

**Panhandle Workforce  
Development Board  
Meeting Agenda  
February 23, 2022**



## **NOTICE OF MEETING**

A meeting of the Panhandle Workforce Development Board will be held at 12:30 p.m. on Wednesday, February 23, 2022. Due to the COVID-19 crisis, this meeting will be held in hybrid format with videoconference available pursuant to Texas Government Code Section 551.127.

Under the hybrid format, 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.

Board members and individuals of the public interested in attending this meeting by videoconference may do so by logging onto:

<https://us02web.zoom.us/j/86513680794?pwd=ZlkyTDdSeHNkUitqZCtWV3N0UG1xdz09>

(Meeting ID: 865 1368 0794 - Passcode: 518476);

Or may participate by phone (346) 248-7799 (Meeting ID: 865 1368 0794 - Passcode: 518476).

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**

Members will be asked to consider approval of the minutes from the Board's meeting held on December 8, 2021.

Also attached, for informational purposes, are minutes of the December 9, 2021 meeting of the Panhandle Workforce Development Consortium's Governing Body. Please note that the group concurred with the actions of the Board.

4. **PROGRAM PRESENTATION – AMARILLO COLLEGE’S NEW MENTAL HEALTH TECHNICIAN PROGRAM**

Members will be presented with an overview of a new Mental Health Technician Program from Amarillo College. This program would be added to the Texas Workforce Commission’s Statewide Eligible Training Provider List (ETPL) dependent upon the Board’s action in the next agenda item (#5) regarding the Panhandle’s In-Demand and Target Occupations Lists, and the occupation of Psychiatric Technician. No action on this agenda item by the Board is required.

5. **POLICY UPDATE**

Members will be asked to consider a proposed update to current local policy for In-Demand Industries, In-Demand Occupations, and Target Occupations-Update. This update proposes to add the occupation of Psychiatric Technician to the Panhandle Workforce Development Area’s lists of In-Demand Industries and Associated Target Occupations; In-Demand Occupations; and Target Occupations.

6. **REPORTS ON GRANTS**

A review of reports on the Panhandle’s grants for October 1, 2021 – December 31, 2021 will be presented. No action by the Board is required.

7. **LOCAL MONITORING REPORT**

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

8. **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.

9. **DIRECTOR’S REPORT ON WORKFORCE ACTIVITIES**

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

10. **CURRENT MEMBERSHIP LIST**

11. **FINAL PUBLIC COMMENT PERIOD**

12. **ADJOURN**

PUBLIC NOTICE

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

Posted this 16<sup>th</sup> day of February, 2022, at 415 Southwest Eighth Avenue, Amarillo, Texas, at 12:00 p.m.



Leslie Hardin



**ITEM 3a**



PANHANDLE REGIONAL PLANNING COMMISSION

Panhandle Workforce Development Board

Minutes

December 8, 2021

The regular meeting of the Panhandle Workforce Development Board was held at 12:30 p.m. on Wednesday, December 8, 2021. Due to the current COVID-19 crisis this meeting was held in hybrid format by videoconference pursuant to Texas Government Code Section 551.127. Board members and individuals from the public who desired to attend in person, accessed the meeting at 3120 Eddy Street, Amarillo, Randall County, Texas.

Ms. Michelle Griffin, presided.

MEMBERS PRESENT:

- Irene Arnold, Downtown Women's Center, Inc.
- Betty Bara, La Fiesta Grande
- Jay Barrett, Amarillo Area Center for Academic Learning
- Norman Bearden, Texas Workforce Commission
- Texas "Tex" Buckhaults, Clarendon College
- Kevin Caddell, Furniture Fashions, LTD
- Tamara Clunis, Amarillo College
- Heather Freeman, CNS Pantex
- Michelle Griffin, Amarillo National Bank-Borger Branch
- Kristi Hanes, Night & Day, Care & Play Inc.
- Jason Henderson, Bell Helicopter, Textron
- Art Martinez, Whiteface Heating & Air, Inc.
- David Parker, Harwell & Cook Orthodontics
- Matt Parker, Baptist St. Anthony's Health System
- Charlie Rivas, Rivas Environmental Consultants, Inc.
- Valarie Robbins, Texas Workforce Solutions Vocational Rehabilitation Services
- John Roberts, Central South Carpenters Regional Council
- Michael Wright, Moore County News - Press
- Magi York, Panhandle Community Services

MEMBERS ABSENT:

- Francisco Apodaca, Apodaca Brothers
- Drew Downs, International Brotherhood of Electrical Workers Local 602
- Lisa Lillard, Texas Health and Human Services Commission
- Lisa White, Amarillo Public Library

OTHERS PRESENT:

Bruce Scott, Franky Scott, and Ilene Walton, Frank Phillips College; and Ray Flores, Jennifer Galloway, Frances Garcia, Ben Glover, Monica Martinez, Trent Morris, and Anthony Solis, Workforce Solutions Panhandle.

STAFF PRESENT:

Lori Bigham, Kathy Cabezuela, Christian Campbell, Leslie Hardin, Heather Reid, Marin Rivas, Samantha Roybal and Trenton Taylor.

1. CALL TO ORDER

Ms. Griffin 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 September 22, 2021 meeting. Mr. Caddell moved to approve the minutes as presented. Mr. Matt Parker seconded the motion; the motion carried.

4. PROGRAM PRESENTATION – FRANK PHILLIPS COLLEGE

Members heard an overview of programs from Frank Phillips College by Ms. Ilene Walton, Provost of the Rahl Campus in Dalhart. No action by the Board was required.

5. REPORT ON GRANTS

Staff presented reports on the Panhandle's grants for October 1, 2020 – September 30, 2021. No action by the Board was required.

6. LOCAL MONITORING REPORT

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

7. PWDB CERTIFICATION AND COMMUNITY IMPACT STATEMENT

Members were presented with the Notification from the Office of the Governor of recertification of the PWDB; and the PWDB's Board Oversight Capacity Ratings and Community Impact Statement. No action by the Board was required.

8. CYBERSECURITY COUNCIL BYLAWS

Members were asked to consider the adoption of a set of bylaws governing the Board's Cybersecurity Council. Mr. Caddell moved to approve the bylaws as presented. Mr. Roberts seconded the motion; the motion carried.

**\*\* AT THIS POINT IN THE MEETING, MEMBERS WERE DIRECTED TO A CLOSED SESSION \*\***  
*as per Texas Government Code §551.089, which does not require a governmental body to conduct an open meeting to deliberate:*

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

9. PANHANDLE CYBERSECURITY ASSESSMENT

Members were presented with a review of a Texas Workforce Commission (TWC) Cybersecurity Assessment of the Panhandle Workforce Development Area. No action by the Board was required.

10. PANHANDLE WORKFORCE DEVELOPMENT AREA CYBERSECURITY PLAN

Members were presented with the proposed Panhandle Workforce Development Area Cybersecurity Plan, PY 2021-2022. No action by the Board was taken in the closed session.

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

11. VOTE ON SUBMISSION OF THE CYBERSECURITY PLAN

Members were asked to vote on the Panhandle Workforce Development Area Cybersecurity Plan, PY 2021-2022 which, after receiving approval from the Board's Cybersecurity Council, was submitted to TWC by the deadline of November 19, 2021. Mr. Roberts moved to approve the submission of the Plan as presented. Mr. Henderson seconded the motion; the motion carried.

12. 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.

13. DIRECTOR'S REPORT ON WORKFORCE ACTIVITIES

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

14. CURRENT MEMBERSHIP LIST

This item was for informational purposes only.

15. FINAL PUBLIC COMMENT PERIOD

None.

16. ADJOURN

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



**ITEM 3b**





PANHANDLE REGIONAL PLANNING COMMISSION  
Panhandle Workforce Development Consortium's Governing Body  
Minutes  
December 9, 2021

A meeting of the Panhandle Workforce Development Consortium's Governing Body was held on Thursday, December 9, 2021, at 11:30 a.m. Due to the current COVID-19 crisis this meeting was held by videoconference pursuant to Texas Government Code Section 551.127.

Judge Dan Looten, Chair, presided.

MEMBERS PRESENT:

- Ginger Nelson, City of Amarillo
- Dan Looten, County of Carson
- Chris Porter, County of Gray
- Cindy Irwin, County of Hutchinson
- Terri Carter, County of Sherman
- Harold Keeter, County of Swisher

MEMBER ABSENT:

- D J Wagner, County of Deaf Smith

OTHERS PRESENT:

Ilene Walton, Frank Phillips College; Trent Morris and Anthony Solis, Workforce Solutions Panhandle

STAFF PRESENT:

Kathy Cabezuela, Christian Campbell, Leslie Hardin, Heather Reid, Marin Rivas, and Samantha Roybal

1. CALL TO ORDER

Judge Looten 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 September 23, 2021 meeting of the Governing Body. Judge Porter moved for approval. Judge Carter seconded the motion; the motion carried.

4. CURRENT MEMBERSHIP LIST

This item was for informational purposes only.

5. APPOINTMENT OF MEMBERS TO THE PANHANDLE WORKFORCE DEVELOPMENT BOARD

Members considered the new appointment of two individuals to serve on the Workforce Development Board. Judge Porter moved to appoint:

- Mr. Ryan Bradley, Plant Manager with Hunting Titan in Pampa, Texas, representing the Private Sector (Area V - Childress, Collingsworth, Donley, Gray, Hall And Wheeler Counties); and
- Ms. Shawn Campbell, Executive Director of the Perryton Community Development Corporation in Perryton, Texas, representing Economic Development Organizations.

Judge Carter seconded the motion; the motion carried.

6. 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 December 8, 2021 meeting of the Panhandle Workforce Development Board:

6a. MINUTES

Minutes from the Board's meeting held on September 22, 2021 and the Cybersecurity Council meeting held on November 15, 2021. No action by the Body was required.

6b. PROGRAM PRESENTATION – FRANK PHILLIPS COLLEGE

An overview of programs from Frank Phillips College, with an emphasis on the programs which have benefitted from the PWDB's High Demand Job Training (HDJT) projects. No action by the Body was required.

6c. REPORTS ON GRANTS

A review of reports on the Panhandle's grants for October 1, 2020 – September 30, 2021. No action by the Body was required.

6d. LOCAL MONITORING REPORT

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

6e. PWDB CERTIFICATION AND COMMUNITY IMPACT STATEMENT

- Notification from the Office of the Governor of recertification of the PWDB; and
- PWDB's Board Oversight Capacity Ratings and Community Impact Statement.

No action by the Body was required.

6f. CYBERSECURITY COUNCIL BYLAWS

A set of bylaws governing the Board's Cybersecurity Council adopted by the Board. The Body was asked to concur with the Board's adoption of the bylaws. Judge Porter moved for concurrence. Mayor Nelson seconded the motion; the motion carried.

