION ON ITEM(S) DISCUSSED IN CLOSED SESSION

Members voted to present the results of the discussion, input and subsequent recommendation from the previous item, to the full PWDB at its May 2025 quarterly meeting. Ms. Griffin made the motion; Ms. Hanes seconded the motion; and the motion carried.

10. OPEN DISCUSSION

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

11. FINAL PUBLIC COMMENT PERIOD

None.

12. ADJOURN

There being no further business to come before the Committee, Mr. Barrett moved that the meeting adjourn. Ms. Hanes seconded the motion; the motion carried; and the meeting adjourned.



ITEM 4

Membership Lists

**PANHANDLE WORKFORCE DEVELOPMENT BOARD
CURRENT MEMBERSHIP
JULY 1, 2024 – JUNE 30, 2025**

PRIVATE SECTOR (CITY OF AMARILLO)

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

Industry Represented: Child Care Services
TWC ID #: 075710160
Firm Size: 29 employees
Ethnicity/Gender: W/F
Term Expires: June 30, 2025

PRIVATE SECTOR (CITY OF AMARILLO)

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

Industry Represented: Restaurants
TWC ID #: 021762288
Firm Size: 84
Ethnicity/Gender: W/F
Term Expires: June 30, 2026

PRIVATE SECTOR (CITY OF AMARILLO)

Ms. Amy Moran
Director –
Human Resources Strategy and Operations
Pantex Plant – X 2.1011
P. O. Box 30020
Amarillo, Texas 79120-0030
(806) 573-7502
amy.moran@pantex.doe.gov

Industry Represented: Ammunition Manufacturing
TWC ID #: 144395778
Firm Size: 4,703
Ethnicity/Gender: W/F
Term Expires: June 30, 2025

PRIVATE SECTOR (CITY OF AMARILLO)

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

Industry Represented: Aircraft Manufacturing
TWC ID #: 002639157
Firm Size: 5,264 employees
Ethnicity/Gender: W/F
Term Expires: June 30, 2026

PRIVATE SECTOR (CITY OF AMARILLO)

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

Industry Represented: Dentistry
TWC ID #: 07-895859-6
Firm Size: 41 employees
Ethnicity/Gender: W/M
Term Expires: June 30, 2025

PRIVATE SECTOR (CITY OF AMARILLO)

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

Industry Represented: Dairy Product Manufacturing
TWC ID #: 022618466
Firm Size: 145 employees
Ethnicity/Gender: W/F
Term Expires: June 30, 2026

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

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

Industry Represented: Furniture Retail
TWC ID #: 109626740
Firm Size: 8 employees
Ethnicity/Gender: W/M
Term Expires: June 30, 2025

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

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

Industry Represented: Commercial Banking
TWC ID #: 000422070
Firm Size: 865 employees
Ethnicity/Gender: W/F
Term Expires: June 30, 2026

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

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

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

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

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

Industry Represented: Hospitals
TWC ID: 138513173
Firm Size: 2,429 employees
Ethnicity/Gender: W/F
Term Expires: June 30, 2027

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

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

Industry Represented: Oil & Gas
Equipment Manufacturing
TWC ID: 143344908
Firm Size: 492 employees
Ethnicity/Gender: W/M
Term Expires: June 30, 2026

PRIVATE SECTOR (AT LARGE)

Mr. Brian Wasden *****
Owner/General Manager
Kleinstadt Motors
4515 Canyon Drive
Amarillo, Texas 79110
(806) 418-6045
brian.wasden@icloud.com

Industry Represented: Automotive Repair
TWC ID #: 20-258518-3
Firm Size: 4 employees
Ethnicity/Gender: W/M
Term Expires: June 30, 2025

PRIVATE SECTOR (AT LARGE)

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

Industry Represented: Remediation Services
TWC ID #: 012394527
Firm Size: 0 employees
Ethnicity/Gender: H/M
Term Expires: June 30, 2026

PRIVATE SECTOR (AT LARGE)

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

Industry Represented: Plumbing/HVAC
TWC ID #: 119858119
Firm Size: 8 employees
Ethnicity/Gender: H/M
Term Expires: June 30, 2027

CHILD CARE WORKFORCE

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

Industry Represented: Child Care Services
TWC ID #: 006296025
Firm Size: 70 employees
Ethnicity/Gender: W/F
Term Expires: June 30, 2026

ECONOMIC DEVELOPMENT ORGANIZATIONS

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

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

SECONDARY EDUCATION

Mr. Jay Barrett ***
Principal
AmTech Career Academy
3601 Plains Blvd.
Amarillo, Texas 79102
(806) 326-2800
jay.barrett@amaisd.org

Ethnicity/Gender: W/M
Term Expires: June 30, 2025

POST-SECONDARY EDUCATION

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

Ethnicity/Gender: W/M
Term Expires: June 30, 2025

ADULT BASIC AND CONTINUING EDUCATION

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

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

LITERACY ORGANIZATIONS

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

Ethnicity/Gender: W/F
Term Expires: June 30, 2025

VOCATIONAL REHABILITATION ORGANIZATIONS

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

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

COMMUNITY-BASED ORGANIZATIONS

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

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

COMMUNITY-BASED ORGANIZATIONS

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

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

LABOR ORGANIZATIONS

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

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

LABOR ORGANIZATIONS

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

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

PUBLIC EMPLOYMENT AGENCY

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

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

STATE DEPARTMENT OF HUMAN SERVICES

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

Ethnicity/Gender: W/F
Term Expires: June 30, 2025

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

**PANHANDLE WORKFORCE DEVELOPMENT BOARD (PWDB)
CHILD CARE ADVISORY COMMITTEE MEMBERSHIP
JULY 1, 2024 – JUNE 30, 2025**

**LICENSED CHILD CARE CENTER
PARTICIPATING IN CCS**

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

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

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

CHILD CARE STAKEHOLDER

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

CHILD CARE STAKEHOLDER

Ms. Skylar Paige Seaton
Teacher
Amarillo College Child Development Lab School
6222 W 9th Ave
Amarillo, Texas 79106
(806) 626-3147
s0569875@actx.edu

PWDB CHILD CARE SERVICES CONTRACTOR

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

**LICENSED CHILD CARE CENTER
PARTICIPATING IN CCS**

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

**CURRENT OR FORMER
CHILD CARE FAMILY**

Ms. Mikki Wossum **
Former CCS Family
4714 Goodnight Trail
Amarillo, Texas 79109
(806) 640-4912
mwossum@attebury.com

CHILD CARE STAKEHOLDER

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

CHILD CARE STAKEHOLDER

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

PWDB STAFF

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

* Chairman

** Vice-Chairman

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

PANHANDLE WORKFORCE DEVELOPMENT BOARD
CYBERSECURITY COUNCIL

FOR JULY 1, 2024 – JUNE 30, 2025

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

Mr. Kevin Caddell *
Owner
Furniture Fashions, LTD
Dalhart, Texas
Term Expires: June 30, 2025

POST-SECONDARY EDUCATION

Mr. Texas D. “Tex” Buckhaults **
President
Clarendon College
Clarendon, Texas
Term Expires: June 30, 2025

LABOR ORGANIZATIONS

Mr. Paul Salazar
Training Director, JATC
West Texas Electrical Joint Apprenticeship & Training Committee
Amarillo, Texas
Term Expires: June 30, 2025

COMMUNITY-BASED ORGANIZATIONS

Ms. Magi York
Executive Director
Panhandle Community Services
Amarillo, Texas
Term Expires: June 30, 2025

* Denotes the member selected to serve as Chairperson

** Denotes the member selected to serve as Vice Chairperson

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

EXECUTIVE COMMITTEE
PANHANDLE WORKFORCE DEVELOPMENT BOARD
FOR JULY 1, 2024 – JUNE 30, 2025

– CHAIR –

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

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

– VICE CHAIR –

PRIVATE SECTOR (CITY OF AMARILLO)

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

– CHAIR APPOINTMENTS –

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

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

POST- SECONDARY EDUCATON

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

SECONDARY EDUCATION

Mr. Jay Barrett, Principal
AmTech Career Academy
Amarillo Independent School District
Amarillo, Texas

PRIVATE SECTOR – AT LARGE

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

PRIVATE SECTOR (CITY OF AMARILLO)

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

**PANHANDLE WORKFORCE DEVELOPMENT CONSORTIUM'S GOVERNING BODY
CURRENT MEMBERSHIP
JULY 1, 2024 – JUNE 30, 2025**

CITY OF AMARILLO

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

AT- LARGE

The Honorable DJ Wagner
Judge, County of Deaf Smith
235 E. 3rd Rm 201
Hereford, Texas 79045
(806) 363-7000
(806) 363-7022 fax
judgewagner@wtrt.net

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

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

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

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

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

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

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

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

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

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

* Chairman

** Vice-Chairman



ITEM 5

Amendment to PWDB Bylaws

**BYLAWS OF THE
PANHANDLE WORKFORCE DEVELOPMENT BOARD**

ARTICLE I

Name

The name of this body will be the Panhandle Workforce Development Board, hereinafter referred to as the “Board”.

ARTICLE II

Authority

The Board’s authority is pursuant to 40 Texas Administrative Code (TAC), Chapter 801, Local Workforce Development Boards; 20 Code of Federal Regulations (CFR), Chapter V, Part 679, Statewide and Local Governance of the Workforce Development System Under Title I of the Workforce Innovation and Opportunity Act (WIOA); Public Law (P.L.) 113-128 WIOA; and Texas Government Code, Chapter 2308, Workforce Investment Act (WIA); hereinafter referred to as “Authorizing Legislation.”

ARTICLE III

Purpose

The purpose of the Board is to provide policy and procedural guidance for, and exercise oversight with respect to, all programs and activities specified in the Authorizing Legislation.

ARTICLE IV

Staffing

Responsibility for staffing the Board will be assigned to an entity as specified in the Partnership Agreement between the Board and the Panhandle Workforce Development Consortium’s Governing Body.

ARTICLE V

Budget

Funding for the operation of the Board will be provided through resources made available through the State of Texas as specified in Authorizing Legislation.

ARTICLE VI

Membership

1. Nominations and Appointments

Membership of the Board will be appointed by the Panhandle Workforce Development Consortium's Governing Body from a slate of nominees secured in accordance with Authorizing Legislation. Such membership will be subject to certification by the Governor.

- b. Three (3) additional representatives of the private sector will be selected on an at-large basis, without regard to the location of the businesses with which they are affiliated.
- c. The number of members of the Workforce Development Board to represent the Private Sector must be at least fifty-one percent (51%) of the overall number of members of the Board.
- d. Private Sector representatives appointed to the Board will, as a group, be generally representative of the composition of the area's pool of employers and include representatives from the area's larger employers and emerging growth industries. No more than ten percent (10%) of the Board's membership will consist of private sector representatives from employers with fewer than five (5) employees.
- e. Representatives appointed to the Board from other sectors will be selected on an at-large basis, without regard to the area in which they work or reside.
- f. Representatives appointed to the Board will be generally consistent with the ethnic diversity of the Panhandle Workforce Development Area.
- g. At least one of the members of the Board appointed under Texas Government Code §2308.256(h) must, in addition to the qualifications required for the members under that subsection, be a veteran.

ARTICLE VII

Officers

The members of the Board will elect by majority vote, a Chairperson and Vice Chairperson. The Chairperson and Vice Chairperson will be elected **from among members who are considered private sector**; with the term of office for one year, from July 1 through June 30; and may serve two (2) consecutive terms. Any member willing to continue to serve as an officer after serving two consecutive terms in any one office, is not eligible to return to service as an officer in that office until a least one year passes from the end of the term of service in that office.

1. The Chairperson will:

- Preside at Board meetings;
- Serve as the designated signatory for the Board;
- Serve on the Board's Executive Committee;
- Appoint Board members to the Board's Executive and Special Committees, as needed; and
- Represent the Board at meetings, events, and activities, as appropriate.

2. The Vice Chairperson will:

- Serve on the Executive Committee; and
- In the absence of the Chairperson, preside at Board meetings and perform such additional duties as are required of the Chairperson.

ARTICLE VIII

Committees

1. Executive Committee

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

2. Special Committees

The Chairperson will establish such Special Committees as are necessary for the proper and efficient operation of the Board. Appointments to any special committees, and the designation of any individuals to chair such groups, will be made by the Chairperson. Such individuals will serve for a term specified by the Chairperson, or until the purpose of the Special Committee is completed. In cases of resignation, it will be left to the discretion of the Chairperson as to whether a replacement will be appointed. Special Committees will not be empowered to act in lieu of the Board, but will serve only in advisory status and will formulate recommendations for the consideration of the Board.

3. Report of Activities at Committee Meetings

Activities of the meetings of each of the Executive and Special Committees will be reported at the next meeting of the Board and Board members will be asked to consider the activities and concur with any votes taken.

ARTICLE IX

Meetings

1. Regular Meetings

- a. The Board will meet at least quarterly. The time and place of all meetings will be determined by the Chairperson.
- b. Board members will be notified of meetings not less than ten (10) working days in advance. Meetings will be publicly announced and open and accessible to the general public.
- c. At any Board meeting, a quorum will be required for the final and official transaction of business. A quorum will exist when more than fifty percent (50%) of the Board's members are present. Any actions taken in the absence of a quorum will be subject to ratification at the next meeting of the Board, at which a quorum is present. No votes will be taken by proxy.
- d. All meetings of the Board will be conducted in accordance with Robert's Rules of Order, Revised, insofar as they are not inconsistent with these Bylaws or other applicable laws, regulations, or rules.

2. Special Meetings

Special meetings of the Board may be called by the Chairperson, upon notice to the membership, three (3) working days prior to such meeting. Notice of each special meeting will state the date, time and location, and an agenda will be included, stating the purpose of the meeting. No business other than that stated in the agenda will be transacted at any special meeting.

3. Executive or Closed Session of a Meeting

Texas Government Code §551 does not require a governmental body to conduct deliberation in an open meeting regarding:

- a. security assessments or deployments relating to information resources technology;
- b. business or financial issues that deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third party; or
- c. the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee.

Due to the sensitive nature of these issues, occasions may arise when the members may be asked to leave a public open meeting to discuss a matter. In such an instance, members will temporarily move into a brief, closed session and then return to the public open meeting to continue. Any closed session will be scheduled on the meeting agenda and the occurrence will be recorded in the minutes of the meeting.

4. Minutes of Meetings

Minutes of the proceedings of each Board meeting will be prepared and distributed to the membership prior to the next scheduled meeting. The minutes, agendas and supporting materials from all meetings of the Board will be maintained on permanent file, and will be made available to the public upon request.

5. Expenses

- a. Members will not receive any salary or wages for their service, but will be reimbursed for reasonable and necessary expense incurred in the performance of authorized official business of the Board.
- b. Members attending regular, or special, meetings of the Board, outside the municipality where they reside, will be paid mileage.

ARTICLE IX
Conflict of Interest

1. Members of the Board will declare in writing all substantial business interests and representational interests that they, or their immediate family members, have with a business or organization which has received, currently receives, or is likely to receive funding which falls under the purview of the Board. For the purposes of this determination:
 - a. A “substantial business interest” is defined as:
 - ownership of ten percent (10%) or five thousand dollars (\$5,000) or more of the fair market value of the business;

- receipt of ten percent (10%) or more of gross income during the previous or current year from the business; or
 - ownership in real property of the business valued at two thousand five hundred dollars (\$2,500) or more.
- b. An “immediate family member” is defined as:
- a father, mother, brother, sister, daughter, or son of the member;
 - the spouse of the member; and/or
 - a father, mother, brother, or sister of the member’s spouse.
- c. A “representational interest” is defined as:
- employed by the organization; and/or
 - a member of the board of directors, commission, council, or other direct governing body of the organization.
2. Members will be responsible for updating their written declarations in the event of change. Responsibility for reviewing this information and advising the Chairperson on potential conflicts will be assigned to Board staff.
3. In the event that a member or immediate family member has a substantial interest in a business or organization that would be primarily affected by any official Board action, that member will disclose the nature and extent of the interest before any discussion or decision and will abstain from voting on that matter. All abstentions will be recorded and reflected in the minutes of the meeting.
4. Failure by any member to adhere to the above requirements will be grounds for expulsion from the Board.

ARTICLE X
Amendments

These Bylaws may be altered, amended, or repealed at any regularly scheduled meeting of the Board by a majority vote of the members present.

ARTICLE XI
Period

These Bylaws become effective upon approval by the Board, and will remain in effect until the membership acts to amend or rescind this document, or until statutory authority ceases.

Chairperson
Panhandle Workforce Development Board

Date



ITEM 6

Election of PWDB Officers

According to the Bylaws of the Panhandle Workforce Development Board:

The members of the Board will elect by majority vote, a Chairperson and Vice Chairperson. The Chairperson and Vice Chairperson will be elected from among members who are considered private sector; with the term of office for one year, from July 1 through June 30; and may serve two (2) consecutive terms. Any member willing to continue to serve as an officer after serving two consecutive terms in any one office, is not eligible to return to service as an officer in that office until a least one year passes from the end of the term of service in that office.

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 - Preside at Board meetings;
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 - Serve on the Board’s Executive Committee;
 - Appoint Board members to the Board’s Executive and Special Committees, as needed; and
 - Represent the Board at meetings, events, and activities, as appropriate.

2. The Vice Chairperson will:
 - Serve on the Executive Committee; and
 - In the absence of the Chairperson, preside at Board meetings and perform such additional duties as are required of the Chairperson.

Members may also nominate from the current Board Members listed below.

CURRENT BOARD MEMBERS ELIGIBLE TO SERVE AS OFFICERS

PRIVATE SECTOR (AT LARGE)

Mr. Francisco Apodaca
Co-Owner, Apodaca Brothers, Pampa, Texas

PRIVATE SECTOR (CITY OF AMARILLO)

Ms. Betty Bara
Co-Owner, La Fiesta Grande

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

Mr. Heath Bentley
Plan Manager, Hunting Titan Inc., Pampa, Texas

PRIVATE SECTOR (CITY OF AMARILLO)

Ms. Wanda Boatman
Employee Relations, Plains Dairy LLC

PRIVATE SECTOR (AT LARGE)

Mr. Kevin Caddell - PREVIOUSLY SERVED AS: Chair 2024-2025 (Cannot serve as Chair this term)

Owner, Furniture Fashions, LTD, Dalhart, Texas

PRIVATE SECTOR (CITY OF AMARILLO)

Ms. Sonja Clark

Site Leader, Bell Textron, Inc.

PRIVATE SECTOR

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

Mr. Edward Dominguez

Owner/Operator, Triple D Heating and Air Conditioning, Hereford, Texas

PRIVATE SECTOR (CHILD CARE WORKFORCE)

Ms. Jill Goodrich

Executive Director, Opportunity School, Amarillo, Texas

PRIVATE SECTOR

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

Ms. Michelle Griffin - PREVIOUSLY SERVED AS: Vice-Chair 2010-2012, Chair 2012-2013, Chair 2017-2019, Vice-Chair 2020-2021, Chair 2021-2023

President – Borger Branch, Amarillo National Bank, Borger, Texas

PRIVATE SECTOR (CITY OF AMARILLO)

Ms. Kristi Hanes

Co-Owner/Director, Night & Day, Care & Play Inc.

PRIVATE SECTOR (CITY OF AMARILLO)

Mr. David Parker - PREVIOUSLY SERVED AS: Vice-Chair 2024-2025

Chief Operating Officer, Harwell & Cook Orthodontics

PRIVATE SECTOR

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

Ms. Amy Rambo

Senior Human Resource Business Partner, Baptist St. Anthony's Health System (BSA), Amarillo, Texas

PRIVATE SECTOR (AT LARGE)

Mr. Charlie Rivas - PREVIOUSLY SERVED AS: Chair 2006-2008, Vice-Chair 2017-2019, Chair 2019-2020, Chair 2020-2021.

Chief Executive Officer, Rivas Environmental Consultants, Amarillo, Texas

PRIVATE SECTOR (AT LARGE)

Mr. Brian Wasden

Owner/General Manager, Kleinstadt Motors, Amarillo, Texas



ITEM 8

Monitoring Report



MEMORANDUM

DATE: May 21, 2025

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

FROM: Marin Rivas, Workforce Development Director

SUBJECT: Report on Monitoring Reviews

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

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

Program Monitoring Reports are issued summarizing the results of monitoring activities. Reports include observations, findings, questioned costs identified, and recommendations. Program Monitoring Activities have been developed to ensure programs achieve intended results, ensure resources are efficiently and effectively used for authorized purposes and are protected from waste, fraud, and abuse, and ensure reliable and timely information is captured and reported to serve as the basis to improve decision-making.