**\*\* AT THIS POINT IN THE MEETING, MEMBERS ENTERED A BRIEF CLOSED SESSION \*\***  
*as per Texas Government Code §551.089, which does not require a governmental body to conduct an open meeting to deliberate:*

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

6g. PANHANDLE CYBERSECURITY ASSESSMENT

A review of a Texas Workforce Commission (TWC) Cybersecurity Assessment of the Panhandle Workforce Development Area. No action by the Body was required.

6h. PANHANDLE WDA CYBERSECURITY PLAN

The proposed Panhandle Workforce Development Area Cybersecurity Plan, PY 2021-2022. No action by the Body was taken in the closed session.

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

6i. VOTE ON SUBMISSION OF THE CYBERSECURITY PLAN

Members were asked to concur with the vote on the Panhandle Workforce Development Area Cybersecurity Plan, PY 2021-2022 which, after receiving approval from the Board's Cybersecurity Council, was submitted to TWC by the deadline of November 19, 2021. Mayor Nelson moved for concurrence on the submission of the Plan to TWC. Judge Keeter seconded the motion; the motion carried.

6j. 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.

6k. DIRECTOR'S REPORT ON WORKFORCE ACTIVITIES

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

6l. CURRENT BOARD MEMBERSHIP LIST

This item was for informational purposes only.

7. FINAL PUBLIC COMMENT PERIOD

None.

8. ADJOURN

There being no further business to come before the Body, Judge Keeter moved for adjournment. Judge Carter seconded; and the meeting adjourned.



**ITEM 4**

## Local Behavioral Health Sector Labor Market

### Panhandle Behavioral Health Alliance

Panhandle Behavioral Health Alliance (PBHA) is a multi-sector community collaboration that focuses on improving access to mental health and behavioral health care and covers 27 counties in the Texas Panhandle. Our core activities are to *convene, educate, and facilitate*. PBHA's focus areas are *community education, provider shortages, integrated care learning community, and the justice involved population*. To learn more about PBHA, please visit [www.PanhandleBehavioralHealthAlliance.org](http://www.PanhandleBehavioralHealthAlliance.org). To find local and regional resources, interactive tools and information, please visit the **Panhandle Mental Health Guide** [www.PanhandleMentalHealthGuide.org](http://www.PanhandleMentalHealthGuide.org).

### Mental Health Technician Program

PBHA's Behavioral Health Provider Shortage Work Group was formed in 2019 with the goal of increasing behavioral health providers in the Texas Panhandle by improving workforce recruitment and retention capacity in the area. To learn more about the work group and its previous activities, please visit [www.PanhandleBehavioralHealthAlliance.org/provider-shortage](http://www.PanhandleBehavioralHealthAlliance.org/provider-shortage).

Based on feedback from local employers, NWTSH Behavioral Health and Oceans Healthcare, there is an anticipated cumulative need of about **55** Mental Health Techs (MHTs) annually. PBHA, Amarillo College, Panhandle AHEC, NWTSH Behavioral Health, Oceans Healthcare, and Panhandle Regional Planning Commission are collaborating and have requested Amarillo College to develop and offer a new Mental Health Technician (MHT) course curriculum that would meet the local need. According to the MyNextMove.org, the [Mental Health Technician or Psychiatric Technician](#) occupation has a bright outlook for job opportunities.

After months of convenings and discussions, the first **Mental Health Technician course** at **Amarillo college** will start on **March 21, 2022**. In the class, students will learn the knowledge and skills necessary for an entry-level position to effectively promote empathy, support and healing when working with people diagnosed with a mental illness. The program is designed to prepare student to enter the field of the mental health services as an entry-level technician through classroom lecture and clinical training time at the local healthcare facilities. The program will consist of **48 clock hours of in-person classroom instruction and 72 clock hours of clinicals at a healthcare facility** with the knowledge and skills to learn such as AHA BLS/CPR, major medical diagnoses, basic patient care, coping and self-care – stress management and setting personal boundaries, age and cultural competency, and many more.

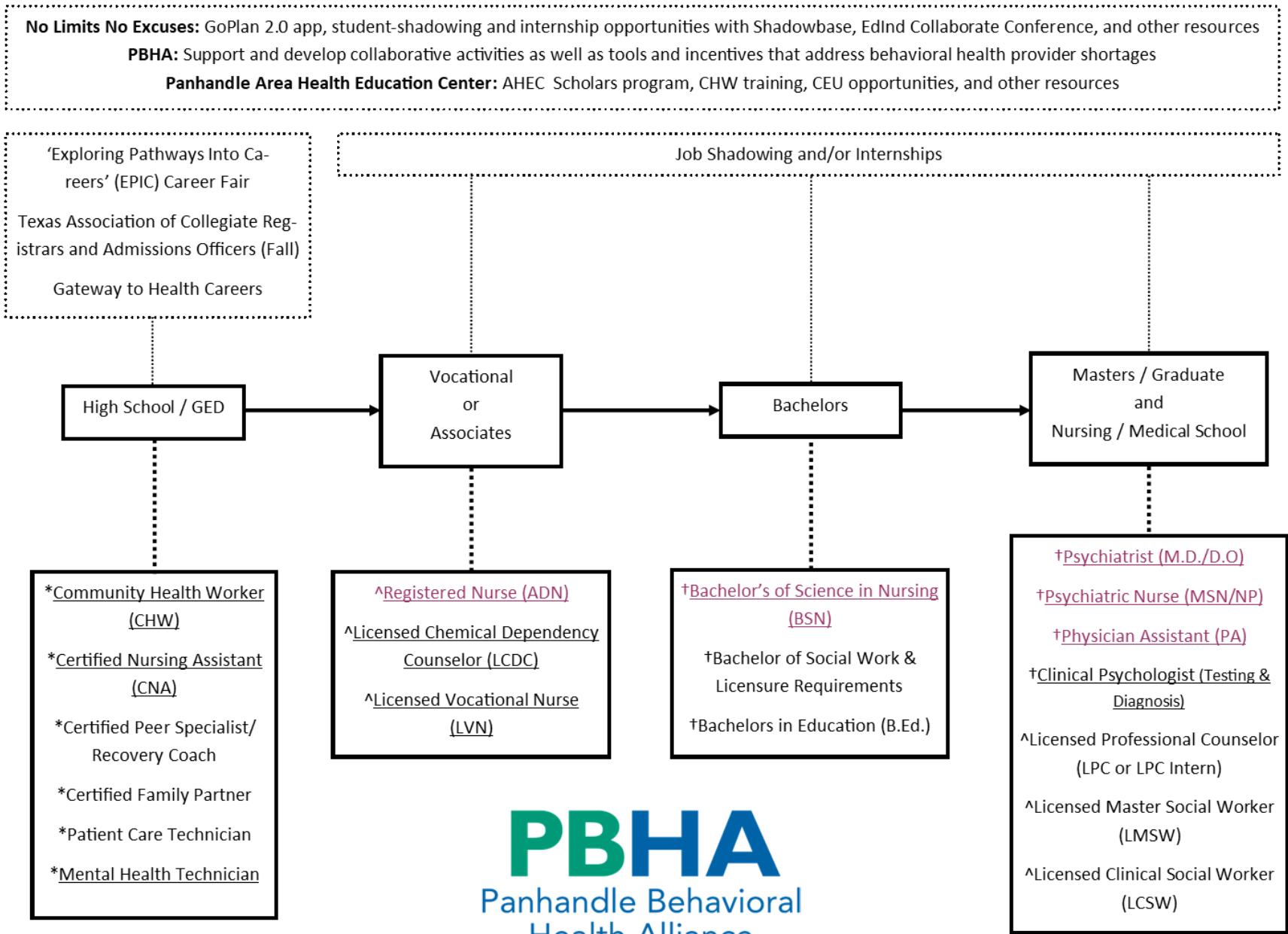
Pre-requisites for students include the proper documentation of: immunization record, criminal background check, complete drug screen, high school diploma or GED certificate, and paid tuition.

The total cost of the course to the individual is anticipated to be **less than \$700**. Subject to eligibility, students may receive financial aid or support from Workforce Solutions Panhandle.

As students complete the MHT course and become employed, they will have opportunities to learn about other advanced careers in the behavioral health field. *See Behavioral Health Provider pipeline on back.*

# Behavioral Health Provider Pipeline

\*Certifications, ^Licenses & †Degrees — Educational Level — Interventions / Resources



Titles listed may not match with the occupational code or industry job title.

STEM Program

Bright Outlook per MyNextMove



**ITEM 5**

December 6, 2021

To: Panhandle Workforce Development Board

Attn: Leslie Hardin, [lhardin@theprpc.org](mailto:lhardin@theprpc.org)

Regarding: Adding Occupation(s) to the Panhandle's Target Occupations List

Northwest Texas Healthcare System Behavioral Health is requesting consideration of adding the following Occupation(s) to the Panhandle's Target Occupations List.

| Standard Occupational Classification (SOC) Code<br><a href="https://www.bls.gov/soc/2018/major_groups.htm">https://www.bls.gov/soc/2018/major_groups.htm</a> | Occupation Name  |
|--|--|
| <a href="https://www.mynextmove.org/profile/summary/29-2053.00">https://www.mynextmove.org/profile/summary/29-2053.00</a> Psychiatric Technicians            | I am referring to this credential as a Mental Health Technician (MHT) but it can be renamed to another (Therapist Technician, Direct Care Professional, etc.) based on consensus from local employers. |

Target Occupations must meet specific criteria established by the Panhandle Workforce Development Board (PWDB), to be added to the Panhandle's Target Occupations List, including the following:

- Offer training completion within a two to three-year timeframe;
- Provide an average entry level hourly wage of \$12 or more; and
- Achieve total annual average job openings of 10 or more.

The PWDB will take certain local market knowledge into account when evaluating requests to add an Occupation that does not meet the above criteria. Target Occupations are expected to offer a career path, good wages and benefits, and fit the local definition of high-growth/high-skill jobs.

Please discuss below, any local market knowledge that your organization would like to be included in the review of this request, if any.

*The local CNA certification does not provide any exposure to mental health and behavioral health needs and further on the job training is needed before they become effective Mental Health Techs in our industry. Panhandle Behavioral Health Alliance (PBHA) has identified that there is an annual cumulative need to hire **50** Mental Health Technicians based on feedback from **two** local employers including us. A certified Mental Health Technician will receive priority hiring consideration by us as well as an hourly wage of at least **\$13/hour**. **NWTHS is willing to commit \$14/hour***

*Our internal discussion as well as discussion with PBHA has identified the following as preliminary curriculum features to be considered for this occupational certification.*

- *Basic Life Support (BLS/CPR)*
- *Basic patient care;*



- *Behavioral disorders training (DSM V diagnoses, Alzheimers, Dementia);*
- *Recognizing health issues in the geriatric population;*
- *Managing crisis or crisis calls;*
- *Physical & verbal de-escalation;*
- *Mental Health First Aid (MHFA),*
- *Handle with care (similar to PMAB),*
- *How to run an MHT group*
- *Coping skills & Self care*
- *Multi-disciplinary team dynamics (integrated teams)*
  - *“Person centered care” per discipline vs overall*
- *Age/Cultural competencies (children/adult/geriatric/other)*
- *Patient safety (defensive driving for patient transporters; wheelchair use and strapping with patients; food handling guidance (diet/NPO/other)*

**Kathleen Dostalík, JD, MBA**

Chief Executive Officer – Behavioral Health

Office: 806-354-1399 | Cell: 520-977-7445

Northwest Texas Healthcare System | 1501 S. Coulter, Amarillo, Texas 79106 | [www.nwths.com](http://www.nwths.com)

[Kathleen.Dostalík@nwths.com](mailto:Kathleen.Dostalík@nwths.com)



**PANHANDLE WORKFORCE DEVELOPMENT BOARD MANUAL**  
**Chapter 1-Universal Policies for Workforce Customers**  
**In-Demand Industries, In-Demand Occupations, and Target Occupations-Update**  
**Section 1.9** **Effective 02-23-2022**

**PURPOSE:** To update the In-Demand and Target Occupations for Workforce Innovation and Opportunity Act (WIOA) Adult and Dislocated Worker training. Updated information in this policy is highlighted in **bold typeface**.

**BACKGROUND:** For each State-established Workforce Development Board planning cycle, as outlined in TWC Workforce Development (WD) Letters 18-20 and 24-20, (as updated), Panhandle Workforce Development Board (PWDB) staff analyze Texas Workforce Commission (TWC) 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 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 the PWDB and to TWC.

**PANHANDLE WORKFORCE DEVELOPMENT BOARD POLICY:**

Workforce program resources may be utilized to meet skill needs of Panhandle employers. The 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 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.

Services may be provided to other industries not on the list. Workforce Solutions Panhandle (WSP) will prioritize services to additional 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.

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 are analyzed to identify occupations that can offer substantial career opportunities for workforce customers. Additional occupations, found in other industries that are validated with input from local businesses and economic developers, may be added to the Target Occupations list.

### **In-Demand Occupations**

Classroom training for workforce customers that is funded by grants other than WIOA must be included on the In-Demand Occupations list, or in other occupations meeting the Panhandle Workforce Development Area's (PWDA) definition of "In-Demand". The entire current list of In-Demand Occupations is available 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 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 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 PWDB Plan (available at <https://www.theprpc.org>).

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

- Offer training completion within a two to three-year timeframe;
- Provide an average entry level hourly wage of \$12 or more; and
- Achieve total annual average job openings of 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.

The Panhandle WDA In-Demand Industries and Associated Target Occupations, In-Demand Occupations, and Target Occupations lists are included in the PWDB Plan for PY 2021-2024, and in Attachments 1, 2, and 3 to this policy, respectively.

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

**RESCISSIONS:** Chapter 1-Universal Policies for Workforce Customers, Section 1.9, In-Demand Industries, In-Demand Occupations, and Target Occupations-Update, Effective 09-22-2021; Attachment 1, Panhandle Workforce Development Area In-Demand Industries and Associated Target Occupations, Effective 09-22-2021; Attachment 2, Panhandle Workforce Development Area In-Demand Occupations, Effective 02-27-2019; and Attachment 3, Panhandle Workforce Development Area Target Occupations, Effective 09-22-2021.

**PANHANDLE WORKFORCE DEVELOPMENT AREA  
In-Demand Industries and Associated Target Occupations**

**February 23, 2022**

New Industry(s) and/or Occupation(s) are **Bolded**

| <b>NAICS Code*</b> | <b>In Demand Industry</b>   | <b>Associated Target Occupations</b>   |
|--------------------|---|--|
| 2111               | Oil & Gas Extraction  | Chemical Equipment Operators and Tenders<br>Maintenance Workers, Machinery   |
| 2381               | Foundation, Structure, and Building Exterior Contractors              | Carpenters<br>Welders, Cutters, Solderers, & Brazers   |
| 2382               | Building Equipment Contractors  | Electricians<br>Heating, Air Conditioning, & Refrigeration Mechanics and Installers<br>Plumbers, Pipefitters, and Steamfitters   |
| 3116               | Animal Slaughtering & Processing                                      | Industrial Truck & Tractor Operators<br>Industrial Machinery Mechanics   |
| 3327               | Machine Shops, Turned Product, and Screw, Nut, and Bolt Manufacturing | Machinists   |
| 3331               | Agriculture, Construction, & Mining Machinery Manufacturing           | Industrial Machinery Mechanics<br>Machinists<br>Welders, Cutters, Solderers, & Brazers   |
| 336411             | Aircraft Manufacturing  | Aircraft Mechanics & Service Technicians   |
| 4842               | Specialized Freight Trucking  | Bus & Truck Mechanic & Diesel Engine Specialists<br>Industrial Truck & Tractor Operators<br>Heavy and Tractor Trailer Truck Drivers  |
| 5412               | Accounting, Tax Preparation, Bookkeeping, and Payroll Services        | Accountants & Auditors<br>Bookkeeping, Accounting, & Auditing Clerks   |
| 5415               | Computer Systems Design & Related Services                            | Computer User Support Specialists<br>Network & Computer Systems Administrators   |
| 5511               | Management of Companies & Enterprises                                 | Accountants & Auditors<br>Bookkeeping, Accounting & Auditing Clerks<br>First-Line Supervisors of Office and Administrative Support Workers<br>Food Service Managers<br>General & Operations Managers   |
| 5611               | Office Administrative Services  | Bookkeeping, Accounting & Auditing Clerks<br>First-Line Supervisors of Office and Administrative Support Workers   |
| 6111               | Elementary, Middle, and Secondary Schools, Public & Private           | Elementary School Teachers, Except Special Education<br>Food Service Managers<br>Middle School Teachers, Except Special and Career/Technical Education<br>Secondary School Teachers, Except Special and Career/Technical Education   |
| 6211               | Offices of Physicians   | Licensed Practical & Licensed Vocational Nurses<br>Medical Assistants<br>Medical & Clinical Laboratory Technicians<br>Medical Records & Health Information Technicians<br>Nursing Assistants<br>Phlebotomists<br><b>Psychiatric Technicians</b><br>Radiologic Technologists and Technicians<br>Registered Nurses |

| NAICS Code* | In Demand Industry  | Associated Target Occupations  |
|-------------|---|--|
| 6213        | Offices of Other Health Practitioners   | Licensed Practical & Licensed Vocational Nurses<br>Medical Assistants<br>Medical & Clinical Laboratory Technicians<br>Medical Records & Health Information Technicians<br>Nursing Assistants<br>Phlebotomists<br>Physical Therapist Assistants<br><b>Psychiatric Technicians</b><br>Radiologic Technologists and Technicians   |
| 6214        | Outpatient Care Centers   | Licensed Practical & Licensed Vocational Nurses<br>Medical Assistants<br>Medical Records & Health Information Technicians<br>Nursing Assistants<br>Phlebotomists<br>Physical Therapist Assistants<br><b>Psychiatric Technicians</b><br>Registered Nurses   |
| 6216        | Home Health Care Services   | Licensed Practical & Licensed Vocational Nurses<br>Medical Assistants<br>Medical Records & Health Information Technicians<br>Nursing Assistants<br>Phlebotomists<br>Physical Therapist Assistants<br><b>Psychiatric Technicians</b><br>Registered Nurses   |
| 6221        | General Medical & Surgical Hospitals, Public & Private                                | Food Service Managers<br>Licensed Practical & Licensed Vocational Nurses<br>Medical & Clinical Laboratory Technicians<br>Medical Records & Health Information Technicians<br>Pharmacy Technicians<br>Phlebotomists<br>Physical Therapist Assistants<br><b>Psychiatric Technicians</b><br>Radiologic Technologists and Technicians<br>Registered Nurses<br>Respiratory Therapists |
| 6233        | Continuing Care Retirement Communities and Assisted Living Facilities for the Elderly | Food Service Managers<br>Licensed Practical & Licensed Vocational Nurses<br>Medical Assistants<br>Medical Records & Health Information Technicians<br>Nursing Assistants<br>Phlebotomists<br>Physical Therapist Assistants<br><b>Psychiatric Technicians</b><br>Registered Nurses  |
| 6244        | Child Day Care Services   | Childcare Workers  |
| 8111        | Automotive Repair & Maintenance   | Automotive Service Technicians & Mechanics<br>Bus & Truck Mechanics and Diesel Engine Specialists<br>Mobile Heavy Equipment Mechanics, Except Engines  |

| NAICS Code* | In Demand Industry  | Associated Target Occupations                      |
|-------------|---|--|
| 8113        | Commercial and Industrial Machinery and Equipment (except Automotive and Electronic) Repair and Maintenance | Industrial Machinery Mechanics                     |
| 9000        | Government: Federal, State, & Local   | Firefighters<br>Police & Sheriff's Patrol Officers |

\* North American Industry Classification System

Source: Texas Workforce Commission Labor Market Information

**PANHANDLE WORKFORCE DEVELOPMENT AREA  
In-Demand Occupations**

**February 23, 2022**

| <b>OCCUPATIONAL CODE</b> | <b>OCCUPATIONAL TITLE</b>   | <b>TOTAL ANNUAL OPENINGS</b> |
|--------------------------|---|------------------------------|
| 35-3021                  | Combined Food Preparation and Serving Workers, Including Fast Food          | 1,206                        |
| 41-2031                  | Retail Salespersons   | 944                          |
| 41-2011                  | Cashiers  | 939                          |
| 35-3031                  | Waiters and Waitresses  | 697                          |
| 43-9061                  | Office Clerks, General  | 692                          |
| 45-2093                  | Farmworkers, Farm, Ranch, and Aquacultural Animals                          | 674                          |
| 53-3032                  | Heavy and Tractor-Trailer Truck Drivers                                     | 529                          |
| 51-3022                  | Meat, Poultry, and Fish Cutters and Trimmers                                | 505                          |
| 37-2011                  | Janitors and Cleaners, Except Maids and Housekeeping Cleaners               | 470                          |
| 53-7062                  | Laborers and Freight, Stock, and Material Movers, Hand                      | 403                          |
| 43-4051                  | Customer Service Representatives  | 375                          |
| 39-9021                  | Personal Care Aides   | 369                          |
| 43-5081                  | Stock Clerks and Order Fillers  | 331                          |
| 43-6014                  | Secretaries & Administrative Assistants, Except Legal, Medical, & Executive | 321                          |
| 43-3031                  | Bookkeeping, Accounting, and Auditing Clerks                                | 258                          |
| 29-1141                  | Registered Nurses   | 256                          |
| 47-2061                  | Construction Laborers   | 256                          |
| 51-9198                  | Helpers--Production Workers   | 255                          |
| 35-2014                  | Cooks, Restaurant   | 251                          |
| 37-2012                  | Maids and Housekeeping Cleaners   | 250                          |
| 11-1021                  | General and Operations Managers   | 241                          |
| 39-9011                  | Childcare Workers   | 241                          |
| 31-1014                  | Nursing Assistants  | 225                          |
| 41-1011                  | First-Line Supervisors of Retail Sales Workers                              | 223                          |
| 49-9071                  | Maintenance and Repair Workers, General                                     | 218                          |