Program Monitoring Activities are conducted to assess progress in achieving program goals and maintaining accountability. Program monitoring activities help identify potential weaknesses before such weaknesses result in substandard performance or questioned costs, compliance with applicable laws, regulations, provisions of contracts and Board Plans, and official directives and circulars, and compliance with the appropriate uniform administrative requirements for grants and agreements applicable to the type of entity receiving funds, as promulgated in the Office of Management and Budget (OMB) circulars or rules. Program Monitoring Activities are evaluated on a periodic basis. Monitoring reviews result in recommendations that provide practical solutions used to take immediate action prior to Texas Workforce Commission's (TWC) Annual Monitoring Review.

TWC is required to monitor subrecipient's compliance with the equal opportunity laws (29 CFR § 38.31(b)). Equal Opportunity is a critical subject because (a) these rules assure all customers full access to every program, and also (b) these rules protect the civil rights of customers, employees and the public. The Equal Opportunity Compliance Department (EOCD) for TWC completed the FY 2025 review for the PWDB in which the current status remains listed as "Pending Results".

The following detailed report lists updated statuses for the Service Delivery Reviews of the current Contractor, Huxford Group, LLC, since the last report provided to the Board at the December 2024 meeting.

REPORT ON THE PWDA’S MONITORING REVIEWS March 2024 – May 2025

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

Noncustodial Parent Choices Program (NCP) FY24	Status: Intent to Sanction – Corrective Action Plan (CAP) – Ongoing CAP lifts with four consecutive months resulting in less than 10% error rate. Current Month-to-Month Board Reviews have resulted in the following error rates: February 2025 – 0% March 2025 – 0% April 2025 – 0%
Child Care Services (CCS) FY24	Status: Intent to Sanction is lifted As noted in Attachment 1, TWC reports that staff have been positive and cooperative in working with Child Care & Early Learning (CC&EL) Division staff in complying with the CAP.

Administration of Equal Opportunity Compliance Department (EOCD) Conducted by Texas Workforce Commission (TWC)

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

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

Monitoring Review	Date of review	Period Covered	Status
Program Operating Systems	December 2024 – March 2025	April 2024 – September 2024	Final Report - All items resolved
Program Operating Systems	March 2025 – September 2025	October 2024 – March 2025	Ongoing

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

Monitoring Review	Date of review	Period Covered	Status
Fiscal and Program Operating Systems	March 3, 2025 – March 7, 2025	December 2023 – November 2024	Pending Results
Program Operating Systems - Workforce Innovation and Opportunity Act (WIOA) – Data Validation	March 3, 2025 – March 14, 2025	December 2023 – November 2024	Pending Results

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

Texas Workforce Commission

A Member of Texas Workforce Solutions

Bryan Daniel, Chairman
Commissioner Representing
the Public

Alberto Treviño III
Commissioner Representing
Labor

Joe Esparza
Commissioner Representing
Employers

Edward Serna
Executive Director

March 6, 2025

Via Email

Email: mrivas@theprpc.org

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

RE: Corrective Action Plan

Mr. Rivas:

On December 6, 2024, the Texas Workforce Commission placed the Panhandle Workforce Development Board (Board) on Intent to Sanction status for failure to implement Title 40, Texas Administrative Code (TAC), Part 20, Chapter 809, Child Care Services rule [§809.132\(h\)](#), regarding terminated Texas Rising Star child care providers' readmission into the Child Care Services (CCS) program.

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

- provided a copy of the Board's local procedures for how staff reviews and determines CCS eligibility for terminated Texas Rising Star programs before readmission into CCS;
- ensured that all currently employed CCS and Texas Rising Star staff members (Board and/or contractor, as applicable) received recent training on the Board's local procedures for reviewing and determining CCS eligibility for terminated Texas Rising Star programs before readmission into CCS;
- verified the status of all child care programs that are currently on suspension status; and
- implemented all provisions of the Corrective Action Plan (CAP).

Consequently, the Intent to Sanction is lifted. Board staff has been positive and cooperative in working with Child Care & Early Learning (CC&EL) Division staff to implement the CAP. We encourage the Board to sustain its efforts for continuous improvement.

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Equal Opportunity Employer/Program. Auxiliary aids and services are available upon request to individuals with disabilities.
Relay Texas: 800-735-2989 (TTY) and 711 (Voice).



If you have questions, please contact CC&EL Quality Initiatives Manager Lindsay Hill at lindsay.hill@twc.texas.gov. The Board may also contact its designated grant manager, Thera Celestine, at (737) 270-8149 or thera.celestine@twc.texas.gov.

Sincerely,

Reagan Miller

Reagan Miller, Director
Child Care and Early Learning Division



ITEM 9

Board Report

PROGRAM SPOTLIGHT –

SNAP EMPLOYMENT & TRAINING

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

SNAP E&T Services	
	SNAP E&T
Total served	200
Employed	101
Customers Received Support Services	146

CHOICES

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

Choices Program	
	Choices
Total served	63
Employed	43
Support Services	39

WIOA Adult, Dislocated Worker, & Youth Program

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

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

TRAININGSERVICES

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

Young Adult Training Services	
Customers in Training	54
Customers in Workforce-Paid Internships	19
Customers Receiving GED Assistance	6
Total Served	81

Young Adults in Training	
Healthcare	Total - 54
Protective Service	
Community & Social Services	
Education & Training	
Installation, Maintenance & Repair	

Office & Administration Support	
---------------------------------	--

ADULT & DISLOCATED WORKERS

Adult & Dislocated Worker Training Services	
Applications	237
Total Enrolled	198
Adult	309
Adult Statewide Grants	260
Dislocated Worker	56
Dislocated Worker Statewide Grants	48
Enrollment Rate	83.54%

Adult & Dislocated Workers - Training by Occupation	
Healthcare Practitioners	167
Transportation & Material Moving	46
Protective Service	7
Management	5
Business & Financial	3
Computer & Mathematical	2
Production	7
Architecture & Engineering	4
Installation, Maintenance & Repair	3
Construction and Extraction	1
Total	245
Total Rural Percentage	27.9%

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.

REEMPLOYMENT SERVICES & ELIGIBILITY ASSESSMENT (RESEA) PROGRAM

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

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

NONCUSTODIAL PARENT CHOICES PROGRAM (NCP)

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

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

CHILDCARE SERVICES

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

CHILD CARE CLIENT SERVICES

Child Care Services	
Average number of children served daily	2,602
Families served in 2024	1,723
Children Served in a certified Texas Rising Star Center in 2024	2,120

CHILD CARE PROVIDER SERVICES

Workforce Solutions Panhandle is currently assisting families and providing services for 2,763 children. PRPC has agreements with Child Care Providers to provide services to WSP customers throughout the Panhandle of which 74% are Texas Rising Star certified. Approximately 79% of the children served through WSP are enrolled in a Texas Rising Star certified program.

Child Care Provider Services	
Total Providers	75
TRS certified	73%
Providers who received initial TRS certification	2-Star =6 3-Star = 0 4-Star = 2
Provider staff that received Scholarships	54
New students	19%
Amount expended on Scholarships for teachers/directors	\$83,165

BOARD SUMMARY REPORT - CONTRACTED MEASURES

Year-to-Date Performance Periods*
 BOARD NAME: **PANHANDLE**

FINAL RELEASE
 As Originally Published 4/2/2025
DECEMBER 2024 REPORT

Status Summary		With Positive Performance (+P):	Meeting Performance (MP):	With Negative Performance (-P):	% +P & MP
Contracted Measures		7	9	5	76.19%

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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WIOA Outcome Measures

DOL-C 1	Employed Q2 Post Exit – Adult (DOL)	MP	104.70%	83.00%	83.00%	86.90%	85.20%	85.30%	73 84		86.80%	87.00%			7/23	12/23
DOL-C 1	Employed Q4 Post Exit – Adult (DOL)	MP	100.75%	80.10%	80.10%	80.70%	83.80%	83.20%	50 62		77.30%	82.50%			1/23	6/23
DOL-C 1	Median Earnings Q2 Post Exit – Adult (DOL)	+P	111.18%	\$8,980.00	\$8,980.00	\$9,984.07	\$11,388.41	\$10,520.35	n/a 73		\$8,844.27	\$11,620.30			7/23	12/23
DOL-C 1	Credential Rate – Adult (DOL)	MP	108.81%	81.70%	81.70%	88.90%	80.70%	81.20%	40 45		93.80%	86.20%			1/23	6/23
DOL-C 1	Measurable Skills Gains - Adult (DOL)	MP	102.73%	69.70%	69.70%	71.60%	n/a	62.20%	83 116		-----	-----	-----	-----	7/24	12/24
DOL-C 1	Employed Q2 Post Exit – DW (DOL)	+P	112.93%	81.20%	81.20%	91.70%	83.00%	81.00%	11 12		87.50%	100.00%			7/23	12/23
DOL-C 1	Employed Q4 Post Exit – DW (DOL)	MP	95.65%	80.40%	80.40%	76.90%	80.30%	81.70%	10 13		71.40%	83.30%			1/23	6/23
DOL-C 1	Median Earnings Q2 Post Exit – DW (DOL)	+P	150.02%	\$9,500.00	\$9,500.00	\$14,251.81	\$11,458.82	\$10,350.00	n/a 11		\$14,251.81	\$11,836.77			7/23	12/23
DOL-C 1	Credential Rate – DW (DOL)	MP	104.59%	85.00%	85.00%	88.90%	75.60%	78.40%	8 9		80.00%	100.00%			1/23	6/23
DOL-C 1	Measurable Skills Gains - DW (DOL)	-P	66.67%	75.00%	75.00%	50.00%	n/a	71.10%	2 4		-----	-----	-----	-----	7/24	12/24
DOL-C 1,2	Employed/Enrolled Q2 Post Exit – Youth (DOL)	n/a	n/a	n/a	77.60%	n/a	n/a	n/a	n/a n/a		n/a	n/a			7/23	12/23
DOL-C 1,2	Employed/Enrolled Q4 Post Exit – Youth (DOL)	n/a	n/a	n/a	75.50%	n/a	n/a	n/a	n/a n/a		n/a	n/a			1/23	6/23
DOL-C 1,2	Median Earnings Q2 Post Exit – Youth (DOL)	n/a	n/a	n/a	\$5,200.00	n/a	n/a	n/a	n/a n/a		n/a	n/a			7/23	12/23
DOL-C 1,2	Credential Rate – Youth (DOL)	n/a	n/a	n/a	77.10%	n/a	n/a	n/a	n/a n/a		n/a	n/a			1/23	6/23
DOL-C 1,2	Measurable Skills Gains - Youth (DOL)	n/a	n/a	n/a	64.30%	n/a	n/a	n/a	n/a n/a		-----	-----	-----	-----	7/24	12/24
LBB-NK 1	Employed/Enrolled Q2 Post Exit – C&T Participants Except Other	MP	96.62%	68.00%	68.00%	65.70%	65.90%	71.50%	1,611 2,454		65.60%	65.70%			7/23	12/23
LBB-K 1	Employed/Enrolled Q2-Q4 Post Exit – C&T Participants Except Other	-P	90.95%	84.00%	84.00%	76.40%	83.80%	86.10%	1,255 1,643		76.50%	76.30%			1/23	6/23
LBB-K 1	Credential Rate – C&T Participants	+P	126.34%	71.00%	71.00%	89.70%	79.10%	81.90%	61 68		92.90%	87.50%			1/23	6/23

1. TWC recently rebuilt its reporting system for Career & Training programs and the data reported here and for the historical data has been updated to use this new system.
2. Methods for all Youth measures are being remediated to ensure accuracy.

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.

Operational Insight - MPR 4.0

BOARD SUMMARY REPORT - CONTRACTED MEASURES

Year-to-Date Performance Periods*

BOARD NAME: **PANHANDLE**

FINAL RELEASE
As Originally Published 4/2/2025
DECEMBER 2024 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
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Reemployment and Employer Engagement Measures

TWC	Claimant Reemployment within 10 Weeks	+P	117.32%	60.00%	60.00%	70.39%	68.73%	64.41%	$\frac{680}{966}$	70.39%				7/24	9/24
TWC	Employers Receiving Texas Talent Assistance	-P	80.34%	473	1,978	380	1,662	1,755	$\frac{---}{---}$	380				10/24	12/24

Program Participation Measures

TWC 3	Choices Full Engagement Rate - All Family Total	n/a	n/a	n/a	50.00%	N/L	N/L	60.01%	$\frac{N/L}{N/L}$	N/L	N/L	N/L	N/L	10/24	12/24
LBB-K	Avg # Children Served Per Day - Combined	MP	98.72%	2,646	2,646	2,612	2,305	2,161	$\frac{172,388}{66}$	2,612				10/24	12/24

3. IJ3 has been unable to replicate the report logic necessary to report this measure following the launch of the Workforce Case Management replacement in April 2024. As such, BCY24 performance will be based on Oct 2023 to March 2024 – the period for performance was able to be calculated.

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.

Operational Insight - MPR 4.0

AT-A-GLANCE COMPARISON - BOARD CONTRACTED MEASURES

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

FINAL RELEASE
As Originally Published 4/2/2025
DECEMBER 2024 REPORT

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

Board	WIOA Outcome Measures														
	Adult					DW					Youth				
	Employed Q2 Post-Exit	Employed Q4 Post-Exit	Median Earnings Q2 Post-Exit	Credential Rate	Measurable Skills Gains (YTD-Only)	Employed Q2 Post-Exit	Employed Q4 Post-Exit	Median Earnings Q2 Post-Exit	Credential Rate	Measurable Skills Gains (YTD-Only)	Employed/Enrolled Q2 Post-Exit	Employed/Enrolled Q4 Post-Exit	Median Earnings Q2 Post-Exit	Credential Rate	Measurable Skills Gains (YTD-Only)
Alamo	90.30%	86.24%	103.37%	78.66%	102.44%	100.51%	97.52%	93.04%	58.48%	96.93%	n/a	n/a	n/a	n/a	n/a
Borderplex	87.83%	101.85%	121.84%	110.35%	50.07%	62.60%	66.24%	103.72%	100.60%	92.93%	n/a	n/a	n/a	n/a	n/a
Brazos Valley	77.16%	66.76%	106.77%	46.84%	27.83%	79.05%	63.86%	91.51%	n/a	35.60%	n/a	n/a	n/a	n/a	n/a
Cameron	95.54%	93.25%	68.30%	99.41%	89.38%	n/a	120.77%	n/a	117.65%	100.47%	n/a	n/a	n/a	n/a	n/a
Capital Area	103.24%	92.88%	91.54%	81.64%	87.74%	103.61%	79.48%	113.48%	101.62%	71.07%	n/a	n/a	n/a	n/a	n/a
Central Texas	99.16%	94.46%	124.71%	113.91%	87.66%	73.11%	74.85%	130.54%	107.78%	95.20%	n/a	n/a	n/a	n/a	n/a
Coastal Bend	100.52%	98.93%	105.56%	90.30%	82.50%	84.01%	94.40%	130.15%	131.58%	74.67%	n/a	n/a	n/a	n/a	n/a
Concho Valley	96.14%	56.42%	87.02%	140.65%	128.03%	121.36%	117.65%	39.26%	n/a	133.33%	n/a	n/a	n/a	n/a	n/a
Dallas	85.54%	81.71%	108.83%	82.82%	64.42%	85.52%	91.14%	110.69%	74.03%	68.00%	n/a	n/a	n/a	n/a	n/a
Deep East	93.51%	97.28%	72.96%	106.62%	95.70%	84.95%	83.06%	140.48%	79.40%	111.07%	n/a	n/a	n/a	n/a	n/a
East Texas	93.15%	94.50%	84.20%	82.52%	101.43%	96.46%	95.79%	94.14%	112.76%	86.67%	n/a	n/a	n/a	n/a	n/a
Golden Crescent	77.09%	76.50%	66.30%	89.89%	58.25%	102.14%	102.76%	77.68%	94.12%	38.13%	n/a	n/a	n/a	n/a	n/a
Gulf Coast	94.73%	90.51%	91.89%	78.20%	93.26%	95.63%	80.72%	99.53%	72.06%	90.93%	n/a	n/a	n/a	n/a	n/a
Heart of Texas	109.25%	83.70%	88.13%	118.24%	91.25%	101.09%	98.89%	146.09%	131.58%	66.67%	n/a	n/a	n/a	n/a	n/a
Lower Rio	95.52%	99.74%	90.05%	101.41%	108.32%	88.84%	109.70%	89.19%	110.71%	111.07%	n/a	n/a	n/a	n/a	n/a
Middle Rio	116.16%	98.52%	91.99%	123.46%	95.70%	77.18%	84.71%	179.88%	117.65%	98.80%	n/a	n/a	n/a	n/a	n/a
North Central	96.49%	83.36%	99.58%	74.79%	81.78%	85.73%	84.29%	95.89%	68.99%	66.67%	n/a	n/a	n/a	n/a	n/a
North East	89.71%	98.42%	149.28%	112.93%	100.43%	99.27%	72.35%	118.37%	126.26%	106.72%	n/a	n/a	n/a	n/a	n/a
North Texas	93.21%	81.05%	140.43%	74.88%	69.01%	104.00%	67.41%	99.00%	70.59%	66.67%	n/a	n/a	n/a	n/a	n/a
Panhandle	104.70%	100.75%	111.18%	108.81%	102.73%	112.93%	95.65%	150.02%	104.59%	66.67%	n/a	n/a	n/a	n/a	n/a
Permian Basin	87.87%	88.40%	92.90%	74.90%	112.77%	91.02%	94.89%	62.78%	53.53%	101.20%	n/a	n/a	n/a	n/a	n/a
Rural Capital	100.67%	81.12%	120.56%	89.15%	70.59%	68.51%	95.54%	83.59%	91.53%	80.00%	n/a	n/a	n/a	n/a	n/a
South Plains	85.20%	84.08%	96.59%	98.82%	122.96%	80.95%	100.82%	132.39%	102.94%	118.53%	n/a	n/a	n/a	n/a	n/a
South Texas	76.08%	100.27%	81.10%	105.88%	131.56%	71.39%	88.38%	70.99%	90.47%	108.40%	n/a	n/a	n/a	n/a	n/a
Southeast	86.85%	100.00%	123.58%	91.38%	120.23%	89.46%	87.10%	144.73%	62.89%	133.33%	n/a	n/a	n/a	n/a	n/a
Tarrant	85.54%	88.03%	91.10%	104.29%	88.09%	91.77%	91.24%	91.29%	80.75%	82.80%	n/a	n/a	n/a	n/a	n/a
Texoma	93.78%	104.13%	136.97%	106.52%	123.82%	n/a	94.12%	n/a	123.46%	127.88%	n/a	n/a	n/a	n/a	n/a
West Central	77.66%	82.01%	143.21%	119.77%	114.78%	97.09%	94.12%	132.49%	117.65%	133.33%	n/a	n/a	n/a	n/a	n/a
+P	1	0	9	7	7	2	2	12	9	7	0	0	0	0	0
MP	16	15	12	10	9	11	14	8	8	9	0	0	0	0	0
-P	11	13	7	11	12	13	12	6	9	12	0	0	0	0	0
% MP & +P	61%	54%	75%	61%	57%	50%	57%	77%	65%	57%	N/A	N/A	N/A	N/A	N/A
From	7/23	1/23	7/23	1/23	7/24	7/23	1/23	7/23	1/23	7/24	7/23	1/23	7/23	1/23	7/24
To	12/23	6/23	12/23	6/23	12/24	12/23	6/23	12/23	6/23	12/24	12/23	6/23	12/23	6/23	12/24