**PANHANDLE WORKFORCE DEVELOPMENT AREA  
In-Demand Occupations**

**February 23, 2022**

| <b>OCCUPATIONAL CODE</b> | <b>OCCUPATIONAL TITLE</b>   | <b>TOTAL ANNUAL OPENINGS</b> |
|--------------------------|---|------------------------------|
| 43-6013                  | Medical Secretaries   | 207                          |
| 35-2021                  | Food Preparation Workers  | 196                          |
| 41-4012                  | Sales Rep., Wholesale & Manufacturing, Except Tech. & Scientific Products | 195                          |
| 25-2021                  | Elementary School Teachers, Except Special Ed.                            | 192                          |
| 37-3011                  | Landscaping and Groundskeeping Workers                                    | 179                          |
| 41-3099                  | Sales Representatives, Services, All Other                                | 175                          |
| 25-3098                  | Substitute Teachers   | 168                          |
| 33-9032                  | Security Guards   | 167                          |
| 25-9041                  | Teacher Assistants  | 164                          |
| 53-3033                  | Light Truck or Delivery Services Drivers                                  | 160                          |
| 25-2031                  | Secondary School Teachers, Except Special and Career/Technical Education  | 158                          |
| 45-2091                  | Agricultural Equipment Operators  | 156                          |
| 33-3012                  | Correctional Officers and Jailers   | 146                          |
| 13-2011                  | Accountants and Auditors  | 145                          |
| 43-1011                  | First-Line Supervisors of Office and Administrative Support Workers       | 145                          |
| 51-3023                  | Slaughterers and Meat Packers   | 145                          |
| 35-2012                  | Cooks, Institution and Cafeteria  | 141                          |
| 53-7061                  | Cleaners of Vehicles and Equipment  | 140                          |
| 53-7064                  | Packers and Packagers, Hand   | 138                          |
| 47-2073                  | Operating Engineers and Other Construction Equipment Operators            | 129                          |
| 51-9061                  | Inspectors, Testers, Sorters, Samplers & Weighers                         | 118                          |
| 47-1011                  | Supervisors of Construction and Extraction Workers                        | 115                          |
| 51-9111                  | Packaging and Filling Machine Operators & Tenders                         | 110                          |
| 35-2011                  | Cooks, Fast Food  | 108                          |
| 31-9092                  | Medical Assistants  | 107                          |



**PANHANDLE WORKFORCE DEVELOPMENT AREA  
In-Demand Occupations**

**February 23, 2022**

| <b>OCCUPATIONAL CODE</b> | <b>OCCUPATIONAL TITLE</b>   | <b>TOTAL ANNUAL OPENINGS</b> |
|--------------------------|---|------------------------------|
| 35-9021                  | Dishwashers   | 106                          |
| 51-1011                  | First-Line Supervisors of Production and Operating Workers            | 104                          |
| 47-2111                  | Electricians  | 104                          |
| 53-7051                  | Industrial Truck and Tractor Operators                                | 103                          |
| 47-2152                  | Plumbers, Pipefitters, and Steamfitters                               | 102                          |
| 35-9011                  | Dining Room and Cafeteria Attendants and Bartender Helpers            | 102                          |
| 43-3071                  | Tellers   | 100                          |
| 43-5061                  | Production, Planning, and Expediting Clerks                           | 97                           |
| 51-4121                  | Welders, Cutters, Solderers, and Brazers                              | 97                           |
| 49-9041                  | Industrial Machinery Mechanics  | 96                           |
| 49-3023                  | Automotive Service Technicians and Mechanics                          | 94                           |
| 53-3031                  | Driver/Sales Workers  | 94                           |
| 31-1011                  | Home Health Aides   | 92                           |
| 43-4081                  | Hotel, Motel, and Resort Desk Clerks                                  | 91                           |
| 35-3011                  | Bartenders  | 89                           |
| 25-2022                  | Middle School Teachers, Except Special and Career/Technical Education | 87                           |
| 29-2061                  | Licensed Practical and Licensed Vocational Nurses                     | 86                           |
| 49-1011                  | First-Line Supervisors of Mechanics, Installers, and Repairers        | 84                           |
| 41-2021                  | Counter and Rental Clerks   | 84                           |
| 41-3021                  | Insurance Sales Agents  | 83                           |
| 43-4171                  | Receptionists and Information Clerks                                  | 83                           |
| 13-1199                  | Business Operations Specialists, All Other                            | 81                           |
| 51-2092                  | Team Assemblers   | 79                           |
| 33-3051                  | Police and Sheriff's Patrol Officers                                  | 78                           |
| 49-3031                  | Bus & Truck Mechanics & Diesel Engine Specialists                     | 74                           |

**PANHANDLE WORKFORCE DEVELOPMENT AREA  
In-Demand Occupations**

**February 23, 2022**

| <b>OCCUPATIONAL CODE</b> | <b>OCCUPATIONAL TITLE</b>   | <b>TOTAL ANNUAL OPENINGS</b> |
|--------------------------|---|------------------------------|
| 49-9021                  | Heating, Air Conditioning, and Refrigeration Mechanics and Installers     | 70                           |
| 49-9098                  | Helpers--Installation, Maintenance, and Repair Workers                    | 67                           |
| 45-2041                  | Graders and Sorters, Agricultural Products                                | 65                           |
| 47-2031                  | Carpenters  | 64                           |
| 43-5071                  | Shipping, Receiving, and Traffic Clerks                                   | 64                           |
| 47-5013                  | Service Unit Operators, Oil, Gas, and Mining                              | 64                           |
| 39-5012                  | Hairdressers, Hairstylists, and Cosmetologists                            | 62                           |
| 41-2022                  | Parts Salespersons  | 61                           |
| 41-3031                  | Securities, Commodities, and Financial Services Sales Agents              | 60                           |
| 51-3092                  | Food Batchmakers  | 60                           |
| 13-1071                  | Human Resources Specialists   | 56                           |
| 49-3093                  | Tire Repairers and Changers   | 55                           |
| 49-9051                  | Electrical Power-Line Installers and Repairers                            | 54                           |
| 43-9041                  | Insurance Claims and Policy Processing Clerks                             | 54                           |
| 35-2015                  | Cooks, Short Order  | 53                           |
| 43-3021                  | Billing and Posting Clerks  | 52                           |
| 31-9091                  | Dental Assistants   | 52                           |
| 21-1021                  | Child, Family, and School Social Workers                                  | 50                           |
| <b>29-2053</b>           | <b>Psychiatric Technicians</b>  | <b>50</b>                    |
| 39-9032                  | Recreation Workers  | 49                           |
| 53-1031                  | First-Line Supervisors of Trans. & Material-Moving Machine & Vehicle Op.  | 48                           |
| 39-3091                  | Amusement and Recreation Attendants                                       | 44                           |
| 29-2052                  | Pharmacy Technicians  | 43                           |
| 13-2072                  | Loan Officers   | 43                           |
| 49-2022                  | Telecommunications Equipment Installers & Repairers, Exc. Line Installers | 43                           |

**PANHANDLE WORKFORCE DEVELOPMENT AREA  
In-Demand Occupations**

**February 23, 2022**

| <b>OCCUPATIONAL CODE</b> | <b>OCCUPATIONAL TITLE</b>                                     | <b>TOTAL ANNUAL OPENINGS</b> |
|--------------------------|---|------------------------------|
| 15-1151                  | Computer User Support Specialists                             | 42                           |
| 51-3011                  | Bakers  | 42                           |
| 11-9021                  | Construction Managers   | 41                           |
| 47-2141                  | Painters, Construction and Maintenance                        | 41                           |
| 17-3022                  | Civil Engineering Technicians                                 | 41                           |
| 27-3031                  | Public Relations Specialists                                  | 41                           |
| 21-1093                  | Social and Human Service Assistants                           | 41                           |
| 51-6011                  | Laundry and Dry-Cleaning Workers                              | 41                           |
| 53-3022                  | Bus Drivers, School or Special Client                         | 40                           |
| 47-2051                  | Cement Masons and Concrete Finishers                          | 39                           |
| 13-1151                  | Training and Development Specialists                          | 38                           |
| 49-3021                  | Automotive Body and Related Repairers                         | 37                           |
| 51-9011                  | Chemical Equipment Operators and Tenders                      | 37                           |
| 39-9031                  | Fitness Trainers and Aerobics Instructors                     | 36                           |
| 13-2082                  | Tax Preparers   | 35                           |
| 53-7072                  | Pump Operators, Except Wellhead Pumps                         | 35                           |
| 11-9111                  | Medical and Health Services Managers                          | 34                           |
| 27-1026                  | Merchandise Displayers and Window Trimmers                    | 34                           |
| 43-6011                  | Executive Secretaries and Executive Administrative Assistants | 34                           |
| 41-1012                  | First-Line Supervisors of Non-Retail Sales Workers            | 33                           |
| 51-9122                  | Painters, Transportation Equipment                            | 33                           |
| 53-7073                  | Wellhead Pumps  | 33                           |
| 53-6031                  | Automotive and Watercraft Service Attendants                  | 33                           |
| 33-2011                  | Firefighters  | 32                           |
| 51-4041                  | Machinists  | 32                           |

**PANHANDLE WORKFORCE DEVELOPMENT AREA  
In-Demand Occupations**

**February 23, 2022**

| <b>OCCUPATIONAL CODE</b> | <b>OCCUPATIONAL TITLE</b>  | <b>TOTAL ANNUAL OPENINGS</b> |
|--------------------------|--|------------------------------|
| 41-9022                  | Real Estate Sales Agents   | 30                           |
| 49-9012                  | Control and Valve Installers and Repairers, Except Mechanical Door | 30                           |
| 51-8092                  | Gas Plant Operators  | 30                           |
| 13-1161                  | Market Research Analysts & Marketing Specialists                   | 30                           |
| 43-5052                  | Postal Service Mail Carriers                                       | 29                           |
| 13-1111                  | Management Analysts  | 29                           |
| 25-3097                  | Teachers and Instructors, All Other, Except Substitute Teachers    | 29                           |
| 47-2131                  | Insulation Workers, Floor, Ceiling, and Wall                       | 29                           |
| 31-2021                  | Physical Therapist Assistants                                      | 29                           |
| 37-1011                  | First-Line Supervisors of Housekeeping and Janitorial Workers      | 28                           |
| 27-2022                  | Coaches and Scouts   | 28                           |
| 39-3031                  | Ushers, Lobby Attendants, and Ticket Takers                        | 28                           |
| 17-3029                  | Engineering Technicians, Except Drafters, AO                       | 27                           |
| 13-1023                  | Purchasing Agents, exc. Wholesale, Retail & Farm.                  | 27                           |
| 49-9043                  | Maintenance Workers, Machinery                                     | 27                           |
| 17-3031                  | Surveying and Mapping Technicians                                  | 27                           |
| 21-2011                  | Clergy   | 27                           |
| 51-3021                  | Butchers and Meat Cutters  | 27                           |
| 47-3015                  | Helpers--Pipelayers, Plumbers, Pipefitters, and Steamfitters       | 27                           |
| 15-1121                  | Computer Systems Analysts  | 26                           |
| 43-6012                  | Legal Secretaries  | 26                           |
| 47-2071                  | Paving, Surfacing, and Tamping Equipment Operators                 | 26                           |
| 53-7032                  | Excavating and Loading Machine and Dragline Operators              | 26                           |
| 47-5021                  | Earth Drillers, Except Oil and Gas                                 | 26                           |
| 43-4151                  | Order Clerks   | 26                           |

**PANHANDLE WORKFORCE DEVELOPMENT AREA  
In-Demand Occupations**

**February 23, 2022**

| <b>OCCUPATIONAL CODE</b> | <b>OCCUPATIONAL TITLE</b>  | <b>TOTAL ANNUAL OPENINGS</b> |
|--------------------------|--|------------------------------|
| 25-3021                  | Self-Enrichment Education Teachers                                     | 26                           |
| 53-7011                  | Conveyor Operators and Tenders   | 26                           |
| 43-3011                  | Bill and Account Collectors  | 25                           |
| 47-4041                  | Hazardous Materials Removal Workers                                    | 25                           |
| 13-1131                  | Fundraisers  | 24                           |
| 51-3093                  | Food Cooking Machine Operators and Tenders                             | 24                           |
| 17-2141                  | Mechanical Engineers   | 23                           |
| 11-3031                  | Financial Managers   | 23                           |
| 13-1041                  | Compliance Officers  | 23                           |
| 49-3042                  | Mobile Heavy Equipment Mechanics, Except Engines                       | 23                           |
| 53-3041                  | Taxi Drivers and Chauffeurs  | 23                           |
| 11-9051                  | Food Service Managers  | 23                           |
| 53-1021                  | First-Line Supervisors of Helpers, Laborers, and Material Movers, Hand | 23                           |
| 53-7081                  | Refuse and Recyclable Material Collectors                              | 23                           |
| 29-2041                  | Emergency Medical Technicians and Paramedics                           | 22                           |
| 11-3011                  | Administrative Services Managers                                       | 22                           |
| 33-9092                  | Lifeguards, Ski Patrol, and Other Recreational Protective Service      | 22                           |
| 33-9099                  | Protective Service Workers, All Other                                  | 22                           |
| 25-2054                  | Special Education Teachers, Secondary School                           | 21                           |
| 51-8031                  | Water and Wastewater Treatment Plant and System Operators              | 21                           |
| 43-5032                  | Dispatchers, Except Police, Fire, and Ambulance                        | 21                           |
| 49-2098                  | Security and Fire Alarm Systems Installers                             | 21                           |
| 17-2071                  | Electrical Engineers   | 20                           |
| 11-2022                  | Sales Managers   | 20                           |
| 27-1024                  | Graphic Designers  | 20                           |

**PANHANDLE WORKFORCE DEVELOPMENT AREA  
In-Demand Occupations**

**February 23, 2022**

| <b>OCCUPATIONAL CODE</b> | <b>OCCUPATIONAL TITLE</b>  | <b>TOTAL ANNUAL OPENINGS</b> |
|--------------------------|--|------------------------------|
| 47-2211                  | Sheet Metal Workers  | 20                           |
| 47-5081                  | Helpers--Extraction Workers  | 20                           |
| 29-2071                  | Medical Records and Health Information Technicians                     | 19                           |
| 13-1031                  | Claims Adjusters, Examiners, and Investigators                         | 19                           |
| 43-4131                  | Loan Interviewers and Clerks   | 19                           |
| 25-2011                  | Preschool Teachers, Except Special Education                           | 19                           |
| 43-4199                  | Information and Record Clerks, All Other                               | 19                           |
| 45-2011                  | Agricultural Inspectors  | 19                           |
| 43-4031                  | Court, Municipal, and License Clerks                                   | 18                           |
| 43-3051                  | Payroll and Timekeeping Clerks   | 18                           |
| 51-7011                  | Cabinetmakers and Bench Carpenters                                     | 18                           |
| 51-9023                  | Mixing and Blending Machine Setters, Operators, and Tenders            | 18                           |
| 51-9199                  | Production Workers, All Other  | 18                           |
| 29-1126                  | Respiratory Therapists   | 17                           |
| 11-9141                  | Property, Real Estate & Community Assoc. Mgr.                          | 17                           |
| 29-2057                  | Ophthalmic Medical Technicians   | 17                           |
| 15-1152                  | Computer Network Support Specialists                                   | 17                           |
| 47-2181                  | Roofers  | 17                           |
| 43-9021                  | Data Entry Keyers  | 17                           |
| 49-3041                  | Farm Equipment Mechanics and Service Technicians                       | 17                           |
| 41-4011                  | Sales Rep., Wholesale & Manufacturing, Technical & Scientific Products | 17                           |
| 25-2032                  | Career/Technical Education Teachers, Secondary School                  | 16                           |
| 15-1132                  | Software Developers, Applications                                      | 16                           |
| 17-2051                  | Civil Engineers  | 16                           |
| 43-5031                  | Police, Fire, and Ambulance Dispatchers                                | 16                           |

**PANHANDLE WORKFORCE DEVELOPMENT AREA  
In-Demand Occupations**

**February 23, 2022**

| <b>OCCUPATIONAL<br/>CODE</b> | <b>OCCUPATIONAL TITLE</b>   | <b>TOTAL<br/>ANNUAL<br/>OPENINGS</b> |
|------------------------------|---|--------------------------------------|
| 29-2055                      | Surgical Technologists  | 16                                   |
| 13-1051                      | Cost Estimators   | 16                                   |
| 47-2221                      | Structural Iron and Steel Workers   | 16                                   |
| 53-3021                      | Bus Drivers, Transit and Intercity  | 16                                   |
| 43-4111                      | Interviewers, Except Eligibility and Loan                                 | 16                                   |
| 25-4031                      | Library Technicians   | 16                                   |
| 29-2034                      | Radiologic Technologists  | 15                                   |
| 15-1142                      | Network and Computer Systems Administrators                               | 15                                   |
| 17-2171                      | Petroleum Engineers   | 15                                   |
| 37-1012                      | Supervisors of Landscaping, Lawn Service & Groundskeeping Workers         | 15                                   |
| 49-2094                      | Electrical and Electronics Repairers, Commercial and Industrial Equipment | 15                                   |
| 25-2012                      | Kindergarten Teachers, Except Special Education                           | 15                                   |
| 41-9099                      | Sales and Related Workers, All Other                                      | 15                                   |
| 43-4121                      | Library Assistants, Clerical  | 15                                   |
| 31-9096                      | Veterinary Assistants & Lab. Animal Caretakers                            | 15                                   |

Source: Texas Workforce Commission Labor Market Information

**PANHANDLE WORKFORCE DEVELOPMENT AREA**  
**Target Occupations**

February 23, 2022

| <b>SOC* Code</b> | <b>Target Occupation</b>  | <b>SOC* Code</b> | <b>Target Occupation</b>   |
|------------------|---|------------------|--|
| 13-2011          | Accountants and Auditors  | 51-4041          | Machinists   |
| 49-3011          | Aircraft Mechanics and Service Technicians                                | 49-9043          | Maintenance Workers, Machinery   |
| 49-3023          | Automotive Service Technicians and Mechanics                              | 31-9092          | Medical Assistants   |
| 43-3031          | Bookkeeping, Accounting, and Auditing Clerks                              | 29-2012          | Medical and Clinical Laboratory Technicians                              |
| 49-3031          | Bus and Truck Mechanic and Diesel Engine Specialists                      | 29-2071          | Medical Records and Health Information Technicians                       |
| 47-2031          | Carpenters  | 25-2022          | Middle School Teachers, Except Special and Career/Technical Education    |
| 51-9011          | Chemical Equipment Operators and Tenders                                  | 49-3042          | Mobile Heavy Equipment Mechanics   |
| 39-9011          | Childcare Workers   | 15-1142          | Network and Computer Systems Administrators                              |
| 15-1151          | Computer User Support Specialists   | 31-1014          | Nursing Assistants   |
| 31-9091          | Dental Assistants   | 29-2052          | Pharmacy Technicians   |
| 47-2111          | Electricians  | 31-9097          | Phlebotomists  |
| 25-2021          | Elementary School Teachers, Except Special and Career/Technical Education | 31-2021          | Physical Therapist Assistants  |
| 33-2011          | Firefighters  | 47-2152          | Plumbers, Pipefitters, and Steamfitters                                  |
| 43-1011          | First-Line Supervisors of Office and Administrative Support Workers       | 33-3051          | Police and Sheriff's Patrol Officers                                     |
| 11-9051          | Food Service Managers   | <b>29-2053</b>   | <b>Psychiatric Technicians</b>   |
| 11-1021          | General and Operations Managers   | 29-2034          | Radiologic Technologists and Technicians                                 |
| 49-9021          | Heating, Air Conditioning, and Refrigeration Mechanics                    | 29-1141          | Registered Nurses  |
| 49-9041          | Industrial Machinery Mechanics  | 29-1126          | Respiratory Therapists   |
| 53-7051          | Industrial Truck and Tractor Operators                                    | 25-2031          | Secondary School Teachers, Except Special and Career/Technical Education |
| 29-2061          | Licensed Vocational Nurses  | 53-3032          | Truck Drivers, Heavy/Tractor-Trailer                                     |
|                  |   | 51-4121          | Welders, Cutters, Solderers, and Brazers                                 |

Source: Texas Workforce Commission Labor Market Information

\*Standard Occupational Code





## **ITEM 6**



MEMORANDUM

DATE: February 23, 2022

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

FROM: Marin Rivas, Workforce Development Director

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

Attached are reports that provide the basic information needed to assess how well we served our customers, met performance expectations, and utilized available grant funding during our program year 2022. The period covered in the report is from October 1, 2020 through December 31, 2021.

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

The charts on page 4-7 show the Board's twenty contracted measures. These reports are for the Board Contract year 2021 (BCY22), which began October 1, 2020 through December 31, 2021.