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

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

Board	WIOA Outcome Measures (cont.)			Reemployment and Employer Engagement		Participation		Total Measures			
	C&T Participants			Claimant ReEmployment within 10 Weeks	Emplyrs Rcvg TX Talent Assistance	Choices Full Engagement Rate	Average # Children Served Per Day-Combined	+P	MP	-P	% MP & +P
	Employed/Enrolled Q2 Post-Exit	Employed/Enrolled Q2-Q4 Post-Exit	Credential Rate								
Alamo	89.71%	95.71%	78.31%	99.00%	103.89%	n/a	99.47%	0	11	5	69%
Borderplex	87.06%	89.64%	105.21%	104.58%	149.56%	n/a	75.47%	4	5	7	56%
Brazos Valley	93.82%	96.19%	64.08%	103.33%	80.86%	n/a	95.05%	0	5	10	33%
Cameron	88.82%	84.52%	115.07%	101.88%	79.05%	n/a	88.71%	3	5	6	57%
Capital Area	88.68%	96.79%	92.68%	86.44%	115.79%	n/a	89.59%	2	6	8	50%
Central Texas	83.09%	88.81%	124.93%	102.94%	88.31%	n/a	93.87%	4	5	7	56%
Coastal Bend	89.41%	93.21%	98.17%	108.13%	102.33%	n/a	119.31%	4	7	5	69%
Concho Valley	94.56%	96.19%	140.85%	96.37%	50.80%	n/a	101.47%	6	4	5	67%
Dallas	83.97%	92.26%	77.32%	97.12%	150.89%	n/a	101.46%	2	4	10	38%
Deep East	89.26%	91.55%	63.80%	117.32%	86.85%	n/a	90.68%	3	4	9	44%
East Texas	87.35%	92.74%	61.83%	102.67%	101.08%	n/a	95.79%	1	9	6	63%
Golden Crescent	97.65%	97.26%	97.46%	106.08%	100.46%	n/a	88.63%	1	7	8	50%
Gulf Coast	87.21%	91.67%	74.51%	112.70%	135.98%	n/a	101.91%	2	8	6	63%
Heart of Texas	95.74%	98.45%	77.18%	108.85%	106.89%	n/a	92.39%	5	6	5	69%
Lower Rio	91.47%	85.12%	112.11%	109.40%	94.79%	n/a	93.95%	4	6	6	63%
Middle Rio	90.74%	77.26%	119.72%	98.30%	83.55%	n/a	101.81%	5	6	5	69%
North Central	88.24%	94.05%	74.23%	93.42%	139.06%	n/a	89.46%	1	3	12	25%
North East	78.38%	92.86%	129.16%	106.74%	81.36%	n/a	109.24%	7	4	5	69%
North Texas	95.15%	90.60%	82.11%	106.08%	95.54%	n/a	92.18%	2	5	9	44%
Panhandle	96.62%	90.95%	126.34%	117.32%	80.34%	n/a	98.72%	5	8	3	81%
Permian Basin	94.12%	93.21%	77.04%	109.18%	87.45%	n/a	84.46%	2	4	10	38%
Rural Capital	96.18%	99.76%	75.92%	89.32%	106.74%	n/a	95.08%	2	6	8	50%
South Plains	92.50%	92.14%	119.72%	114.04%	94.05%	n/a	89.85%	5	4	7	56%
South Texas	84.41%	84.76%	120.42%	105.37%	107.31%	n/a	106.20%	5	4	7	56%
Southeast	87.35%	90.95%	99.16%	111.58%	94.14%	n/a	93.46%	5	3	8	50%
Tarrant	86.62%	93.45%	103.10%	96.94%	98.27%	n/a	87.52%	0	8	8	50%
Texoma	87.50%	93.69%	118.87%	102.32%	102.15%	n/a	84.47%	5	6	3	79%
West Central	89.41%	91.67%	128.03%	111.85%	96.02%	n/a	88.95%	8	3	5	69%
+P	0	0	12	14	8	0	3	93			
MP	5	7	4	11	8	0	9	156			
-P	23	21	12	3	12	0	16	193			
% MP & +P	18%	25%	57%	89%	57%	N/A	43%	56%			
From	7/23	1/23	1/23	7/24	10/24		10/24	From			
To	12/23	6/23	6/23	9/24	12/24		12/24	To			

YTD MARCH 2025 Report

	Administration and Service Delivery Costs			Training and Support			Total		
	Total Budgeted	Total Expended	Percent Expended	Total Budgeted	Total Expended	Percent Expended	Total Budgeted	Total Expended	Percent Expended
GRANTS PROVIDING SERVICES TO LOW-INCOME ADULTS/YOUTH AND DISLOCATED WORKERS									
Workforce Innovation & Opportunity Act/Adult	636,310	300,232	47%	650,000	388,848	60%	1,286,310	689,080	54%
Workforce Innovation & Opportunity Act/Youth	555,414	208,649	38%	350,000	65,713	19%	905,414	274,362	30%
WIOA/Youth - Work Experience	-	-	0%	150,000	79,009	53%	150,000	79,009	53%
WIOA/DLW	616,125	297,451	48%	200,000	22,891	11%	816,125	320,342	39%
WIOA/Rapid Response	18,444	12,942	70%	-	-	0%	18,444	12,942	70%
RESEA	486,728	201,449	41%	-	-	0%	486,728	201,449	41%
Trade Adjustment Assistance	1,000	44	4%	9,000	432	5%	10,000	476	5%
GRANTS PROVIDING SERVICE TO PUBLIC ASSISTANCE RECIPIENTS, NON-CUSTODIAL PARENTS AND OFFENDERS									
TANF/CHOICES	783,140	363,365	46%	85,000	17,739	21%	868,140	381,104	44%
TANF Summer Youth Project	-	-	0%	100,000	-	0%	100,000	-	0%
TANF Career Coach/Educ Outreach Specialist	75,000	63,546	85%	-	-	0%	75,000	63,546	85%
Temporary Assistance to Needy Families/NCP	135,649	67,692	50%	20,000	5,203	26%	155,649	72,895	47%
SNAP/Employment & Training - Gen Pop	165,835	71,793	43%	50,000	16,444	33%	215,835	88,236	41%
GRANTS PROVIDING CHILD CARE SERVICES TO LOW-INCOME FAMILIES AND OTHER ASSISTANCE TO CHILD CARE PROVIDERS									
Child Care Formula	2,503,067	1,140,488	46%	18,500,000	8,704,968	47%	21,003,067	9,845,456	47%
Child Care Match	-	-	0%	1,500,000	522,536	35%	1,500,000	522,536	35%
Child Care Quality Improvement	110,000	58,890	54%	1,039,399	227,573	22%	1,149,399	286,463	25%
Child Care Quality Mentor	478,650	270,685	57%	-	-	0%	478,650	270,685	57%
Child Care Quality Community Meeting	3,500	-	0%	-	-	0%	3,500	-	0%
CCP - Family and Protective Services	37,500	16,470	44%	712,500	329,401	46%	750,000	345,871	46%
GRANTS PROVIDING SUPPORT FOR WORKFORCE CENTER OPERATIONS AND FACILITIES									
Wagner-Peyser Employment Service	80,087	41,348	52%	-	-	0%	80,087	41,348	52%
Veterans Employment Service	10,194	3,868	38%	-	-	0%	10,194	3,868	38%
GRANTS PROVIDING SUPPORT FOR TEXAS WORKFORCE COMMISSION SPECIAL INITIATIVES AND OTHER PROJECTS									
WCI - TVLP	3,057	1,353	44%	-	-	0%	3,057	1,353	44%
WCI - Youth Career Fair	35,000	28,219	81%	-	-	0%	35,000	28,219	81%
WCI - Foster Youth Conference	1,212	-	0%	-	-	0%	1,212	-	0%
WCI - Hiring Red, White and You!	1,650	1,650	100%	-	-	0%	1,650	1,650	100%
TOTAL	6,737,563	3,150,134	47%	23,365,899	10,380,757	44%	30,103,462	13,530,891	45%



ITEM 11

Contractor's Report



WORKFORCE SOLUTIONS PANHANDLE BUSINESS SERVICES CAREER SERVICES



Q4 2024
Q1 2025

Q4 2024 and Q1 2025 Report

This report represents October 1, 2024 - March 31, 2025

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EMPLOYER RELATIONSHIP BUILDING

The Business Services Unit (BSU) of Workforce Solutions Panhandle significantly expanded employer relationships across the Texas Panhandle in Q4 2024 and Q1 2025, driving workforce development and economic growth. Through targeted outreach, BSU collaborated with businesses, educational institutions, nonprofits, and community organizations to address hiring needs, facilitate training programs, and provide critical workforce solutions.

State of the State Presentation

BSU staff participated in the State of the State Presentation, joining Texas Workforce Commission (TWC) staff and Todd from Plains Dairy to present to Texas Panhandle business leaders. The presentation focused on the TWC's Skills Development Fund and other job training grants. BSU engaged with stakeholders, including Nancy Marquez from Bell, Amarillo ESC staff, and Amarillo College representatives Dr. Munoz and Kevin Cheek, discussing how businesses could leverage TWC resources for employee training.

Savage Company Rapid Response

BSU hosted four Rapid Response events at Savage Company, located at Xcel Energy's Harrington Station in Amarillo, supporting 45 employees affected by the facility's closure on December 31, 2024, due to Xcel Energy's transition from coal to natural gas. These events accommodated all shifts, with Training Services staff providing training options. In Q1 2025, BSU continued enrolling affected employees in WSP Training Services and Career Services, connecting them to job opportunities with employers like Garrett Container Systems.

Catholic Charities Rapid Response

In Q1 2025, BSU met with Catholic Charities of the Texas Panhandle leadership to address the layoff of 26 staff due to the indefinite pause of its Refugee Resettlement Program, caused by funding loss. BSU supported reassignment of some staff to other programs and provided job placement services for others, leveraging WSP's resources to assist this organization, which has resettled refugees since the mid-1970s.

Mexican Consulate's Protection Department & Legal Affairs

BSU met with Larissa Romero from the Mexican Consulate to explore collaboration opportunities. The Consulate offers consular protection, passport and visa assistance, and legal support, enhancing services for Spanish-speaking clients. In Q1 2025, BSU continued referring clients needing documentation or work authorization support, strengthening access to employment resources.

Martha's Home

BSU presented to approximately 30 nonprofits at Martha's Home, highlighting Workforce Solutions Panhandle's services and exploring collaborative workforce development opportunities. In Q1 2025, BSU followed up with select nonprofits to implement joint initiatives, enhancing support for underserved populations.

RAICES

BSU collaborated with Perla Arellano Fraire from the RAICES Rural Services Program, which provides free, bilingual legal assistance to low-income immigrant survivors of domestic violence, trafficking, and other crimes. RAICES' remote services support work authorization and legal status, critical for rural clients. In Q1 2025, BSU expanded referrals to RAICES, helping Spanish-

speaking job seekers navigate legal barriers to employment.

Education Credit Union

BSU nominated Education Credit Union (ECU) for the 2024 Local Employer of Excellence Award, which ECU received at the TWC's 27th Annual Texas Workforce Conference in Grapevine, December 2024. ECU's contributions included job and career fair participation, the Teacher Externship Program, and a \$5,000 scholarship program for Texas Panhandle Career Signing Days. ECU's student-led branches at West Texas A&M University and AmTech Career Academy, along with financial education classes, bolstered workforce development. In Q1 2025, ECU continued its partnership with WSP events.

Goodwill Industries

BSU toured the remodeled Goodwill Career Resource Center, sharing WSP services and presenting to job seekers on workforce opportunities and customized labor market information. In Q1 2025, BSU and Goodwill planned joint workshops to leverage Goodwill's career development classes and WSP's employment resources, enhancing job seeker support.

PanTeXas Deterrence

BSU supported PanTeXas Deterrence by providing interview and testing rooms at WSP's Amarillo office and setting up a WorkInTexas.com account with updated tax information. BSU attended the grand opening of the new downtown Amarillo campus at the Happy State Bank building, supporting teleworking staff.

CVMR (Chemical Vapor Metal Refining)

The Amarillo Economic Development Corporation (AEDC) denied CVMR Texas's extension request for a project intended to create 1,000 jobs with a \$20 million investment, citing financial and operational challenges. The AEDC will reclaim 400 acres and may pursue legal action. In Q1 2025, no sustainable plan was submitted, but BSU remains ready to assist if CVMR reengages.

Plant AS

BSU supported Plant AS on its \$510 million Controlled Environment Agriculture facility, with the AEDC approving a six-month extension for construction, pending Amarillo City Council approval on January 28, 2025. Located on 400 acres at Centerpoint East, the 9 million square foot facility will create over 700 jobs with a \$35 million annual payroll, using 70-90% less water via hydroponic technology. In Q1 2025, BSU assisted with recruitment planning as permitting progressed.

Garrett Container Systems

BSU met with Frank Boudreau of Albers Aerospace to address hiring needs for Garrett Container Systems, posting jobs on WorkInTexas.com for Manufacturing Design Engineers, Welders, Manufacturing Production Supervisors, and General Laborers. BSU referred Savage Company Rapid Response candidates. In Q1 2025, BSU maintained candidate pipelines to support ongoing hiring.

Pacific Cheese

BSU assisted Pacific Cheese with its Centerport Business Park expansion, supported by the AEDC. The facility, producing natural, processed, and imported cheeses, will generate jobs and economic activity. In Q1 2025, BSU coordinated with Amarillo College and TWC for training programs to meet workforce needs.

AAA Cooper Transportation

BSU supported AAA Cooper Transportation's \$10 million regional transportation hub, backed by a \$900,000 AEDC incentive, creating up to 60 jobs with an average salary of \$70,000. In Q1 2025, BSU facilitated job postings and candidate referrals to advance the hub's development.

Mainline Construction and Maas Energy

BSU connected Stephanie Moore, HR Director at Mainline Construction, with Traci Nolen from TWC's Office of Apprenticeship to establish a Construction Craft Labor Apprentice program in Dalhart for Mainline Construction and Maas Energy. In Q1 2025, BSU supported program planning to train skilled construction workers.

Texas Veterans Leadership Program

BSU collaborated with Anthony Torrez from TWC's Veterans Leadership Program to promote the "We Hire Vets" program, increasing employer awareness and enrollment across the Texas Panhandle. BSU's efforts helped achieve area goals, with ongoing outreach in Q1 2025 to engage more employers.

Soluna Computing

BSU partnered with the South Plains Workforce Development Board to support Soluna Computing's Phase II expansion of Project Dorothy in Silverton, TX. The 48 MW data center, using surplus renewable energy, supports Bitcoin hosting and adds a 2 MW AI data center (Helix), part of a 100 MW facility. BSU provided recruitment and networking support, hosting Soluna at the workforce center, and facilitated partnerships with local colleges for scholarships and internships. The most frequent role is Data Center Technician. Phase 1 completed in May 2023, with Phase 2 creating additional local jobs in Q1 2025.

Amarillo College

BSU assisted Amarillo College with a \$20,000 Skills for Small Business Grant application (\$10,000 for small businesses, \$10,000 for child care centers), successfully secured in Q1 2025. BSU connected the college with Solutions, enabling two employees to complete CDL training, and linked Amarillo College with WSP's Child Care Industry Support Specialist to provide training for child care employers. BSU held meetings on Skills Development Fund projects with multiple companies, with updates pending. BSU also hosted a Workforce Solutions Panhandle / Amarillo College Workshop for the Perkins Grant, engaging college leadership, counselors, and instructors to promote Training Services.

Cacique Foods

BSU met with Cacique Foods, TWC, and Amarillo College representatives to discuss a potential Skills Development Fund Grant and address training needs at the Amarillo location. In Q1 2025, BSU continued planning to support workforce development aligned with Cacique's operational goals.

The Range

BSU partnered with The Range on the Workforce Horizons six-week job readiness pilot program, running from June 3 to July 12, 2025, to prepare participants for manufacturing and skilled trades careers, emphasizing food production and technical industries. The program includes classroom instruction, online learning, and on-site employer experiences, with training in professional skills and technical foundations. Participants receive paid trial placements at \$15-

\$17 per hour. BSU coordinated enrollment of Young Adult Training Program participants to enhance job placement outcomes.

Coast Packing Company Groundbreaking

BSU attended the groundbreaking ceremony for Coast Packing Company, an AEDC-supported project in Amarillo. The facility will create jobs and boost economic activity, with BSU providing recruitment support in Q1 2025 to meet hiring needs as construction progresses.

Canyon Economic Development Corporation & Canyon Independent School District

BSU collaborated with Canyon EDC Executive Director Stephanie Tucker and Canyon ISD Career & Technology Education Coordinator Tiffany Hooker to address the district’s need for two portable welders. BSU connected Hooker with TWC’s Dual Credit and Career Technical Education - Equipment Only Grant and the 2026 Jobs & Education for Texans (JET) Grant Program, supporting applications in Q1 2025.

The Rotary Club of Amarillo

BSU presented at the Rotary Club of Amarillo, delivering Labor Market Information and detailing Workforce Solutions Panhandle’s services to engage community leaders and promote workforce initiatives.

New Top 10 Largest Texas Panhandle Employers List

BSU updated the Top 10 Private and Public Employers List for the Texas Panhandle Workforce Development Area for 2024-2025, using TWC’s Mainframe and direct employer contacts.

Employer	Number of Employees	Percent of Total Employment
Amarillo ISD	4,771	2.32%
PanTeXas Deterrence	4,661	2.27%
Tyson Foods, Inc.	4,297	2.09%
JBS	3,957	1.93%
BSA Health System/Don & Sybil Harrington	3,451	1.68%
United Supermarkets	2,659	1.29%
City of Amarillo	2,455	1.19%
Northwest Texas Healthcare System	1,988	0.97%
Canyon ISD	1,906	0.93%
Caviness Beef Packers	1,551	0.75%
Texas Department of Criminal Justice	1,551	0.75%

Amarillo EDC

BSU created a report for the Amarillo EDC detailing the top 10 largest employers by county, supporting economic development strategies and business recruitment efforts in Q1 2025.

Building Capacity in Healthcare Grant

BSU informed Amarillo College, Clarendon College, and Frank Phillips College about the Building Capacity in Healthcare Fields Grant, offering up to \$150,000 for developing or expanding Licensed Vocational Nurse (LVN) and Registered Nurse (RN) training programs. In Q1 2025, BSU supported grant applications to address regional healthcare workforce needs.

RURAL EMPLOYER ENGAGEMENT

The Business Services Unit (BSU) of Workforce Solutions Panhandle conducted extensive outreach in rural Texas Panhandle communities, including Dimmitt, Hereford, Tulia, and Friona, during Q4 2024 and Q1 2025 to support local businesses, economic development, and workforce needs.

Dimmitt

- **Allsup's:** BSU met with Martha, confirming hiring for part-time and full-time positions at \$10/hour across all shifts (daytime, evening, weekend). Applicants can apply in person. In Q1 2025, BSU continued referring candidates to support hiring needs.
- **Car Works:** BSU met with Terry Mixon, owner of the automotive service provider (tire services, mechanic work, detailing). Currently fully staffed, BSU maintained contact in Q1 2025 for future hiring opportunities.
- **Castro County Tax Assessor:** BSU provided Sulema Moreno with a Mobile Office flyer, sparking interest in services for residents and businesses. BSU followed up in Q1 2025 to promote engagement.
- **City of Dimmitt:** BSU discussed with City Manager Daniel Jackson a California dairy company interested in relocating, with the city exploring tax abatements. BSU monitored developments in Q1 2025 to provide workforce support.
- **Country View Living:** BSU met with Elida Bonilla, confirming hiring for housekeeping and food preparation staff. BSU continued referring candidates in Q1 2025 to fill open positions.
- **County Judge:** BSU met with Mandy Gfeller, discussing BSU services and the Mobile Office's positive community impact. BSU maintained this relationship in Q1 2025 to support local businesses and residents.
- **Dimmitt Mayor's Office:** BSU met with Mayor Scott Sheffie, noting new businesses (a restaurant and Texas Federal Credit Union branch) and tax revenues in the black. BSU supported economic development efforts in Q1 2025.
- **Dimmitt Printing and Supply:** BSU met with Chris, noting record profits in supplying paper and office supplies to schools, hospitals, and businesses. BSU maintained contact in Q1 2025 to explore growth opportunities.
- **Dollar General:** BSU met with Cindy, confirming ongoing hiring for part-time evening and weekend roles via www.dollargeneral.com. BSU referred candidates in Q1 2025.
- **Family Dollar:** BSU met with Ruth, confirming ongoing hiring for part-time evening and weekend roles via www.familydollar.com. BSU referred candidates in Q1 2025.
- **Lowe's Market:** BSU met with Jesse Saenz, confirming ongoing applications for various positions, including a meat department opening. BSU referred candidates in Q1 2025, with applications accepted online or in person via a QR code for Texas Panhandle stores.
- **Mr. Burger:** BSU met with John Garth, posting a job opening for the restaurant, which seeks eager employees. BSU continued referring candidates in Q1 2025 to fill open positions.
- **Panhandle Community Services:** BSU met with Rosa Contreras and Anna Padilla, discussing services for the aging population and Medicare programs. Despite budget constraints, the 2024-2025 outlook is promising, with a Salvation Army partnership providing fuel assistance for winter months. BSU maintained support in Q1 2025.

Hereford

- **Golden Chick:** BSU met with owner Emilio Chavez regarding the new restaurant opening on February 1, 2025, with applications accepted from late December 2024. BSU supported recruitment efforts in Q1 2025, posting jobs on WorkInTexas.com.
- **Hereford Bar and Grill:** BSU met with Rocky Bhakta, noting the restaurant is fully staffed but accepts applications for wait staff, bartenders, cooks, and maintenance personnel. BSU maintained contact in Q1 2025 for future needs.
- **Water Lot:** BSU met with Beth, noting the privately-owned business is struggling due to competition from HTeaO, a new corporate business. BSU offered workforce support in Q1 2025 to explore recovery options.
- **Hereford Chamber of Commerce:** BSU met with Chamber President Je'nelle, discussing new members and her recent election as president. BSU collaborated in Q1 2025 to promote workforce services to Chamber members.
- **Hereford Economic Development:** BSU met with President Junie Wagner, discussing future projects for Hereford. BSU supported economic initiatives in Q1 2025, aligning workforce services with development goals.
- **Sinclair Gas Station:** BSU met with new owner Rocky Bhakta regarding the February 2025 reopening under new management and staff. Bhakta expressed interest in partnering with WSP for job development, with BSU facilitating recruitment in Q1 2025.

Tulia

- **Eagles Landing Travel Stop:** BSU met with Manager Beatrice, discussing a WorkInTexas.com job posting for part-time evening shift stockers and maintenance personnel. BSU referred candidates in Q1 2025 to fill these roles.
- **Judge Keeter/County Judge:** BSU met with Judge Keeter, discussing the Hornet Solar project (under construction by Primoris Renewable, projected to provide 100 million watts annually) and Blattner Energy's potential need for General Labor helpers for another solar farm. BSU supported workforce planning in Q1 2025.
- **Keeter's Meat Co.:** BSU met with Devon Keeter, confirming hiring for experienced meat cutters at a competitive wage, following the installation of a new smoker and expanded storage. BSU referred candidates in Q1 2025.
- **Lowe's Market:** BSU met with Manager Joe, confirming ongoing applications online or in person via a QR code for Texas Panhandle stores. BSU supported hiring efforts in Q1 2025.
- **Milo Insulation:** BSU met with Cindy Swain, noting the company is fully staffed but accepts applications. The company expanded to Denton and Pampa, TX, with strong social media returns. BSU maintained contact in Q1 2025 for future needs.
- **Old Castle APG:** BSU met with Michael Flanigan, confirming hiring for general labor workers and forklift operators. BSU referred candidates in Q1 2025.
- **Swisher County Sheriff's Department:** BSU met with Jim McCaslin, confirming hiring for deputies. BSU referred candidates in Q1 2025 to support staffing needs.
- **Panhandle Community Services:** BSU noted the Salvation Army partnership for fuel assistance during winter 2024-2025, continuing to support community services in Q1 2025.

Friona

- **Allsup's:** BSU confirmed Allsup's raised starting pay to \$12/hour and is hiring for all shifts. BSU referred candidates in Q1 2025, with applications accepted in person.
- **PSSI:** BSU posted roles for Caviness Beef Packers on WorkInTexas.com, supporting hiring needs. BSU continued candidate referrals in Q1 2025.
- **Parmer Medical Center:** BSU supported hiring for Certified Nurse Aides, posting jobs on WorkInTexas.com. BSU referred candidates in Q1 2025 to address staffing needs.

- **Prairie Acres:** BSU supported hiring for Certified Nurse Aides, posting jobs on WorkInTexas.com. BSU referred candidates in Q1 2025 to fill open positions.
- **City of Friona:** BSU noted the city’s efforts to attract a McDonald’s location, engaging with city officials to support workforce planning. BSU continued collaboration in Q1 2025 to align with economic development goals.
- **Friona Chamber of Commerce:** BSU engaged with the Chamber during monthly outreach, distributing flyers and promoting Mobile Office services. BSU continued collaboration in Q1 2025 to support local employers.

Regional Rural Efforts

- **Amarillo College Health Fair:** BSU participated in the Amarillo College Health Fair on October 5, 2024, offering resources like financial aid and child care services alongside organizations such as Catholic Family Charities and the Health Department. BSU followed up in Q1 2025 to connect rural students with workforce services.
- **Texas Department of Criminal Justice (TDCJ) Recruiting Efforts:** BSU supported TDCJ recruitment by engaging with Chamber of Commerce offices, Economic Development Corporations, and county courthouse judges in Hereford, Tulia, Friona, and Castro County. BSU distributed flyers to promote TDCJ job opportunities, continuing efforts in Q1 2025 to bolster rural recruitment.
- **Monthly Employer Outreach:** BSU conducted outreach in Tulia, Dimmitt, Friona, and Hereford, meeting with local Chambers, courthouses, and Amarillo College campuses. Email blasts informed employers about Mobile Office, WIOA, childcare, and employment services, with sustained efforts in Q1 2025.
- **Workforce Solutions Outreach Materials:** BSU distributed posters, brochures, business cards, and information to rural partners, including Health and Human Services, Panhandle Community Services, Amarillo College, courthouses, Chambers, and Economic Development Corporations, increasing WSP visibility in Q1 2025.

WORKFORCE OFFICE VISITORS

The following data reflects total customer check-ins across Workforce Solutions Panhandle offices during the reporting period. Figures were compiled using VOS Greeter system counts, which track each time a customer checks in for in-person services.

Total Check-Ins

Total Check-Ins	17,552
Total Unique Check-Ins	11,327

Check-Ins by Office

Amarillo	11,529
Borger	4,453
Hereford	1,570

Veteran Check-Ins by Office

Amarillo	427
Borger	28
Hereford	11

Reason for Visit

Reason for Visit	Individuals
I'm here to use the resource room	2,535
I need help finding a job	2,152
I lost my job and want to file for unemployment	2,008
Virtual Services	1,740
Training Services	1,270
In-Person Services	1,243
SNAP E&T EPS	1,135
Job Search/Referral	984
Job Fair/Hiring Event	725
It's my first time here	693

Reason for Visit	Individuals
Child Care Services	570
Vocational Rehabilitation	515
Support Services	486
Youth Services	244
Choices EPS	208
RESEA Orientation	207
WIOA Orientation	188
Veteran Services	162
Assessment/Testing	109
Non-Custodial Parent	92

EMPLOYER SERVICES

WORK IN TEXAS.COM

Workforce Solutions Panhandle staff use WorkInTexas.com to connect employers with qualified candidates in the Panhandle WDA. They post and customize job listings, ensuring targeted outreach to relevant demographics. The platform's candidate search and matching features streamline the hiring process by identifying potential candidates for employers. Monitoring tools and communication features enhance interactions, making WorkInTexas.com a vital resource for workforce development and local businesses.

Employers

Total Services to Employers	5,445
New Employers Registered	62
Unduplicated Employers Served	641

Employer Job Postings

Internal Job Orders Placed	1,170
Employers Posting Jobs	371
Job Openings	4,118
Internal Job Referrals	5,828
Internal Job Order Applications Submitted	4,172
External Job Referrals	11,067
Hire Results	235

JOB FAIRS, HIRING EVENTS & CAREER FAIRS

During Q4 2024 and Q1 2025, the BSU hosted a substantial number of job fairs, hiring events, career fairs, etc. totaling 71 in number. The locations of these events were strategically distributed throughout the Texas Panhandle area, catering to a diverse range of job seekers and employers. The events encompassed both large-scale job fairs and more intimate hiring events, aiming to provide comprehensive employment opportunities and support to the local workforce.

Number of Events	71
Employers Served	542
Rural Employers Served	107
Job Seekers Served	9,187
Reported Hires	1,837

LARGE SCALE JOB FAIRS

Workforce Solutions Panhandle organizes large-scale job fairs for multiple employers, including the semiannual Amarillo Job Fair and the Hiring Red, White & You! Veterans Job Fair.

Number of Events	8
Employers Served	226
Job Postings Entered	421
Job Seekers Served	2,292
Reported Hires	458



HIRING EVENTS

These smaller, single-employer events facilitate one-on-one interactions between employers and candidates.

Number of Events/Employers Served	29
Job Seekers Served	324
Reported Hires	138

CAREER FAIRS

Career fairs are crucial for linking students' exploration in post-secondary and career planning during middle and high school with their future career goals. In Q4 2024 and Q1 2025, key events included the EPIC High School Career Fair and the AmTech Career Fair.

Number of Events	8
Employers Served	234
Students Served	6,369



SKILLS DEVELOPMENT FUND



Plains Dairy

The Panhandle Regional Planning Commission (PRPC), in collaboration with Plains Dairy, implemented a workforce development initiative funded through a \$154,985 grant from the Texas Workforce Commission's Skills Development Fund (SDF). The program began in October 2023 and concluded its training phase in Q424.

The project's primary goal was to enhance employee skills across operational, technical, and managerial areas at Plains Dairy. The training effort exceeded expectations:

- **Trainees:** 173 employees were trained, surpassing the original target of 127 trainees (136% of goal).
- **Training Hours:** A total of 2,061 hours of training were delivered across 25 distinct courses covering areas such as safety procedures, machinery operations, sanitation, logistics, management, and quality assurance.
- **Training Categories:** Instruction spanned three core training types—Business Technical, General Technical, and Non-Technical—each achieving or exceeding projected hour targets.
- **Budget Utilization:** \$149,855 of the \$154,985 grant was expended, reflecting 97% utilization.

The program produced tangible outcomes for Plains Dairy, including:

- A 30% increase in productivity attributed to skill-specific training and improved operational workflows.
- Reduced employee turnover and workplace injuries, indicating gains in both safety and staff retention.
- Lower leadership turnover, following focused training in procedural supervision and future management skills.

Summary of Key Outcomes

Category	Result
Grant Award	\$154,985
Total Employees Trained	173
% of Training Target Met (127 employees)	136%
Business Technical Hours Completed	538
% of Target Met	100%
General Technical Hours Completed	950
% of Target Met	100%
Non-Technical Hours Completed	573
% of Target Met	152.4%
Total Training Hours	2,061
Productivity Increase	30%
Grant Funds Expended	\$149,855 (97% of award)

RAPID RESPONSE & LAYOFF AVERSION SERVICES

Workforce Solutions Panhandle (WSP) offers Rapid Response and Layoff Aversion services through its Business Services Unit (BSU), supporting Texas Panhandle employers during economic challenges to stabilize the local economy.

In Q4 2024 and Q1 2025, Workforce Solutions Panhandle’s Business Services Unit (BSU) delivered Rapid Response services to **Savage Company** and **Catholic Charities of the Texas Panhandle**.

At **Savage Company**, 45 employees were affected by the closure of coal-handling operations at Xcel Energy’s Harrington Station. BSU staff conducted four separate Rapid Response sessions onsite to ensure coverage for all shifts. Services included assistance with unemployment insurance, job matching, training resources, and referrals to local employers. Follow-up support continued in Q1 2025 to help individuals secure reemployment.

At **Catholic Charities**, BSU staff responded to staff reductions tied to internal restructuring. Affected employees received guidance on available workforce services, including training options and job placement support. BSU worked directly with Catholic Charities leadership to coordinate timely communication and service delivery.

LABOR MARKET ANALYSIS & INFORMATION DISSEMINATION

In Q4 2024 and Q1 2025, the Business Services Unit (BSU) at Workforce Solutions Panhandle played an active role in promoting economic development across the Texas Panhandle by partnering with regional organizations to strengthen workforce growth and stability.

- **Support for Economic Development Corporations (EDCs):** The BSU supplied crucial data and reports to EDCs, supporting efforts to attract new businesses, expand the economy, and create job opportunities in the area.
- **Engagement with Professional Associations:** BSU staff presented workforce insights and best practices at events hosted by the Panhandle Human Resources Association, Amarillo EDC's "Build Your Talent Toolbox" program, the Dalhart EDC Workforce Consortium
- **Support for Area Colleges:** Collaborated with Amarillo College, Frank Phillips College, Clarendon College, and other area institutions to align curriculum with in-demand skills, address local labor market needs, and increase enrollment in high-demand occupational programs.
- **Labor Market Information:** The BSU made sure employers and community organizations had access to accurate, up-to-date labor market information to:
 - Build a skilled workforce that can drive business growth.
 - Support career pathways and skill development initiatives.
 - Respond to changing workforce needs as the economy evolves.
 - Use workforce training and education resources effectively.

Collaborating with colleges, universities, and employers, the BSU enhances regional workforce alignment with the evolving needs of the local economy, strengthening the Texas Panhandle's workforce ecosystem.

CAREER PATHWAYS MAPPING

In partnership with the Panhandle Community Partnership, Workforce Solutions Panhandle's Business Services team developed an interactive career pathways website to visualize Target Occupations across the Panhandle Workforce Development Area. The tool highlights wage expectations, educational requirements, and Labor Market Information.

Designed for community colleges, K-12 schools, and four-year institutions, these pathways maps guide students in choosing sustainable career opportunities that lead to in-demand credentials and livable wages. Explore the website at [Panhandle Community Partnership](#).

JOB SEEKER SERVICES

Workforce Solutions Panhandle is dedicated to assisting job seekers in the Panhandle region by offering a comprehensive range of services tailored to meet the diverse needs of individuals seeking employment. The organization provides a variety of essential services aimed at enhancing the employability and career prospects of job seekers.

WORKFORCE SOLUTIONS PANHANDLE OFFICES

Workforce Solutions Panhandle operates three (3) brick-and-mortar offices strategically located in Amarillo, Borger, and Hereford. These physical offices serve as crucial hubs for delivering employment and workforce development services to individuals and businesses. Workforce Solutions Panhandle's offices are strategically positioned to serve a diverse range of job seekers and employers throughout the Panhandle region. Each office is tailored to the unique needs and industries of its respective community, ensuring that workforce services are accessible and relevant to the local population.

Office Visit Total	17,552
Amarillo Office	11,529
Amarillo Virtual Services	615
Borger Office	4,453
Borger Virtual Services	322
Hereford Office	1570
Hereford Virtual Services	212

EMPLOYMENT SERVICES

Workforce Solutions Panhandle (WSP) is committed to connecting job seekers with employers in the Texas Panhandle. Our Employment Services department offers a range of programs and services designed to enhance the skills and employability of individuals in our region.

Our Services Include:

- **Career Counseling:** Personalized guidance to help individuals identify career goals and develop effective job search strategies.
- **Resume and Cover Letter Writing:** Assistance in creating professional resumes and cover letters that highlight skills and experience.
- **Interview Preparation:** Training and practice sessions to improve interview skills and build confidence.
- **Job Search Workshops:** Workshops on job search techniques, including online job searching, networking, and resume writing.
- **Skill Development:** Access to training programs and workshops to acquire new skills or upgrade existing ones.
- **Job Placement Services:** Direct connections with employers and assistance with job applications and interviews.
- **Follow-up and Support:** Ongoing support to help individuals maintain employment and achieve career goals.

Workforce Solutions Panhandle 's Employment Services have significantly impacted the Texas Panhandle community, with nearly **18,000 office visits**, including over 11,000 in Amarillo, highlighting strong community engagement. The services have reached over **4,500 unique individuals**, providing essential employment support. With almost **17,000 job referrals** leading to over **500 hires**, WSP effectively connects job seekers with opportunities, contributing to lower unemployment rates. Additionally, almost **6,000 new registrations on WorkInTexas.com** show proactive efforts by individuals to engage with the job market.

Unique Customers Served	4,568
Total Job Seeker Services	20,575
Total Internal Job Referrals	5,828
Total External Job Referrals	11,067
Hires/Went to Work	501
New WorkInTexas.com Registrations	5,957

Reemployment Services & Eligibility Assessment (RESEA) Program

	RESEA Profile Pool Count	Initial RESEAs Completed	Completion Rate
Amarillo	254	185	73%
Borger	61	50	82%
Panhandle Total	315	235	75%

NCP Program - Program BCY 2025

Total NCP Customers Served	32
Establishment Cases	15
Enforcement Cases	17
Successfully Completed	0
Obtained Employment	12
% Obtained Employment	38%

WORKSHOPS

In January 2025 Workforce Solutions Panhandle revamped our workshop offerings to job seekers, offering them more often. Workforce Solutions Panhandle's Employment Services (ES) staff played a crucial role in assisting 40 job seekers through a variety of in-person workshops tailored to meet specific needs. These workshops, which are free and conducted in person by the ES staff, have proven to be valuable resources for individuals seeking employment. Covering a broad range of essential topics, the workshops are thoughtfully designed to enhance job seekers' skills and employment prospects.

VETERAN SERVICES

Recognizing the unique challenges veterans face when transitioning into civilian careers, Workforce Solutions Panhandle provides targeted support, including job placement assistance, skills translation, and access to resources tailored to veterans' military experience. In Q4 2024 and Q1 2025, a total of **234 veterans** and eligible individuals received **1,067 individual services**, which included:

Veteran Status	Distinct Users	Total Services
Yes <= 180 days	6	16
Yes, Eligible Veteran	223	996
Yes, Other Eligible Person	13	55
Veterans	Distinct Users	Total Services
	234	1067

LABOR MARKET ANALYSIS AND INFORMATION DISSEMINATION

Pampa Economic Development Corporation - BSU staff Ryan Bradley, Executive Director of Pampa EDC. Extensive Labor Market Information on Pampa, Gray County, and the Texas Panhandle for a project.

BSU staff also participated in a virtual meeting with Ryan Bradley, Executive Director of Pampa EDC and site selection representatives from an unknow company. The project is called Project Phoenix, the company representatives are seeking a site, possibly in Pampa, for a steel foundry operation. Representatives with Atmos Energy and Xcel Energy were also present.

Amarillo Small Business Development Center - BSU staff supplied Gina Woodward, Executive Director of America's SBDC at West Texas A&M University, with Labor Market Information to support small business workforce planning. The data included trends in local employment, wage comparisons, and industry growth, enabling targeted recommendations for small business development in the Texas Panhandle.

Amarillo Giving Home Health Care - BSU staff collaborated with Ashley Newton, HR Manager at Amarillo Giving Home Health Care, to provide Labor Market Information focused on healthcare workforce trends. The report included detailed wage data, employment projections, and graduation rates from local community colleges, enabling strategic workforce planning and support for recruitment efforts.

Amarillo Economic Development Corporation - BSU staff provided Labor Market Information to Caylar Harper, Director of Marketing & Workforce Initiatives. The LMI focused on workforce trends, wages, and projections for Amarillo and the surrounding area.

Canyon Economic Development Corporation - BSU staff supplied wage and job projection data for Amarillo, Potter County, and the Texas Panhandle to Stephanie Tucker, Executive Director of

Canyon EDC. This data was provided to support discussions on local labor market needs.

Childress Economic Development Corporation - BSU staff delivered comprehensive wage and job projection data for Childress County and the Texas Panhandle to Sheabree Nix, Executive Director. This data supported workforce planning and economic development efforts, with an emphasis on identifying opportunities for business growth and talent development in the region.

Dumas Economic Development Corporation - BSU staff provided Brandon Cox, Executive Director of Dumas EDC, with Labor Market Information for Dumas, Moore County, and the Texas Panhandle to guide workforce and economic development efforts in the region.

Borger Economic Development Corporation - BSU staff delivered quarterly Labor Market Information to Amy Fesser, Executive Director of Borger EDC, which included wages, job projections, and comparative data between Borger and Pampa, offering insights into regional competition and workforce dynamics.

Cacique - BSU staff provided Lisa Harris, Human Resources Manager at Cacique, with quarterly wage data for production occupations in Amarillo and the Texas Panhandle to help ensure competitive compensation practices, as well as to plan for an upcoming Skills Development Fund Grant.

Amarillo College (Technical Education) - BSU staff presented customized Labor Market Information to Amarillo College's Construction Technology students and instructors. The presentation included wage information, employment projections, and an overview of Workforce Solutions Panhandle's Training Services Program.

Frank Phillips College - BSU staff provided Dr. Shannon Carroll with detailed Labor Market Information covering Hutchinson County, Borger, and the Texas Panhandle.

EMPLOYERS AND GROUPS UTILIZING WORKFORCE SOLUTIONS PANHANDLE OFFICES

Pantex Plant

BSU staff maintain a close working relationship with Pantex recruiters, who utilized Workforce Solutions Panhandle offices three times for testing and interviews. The facility's centralized location, access to computers, and availability of meeting rooms, including the computer lab and Room 1, made it an ideal choice. For specialized needs, such as the recent Fire Chief testing, private areas were provided to accommodate specific requirements.

Panhandle Human Resources Association Board Meetings

BSU staff hosted the PHRA for three separate board meetings at Workforce Solutions Panhandle's Amarillo office during Q4 2024, providing a professional and centralized location for 12 board members each time. The meetings, held monthly, extended beyond regular office hours, with BSU staff staying on-site to assist and ensure smooth operations.

HomeGoods New Hire Orientations

BSU staff organized the facilities for two HomeGoods orientation events, accommodating 36 employees in the first session and 22 employees in the second. Workforce Solutions Panhandle

offices offer large meeting spaces for the orientations, which contributed to the company's successful onboarding process.

Carpenters Union Negotiations

BSU staff coordinated with the Carpenters Union to host their negotiation meetings at Workforce Solutions Panhandle offices. The use of private meeting spaces, coupled with the neutral and centralized location, provided a suitable environment for their discussions.

Texas Department of Criminal Justice

BSU staff worked with TDCJ recruiters to host weekly hiring events at Workforce Solutions Panhandle offices. These events allowed TDCJ to efficiently connect with job seekers in a professional and accessible environment.