Page 8 provides budget and expenditure data for separate grants, and is broken out into two groups. Shown first are the administrative and operating costs for PRPC and the Huxford Group, including those associated with personnel and facilities. Shown second are training and supportive services costs, which include all payments to participants, employers, training institutions, and vendors providing assistance to eligible clients.

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

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

The grants included in this report are provided to us for different purposes, come with different expectations, and are subject to different rules and regulations. A brief description of each grant follows:

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

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

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

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

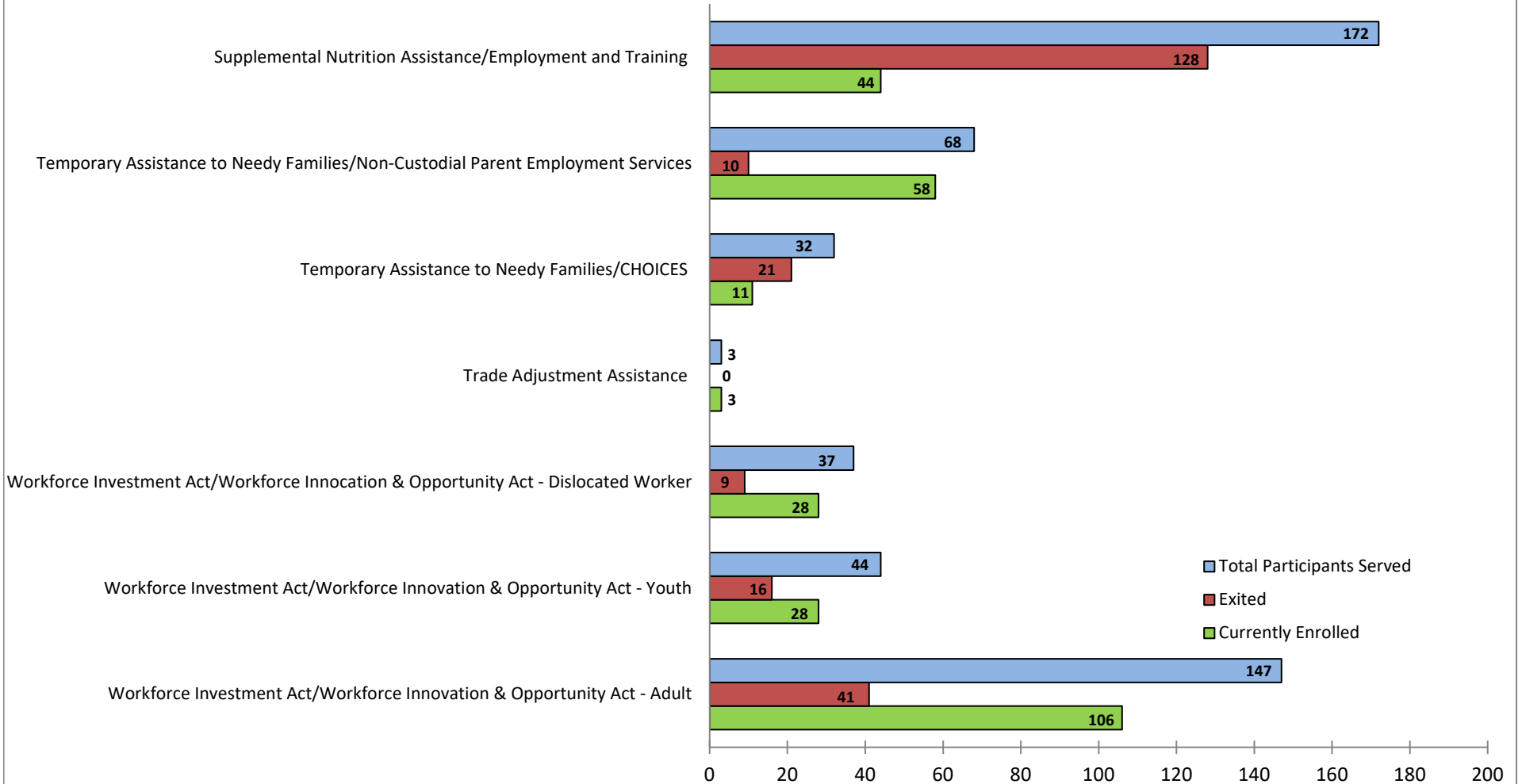
The ***Workforce Innovation and Opportunity Act - Adult, Youth, and Dislocated Worker grants*** fund case management, training, job search and placement, and supportive services for eligible clients. The Workforce Innovation and Opportunity Act (WIOA) program provides workforce development activities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

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

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

### Participant Data by Grant

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



# BOARD SUMMARY REPORT - CONTRACTED MEASURES

Year-to-Date Performance Periods\*

BOARD NAME: **PANHANDLE**

**FINAL RELEASE**  
As Originally Published 2/4/2022  
**DECEMBER 2021 REPORT**

| Status Summary      |         | With Positive Performance (+P): | Meeting Performance (MP): | With Negative Performance (-P): | % +P & MP   |               |                |                |                 |       |       |       |       |      |    |
|---------------------|---------|---------------------------------|---------------------------|---------------------------------|-------------|---------------|----------------|----------------|-----------------|-------|-------|-------|-------|------|----|
| Contracted Measures |         | 13                              | 5                         | 4                               | 81.82%      |               |                |                |                 |       |       |       |       |      |    |
| Source Notes        | Measure | Status                          | % Current Target          | Current Target                  | E OY Target | Current Perf. | Prior Year End | 2 Years Ago YE | YTD Num YTD Den | QTR 1 | QTR 2 | QTR 3 | QTR 4 | From | To |

## WIOA Outcome Measures

|         |  |    |         |            |            |             |            |            |             |            |             |     |     |      |       |
|---------|--|----|---------|------------|------------|-------------|------------|------------|-------------|------------|-------------|-----|-----|------|-------|
| DOL-C   | Employed Q2 Post Exit – Adult (DOL)                  | MP | 94.52%  | 76.50%     | 76.50%     | 72.31%      | 81.16%     | 86.36%     | 47/65       | 73.68%     | 70.37%      |     |     | 7/20 | 12/20 |
| DOL-C   | Employed Q4 Post Exit – Adult (DOL)                  | +P | 112.81% | 75.10%     | 75.10%     | 84.72%      | 75.58%     | 80.58%     | 61/72       | 91.18%     | 78.95%      |     |     | 1/20 | 6/20  |
| DOL-C   | Median Earnings Q2 Post Exit – Adult (DOL)           | +P | 148.38% | \$6,500.00 | \$6,500.00 | \$9,644.68  | \$8,517.35 | \$7,850.14 | n/a/47      | \$9,493.16 | \$10,720.97 |     |     | 7/20 | 12/20 |
| DOL-C   | Credential Rate – Adult (DOL)                        | +P | 116.78% | 76.90%     | 76.90%     | 89.80%      | 88.50%     | 83.30%     | 53/59       | 92.90%     | 87.10%      |     |     | 1/20 | 6/20  |
| DOL-C 1 | Measurable Skills Gains - Adult (DOL)                | -P | 79.02%  | 61.50%     | 61.50%     | 48.60%      | 62.80%     | 74.20%     | 70/144      | ---        | ---         | --- | --- | 7/21 | 12/21 |
| DOL-C   | Employed Q2 Post Exit – DW (DOL)                     | MP | 98.60%  | 82.10%     | 82.10%     | 80.95%      | 92.31%     | 86.36%     | 17/21       | 50.00%     | 93.33%      |     |     | 7/20 | 12/20 |
| DOL-C   | Employed Q4 Post Exit – DW (DOL)                     | -P | 81.21%  | 82.10%     | 82.10%     | 66.67%      | 91.67%     | 88.64%     | 6/9         | 66.67%     | 66.67%      |     |     | 1/20 | 6/20  |
| DOL-C   | Median Earnings Q2 Post Exit – DW (DOL)              | +P | 135.35% | \$8,600.00 | \$8,600.00 | \$11,639.79 | \$7,249.64 | \$9,560.24 | n/a/17      | \$8,294.90 | \$12,053.28 |     |     | 7/20 | 12/20 |
| DOL-C   | Credential Rate – DW (DOL)                           | +P | 114.29% | 87.50%     | 87.50%     | 100.00%     | 100.00%    | 93.30%     | 6/6         | 100.00%    | 100.00%     |     |     | 1/20 | 6/20  |
| DOL-C 1 | Measurable Skills Gains - DW (DOL)                   | -P | 84.00%  | 70.00%     | 70.00%     | 58.80%      | 67.70%     | 66.70%     | 20/34       | ---        | ---         | --- | --- | 7/21 | 12/21 |
| DOL-C   | Employed/Enrolled Q2 Post Exit – Youth (DOL)         | MP | 104.17% | 76.80%     | 76.80%     | 80.00%      | 81.67%     | 80.58%     | 18/20       | 85.71%     | 66.67%      |     |     | 7/20 | 12/20 |
| DOL-C   | Employed/Enrolled Q4 Post Exit – Youth (DOL)         | +P | 130.03% | 72.10%     | 72.10%     | 93.75%      | 77.92%     | 80.81%     | 30/32       | 100.00%    | 88.24%      |     |     | 1/20 | 6/20  |
| DOL-C   | Median Earnings Q2 Post Exit – Youth (DOL)           | +P | 199.92% | \$3,300.00 | \$3,300.00 | \$6,597.28  | \$5,692.95 | \$4,569.77 | n/a/15      | \$6,498.84 | \$9,228.83  |     |     | 7/20 | 12/20 |
| DOL-C   | Credential Rate – Youth (DOL)                        | +P | 140.00% | 62.50%     | 62.50%     | 87.50%      | 84.20%     | 75.00%     | 14/18       | 83.30%     | 90.00%      |     |     | 1/20 | 6/20  |
| DOL-C 1 | Measurable Skills Gains - Youth (DOL)                | +P | 116.20% | 50.00%     | 50.00%     | 58.10%      | 60.00%     | 76.00%     | 25/43       | ---        | ---         | --- | --- | 7/21 | 12/21 |
| LBB-K   | Employed/Enrolled Q2 Post Exit – C&T Participants    | -P | 94.33%  | 63.30%     | 63.30%     | 59.71%      | 65.37%     | 72.15%     | 2,287/3,797 | 57.95%     | 62.63%      |     |     | 7/20 | 12/20 |
| LBB-K   | Employed/Enrolled Q2-Q4 Post Exit – C&T Participants | MP | 104.80% | 80.25%     | 80.25%     | 84.10%      | 80.74%     | 85.72%     | 2,301/2,736 | 83.85%     | 84.36%      |     |     | 1/20 | 6/20  |
| LBB-K   | Credential Rate – C&T Participants                   | +P | 128.90% | 70.10%     | 70.10%     | 90.36%      | 87.50%     | 82.84%     | 75/83       | 92.11%     | 88.89%      |     |     | 1/20 | 6/20  |

1. Because of the nature of this measure (the lack of lag between going into the denominator and when it would be reasonable to achieve a gain), this data is often not meaningful until the last few months the Program Year.