Texas Veterans Commission

TVC staff are integrated into the Business Services Unit, participating in weekly meetings with BSU staff to share information and coordinate services. This collaboration strengthens support for veterans in the region.

West Texas Healthcare Association Monthly Luncheon

BSU staff collaborated with WTHA leadership to host two monthly luncheons for the group at Workforce Solutions Panhandle offices. The first luncheon hosted 17 attendees, while the second luncheon had 23 participants. These luncheons served as networking opportunities for healthcare professionals representing over 30 employers in the region.

Off-Base Transition Training (OBTT) Workshops

BSU staff organized the job seeker outreach for the in-person jobseeker workshops as part of the OBTT program on October 7, 2024, at Workforce Solutions Panhandle offices. These workshops focused on résumé building, networking, and job fair strategies to prepare attendees for the Fall Amarillo Job Fair. More than 80 job seekers participated in the event.

RESOURCES DEVELOPED AND DISSEMINATED TO EMPLOYERS AND PARTNERS

Workforce Solutions Panhandle Labor Market Update

Texas Panhandle businesses and organizations rely on a skilled workforce to thrive. To address this need, BSU staff produces a monthly Labor Market Analysis (LMI) report, providing valuable insights to a wide range of stakeholders.

The BSU leverages GovDelivery to ensure the LMI report reaches a targeted audience of 2,838 business subscribers. This subscriber base includes:

- **Employers**
- **Economic Development Corporations (EDCs)**
- **Chambers of Commerce**
- **Other Stakeholders**

With an open rate of 34.55% and 1,530 total opens per month., the LMI report proves to be a valuable resource for the Texas Panhandle community.

The BSU's monthly LMI Report reflects our to fostering a robust and dynamic workforce within the Texas Panhandle region. By providing this critical data and analysis, the BSU empowers businesses, organizations, and individuals to make informed decisions that contribute to the overall economic strength of the community.

Area Economic Development Corporations & Chambers of Commerce

BSU collaborated with the Economic Development Corporations and Chambers of Commerce to develop a comprehensive Labor Market Information (LMI) report for business recruitment.

The report provided a detailed comparison between Amarillo and competitor cities on several critical factors influencing business decisions:

- **Wage Data:** Industry-specific wage analyses are included to showcase Amarillo's competitiveness in attracting and retaining skilled talent.
- **Talent Availability:** The report provides insights into the local talent pool, identifying the presence of specific skill sets sought by businesses.
- **Housing Market:** Comparisons of average home costs and rent are included, demonstrating housing affordability in Amarillo compared to competing cities.
- **Consumer Spending:** Analyses of average cost of goods and household income offer insights into consumer spending power and market potential in Amarillo.

This data-driven report empowers the EDC to move beyond generic marketing claims and present a compelling, fact-based case to potential investors. By highlighting Amarillo's affordability, talent availability, and overall economic strength, the report positions the city as a valuable location for businesses.

COLLABORATION AND COORDINATION

Mental Health Partnership - BSU staff participated in a public update regarding the development of a 75-bed Panhandle State Hospital in Amarillo, an essential addition to mental health services in the Texas Panhandle. The hospital, located at 6610 W. Amarillo Blvd., will be built on a 10-acre site through a land lease agreement between the Texas Health and Human Services Commission and The Texas A&M University System. The project is funded with \$159 million from the 88th Texas Legislature, with construction beginning in summer 2024 and admissions expected to start in fall 2027.

BSU staff have been actively involved in conversations surrounding workforce development related to the hospital's operations. West Texas A&M University (WTAMU) is expanding its Psychiatric Mental Health Nurse Practitioner program to prepare students for the mental health field. The program focuses on building a pipeline of nurses, nurse practitioners, counselors, and social workers to meet the demands of the new hospital. Dr. Holly Jeffreys, Dean of the College of Nursing and Health Sciences at WTAMU, emphasized the need for workforce growth in these areas to support the Panhandle's mental health services.

Potter County Judge Nancy Tanner highlighted the importance of this hospital in addressing mental health needs across the region. She noted that the facility will reduce the burden on county judges, who currently send patients to facilities in Wichita Falls, and will bolster the local medical workforce. Once completed, the hospital will serve the entire Panhandle region and offer

significant career opportunities for students in related programs.

Borger Mental Health Project - BSU staff met with Julie Winters, Executive Director of Aspire A Mindful Place, to provide workforce services information and discuss opportunities through the Texas Workforce Commission's Lone Star Workforce of the Future Fund. BSU staff also connected her with Maegan Franklin for further assistance.

Aspire A Mindful Place is working on a significant project to establish an outpatient behavioral health complex in Borger. In January 2024, Phillips 66 donated \$250,000, marking the first major contribution toward this initiative. Aspire purchased the First Presbyterian Church in June 2024 and plans to repurpose the facility to create a welcoming space for mental health services. The complex will include offices for counselors and peer support specialists, rooms for group sessions, a small clinic with a psychiatric nurse practitioner, and telehealth capabilities for psychiatric care.

The project was initiated in response to a rise in suicide attempts and completions among local students. Aspire's vision is to implement programs focused on prevention and early intervention. The facility will provide critical mental health services for children and adults in Hutchinson County and neighboring rural areas.

The estimated budget for the renovation is \$2,000,000, with additional funding needed to cover operating expenses while Aspire establishes its revenue streams. Once operational, the center will employ up to 12 staff members, most of whom are expected to be local residents committed to remaining in Hutchinson County to support the community.

Aspire is actively fundraising to complete the project and welcomes additional support to bring this vision to fruition.

Amarillo College Partnerships - BSU staff are working closely with Amarillo College leadership to enhance collaboration through workshops designed to educate college staff on Workforce Solutions Panhandle (WSP) services. These workshops, organized by WSP Training Services, aim to increase awareness and usage of WSP resources among Amarillo College staff, including Deans, Coordinators, Chairs, Career Specialists, ARC Staff, Financial Aid, and Advisors.

Workshop Date: February 7th, 2025

Time: 1:00 - 3:00 PM

Location: Innovation Outpost

Amarillo College Business Leadership Council Meetings - BSU staff maintain an active role in Amarillo College's Business Leadership Council Meetings, representing Workforce Solutions Panhandle programs. These meetings address industry-specific workforce needs in areas such as Welding and Machining, Construction, and Business Technology, strengthening the alignment between industry demands and workforce development efforts.

Texas Workforce Commission Texas Veterans Leadership Program - BSU staff maintain a close working relationship with Anthony Torres of the Texas Veterans Leadership Program. The TVLP connects transitioning veterans and their families to employment, education, and supportive services, focusing on reintegration into civilian life. Workforce Solutions Panhandle and TVLP initiatives overlap in areas such as job placement, career counseling, and supporting veterans' access to workforce resources. This partnership enhances outreach efforts to veterans, providing

vital assistance in securing meaningful employment in the Texas Panhandle.

Texas Veterans Commission - BSU staff collaborate directly with Gerry Smith of the Texas Veterans Commission. TVC staff are integrated into Workforce Solutions Panhandle's Business Services Unit and actively participate in planning and executing regional job fairs and hiring initiatives. The TVC focuses on providing veterans with employment services, including job search assistance and employer connections. By aligning efforts, this partnership strengthens workforce development efforts, ensuring veterans receive the support needed to transition successfully into the civilian workforce.

United Rentals Veteran Hiring Initiative - BSU staff connected Lori Johnson, Human Resources at United Rentals, with Anthony Torres of the Texas Workforce Commission's Texas Veterans Leadership Program and Gerry Smith of the Texas Veterans Commission to support the company's veteran hiring initiative. United Rentals actively recruits veterans, reservists, and military spouses, leveraging their leadership, teamwork, and discipline to strengthen its workforce. The company offers flexible employment options, job protection for service members, and career development programs like Skillbridge and Cooperative Work Experience (CWE) to assist veterans transitioning into civilian careers.

TRAINING AND DEVELOPMENT PROGRAMS

During Q4 2024, the Business Services Unit (BSU) collaborated with employers, regional partners, and training providers to enhance workforce skills and support economic growth across the Texas Panhandle. These efforts focused on delivering customized training solutions through initiatives like the Texas Workforce Commission's Skills Development Fund (SDF) projects. By addressing employer-specific needs, these programs improved workforce capabilities, reduced turnover, and fostered organizational success. The following section highlights key training initiatives and their impact during this period.

Plains Dairy

The Panhandle Regional Planning Commission (PRPC) secured a **\$154,985 Skills Development Training Grant** from the Texas Workforce Commission's Skills Development Fund (SDF) to support workforce training at Plains Dairy. This program, launched in October 2023, concluded its training phase in Q4 2024, delivering impactful results.

Key outcomes include the **successful training of 173 employees**, exceeding the original target of 127 trainees. A total of **2,061 training hours** were completed, surpassing planned targets across Business Technical, General Technical, and Non-Technical categories. Expenditures totaled \$149,855 by November 2024, reflecting effective utilization of grant funds.

The program led to measurable improvements at Plains Dairy, including a **30% increase in productivity, decreased employee turnover, and reduced workplace injuries**. Leadership also reported a marked decline in leadership turnover due to targeted supervisor and manager training. These outcomes highlight the value of SDF projects in fostering workforce growth and organizational success.

ONGOING TRAINING PROJECTS

BSU staff initiated meetings between Amarillo College and various local employers following support from the college regarding Skills Development Fund (SDF) Grants, as well as other TWC training projects.

BSU staff met with Amarillo College and Panhandle Regional Planning Commission (PRPC) in order to assist the college with the planning and coordination for upcoming projects. Many of the projects below involve consortiums of employers.

Amarillo College Skills Development Contingency Grant - BSU staff initiated discussions with Amarillo College stakeholders regarding a \$50,000 Texas Workforce Commission Skills Development Contingency Grant. This grant would enable Amarillo College to engage with ASCO Equipment to develop a heavy equipment mechanic training program at its Amarillo location. The initial funding will support 64 hours of training (out of a total 320-hour curriculum), culminating in participants earning a certificate from the college and receiving at least a 1% wage increase. Additional funding sources will be integrated into the plan to cover the remaining training hours. Amarillo College is expected to submit the grant application in Q1 2025.

The contingency grant provides a streamlined funding mechanism, reducing the lead time typically required to secure these resources. It also allows Amarillo College the flexibility to amend the contract to increase funding for ASCO Equipment or to expand the initiative by forming a consortium with additional employers.

ASCO - BSU staff is in discussions with ASCO regarding a Skills Development Grant. The grant would be used to establish a regional training center for all ASCO sites. The training center will focus on increasing the number of heavy equipment mechanics. ASCO leadership recently met with Kevin Cheek (Amarillo College SDF lead), Maegan Franklin (Texas Workforce Commission), and BSU staff to discuss this initiative.

ASCO is an equipment provider serving customers in industries such as construction, agriculture, material handling, mining, oil and gas, local governments, landscaping, and infrastructure. With 27 locations throughout Texas, Oklahoma, and New Mexico, ASCO provides sales, rentals, parts, and service.

Amarillo College Skills for Small Business Grant - In Q2 2024, BSU staff contacted Kevin Cheek at Amarillo College to address the college's lack of participation in the Texas Workforce Commission's Skills for Small Business block grant program. BSU staff facilitated a connection between Kevin Cheek and Maegan Franklin at the Texas Workforce Commission.

Amarillo College subsequently applied for \$20,000 in grant funding, with \$10,000 designated for child care initiatives. The college is now in the final stages of approval and contracting, with funding expected to be available by late Q1 2025.

Cacique Foods - BSU staff met with Lisa Harris, Human Resources Manager at Cacique Foods, to discuss strategies for addressing the company's workforce development needs. The meeting covered potential applications for a Skills Development Grant, opportunities for workforce-paid internships, and services provided by the Employment Services group. Additionally, the discussion included leveraging Amarillo College's training programs to support the company's goals.

In a separate meeting, BSU staff engaged with Lisa Harris, along with Steve and Pete from OJT Associates and TORQ, to design and implement an On-the-Job Training (OJT) program at Cacique Foods. This program aims to provide employees with on-the-job learning opportunities to enhance their skills and align with the company's operational needs.

BSU staff also met with the new Cacique Plant Manager, Edoardo LaTorre, and Human Resources Manager, Sunnie Szozda, along with Amarillo College representatives Dr. Munoz, David Hall, and Ernie Sheets, to discuss Cacique's future training needs. The discussions highlighted plans for expanding workforce development initiatives and preparing for a larger Skills Development Fund project.

Cacique Foods has recently hired a new Maintenance Manager, who will begin in early Q1 2025. The company has successfully met its current production and staffing goals and is on track to transition to a five-day workweek in Q1 2025. A follow-up meeting is planned to explore additional workforce solutions and training opportunities as part of the larger Skills Development Fund project.

Pacific Cheese - BSU staff facilitated a meeting between Pacific Cheese leadership, personnel from the Texas Workforce Commission (TWC), and representatives from Amarillo College to discuss training programs related to production. The focus of the meeting was to identify training options that could support the company's workforce development goals, including potential production certifications and other relevant programs.

International Aerospace Coatings - BSU staff facilitated discussions with Amarillo College regarding customized training programs for painters employed by International Aerospace Coatings (IAC). The company is poised to begin its Skills Development Grant, which will fund training tailored to enhance the skillsets of existing and new employees. The training program aligns with IAC's plans to expand its workforce through the construction of a new wide-body hangar at its Amarillo location, which will significantly increase its operational capacity and require additional skilled staff.

Amarillo College is prepared to move forward with IAC's grant but is awaiting confirmation from Pacific Cheese to finalize their participation in a consortium. This collaborative approach aims to maximize the efficiency and impact of the grant by addressing workforce needs for both companies. Should Pacific Cheese join, the consortium will allow for shared resources and training opportunities across multiple industries, further strengthening the local workforce and meeting employer demands.

Bell - BSU staff engaged in conversations with Nancy Manriquez from Bell, connecting her with David Hall and Kevin Cheeks at Amarillo College. The company is interested in initiating an SDF project to expand its workforce by up to 400 new employees. Additionally, they are looking to revive their partnership with the college to train new Aircraft Mechanics, who will be guaranteed an interview upon completion of the program.

BSA Health System, Northwest Texas Healthcare System, and Amarillo Surgical Group - BSU staff coordinated a consortium of healthcare providers, including BSA Health System, Northwest Texas Healthcare System, and Amarillo Surgical Group, with Texas Workforce Commission (TWC) personnel. The group is seeking \$500,000 in training funds aimed at enhancing the skills of

registered nurses. BSU staff recently met with Kimberly Crowley, Dean of Nursing, about the Skills Development Grant. Dean Crowley indicated that the plan is continuing to progress forward.

Canyon ISD - Assisted Tiffany Hooker, Canyon ISD Career & Technology Education Specialist to apply for a JET Grant from the TWC for their Transportation career pathway. BSU staff assisted with Canyon ISD’s partnership partner with Amarillo College and Panhandle Regional Planning Commission.

this grant would assist the school district’s Transportation classes get updated equipment and more equipment to help with class sizes and get area students in the workplace sooner.

OUTREACH

SOCIAL MEDIA

Workforce Solutions Panhandle (WSP) continued to use social media to connect with job seekers and employers. Facebook served as the main outreach channel for sharing hiring events, employer highlights, training opportunities, and job openings across the Texas Panhandle.

Facebook, Workforce Solutions Panhandle’s main page caters to all 26 Panhandle counties, offering valuable information and updates. Additionally, 12 localized pages target specific cities and job seekers, tailoring content to their unique needs.

Instagram & X (Twitter) are also important platforms, especially for reaching youth and young adult job seekers.

LinkedIn is used for professional networking, connecting with employers, industry leaders, and job seekers.

Social Media

Total Followers	16,446
Page Reach	247,084

Facebook

Pages	Total Follows	Page Reach
Workforce Solutions Panhandle	7,514	236,086
Amarillo Job Pop	2,119	1,825
Borger Job Pop	1,248	867
Pampa Job Pop	1,114	749
Dumas Job Pop	1,003	893
Hereford Job Pop	792	577
Dalhart Job Pop	783	664
Youth Connections	357	204
Childress Mobile Workforce Unit	47	98
Perryton Mobile Workforce Unit	42	101
Tulia Mobile Workforce Unit	34	90

Dimmitt Mobile Workforce Unit	15	67
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Instagram

Workforce Solutions Panhandle	554	4,560
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X (Twitter)

Workforce Solutions Panhandle	816	Unavailable
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LinkedIn

Workforce Solutions Panhandle	565	569
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GOVDELIVERY

GovDelivery remained a primary communications tool for targeted outreach to employers and job seekers. Key updates included labor market data, hiring events, program announcements, and workforce news.

Total Subscribers	68,038
Employers	2,773
Job Seekers	65,265

Bulletins

A bulletin, in the GovDelivery context, is a concise and targeted message that serves as a vital tool for conveying information to a specific audience. These messages are designed to be clear, informative, and relevant to the recipients. They are a means of directly connecting with subscribers and conveying timely updates. Examples of bulletin topics sent by Workforce Solutions Panhandle in Q4 2024 and Q1 2025:

- Monthly Texas Panhandle Labor Market Update for Employers
- Workforce Solutions Panhandle Job Fairs and Hiring Event Information
- Matters of Public Interest to the Press
- Employer and Job Seeker Newsletters
- Child Care Customer Updates

Bulletins Sent	45
Total Recipients	214,893
Average Open Rate	38.9%

BRANDING/NEWS MEDIA

Workforce Solutions Panhandle was featured in **18 news stories** over the two-quarter reporting period. Media coverage helped promote hiring events, award recognition, labor market insights, and key community partnerships.

Q4 2024 Media Coverage

October 2024

- *Civic Center hosting Fall Amarillo Job Fair tomorrow* - News Channel 10 [Link](#)
- *Workforce Solutions Panhandle to host workshops ahead of Amarillo Job Fair* - News Channel 10 [Link](#)
- *Off-Base Transition Training Program Video* - News Channel 10 (YouTube)[Link](#)
- *Job fairs, workshops hosted across Amarillo in October* - MyHighPlains [Link](#)
- *Amarillo business briefs: October 6* - Amarillo Globe-News [Link](#)
- *Red, White & You Job Fair Set for Thursday* - News Channel 10 [Link](#)
- *Job fairs for veterans and public on Oct. 31 and Nov. 7* - Amarillo Globe-News [Link](#)

November 2024

- *Healing Through Him Ministries partners with local orgs* - News Channel 10 [Link](#)

December 2024

- *Education Credit Union wins 2024 Local Employer Excellence Award* - News Channel 10 [Link](#)
 - *TWC recognizes Texas employers at 2024 conference* - MyHighPlains [Link](#)
 - *Mexican Consulate meets with Amarillo orgs on immigration issues* - Amarillo Tribune [Link](#)
 - *Buc-ee's opening in Amarillo: what to expect* - MyHighPlains [Link](#)
 - *Barr Field Services Job Fair for Machinists & Welders* - MyHighPlains [Link](#)
-

January 2025

- *Education Credit Union earns local, national recognition* - Amarillo Globe-News (Jan 24) [Link](#)
- *Canyon ISD hosts financial event for students, parents* - MyHighPlains (Jan 27) [Link](#)

February 2025

- *Amarillo expert shares 2025 employment outlook* - News Channel 10 (Feb 26) [Link](#)

March 2025

- *AmTech hosting career fair and breakout sessions* - MyHighPlains (Mar 6) [Link](#)
- *Workforce Solutions Panhandle shares labor market update* - News Channel 10 (Mar 10) [Link](#)

SUCCESS STORIES

Across Q4 2024 and Q1 2025, the Business Services Unit (BSU) at Workforce Solutions Panhandle published **12 success stories** showcasing how workforce services helped individuals overcome challenges and achieve meaningful employment. Stories covered a range of outcomes, including transitions into healthcare, child care, automotive repair, and energy, as well as the impact of events like the EPIC Career Fair and internship programs.

Published Stories (Q4 2024 - Q1 2025):

- *Styled for Success Women's Conference* (Oct 10)
- *Building a Brighter Future: Maria's Internship Success* (Oct 22)
- *Sophie's Fresh Start Toward a Promising Future* (Nov 12)
- *Caring for the Community: Mateo's Child Care Impact* (Nov 27)
- *Colton's Journey from Internship to Career at Atmos Energy* (Dec 20)

- *Celebrating FY2024: A Year of Workforce Success* (Dec 31)
- *From Receptionist to X-Ray Technician: Danelle's Success* (Jan 9)
- *From Financial Hurdles to Nursing Success: Marinda's Journey* (Jan 23)
- *Building Dreams Through Workforce-Paid Internships* (Feb 5)
- *Transforming Early Childhood Education Through Workforce Support* (Feb 27)
- *EPIC High School Career Fair Ignites Student Ambitions* (Mar 9)
- *Ethan's Journey to a Career in Automotive Repair* (Mar 29)

Workforce Solutions Panhandle

Business Services Unit

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(806) 345-1341

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2025 Spring Amarillo Job Fair Employer Survey Report

April 8, 2025

Summary

To help Workforce Solutions Panhandle’s Business Services team improve future events, employers who attended the 2025 Spring Amarillo Job Fair were invited to complete a short survey. The job fair took place on Tuesday, April 8th at the Amarillo Civic Center and brought together a wide mix of local businesses and job seekers.

The survey asked employers to share their thoughts on event quality, the interview process, veteran-focused efforts, and internship opportunities. Employers also had the chance to give an overall summary of their experience. Out of 95 handed out, **67 surveys** were completed which provided helpful insight into what worked well and where there’s room to grow.

To gear up for the Spring event, multiple outreach strategies were put in place to help connect job seekers with local employers. One of the most effective tools was **GovDelivery**, which reached over **63,000 job seekers** who had either signed up for services through WorkInTexas.com or subscribed to updates on the Workforce Solutions Panhandle website.

Radio ads also helped get the word out. From April 1-8, recorded spots aired across local stations through **Alpha Media**, **Townsquare Media**, and **Cumulus Media**. On the day of the job fair, live broadcasts from **Rock 108** and **98.7 The Bomb** helped drive last-minute interest and attendance.

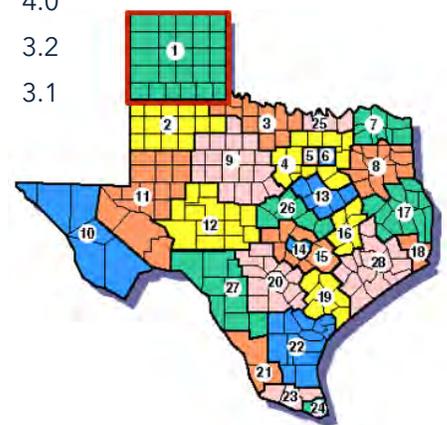
Social media continued to play a big role in outreach. Facebook posts promoting the event reached more than **54,000 people** and generated **761 engagements**—making it one of the most effective channels for spreading the word to job seekers.

Current Labor Market

March 2025

Area	Area Type	Labor Force	Employment	Unemployment	Rate
Texas	State	15,807,696	15,177,754	629,942	4.0
Panhandle	WDA	215,398	208,588	6,810	3.2
Amarillo	City	106,167	102,919	3,248	3.1

Source: Texas LMI - Texas LMI. <https://texaslmi.com/>



Employers

Acuren Inspection
Albers Aerospace
Alpha Media
Amarillo College
Amarillo ISD - Human Resources
Another Chance House
Applied Behavioral Analysis Therapy
Asset Protection Unit Inc.
Baptist Community Services
Ben E. Keith Foods
Big Texan Steak Ranch
BrightStar Care
BSA Health System
Canyon ISD - Transportation
Caprock Home Health
Chick-fil-A
Children's Learning Centers
City of Amarillo - Community Development
City of Amarillo - Drainage Utility
City of Amarillo - Emergency Comm Center
City of Amarillo - Fire Department
City of Amarillo - Fleet Services
City of Amarillo - Human Resources
City of Amarillo - Police Department
City of Amarillo - Solid Waste Division
City of Amarillo - Street Division
City of Amarillo - Traffic Field Operations
City of Amarillo - WIC Nutrition Department
Community Options
Cornerstone Caregiving
Creative Solutions in Healthcare
Cumulus Media
Dignity Memorial
Elwood Staffing
Employbridge
First Student Inc
FMC Services, LLC
Fortrex (PSSI)
Landrum Inc
General Land Office - Veterans Land Board
Giving Home Healthcare
Goodwill Industries of NWTX
GRI Towers Texas
Happy State Bank
Heroes Homes Care
International Aerospace Coatings
Kirby-Smith Machinery, Inc.
KT Black Services
Lady-Bug Services Inc.
Lone Star Dairy Products
Lubbock Police Department
Milan Institute
Mixer Center
New York Life
North Texas Job Corps
Northwest Texas Healthcare System
NurseCore of Amarillo
Oceans Healthcare
Ochiltree General Hospital
Omega Technical Services
Panhandle Community Services
Pantex
Payton Machine & Supply, Inc
Phillips 66 Borger Refinery
Plains Dairy
Plains Internet
Potter County Sheriff's Office
Prominence Health Plan
Randall County Juvenile Probation
RAP Logistics LLC
River Road ISD
Saint Francis Ministries
Sodexo at BSA
Solitaire Homes of Amarillo & Palm Harbor Village
Soluna
Sonic Drive-In
Southern District Training Trust Fund
SSI Foods, LLC
Street Toyota
Texas Department of Criminal Justice
TDCJ - Board of Pardons & Paroles
Texas Department of Health & Human Services
Texas Department of Transportation
Texas Panhandle Centers
Texas Workforce Commission
Toot'n Totum
Townsquare Media
Trailer Services of West Texas
TWS - Vocational Rehabilitation Services
UMC Health System
United Supermarkets
Valero McKee Refinery
Waffle House
West Texas A&M University - Human Resources
West Texas Electrical JATC
Wonderland Amusement Park
Workforce Solutions Panhandle
Xcel Energy
Youth Center of the High Plains

Survey Results

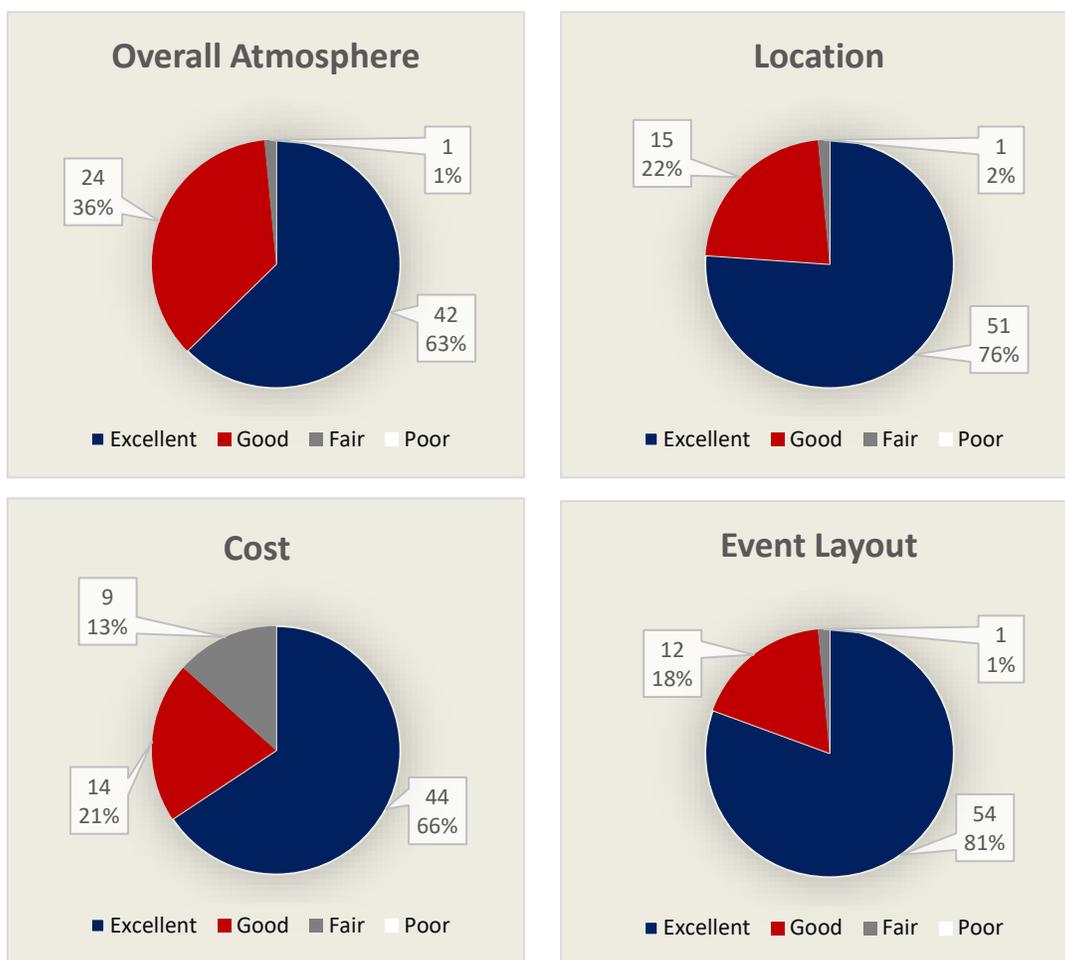
This year's Amarillo Job Fair proved to be a strong success, creating an energetic and engaging space where employers and job seekers connected in meaningful ways. Survey feedback offers a clear picture of the event's impact—highlighting what worked well and identifying a few key areas for continued improvement.

Positive Feedback and Strong Engagement

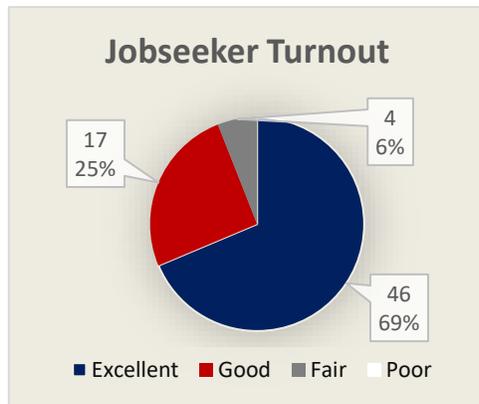
The event had a very positive atmosphere, with 66 out of 67 respondents (98%) rating it as "Excellent" or "Good." Most employers felt the job fair was well-organized, with the venue, layout, and overall atmosphere receiving high marks. While the cost of participation was generally well received, there were a few differing opinions, suggesting an opportunity to keep reviewing and clearly communicating the value of participation.

"Great new location. It seemed more open. We talked with a lot of potential candidates."

Paige Anderson – Amarillo ISD, Human Resources



Strong Jobseeker Turnout



Employers were very satisfied with the turnout at the job fair. Nearly **69% of employers** rated the turnout as **Excellent**, reflecting the high level of interest of local jobseekers. This turnout is a clear indication that the job fair continues to be a significant event for both employers and candidates, providing valuable opportunities for networking and career advancement in the Panhandle.

In terms of candidate quality, employers had mostly positive feedback, with **over 80% rating applicants as Excellent or Good**. The broader range of responses suggests varying experiences with candidate preparedness or fit. This variation may reflect differences in preparedness or job fit, underscoring the importance of continued outreach and preparation resources for attendees.



Meaningful Employer-Jobseeker Connections

Employers reported meeting with a wide range of job seekers at the event, with one employer reporting interacting with 300 applicants. **The most commonly reported number was 100**, suggesting a high level of engagement among many employers.



"We met with over 100 applicants and ended up hiring about 10 on the spot."

Kloie Suobite – Chick-fil-A, South Coulter



A strong majority—**87%**—indicated that they had **interviewed or planned to interview** candidates they met at the job fair. Similarly, **85% of employers** stated they had **either hired or hoped to hire applicants** from the event. These results reflect a high level of satisfaction and intent to act on connections made during the fair, highlighting the event's effectiveness in linking employers with potential talent.

Internship Programs: Continuing to Grow Local Industries

Internships remain a crucial entry point for young professionals and job seekers looking to change careers. Employers are asked each job fair if their company currently has an internship program and if they would be interested in participating in an internship program for high school students.

Internship programs continue to grow across the region. This Spring, **40% of surveyed employers** (27 out of 67) reported having an **active internship program**—up from 35% in Fall 2024. This 5% increase reflects a growing appreciation for internships as a pathway for talent development and workforce readiness.

Despite the overall growth, interest in internships specifically for high school students declined. Only 25% of employers expressed interest, down from 37% in Fall 2024—a 12% drop. This may reflect concerns about workplace readiness, liability, or the logistics of hosting younger students. Exploring these barriers may be key to rebuilding employer interest in high school-based programs

Companies who reported having internship programs

Another Chance House	Oceans Healthcare
Baptist Community Services	Pantex
Ben E. Keith Foods	Phillips 66 Borger Refinery
Big Texan Steak Ranch	Potter County Sheriff's Office
BrightStar Care	Saint Francis Ministries
City of Amarillo - Emergency Communications Center	Texas Department of Criminal Justice
City of Amarillo - Human Resources	Texas Department of Criminal Justice - Board of Pardons & Paroles
Dignity Memorial	Texas Panhandle Centers
Texas Veterans Land Board	UMC Health System
Goodwill Industries of NWTX	United Supermarkets
Lubbock Police Department	Valero McKee Refinery
New York Life	West Texas A&M University - Human Resources
North Texas Job Corps	Xcel Energy
Northwest Texas Healthcare System	

Companies that expressed interested in youth internship programs for high schoolers

Albers Aerospace	GRI Towers Texas
Alpha Media	North Texas Job Corps
Baptist Community Services	Northwest Texas Healthcare System
Ben E. Keith Foods	NurseCore of Amarillo
Big Texan Steak Ranch	Potter County Sheriff's Office
City of Amarillo - Emergency Communications Center	Soluna
City of Amarillo - Fleet Services	United Supermarkets
City of Amarillo - Human Resources	West Texas Electrical JATC
	Xcel Energy

Key Takeaways and Opportunities for Next Year's Amarillo Job Fair

Positive Impact & Successes

- **High Employer Satisfaction:** The overwhelming majority of employers (98%) rated the event as Excellent or Good, with strong positive feedback on the overall organization, venue, and event atmosphere.
- **Strong Jobseeker Engagement:** Nearly 69% of employers rated the jobseeker turnout as Excellent, showcasing the event's ongoing importance in connecting employers with potential candidates.
- **Effective Networking:** 87% of employers interviewed or planned to interview candidates, and 85% expressed intent to hire or had already hired from the pool of applicants, emphasizing the job fair's success in making meaningful connections.

Areas for Improvement for Next Job Fair

- **Candidate Preparedness:** Despite strong turnout, some employers expressed concerns about the quality of jobseekers, noting room for improvement in jobseeker preparedness. Providing additional resources or prep sessions before the event could better align jobseeker skills with employer needs.
- **High School Internship Participation:** The interest in youth internships, specifically for high school students, decreased by 12% compared to previous events. Addressing potential concerns about integrating high school students into workplace environments could help reverse this trend and create more opportunities for young talent.
- **Cost and Value Communication:** A few employers raised questions about the cost-to-value ratio of participating in the job fair. Clearer communication about the benefits and ROI of attending could enhance satisfaction for future events.

Looking Ahead: Building on Success

- **Pre-Event Support and Outreach:** Expanding pre-event training and outreach to jobseekers—particularly in areas like resume building and interview preparation—could help improve overall candidate quality. Targeting specific groups, such as recent graduates or veterans, may also increase the match between jobseekers and employers.
- **Streamlining Internship Programs:** With the positive trend in internship participation, expanding and refining internship offerings, especially for college students, could strengthen the region's workforce development efforts. Revisiting the youth internship segment could also address the drop in high school interest.



2025 Spring Amarillo Job Fair Employer Survey

Thank you for participating in today's job fair. We are committed to making the best possible event it can be. To accomplish this, we need your thoughts, comments, suggestions, and overall input. Your opinions really do matter to us and they can help make a difference.

Please check the box that most closely represents your opinion.

	Excellent	Good	Fair	Poor
Overall Atmosphere	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Location	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Event Layout	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cost	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pre-Event Communications / Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Assistance at the Job Fair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Job Seeker Turnout (# of job seekers at the event)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Quality of Job Seekers at the Event	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Overall Impression	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

How did you learn about the Amarillo Job Fair?

- | | | |
|--|---------------------------------------|--|
| <input type="checkbox"/> Workforce Solutions Staff | <input type="checkbox"/> Social Media | <input type="checkbox"/> Website |
| <input type="checkbox"/> News | <input type="checkbox"/> Radio | <input type="checkbox"/> Word-of-Mouth |
| <input type="checkbox"/> Other: _____ | | |

Approximately how many applicants did you meet with today? _____

Have you interviewed, or plan to interview, applicants from this event?

- Yes No

Have you hired, or do you hope to hire, any job candidates from the event?

- Yes No

Does your company currently have an internship program?

- Yes No

Would your company participate in an internship program for high school students?

- Yes No

Do you (or does your company) use www.WorkInTexas.com?

- Yes No

Does your company have a veteran hiring initiative?

- Yes No

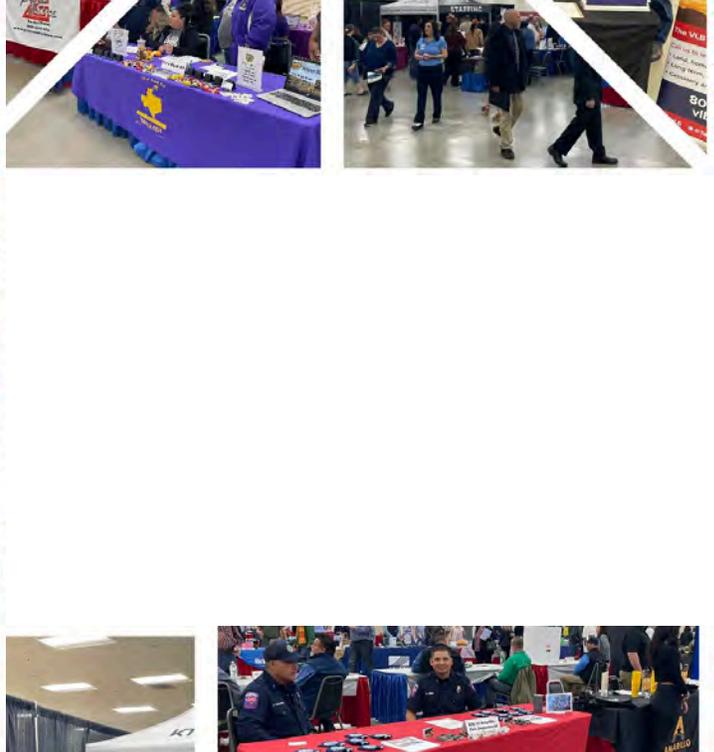
Are at least 10% of your company's employees veterans?

- Yes No

****PLEASE COMPLETE THE FORM ON THE OPPOSITE PAGE TO ENTER FOR A FREE BOOTH!****

AMARILLO JOB FAIR

WORKFORCE SOLUTIONS
PANHANDLE



WORKFORCE SOLUTIONS

PANHANDLE

A proud partner of the [americanjobcenter](#) network



**Workforce Solutions Panhandle
Business Services Unit**

3120 Eddie, Amarillo, TX 79106

(806) 345-1341

www.wspanhandle.com



ITEM 12

Employer Awards Nominations

Employer Awards Nominations

The Texas Workforce Commission (TWC) provides an opportunity for Workforce Development Boards to nominate area employers who collaborate with the local workforce system, designing initiatives that enhance community resources and foster the skills vital for Texas to sustain its competitive edge, for the 2025 TWC Employer Awards to be announced at its Annual Texas Workforce Conference in December.

Board members will have the opportunity at the meeting to suggest area employers to be nominated for the Panhandle Workforce Development Area. Additionally, staff has provided recommendations for Board members to consider as follows:

Local Employer of Excellence – Plains Dairy (Potter County)

- ◆ Successfully implemented a Skills Development Fund (SDF) grant to train and upskill incumbent workers.
- ◆ Increased worker wages and job retention through targeted training efforts.
- ◆ Regularly participates in WSP-hosted job fairs and recruitment events.
- ◆ Consistently posts job openings through WorkInTexas.com.
- ◆ Maintains an open line of communication with WSP to adjust hiring strategies and meet local labor market demands.
- ◆ Provides job opportunities with advancement potential in manufacturing for residents of Amarillo and surrounding areas.

Large Employer of the Year – Pantex (Carson County)

- ◆ Employs over 4,700 residents, making it the largest private employer in the region.
- ◆ Actively recruits local talent at all WSP-hosted job fairs and career expos.
- ◆ Posts job vacancies in WorkInTexas.com and uses WSP offices for candidate referrals and pre-screening.
- ◆ Hosts dedicated veteran-focused hiring events in partnership with WSP.
- ◆ Operates a Registered Apprenticeship Program in partnership with Amarillo College, training workers in high-skill technical trades.
- ◆ Maintains a visible presence in regional schools and career events to promote science, engineering, and skilled trades career pathways.
- ◆ Offers high-wage, stable employment that supports workforce retention and discourages outmigration from rural areas.