## Reemployment and Employer Engagement Measures

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

# BOARD SUMMARY REPORT - CONTRACTED MEASURES

Year-to-Date Performance Periods\*

BOARD NAME: **PANHANDLE**

**FINAL RELEASE**  
As Originally Published 2/4/2022  
**DECEMBER 2021 REPORT**

| Source | Measure | Status | % Current Target | Current Target | EOY Target | Current Perf. | Prior Year End | 2 Years Ago YE | YTD Num | QTR 1 | QTR 2 | QTR 3 | QTR 4 | From | To |
|--------|---------|--------|------------------|----------------|------------|---------------|----------------|----------------|---------|-------|-------|-------|-------|------|----|
| Notes  |         |        |                  |                |            |               |                |                | YTD Den |       |       |       |       |      |    |

## Reemployment and Employer Engagement Measures

|          |   |    |         |        |        |        |        |        |                |        |  |  |  |       |       |
|----------|---|----|---------|--------|--------|--------|--------|--------|----------------|--------|--|--|--|-------|-------|
| TWC<br>2 | Claimant Reemployment within 10 Weeks         | +P | 110.20% | 65.02% | 65.02% | 71.65% | 66.67% | 63.80% | 604<br>843     | 71.65% |  |  |  | 7/21  | 9/21  |
| TWC      | # of Employers Receiving Workforce Assistance | +P | 116.77% | 1,306  | 2,244  | 1,525  | 2,085  | 2,063  | -----<br>----- | 1,525  |  |  |  | 10/21 | 12/21 |

2. Performance in Q1 of the Rolling 12 Month performance period was artificially boosted because very few claimant with new claims during that period were subject to work search. This is not applicable for the Year to Date report.

## Program Participation Measures

|     |   |     |         |        |        |        |        |        |                |        |     |     |     |       |       |
|-----|---|-----|---------|--------|--------|--------|--------|--------|----------------|--------|-----|-----|-----|-------|-------|
| TWC | Choices Full Engagement Rate - All Family Total | +P  | 119.60% | 50.00% | 50.00% | 59.80% | 12.72% | 40.18% | 8<br>14        | 59.80% |     |     |     | 10/21 | 12/21 |
| TWC | Avg # Children Served Per Day - Combined        | MP  | 100.42% | 1,921  | 1,921  | 1,929  | 1,934  | 2,160  | 127,294<br>66  | 1,929  |     |     |     | 10/21 | 12/21 |
| 3   | # of SIR Children Served                        | --- | ---     | ---    | ---    | 331    | n/a    | n/a    | -----<br>----- | ---    | --- | --- | --- | 8/21  | 12/21 |

3. The Service Industry Recovery Child Care Program (SIR) is a medium term, COVID-19 recovery-related child care program to serve the children of Service Industry Workers who might not normally qualify for subsidized child care. The program seeks to enroll nearly 55K eligible children in care by March of 2022 and each enrolled child will be eligible for up to 12 months of care.

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



# AT-A-GLANCE COMPARISON - BOARD CONTRACTED MEASURES

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

**FINAL RELEASE**  
As Originally Published 2/4/2022  
**DECEMBER 2021 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           | 88.30%                | 102.17%               | 101.78%                      | 91.33%          | 93.76%                             | 88.27%                | 90.06%                | 119.88%                      | 113.98%         | 104.58%                            | 96.22%                         | 100.98%                        | 131.48%                      | 238.25%         | 137.28%                            |
| Borderplex      | 121.70%               | 108.77%               | 182.45%                      | 105.69%         | 72.62%                             | 102.04%               | 92.88%                | 130.60%                      | 110.21%         | 109.17%                            | 115.58%                        | 116.29%                        | 104.46%                      | n/a             | 100.88%                            |
| Brazos Valley   | 108.54%               | 102.04%               | 106.95%                      | 109.17%         | 95.60%                             | 83.64%                | 69.60%                | 93.05%                       | 123.00%         | 86.62%                             | 86.52%                         | 69.35%                         | 258.11%                      | n/a             | 140.00%                            |
| Cameron         | 105.33%               | 110.14%               | 121.24%                      | 116.81%         | 70.24%                             | 106.07%               | 106.81%               | 159.12%                      | 119.47%         | 59.70%                             | 107.53%                        | 121.86%                        | 145.45%                      | 223.88%         | 156.83%                            |
| Capital Area    | 56.06%                | 106.08%               | 173.08%                      | 83.68%          | 66.47%                             | 96.82%                | 120.89%               | 139.07%                      | 106.93%         | 64.71%                             | 107.76%                        | 97.97%                         | 84.63%                       | 125.76%         | 63.00%                             |
| Central Texas   | 103.36%               | 85.03%                | 175.00%                      | 104.47%         | 80.21%                             | 85.50%                | 73.08%                | 123.55%                      | 75.48%          | 58.46%                             | 67.08%                         | 108.65%                        | 106.46%                      | 160.00%         | 75.00%                             |
| Coastal Bend    | 93.87%                | 85.24%                | 125.75%                      | 81.19%          | 66.16%                             | 106.71%               | 86.47%                | 88.02%                       | 78.00%          | 83.39%                             | 95.07%                         | 101.71%                        | 79.32%                       | 116.84%         | 46.05%                             |
| Concho Valley   | 113.87%               | 87.96%                | 130.32%                      | 85.02%          | 112.05%                            | 90.65%                | 122.10%               | 197.19%                      | 76.23%          | 119.00%                            | 130.21%                        | 63.19%                         | 172.69%                      | 234.04%         | 263.16%                            |
| Dallas          | 81.66%                | 79.08%                | 105.56%                      | 115.01%         | 110.47%                            | 78.74%                | 90.03%                | 109.03%                      | 118.10%         | 121.94%                            | 95.06%                         | 102.58%                        | 138.47%                      | 125.29%         | 103.62%                            |
| Deep East       | 106.33%               | 91.33%                | 104.19%                      | 135.54%         | 125.61%                            | 104.65%               | 69.43%                | 177.34%                      | 116.28%         | 116.28%                            | 94.28%                         | 107.88%                        | 69.17%                       | 246.91%         | 61.73%                             |
| East Texas      | 92.59%                | 104.12%               | 118.72%                      | 103.59%         | 93.09%                             | 94.76%                | 96.65%                | 166.70%                      | 103.76%         | 72.61%                             | 93.48%                         | 99.62%                         | 159.77%                      | 195.09%         | 185.97%                            |
| Golden Crescent | 112.09%               | 89.41%                | 139.33%                      | 107.91%         | 27.38%                             | 93.69%                | 88.16%                | 168.05%                      | 102.00%         | 84.11%                             | 52.08%                         | 97.09%                         | 75.68%                       | 160.00%         | 25.00%                             |
| Gulf Coast      | 90.46%                | 86.24%                | 122.09%                      | 94.50%          | 91.20%                             | 92.00%                | 88.75%                | 118.55%                      | 78.57%          | 95.89%                             | 98.77%                         | 99.10%                         | 123.41%                      | 189.15%         | 132.23%                            |
| Heart of Texas  | 119.83%               | 93.13%                | 228.23%                      | 114.27%         | 121.17%                            | 108.84%               | 73.08%                | 172.91%                      | 114.29%         | 45.89%                             | 133.19%                        | 92.94%                         | 111.43%                      | 37.52%          | n/a                                |
| Lower Rio       | 110.28%               | 93.81%                | 97.66%                       | 102.78%         | 82.02%                             | 72.24%                | 123.00%               | 138.16%                      | 117.23%         | 105.28%                            | 84.77%                         | 91.16%                         | 128.68%                      | 175.44%         | 164.47%                            |
| Middle Rio      | 118.84%               | 94.61%                | 97.03%                       | 78.75%          | 104.00%                            | 116.55%               | 121.80%               | 278.07%                      | 142.86%         | 178.57%                            | 86.81%                         | 94.79%                         | 115.25%                      | 274.92%         | 309.92%                            |
| North Central   | 80.97%                | 79.44%                | 100.24%                      | 102.75%         | 79.92%                             | 90.33%                | 76.86%                | 110.15%                      | 109.69%         | 56.14%                             | 101.11%                        | 92.05%                         | 112.10%                      | 193.15%         | 164.86%                            |
| North East      | 115.16%               | 100.94%               | 153.86%                      | 91.90%          | 84.29%                             | 109.25%               | 94.61%                | 102.50%                      | 95.29%          | 150.36%                            | 113.93%                        | 115.27%                        | 171.74%                      | 154.61%         | 186.30%                            |
| North Texas     | 94.41%                | 108.64%               | 148.27%                      | 60.46%          | 104.38%                            | 103.60%               | 0.00%                 | 150.01%                      | 142.86%         | 136.07%                            | 138.89%                        | 142.86%                        | 375.45%                      | 162.07%         | 0.00%                              |
| Panhandle       | 94.52%                | 112.81%               | 148.38%                      | 116.78%         | 79.02%                             | 98.60%                | 81.21%                | 135.35%                      | 114.29%         | 84.00%                             | 104.17%                        | 130.03%                        | 199.92%                      | 140.00%         | 116.20%                            |
| Permian Basin   | 109.65%               | 107.00%               | 134.99%                      | 101.99%         | 77.25%                             | 95.98%                | 77.88%                | 187.94%                      | 101.49%         | 96.43%                             | 100.16%                        | 79.25%                         | 107.73%                      | 0.00%           | 191.23%                            |
| Rural Capital   | 106.35%               | 97.48%                | 172.12%                      | 117.65%         | 98.19%                             | 94.86%                | 82.26%                | 140.60%                      | 114.29%         | 80.43%                             | 85.66%                         | 99.57%                         | 172.04%                      | 131.36%         | 138.20%                            |
| South Plains    | 123.19%               | 95.61%                | 104.95%                      | 93.21%          | 141.36%                            | 116.55%               | 121.80%               | 145.93%                      | 114.29%         | 119.00%                            | 130.21%                        | 106.69%                        | 103.78%                      | 106.72%         | 66.60%                             |
| South Texas     | 131.20%               | 98.77%                | 82.99%                       | 120.92%         | 98.19%                             | 124.07%               | 66.76%                | 108.81%                      | 114.29%         | 111.14%                            | 98.65%                         | 109.81%                        | 195.32%                      | 162.07%         | 173.48%                            |
| Southeast       | 64.18%                | 97.56%                | 116.20%                      | 133.03%         | 112.05%                            | 76.53%                | 129.20%               | 105.90%                      | 57.14%          | 81.57%                             | 78.34%                         | 91.04%                         | 85.49%                       | 263.16%         | 159.65%                            |
| Tarrant         | 92.75%                | 95.65%                | 134.57%                      | 99.17%          | 102.41%                            | 95.74%                | 104.36%               | 121.77%                      | 92.26%          | 101.80%                            | 110.29%                        | 96.02%                         | 118.73%                      | 240.56%         | 193.89%                            |
| Texoma          | 93.84%                | 119.04%               | 168.75%                      | 107.05%         | 60.79%                             | 97.12%                | 121.80%               | 105.36%                      | 114.29%         | 71.43%                             | 107.91%                        | 97.09%                         | 136.68%                      | 80.00%          | 100.00%                            |
| West Central    | 130.72%               | 100.66%               | 156.08%                      | 133.79%         | 111.47%                            | 110.72%               | 106.58%               | 157.59%                      | 114.29%         | 112.29%                            | 127.17%                        | 93.77%                         | 53.84%                       | n/a             | 438.60%                            |
| +P              | 10                    | 3                     | 19                           | 9               | 7                                  | 4                     | 7                     | 21                           | 16              | 9                                  | 8                              | 5                              | 18                           | 21              | 17                                 |
| MP              | 13                    | 18                    | 8                            | 14              | 9                                  | 18                    | 8                     | 6                            | 7               | 6                                  | 13                             | 20                             | 4                            | 1               | 3                                  |
| -P              | 5                     | 7                     | 1                            | 5               | 12                                 | 6                     | 13                    | 1                            | 5               | 13                                 | 7                              | 3                              | 6                            | 3               | 7                                  |
| % MP & +P       | 82%                   | 75%                   | 96%                          | 82%             | 57%                                | 79%                   | 54%                   | 96%                          | 82%             | 54%                                | 75%                            | 89%                            | 79%                          | 88%             | 74%                                |
| From            | 7/20                  | 1/20                  | 7/20                         | 1/20            | 7/21                               | 7/20                  | 1/20                  | 7/20                         | 1/20            | 7/21                               | 7/20                           | 1/20                           | 7/20                         | 1/20            | 7/21                               |
| To              | 12/20                 | 6/20                  | 12/20                        | 6/20            | 12/21                              | 12/20                 | 6/20                  | 12/20                        | 6/20            | 12/21                              | 12/20                          | 6/20                           | 12/20                        | 6/20            | 12/21                              |