Small Employer of the Year – Soluna Computing (Briscoe County)

- ◆ Expanding operations in Silverton, Texas, bringing new technology-based jobs to a historically underserved rural area.
 - ◆ Works with WSP to identify, recruit, and train local talent for data center operations and support roles.
 - ◆ Participates in regional hiring events to attract and prepare a workforce for emerging technical careers.
 - ◆ Has introduced higher wage job opportunities to Briscoe County, diversifying the local job market beyond agriculture.
 - ◆ Supports economic stabilization in Silverton by offering year-round employment and internal training pathways.
-

Veteran Friendly Employer of the Year – Valero McKee Refinery (Moore County)

- ◆ Maintains a strong partnership with WSP to identify and hire veterans across various operations.
 - ◆ Participates in annual Hiring Red, White & You! events to connect with transitioning service members and veterans.
 - ◆ Offers career paths that recognize military experience and transferable skills.
 - ◆ Provides on-the-job training and advancement support tailored to veteran hires.
 - ◆ Serves as a reliable employer for veterans in the Texas Panhandle, offering competitive wages and long-term career potential.
-

Hire-Ability Employer of the Year – United Supermarkets (Various Counties)

- ◆ Known throughout the Texas Panhandle for inclusive hiring practices, especially for individuals with disabilities.
- ◆ Regularly works with WSP to match job seekers with support needs to appropriate roles within their stores.
- ◆ Participates in WSP job fairs, disability hiring events, and outreach programs.
- ◆ Maintains ongoing relationships with local vocational rehabilitation partners to support job retention.
- ◆ Provides job coaching, flexible scheduling, and accessible onboarding processes to ensure long-term success for all employees.
- ◆ Posts job opportunities consistently in WorkInTexas.com, with active recruitment in rural and urban areas.



ITEM 13a

PWDB Policy Update: In-Demand Occupations

PANHANDLE WORKFORCE DEVELOPMENT BOARD
Chapter 1-Universal Policies for Workforce Customers
In-Demand Industries, In-Demand Occupations, and Target Occupations
Policy U 1.9 **Effective 5-21-2025**

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

PANHANDLE WORKFORCE DEVELOPMENT BOARD POLICY:

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

In-Demand Industries

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

The Texas Target Industry Clusters are:

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

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

Workforce Solutions Panhandle (WSP) will provide services to employers by taking into consideration the occupations offering high wages and/or substantial career opportunities,

industries losing workers (declining), economic development efforts, size, and those businesses without sufficient human resources staff. Employers in industries with declining employment may need services, including, but not limited to, the provision of information that could help employers with reducing staff hours but retaining workers; retooling and retraining assistance through coordination with economic development and training entities; and consultation in advance of layoffs, to promote the transition of workers into other employment.

In-Demand Occupations

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

Target Occupations

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

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

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

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

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

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

RESCISSIONS: Chapter 1-Universal Policies for Workforce Customers, Section 1.9, In-Demand Industries, In-Demand Occupations, and Target Occupations-Update, Effective 12-7-2022; Attachment 2, Panhandle Workforce Development Area In-Demand Occupations, Effective 12-7-2022.

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

Occupational Code	Occupation Title	Annual Openings	Estimated Employment (2022)	Projected Employment (2032)
13-2011	Accountants and Auditors *	124	1,418	1,528
45-2091	Agricultural Equipment Operators	41	256	281
49-3011	Aircraft Mechanics and Service Technicians *	11	127	135
49-3021	Automotive Body and Related Repairers *	23	248	258
49-3023	Automotive Service Technicians and Mechanics *	141	1,539	1,620
43-3021	Billing and Posting Clerks	54	469	509
43-3031	Bookkeeping, Accounting, and Auditing Clerks *	262	2,295	2,270
49-3031	Bus and Truck Mechanics and Diesel Engine Specialists *	51	569	595
13-1000	Business Operations Specialists	389	4,264	4,593
13-1020	Buyers and Purchasing Agents	36	420	408
25-2032	Career/Technical Education Teachers, Secondary School	15	240	243
47-2031	Carpenters *	38	434	452
47-2051	Cement Masons and Concrete Finishers	30	355	381
35-1011	Chefs and Head Cooks	30	230	253
51-9011	Chemical Equipment Operators and Tenders	18	244	218
21-1021	Child, Family, and School Social Workers	32	340	379
39-9011	Childcare Workers *	165	984	996
17-2051	Civil Engineers	18	221	258
13-1031	Claims Adjusters, Examiners, and Investigators	20	260	275
29-2010	Clinical Laboratory Technologists and Technicians *	21	298	314
51-9124	Coating, Painting, and Spraying Machine Setters, Operators, and Tenders	31	336	345
13-1041	Compliance Officers	23	264	287
11-3021	Computer and Information Systems Managers	20	251	285
51-9161	Computer Numerically Controlled Tool Operators	20	251	235
15-1211	Computer Systems Analysts	14	195	216
15-1232	Computer User Support Specialists *	39	512	556
47-4011	Construction and Building Inspectors	15	116	125
47-2061	Construction Laborers	226	2,346	2,537
49-9012	Control and Valve Installers and Repairers, Except Mechanical Door *	19	218	243
35-2012	Cooks, Institution and Cafeteria	119	794	795
35-2014	Cooks, Restaurant	312	1,639	2,016
33-3012	Correctional Officers and Jailers	88	984	1,006
13-1051	Cost Estimators	19	199	216
43-4031	Court, Municipal, and License Clerks	28	271	284
43-4051	Customer Service Representatives	381	2,830	2,837

* Also designated as a
PWDB Target Occupation

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

Occupational Code	Occupation Title	Annual Openings	Estimated Employment (2022)	Projected Employment (2032)
51-4031	Cutting, Punching & Press Machine Setters, Operators & Tenders, Metal & Plastic	20	266	228
43-9021	Data Entry Keyers	52	598	485
31-9091	Dental Assistants	64	385	451
29-1292	Dental Hygienists	15	167	194
43-5032	Dispatchers, Except Police, Fire, and Ambulance	35	367	371
17-3000	Drafters, Engineering Technicians, and Mapping Technicians *	68	616	682
21-1012	Educational, Guidance, and Career Counselors and Advisors	28	369	387
17-3023	Electrical and Electronic Engineering Technologists and Technicians *	10	71	72
49-9051	Electrical Power-Line Installers and Repairers	30	334	362
47-2111	Electricians *	104	931	1,092
17-3024	Electro-Mechanical and Mechatronics Technologists and Technicians (Robotics) *	10	N/A	N/A
25-2021	Elementary School Teachers, Except Special Education *	179	2,578	2,632
43-4061	Eligibility Interviewers, Government Programs	15	139	157
29-2042	Emergency Medical Technicians *	28	324	362
47-5022	Excavating and Loading Machine and Dragline Operators, Surface Mining	15	144	149
43-6011	Executive Secretaries and Executive Administrative Assistants	23	316	255
49-3041	Farm Equipment Mechanics and Service Technicians	27	286	302
45-2093	Farmworkers, Farm, Ranch, and Aquacultural Animals	1,471	9,866	9,974
Nov-31	Financial Managers	48	522	617
33-2000	Firefighting and Prevention Workers *	26	339	346
47-1011	First-Line Supervisors of Construction Trades and Extraction Workers	124	1,365	1,480
33-1011	First-Line Supervisors of Correctional Officers	17	198	207
45-1011	First-Line Supervisors of Farming, Fishing, and Forestry Workers	50	353	376
35-1012	First-Line Supervisors of Food Preparation and Serving Workers	286	1,717	1,918
37-1011	First-Line Supervisors of Housekeeping and Janitorial Workers	42	331	356
49-1011	First-Line Supervisors of Mechanics, Installers, and Repairers	97	1,050	1,131
51-1011	First-Line Supervisors of Production and Operating Workers	138	1,383	1,456
41-1011	First-Line Supervisors of Retail Sales Workers	245	2,290	2,431
51-3092	Food Batchmakers	19	115	127

* Also designated as a
PWDB Target Occupation

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

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

* Also designated as a
PWDB Target Occupation

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

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

* Also designated as a
PWDB Target Occupation

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

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

Updated May 2025

* Also designated as a
PWDB Target Occupation

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

Occupational Code	Occupation Title	Annual Openings	Estimated Employment (2022)	Projected Employment (2032)
45-2093	Farmworkers, Farm, Ranch, and Aquacultural Animals	1,471	9,866	9,974
53-7065	Stockers and Order Fillers	735	4,088	
53-7062	Laborers and Freight, Stock, and Material Movers, Hand	669	4,826	5,108
53-3032	Heavy and Tractor-Trailer Truck Drivers *	530	4,776	5,007
43-9061	Office Clerks, General	414	3,591	3,504
13-1000	Business Operations Specialists	389	4,264	4,593
43-4051	Customer Service Representatives	381	2,830	2,837
51-3022	Meat, Poultry, and Fish Cutters and Trimmers	373	2,749	3,056
31-1120	Home Health and Personal Care Aides	336	1,985	2,243
35-2014	Cooks, Restaurant	312	1,639	2,016
51-3023	Slaughterers and Meat Packers	293	2,158	2,399
35-1012	First-Line Supervisors of Food Preparation and Serving Workers	286	1,717	1,918
49-9071	Maintenance and Repair Workers, General	270	2,714	2,898
43-6014	Secretaries & Administrative Assistants, Except Legal, Medical, & Executive	269	2,755	2,519
43-3031	Bookkeeping, Accounting, and Auditing Clerks *	262	2,295	2,270
41-1011	First-Line Supervisors of Retail Sales Workers	245	2,290	2,431
25-9045	Teaching Assistants, Except Postsecondary	238	2,029	2,047
47-2061	Construction Laborers	226	2,346	2,537
29-1141	Registered Nurses *	221	3,412	3,711
31-1131	Nursing Assistants *	211	1,429	1,480
43-4171	Receptionists and Information Clerks	193	1,339	1,427
25-2021	Elementary School Teachers, Except Special Education *	179	2,578	2,632
39-9011	Childcare Workers *	165	984	996
37-3011	Landscaping and Groundskeeping Workers	161	1,147	1,239
49-3023	Automotive Service Technicians and Mechanics *	141	1,539	1,620
25-3031	Substitute Teachers, Short-Term	139	1,147	1,160
51-1011	First-Line Supervisors of Production and Operating Workers	138	1,383	1,456
13-2011	Accountants and Auditors *	124	1,418	1,528
47-1011	First-Line Supervisors of Construction Trades and Extraction Workers	124	1,365	1,480
35-2012	Cooks, Institution and Cafeteria	119	794	795
51-4121	Welders, Cutters, Solderers, and Brazers *	115	89	83
25-2031	Secondary School Teachers, Except Special and Career/Technical Education *	114	1,772	1,813
53-7051	Industrial Truck and Tractor Operators	110	1,004	1,094
31-9092	Medical Assistants *	107	667	803

* Also designated as a
PWDB Target Occupation

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

Occupational Code	Occupation Title	Annual Openings	Estimated Employment (2022)	Projected Employment (2032)
47-2111	Electricians *	104	931	1,092
41-3091	Sales Reps of Services, Ex Advertising, Insurance, Financial Services & Travel	103	976	1,061
29-2061	Licensed Practical and Licensed Vocational Nurses *	98	1,238	1,271
43-5071	Shipping, Receiving, and Inventory Clerks	98	917	952
49-1011	First-Line Supervisors of Mechanics, Installers, and Repairers	97	1,050	1,131
25-2022	Middle School Teachers, Except Special and Career/Technical Education *	90	1,307	1,336
33-3012	Correctional Officers and Jailers	88	984	1,006
33-3051	Police and Sheriff's Patrol Officers *	86	1,063	1,099
43-6013	Medical Secretaries and Administrative Assistants	80	642	732
43-4081	Hotel, Motel, and Resort Desk Clerks	72	463	449
47-2152	Plumbers, Pipefitters, and Steamfitters *	69	609	727
17-3000	Drafters, Engineering Technicians, and Mapping Technicians *	68	616	682
47-2073	Operating Engineers and Other Construction Equipment Operators	68	720	771
43-5061	Production, Planning, and Expediting Clerks	67	581	632
49-9041	Industrial Machinery Mechanics *	66	747	812
51-9061	Inspectors, Testers, Sorters, Samplers, and Weighers	66	680	608
41-3021	Insurance Sales Agents	65	645	743
31-9091	Dental Assistants	64	385	451
41-2022	Parts Salespersons	64	480	533
13-1071	Human Resources Specialists	57	605	656
51-9111	Packaging and Filling Machine Operators and Tenders	57	496	529
29-2052	Pharmacy Technicians *	57	542	607
13-1082	Project Management Specialists *	55	690	748
43-3021	Billing and Posting Clerks	54	469	509
43-3071	Tellers	54	626	560
43-9021	Data Entry Keyers	52	598	485
49-3031	Bus and Truck Mechanics and Diesel Engine Specialists *	51	569	595
11-2022	Sales Managers	51	650	680
45-1011	First-Line Supervisors of Farming, Fishing, and Forestry Workers	50	353	376
Nov-31	Financial Managers	48	522	617
49-9021	Heating, Air Conditioning, and Refrigeration Mechanics and Installers *	46	401	487
51-6011	Laundry and Dry-Cleaning Workers	46	326	336

* Also designated as a
PWDB Target Occupation

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

Occupational Code	Occupation Title	Annual Openings	Estimated Employment (2022)	Projected Employment (2032)
49-3093	Tire Repairers and Changers	46	345	399
37-1011	First-Line Supervisors of Housekeeping and Janitorial Workers	42	331	356
47-5071	Roustabouts, Oil and Gas	42	340	393
45-2091	Agricultural Equipment Operators	41	256	281
21-1093	Social and Human Service Assistants	41	372	396
15-1232	Computer User Support Specialists *	39	512	556
47-2031	Carpenters *	38	434	452
19-5011	Occupational Health and Safety Specialists	37	340	349
53-7081	Refuse and Recyclable Material Collectors	37	276	291
29-2056	Veterinary Technologists and Technicians	37	238	352
13-1020	Buyers and Purchasing Agents	36	420	408
49-9098	Helpers--Installation, Maintenance, and Repair Workers	36	282	314
25-2011	Preschool Teachers, Except Special Education	36	345	350
43-5032	Dispatchers, Except Police, Fire, and Ambulance	35	367	371
43-5052	Postal Service Mail Carriers	35	443	462
13-1161	Market Research Analysts and Marketing Specialists	34	299	348
51-4041	Machinists *	33	313	328
21-1021	Child, Family, and School Social Workers	32	340	379
51-9124	Coating, Painting, and Spraying Machine Setters, Operators, and Tenders	31	336	345
41-9022	Real Estate Sales Agents	31	338	360
47-2051	Cement Masons and Concrete Finishers	30	355	381
35-1011	Chefs and Head Cooks	30	230	253
49-9051	Electrical Power-Line Installers and Repairers	30	334	362
23-2011	Paralegals and Legal Assistants *	30	256	289
43-4031	Court, Municipal, and License Clerks	28	271	284
21-1012	Educational, Guidance, and Career Counselors and Advisors	28	369	387
29-2042	Emergency Medical Technicians *	28	324	362
13-2072	Loan Officers	28	347	373
49-3041	Farm Equipment Mechanics and Service Technicians	27	286	302
29-1171	Nurse Practitioners	27	350	441
47-2141	Painters, Construction and Maintenance	27	321	346
31-2021	Physical Therapist Assistants *	27	170	192
37-1012	Supervisors of Landscaping, Lawn Service & Groundskeeping Workers	27	229	249
33-2000	Firefighting and Prevention Workers *	26	339	346

Updated May 2025

* Also designated as a
PWDB Target Occupation

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

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

Updated May 2025

* Also designated as a
PWDB Target Occupation

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

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

* Also designated as a
PWDB Target Occupation



ITEM 13b

PWDB Policy Update: Selective Service Registration

PANHANDLE WORKFORCE DEVELOPMENT BOARD
Chapter 2 - Workforce Innovation and Opportunity Act (WIOA)
Section 2.1 - All WIOA Program Participants

Policy W 2.1.3

Selective Service Registration

Effective 05-21-2025

PURPOSE: To provide Panhandle Workforce Development Board policy outlining the United States (U.S.) Selective Service Registration requirements for all Workforce Innovation and Opportunity Act (WIOA) funded Services, according to federal provisions. **All qualifying males must provide verification of the Selective Service registration before being enrolled in WIOA Title I-funded programs and services, and participating youth under the age of 18 must be informed of the requirement to register for the Selective Service by or on their 18th birthday in order for services to be continued.**

BACKGROUND: Texas Workforce Commission (TWC) Workforce Development (WD) Letter 08-24, Change 1, issued in February 2025, clarifies in its Attachment 1 under the category of *Selective Service-Who Must Register* to state “All male United States (U.S.) citizens born after December 31, 1959, who are 18 but not yet 26 years old” with noted exceptions. The list of exceptions in TWC WD 08-24, Change 1, as updated (including Attachment 1); Technical Employment and Guidance Letter (TEGL) 11-11, Change 2, as updated; and the Selective Service System website at www.sss.gov, should be referenced for more information.

All males born on or after January 1, 1960, are required to register with the Selective Service System within thirty (30) days of their 18th birthday, i.e., thirty (30) days before, or thirty (30) days after, their 18th birthday. This includes males who are:

- Citizens of the U.S.;
- Non-citizens, including illegal aliens, legal permanent residents, seasonal agricultural workers, and refugees, who take up residence in the U.S. before their 26th birthday; and/or
- Dual nationals of the U.S. and another country, regardless of whether they live in the U.S.

For U.S. citizens, Selective Service registration is not required if a male falls into one of the following categories:

- Serving in the military on full-time duty;
- Attending one of the military service academies;
- Disabled and continually confined to a residence, hospital, or institution; and/or
- Hospitalized, institutionalized, or incarcerated. These individuals are not required to register during their confinement, however, they must register within thirty (30) days after being released, if they have not reached their 26th birthday at that time.

For non-U.S. citizens, Selective Service registration is not required if the man falls within one of the following categories:

- Noncitizen male who came into this country for the first time after his 26th birthday. Acceptable forms of supporting documentation include:
 - Date of entry stamp in his passport;
 - I-94 with date of entry stamp on it; or

- Letter from the U.S. Citizenship and Immigration Services (USCIS) indicating the date the man entered the U.S. presented in conjunction with documentation establishing the individual's age.
- Noncitizen male who entered the U.S. illegally after his 26th birthday. He must provide proof that he was not living in the U.S. from age 18 through 25.
- Noncitizen male on a valid non-immigrant visa.

PANHANDLE WORKFORCE DEVELOPMENT BOARD POLICY: In order to be determined eligible to receive WIOA funded Services, all males born **after December 31, 1959** ~~on January 1, 1960 and after~~ are required to provide documentation showing compliance with the Selective Service registration requirement. Workforce Solutions Panhandle (WSP) is responsible for updating procedures to determine individual eligibility for WIOA Services by validating that all male applicants have either satisfied the Selective Service registration requirement, were determined by Selective Service System as not required to register, or did not “knowingly and willfully” fail to register.

WSP procedures must include steps documenting how a determination of eligibility for WIOA is made, if a male did not register for Selective Services between the ages of 18 and 26. The following must also be incorporated into WSP procedures to ensure and maintain consistency:

- **Providing information to applicants about requesting a Status Information Letter, indicating whether an individual was required to register with the Selective Service, when the individual is required to obtain a copy;**
- **Gathering information, reviewing documentation provided, and making proper determinations based on such evidence. Evidence may include the individual's written explanation of his circumstances at the time of the required registration, and the reasons for failure to register, along with supporting documentation;**
- **Making justified and appropriate determinations based on evidence provided;**
- **Informing the male applicant of denial and providing information about grievance procedures; and**
- **Entering case notes, in WorkInTexas, of the decision and all actions, including retaining documentation in the physical case file, as applicable.**

Unregistered Males Under Age 26

All males who are not registered with the SSS and have not reached their 26th birthday must register through the SSS website at: www.sss.gov before being enrolled in WIOA Services. If a male turns 18 while participating in any services, SSS registration must be completed within 30 (thirty) days of his 18th birthday. If the individual fails to do so, WIOA funded services must be suspended until he registers and provides proof.

Unregistered Males Age 26 or Older

Any male 26 years of age or older who did not register for Selective Service between the ages of 18-26 is presumed to be disqualified from participation in WIOA funded activities and services.

To participate in WIOA Services, the individual must provide a Status Information Letter from the SSS indicating whether they were required to register with the SSS. If the letter shows the

individual was determined to be required to register, he must provide evidence explaining why he failed to register with the SSS. If WSP determines that the individual did not “knowingly” (having knowledge of the requirement to register) and did not “willfully” (intentionally, not accidentally), fail to register, and the individual is otherwise eligible, WIOA Services may be granted. If the evidence shows that the individual “knowingly and willfully” failed to register, WIOA Services must be denied.

WSP procedures to determine whether a male who did not register for SSS between the ages of 18 and 26 is eligible for WIOA must adhere to the documentation requirements outlined in the WIOA Eligibility Guidelines Selective Service Registration Desk Reference, which is still valid for WIOA basic eligibility purposes. The following must also be incorporated into WSP procedures:

- Provide information to applicants about requesting a Status Information Letter from the SSS indicating whether an individual was required to register with the SSS;
- Establish protocols to assure and maintain consistency in information gathering, reviewing documentation provided, and making proper determinations based on such evidence. Evidence may include the individual’s written explanation of his circumstances at the time of the required registration, and the reasons for failure to register, along with supporting documentation;
- Render justified and appropriate determinations based on evidence presented;
- Providing a written decision to the male applicant in question, and furnishing information about grievance procedures; and
- Documenting the decision in the case file and TWIST (The Workforce Information System of Texas) Counselor Notes.

RESCISSIONS: Section 2.1 - All WIOA Program Participants, Policy W 2.1.3, Selective Service Registration, Effective 02-24-2016



ITEM 13c

PWDB Policy Update: Child Care Services

PANHANDLE WORKFORCE DEVELOPMENT BOARD

Chapter 3-Child Care Services

Policy CC 3.1

Child Care Services

Effective: 5-21-2025

BACKGROUND: The Child Care Development Block Grant (CCDBG) Act of 2014 authorizes the federal Child Care Development Fund (CCDF), which is the primary federal funding source for providing Child Care subsidy assistance to low-income families and for improving the quality of care for all children. The Texas Workforce Commission (TWC) is the CCDF lead agency in the State of Texas, providing funding to the Panhandle Workforce Development Board.

PANHANDLE WORKFORCE DEVELOPMENT BOARD (PWDB) POLICY:

Workforce Solutions Panhandle (WSP) will implement procedures for managing Child Care Services, which comply with current Child Care Services Rules and regulations, all applicable State and federal guidelines and issuances, and this policy. This policy outlines each section of the Texas Administrative Code (TAC) Chapter 809 Child Care Services (CCS) Rules, as amended, the TWC Child Care Services (CCS) Guide, as amended; TWC WD Letters, as amended; and TWC guidance and directives, where local policy is required.

➤ **Priority for Child Care Services (TAC §809.43(a)(3); CCS Guide B-403):**

[Section 98.46\(a\)](#) of the CCDF regulations requires mandatory priority for services provided to children of families with very low family income (considering family size); children with special needs and vulnerable populations; and children experiencing homelessness. The TAC and CCS Guide require Boards to establish an additional priority group, not based on parent choice of an individual provider or provider type. The PWDB has designated the following priority group(s):

- Parents who are receiving services from workforce partners and participating in programs funded by the PWDB, such as Workforce Innovation and Opportunity Act (WIOA);
- Adding siblings of a child who is already receiving Child Care Services but who are not currently receiving Child Care Services themselves; and
- Early Childhood Educators who serve in teaching or direct care capacity for children at early learning programs, such as a lead teacher, assistant teacher or floater/rotating teacher as described in House Bill 619 (HB 619) – Child Care Workforce Strategic Plan 2023-2025.

➤ **Reductions of the Assessed Parent Share of Cost (PSoC) for Non-Full-Time Care CCS (TAC §809.19(g); Guide B-601.b):**

Eligible families will receive a 25% PSoC reduction when all children in the family are in part-time care. Part-time care includes part-time, blended, or part-week referrals as described in CCS Rules 809.93.

~~Cases will be assessed and reduction applied at the following times:~~

- ~~▪ At initial enrollment~~
- ~~▪ At recertification~~
- ~~▪ When household composition changes and new PSoC is to be calculated~~
- ~~▪ When a parent requests a fee reduction~~
- ~~▪ Upon a referral change, as applicable~~

Fees will revert to the originally assessed PSoC amount if a child's care changes from part-time to full-time, as the family is no longer eligible for the reduction. The change will be effective **on the following Monday**. ~~at the beginning of the first full month.~~

➤ **Temporary Reductions for Extenuating Circumstances (TAC §809.19(d); CCS Guide B-604.c):**

A parent is allowed two (2) Parent-initiated PSoC reductions for extenuating circumstances within an eligibility period. An assessment of the family's financial situation for extenuating circumstances must be completed and documented in the child care case management system each time a parent requests a reduction in their PSoC, including the final decision for each request.

Child Care staff will record full details including the dollar amounts of the PSoC for the previous **week month** and current **week month**; and justification for all changes explaining in detail how all actions taken with customers are appropriate and necessary, and mirroring activities and services.

➤ **Parent Failure to Pay the Parent Share of Cost (PSoC) (TAC §809.19(b); CCS Guide B-606.a):**

If a parent fails to pay their PSoC, the PWDB:

- Will not pay the Child Care Services provider.
- Does not require the parent to pay the provider before the family's eligibility is redetermined for future Child Care Services.

➤ **Terminations of Care due to Failure to pay the Parent Share of Cost (TAC §809.19(c); CCS Guide B-606.b):**

WSP will **adhere to Operational Procedures** ~~follow a process~~ for evaluating a family's financial circumstances for possible reduction of the PSoC before an early termination for nonpayment of PSoC. An assessment of the family's financial situation for extenuating circumstances must be completed each time the family is reported for non-payment, documented in the child care case management system, and will include these details:

- Evaluating a family's financial situation for extenuating circumstances that may affect affordability of the assessed PSoC;
- Offering a temporary reduction in the PSoC if the family has extenuating circumstances that warrant a reduction;
- Documenting the evaluation of the family's financial situation and any temporary reduction granted; and
- Identifying and assessing the circumstances that may jeopardize a family's self-sufficiency.

WSP will maintain a list of all terminations due to failure to pay the PSoC, including details on family size, income, family circumstances, and the reason for the termination made accessible to PWDB staff in a shared file.

➤ **Payment Rates for Providers Offering Transportation (TAC §809.20(f); CCS Guide B-704):**

Payment for providers that offer transportation will be paid up to the maximum provider payment rate as long as the combined total of the provider's published rate and the transportation rate do not exceed the maximum payment rate established in B-702 and B-703.

➤ **Direct Referrals to Recognized Partnerships (TAC §809.22; CCS Guide D-1007):**

The PWDB supports direct referrals from recognized partnerships between a child care provider and the following: a public-school prekindergarten provider; a local education agency, or a Head Start or Early Head Start program.

WSP will implement procedures supporting direct referrals from recognized partnerships, ensuring that it exempts children who were directly referred from a recognized partnership from any waiting list and that priority of service is applied to the pool of direct partnership referrals if funding is limited or if the number of direct referrals exceeds the number of available subsidized slots at a partnership site.

➤ **Parent Rights –Transfers (TAC §809.71(3); CCS Guide E-101):**

The PWDB does not place a limit on the number or frequency of transfers of a child from one Child Care Provider to another.

WSP will ensure that parents receive information regarding transferring children from one provider to another, which must not be permitted until the start of the second pay period following a parent’s request, except in cases:

- In which the provider is subject to a Child Care Regulation (CCR) action, as described in TAC §809.94 and CCS Guide F-400, as updated;
- When the transfer is authorized by Child Protective Services (CPS) for a child in protective services; or
- On a case-by-case basis determined by the PWDB. For consideration, by the PWDB, of this exemption, WSP will implement the Operational Procedure for WSP staff to submit a request and documentation to the Board through the panhandletwist@theprpc.org email.

➤ **Difference Between Provider Published Rate and Board Payment Rate (TAC §809.92(d); CCS Guide F-204(a)):**

Child Care Services Providers are not allowed to charge parents eligible for Child Care Services the difference between the provider's published rate and the amount of the PWDB’s Payment Rate (including the assessed PSoC).

RESCISSION: PWDB Chapter 3 Child Care Services, Policy CC 3.1 Child Care Services, Effective 12-11-2024.



ITEM 18

Director's Report



The Texas Workforce Commission JET Grant Award Presentation

Workforce Solutions Panhandle
Friday, May 9, 2025
10:00 AM

Award Recipients

Amarillo College: \$311,476 to train 120 Emergency Medical Technician students
Clarendon College: \$97,025 to train 11 Nursing Assistant students
Frank Phillips College: \$331,298 to train 100 Licensed Vocational Nursing students

Agenda

Welcome and Introductions

Marin Rivas, Workforce Development Director, Panhandle Regional Planning Commission

Speakers

David Hall, Dean of Technical Education, Amarillo College
Mary Blackwell BSN RN, RNEC LVN Program Director/RNEC Director, Frank Phillips College
Texas D. "Tex" Buckhaults, President/CEO Clarendon College
Commissioner Joe Esparza, Commissioner Representing Employers, Texas Workforce Commission

Check Presentation

Commissioner Joe Esparza, Commissioner Representing Employers, Texas Workforce Commission

Closing Remarks

Marin Rivas, Workforce Development Director, Panhandle Regional Planning Commission




WORKFORCE SOLUTION
PANHANDLE
 Preparing Panhandle Youth for
 Success...
College Prep Assistance
**Career Assessment
 & Planning**
Training
Partnership Opportunities
Employment Opportunities



WORKFORCE SOLUTIONS
PANHANDLE

"Meeting the needs
the business community
through partnerships with
economic development,
education and employers"

Market Information

Viewing Facilities

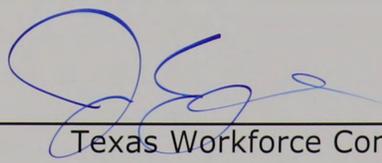
Significant Recruiting

Internet Based Job Matching

Employment Law Information

www.wspanhandle.com



	TEXAS WORKFORCE SOLUTIONS	May 09, 2025
Pay to the order of		
<i>Clarendon College</i>		\$97,025
<i>Ninety Seven Thousand, Twenty Five Dollars</i>		
Jobs & Education for Texans Grant		Texas Workforce Commission




TEXAS WORKFORCE SOLUTIONS
May 09, 2025

Pay to the order of

Frank Phillips College

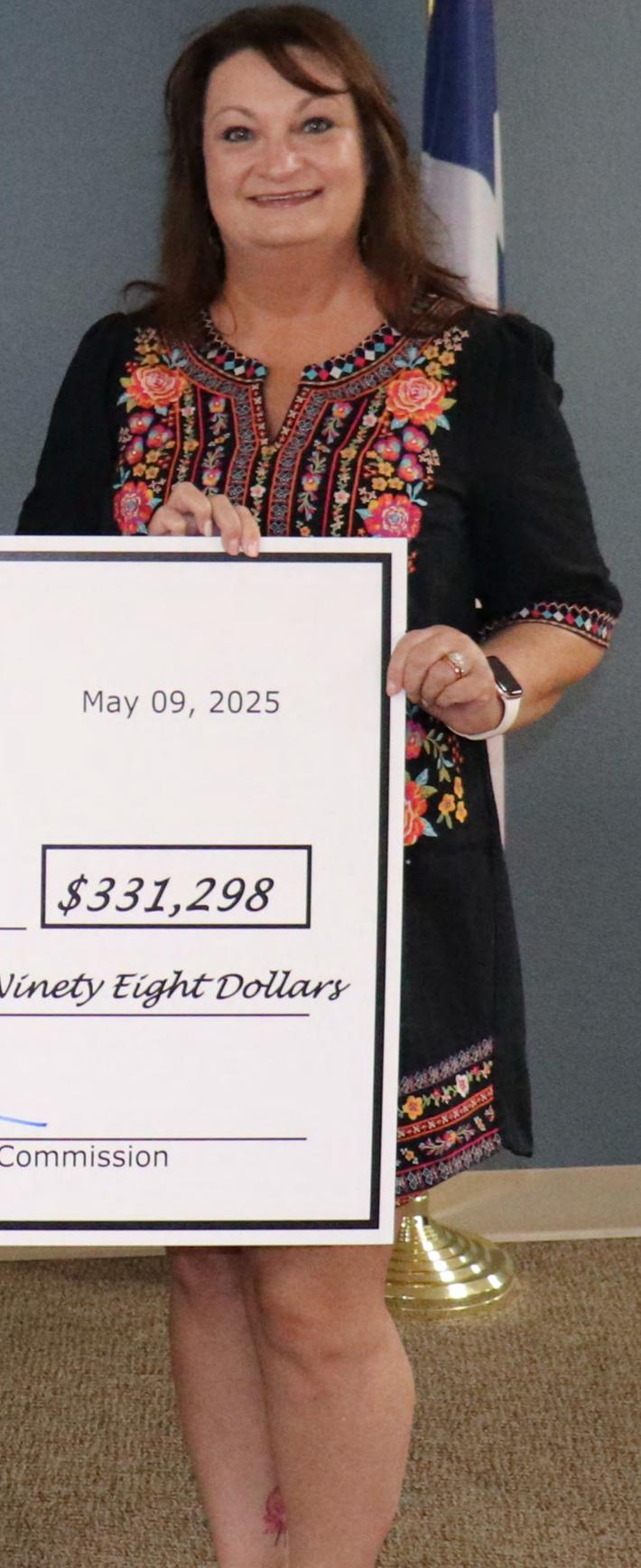
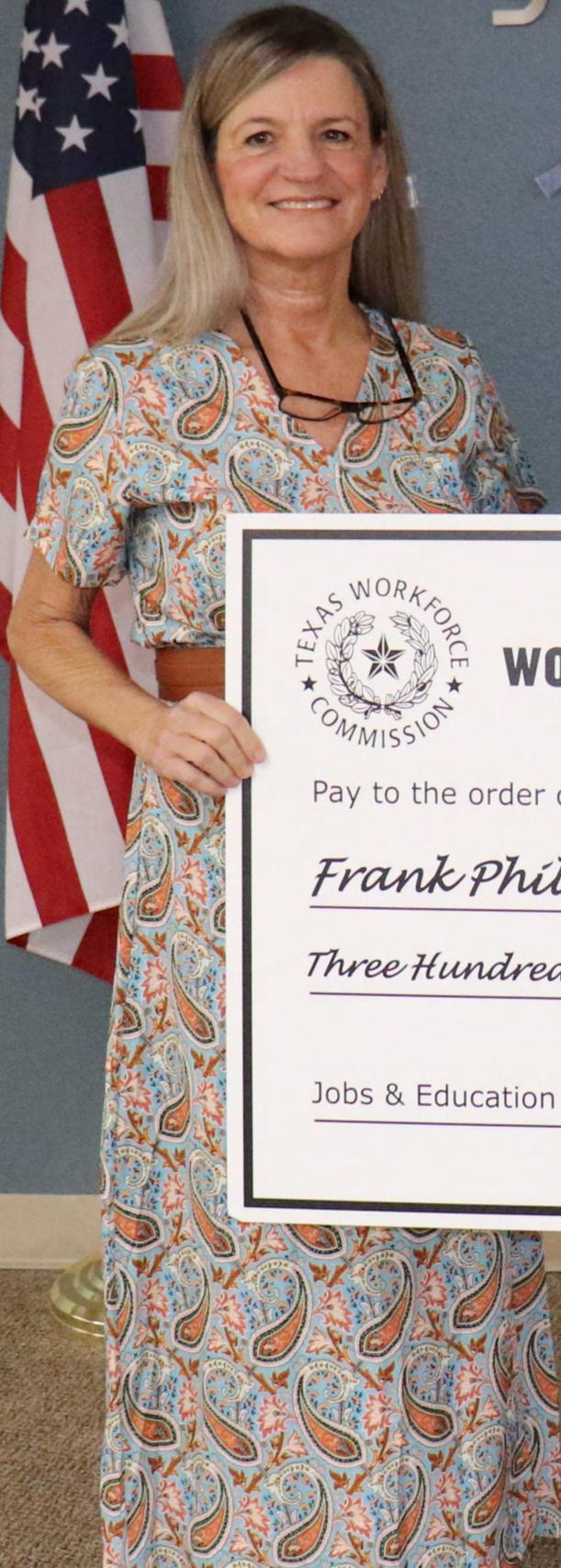
\$331,298

Three Hundred Thirty One Thousand, Two Hundred Ninety Eight Dollars

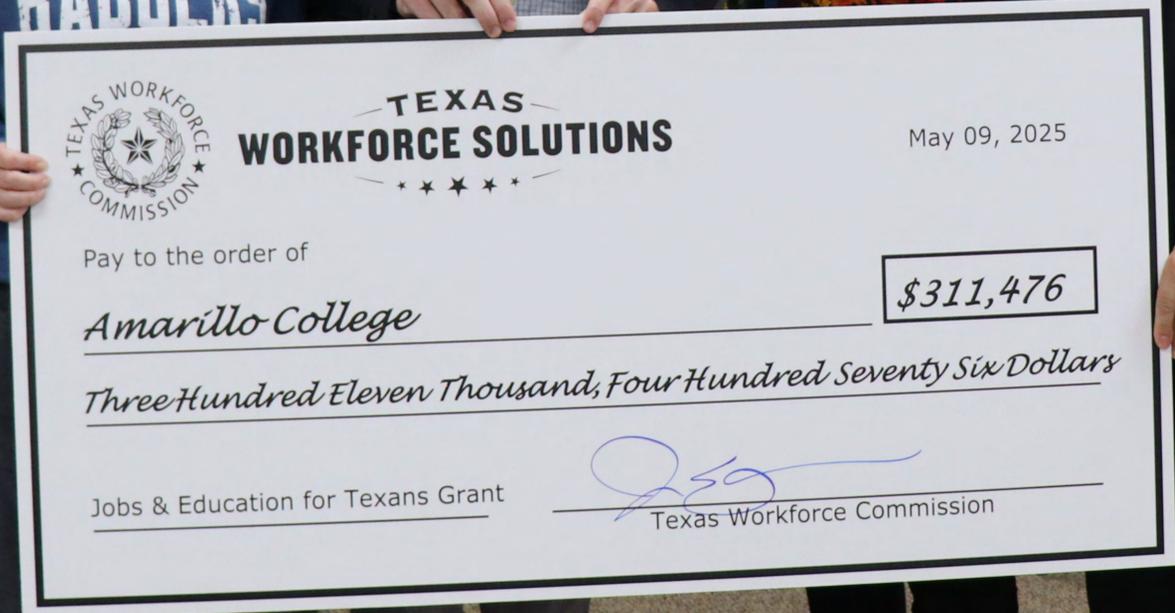
Education for Texans Grant

Texas Workforce Commission





	<p>TEXAS WORKFORCE SOLUTIONS</p>	<p>May 09, 2025</p>
<p>Pay to the order of</p>		
<p><i>Frank Phillips College</i></p>		<p>\$331,298</p>
<p><i>Three Hundred Thirty One Thousand, Two Hundred Ninety Eight Dollars</i></p>		
<p>Jobs & Education for Texans Grant</p>	 <p>Texas Workforce Commission</p>	



**TEXAS
WORKFORCE SOLUTIONS**

May 09, 2025

Pay to the order of

Amarillo College

\$311,476

Three Hundred Eleven Thousand, Four Hundred Seventy Six Dollars

Jobs & Education for Texans Grant

[Signature]
Texas Workforce Commission

AMARILLO COLLEGE
RADGERS





Press Release

FOR IMMEDIATE DISTRIBUTION

DATE: April 23, 2025

MEDIA CONTACT: Sarah Fischer

EMAIL: press@twc.texas.gov

PHONE: 512-463-8556

TWC's ApprenticeshipTexas Program Helps Moore County Hospital Solve Critical Nursing Shortage

AUSTIN – The Texas Workforce Commission (TWC) is proud to highlight the success of its ApprenticeshipTexas program, which has helped Moore County Hospital, a rural healthcare provider, address a critical staffing shortage. Launched in 2023, this apprenticeship program has helped address the hospital's nursing shortage, a challenge faced by many Texas healthcare facilities.

"We have a pipeline of incoming nurses. We can have nurses retire, we can have nurses move for different reasons in life," said Chief Nursing Officer at Moore County Hospital Yessenia Longoria. "Apprenticeship Texas allowed us to not have to struggle with finding qualified applicants to want to work here."

ApprenticeshipTexas is designed to help employers start and expand apprenticeships by guiding them through every step of the process. TWC also connects employers with valuable services, helping them access a wider range of resources to build a skilled workforce. Through this partnership, Moore County Hospital has been able to create a pipeline of qualified nurses while retaining talent within the community and improving patient care.

"Apprenticeship Texas solved the struggle because now we can recruit from within," said Chief Executive Officer at Moore County Hospital Jeff Turner. "For these students to be able to stay home, gain a degree, and a career path...They have a future now that they didn't have prior to these skills."

Apprenticeships offer employers a solution to workforce shortages by helping create highly skilled and trained talent pipelines that contribute to business growth and economic development. TWC works with employers to support the more than 960 registered apprenticeship programs and more than 38,000 active apprentices in Texas.