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 | Employers Receiving Workforce 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           | 90.81%                         | 103.71%                           | 63.40%          | 105.31%                               | 108.40%                                  | 69.02%                       | 100.12%                                    | 7              | 10 | 5  | 77%       |
| Borderplex      | 95.94%                         | 100.51%                           | 103.17%         | 95.15%                                | 98.20%                                   | 57.02%                       | 75.76%                                     | 6              | 12 | 3  | 86%       |
| Brazos Valley   | 94.46%                         | 103.84%                           | 114.12%         | 112.02%                               | 110.19%                                  | 111.24%                      | 103.84%                                    | 7              | 8  | 6  | 71%       |
| Cameron         | 91.56%                         | 93.42%                            | 121.47%         | 109.66%                               | 102.97%                                  | 45.96%                       | 105.79%                                    | 12             | 5  | 5  | 77%       |
| Capital Area    | 80.82%                         | 105.00%                           | 95.65%          | 107.29%                               | 105.74%                                  | 37.60%                       | 103.64%                                    | 6              | 8  | 8  | 64%       |
| Central Texas   | 89.83%                         | 101.32%                           | 112.84%         | 104.39%                               | 112.96%                                  | 79.32%                       | 84.26%                                     | 5              | 6  | 11 | 50%       |
| Coastal Bend    | 89.02%                         | 101.40%                           | 67.00%          | 108.34%                               | 110.26%                                  | 26.48%                       | 103.51%                                    | 4              | 6  | 12 | 45%       |
| Concho Valley   | 96.81%                         | 104.36%                           | 85.59%          | 116.87%                               | 108.22%                                  | 82.68%                       | 100.50%                                    | 12             | 4  | 6  | 73%       |
| Dallas          | 89.92%                         | 101.08%                           | 113.64%         | 88.34%                                | 119.28%                                  | 59.60%                       | 108.15%                                    | 9              | 7  | 6  | 73%       |
| Deep East       | 93.41%                         | 98.31%                            | 114.12%         | 106.09%                               | 104.15%                                  | 65.62%                       | 98.27%                                     | 8              | 9  | 5  | 77%       |
| East Texas      | 84.28%                         | 96.92%                            | 97.00%          | 107.25%                               | 111.33%                                  | 41.58%                       | 84.44%                                     | 7              | 11 | 4  | 82%       |
| Golden Crescent | 102.10%                        | 105.37%                           | 106.99%         | 104.95%                               | 105.55%                                  | 39.26%                       | 97.78%                                     | 7              | 7  | 8  | 64%       |
| Gulf Coast      | 87.00%                         | 98.87%                            | 85.54%          | 102.31%                               | 84.92%                                   | 48.94%                       | 109.36%                                    | 6              | 9  | 7  | 68%       |
| Heart of Texas  | 98.72%                         | 107.54%                           | 80.63%          | 108.50%                               | 108.60%                                  | 35.02%                       | 96.47%                                     | 11             | 5  | 5  | 76%       |
| Lower Rio       | 89.61%                         | 91.17%                            | 105.61%         | 108.45%                               | 103.29%                                  | 71.36%                       | 118.08%                                    | 10             | 6  | 6  | 73%       |
| Middle Rio      | 87.38%                         | 82.69%                            | 93.47%          | 100.93%                               | 103.17%                                  | 75.26%                       | 115.68%                                    | 10             | 6  | 6  | 73%       |
| North Central   | 89.81%                         | 103.19%                           | 99.77%          | 96.28%                                | 109.19%                                  | 54.20%                       | 77.65%                                     | 5              | 9  | 8  | 64%       |
| North East      | 96.10%                         | 101.06%                           | 108.00%         | 99.41%                                | 103.55%                                  | 41.04%                       | 94.38%                                     | 9              | 10 | 3  | 86%       |
| North Texas     | 103.63%                        | 108.01%                           | 123.20%         | 97.07%                                | 112.47%                                  | 46.42%                       | 112.61%                                    | 12             | 6  | 4  | 82%       |
| Panhandle       | 94.33%                         | 104.80%                           | 128.90%         | 110.20%                               | 116.77%                                  | 119.60%                      | 100.42%                                    | 13             | 5  | 4  | 82%       |
| Pemian Basin    | 91.72%                         | 99.48%                            | 97.42%          | 103.84%                               | 107.69%                                  | 29.46%                       | 90.19%                                     | 4              | 11 | 7  | 68%       |
| Rural Capital   | 88.14%                         | 108.95%                           | 116.72%         | 103.82%                               | 105.19%                                  | 32.86%                       | 94.83%                                     | 10             | 6  | 6  | 73%       |
| South Plains    | 95.97%                         | 101.81%                           | 102.28%         | 110.54%                               | 100.30%                                  | 42.98%                       | 99.72%                                     | 9              | 11 | 2  | 91%       |
| South Texas     | 92.64%                         | 92.10%                            | 142.65%         | 101.24%                               | 105.19%                                  | 95.56%                       | 124.07%                                    | 11             | 7  | 4  | 82%       |
| Southeast       | 91.06%                         | 97.63%                            | 97.26%          | 111.79%                               | 104.20%                                  | 52.92%                       | 102.67%                                    | 7              | 7  | 8  | 64%       |
| Tarrant         | 90.95%                         | 104.05%                           | 102.30%         | 88.63%                                | 109.47%                                  | 45.66%                       | 82.53%                                     | 7              | 11 | 4  | 82%       |
| Texoma          | 94.74%                         | 107.98%                           | 118.87%         | 101.95%                               | 106.56%                                  | 36.48%                       | 102.24%                                    | 8              | 9  | 5  | 77%       |
| West Central    | 90.73%                         | 100.04%                           | 123.64%         | 101.84%                               | 106.03%                                  | 59.80%                       | 103.89%                                    | 12             | 6  | 3  | 86%       |
| +P              | 0                              | 5                                 | 14              | 13                                    | 19                                       | 2                            | 7  | 234            |    |    |           |
| MP              | 7                              | 19                                | 8               | 13                                    | 8  | 1                            | 13   | 217            |    |    |           |
| -P              | 21                             | 4                                 | 6               | 2                                     | 1  | 25                           | 8  | 161            |    |    |           |
| % MP & +P       | 25%                            | 86%                               | 79%             | 93%                                   | 96%                                      | 11%                          | 71%  | 74%            |    |    |           |
| From            | 7/20                           | 1/20                              | 1/20            | 7/21                                  | 10/21                                    | 10/21                        | 10/21                                      | From           |    |    |           |
| To              | 12/20                          | 6/20                              | 6/20            | 9/21                                  | 12/21                                    | 12/21                        | 12/21                                      | To             |    |    |           |



REPORT ON THE PANHANDLE WORKFORCE DEVELOPMENT AREA'S  
WORKFORCE DEVELOPMENT GRANTS FOR THE PERIOD  
OCTOBER 1, 2021 - DECEMBER 31, 2021

| Panhandle YTD December 2021 Report  |  |                   |                     |                      |                   |                     |                   |                   |                     |
|---|--|-------------------|---------------------|----------------------|-------------------|---------------------|-------------------|-------------------|---------------------|
|   | Administration and<br>Service Delivery Costs |                   |                     | Training and Support |                   |                     | Total             |                   |                     |
|   | Total<br>Budgeted                            | Total<br>Expended | Percent<br>Expended | Total<br>Budgeted    | Total<br>Expended | Percent<br>Expended | Total<br>Budgeted | Total<br>Expended | Percent<br>Expended |
| <b>GRANTS PROVIDING SERVICES TO LOW-INCOME ADULTS/YOUTH AND DISLOCATED WORKERS</b>                              |  |                   |                     |                      |                   |                     |                   |                   |                     |
| Workforce Innovation & Opportunity Act/Adult  | 470,702                                      | 107,257           | 23%                 | 370,000              | 118,340           | 32%                 | 840,702           | 225,597           | 27%                 |
| Workforce Innovation & Opportunity Act/Youth  | 361,087                                      | 86,909            | 24%                 | 230,000              | 63,840            | 28%                 | 591,087           | 150,749           | 26%                 |
| Workforce Innovation & Opportunity Act/DLW  | 336,165                                      | 106,032           | 32%                 | 65,000               | -                 | 0%                  | 401,165           | 106,032           | 26%                 |
| Workforce Innovation & Opportunity Act/Rapid Response   | 18,884                                       | 1,681             | 9%                  | -                    | -                 | 0%                  | 18,884            | 1,681             | 9%                  |
| Workforce Innovation & Opportunity Act/ National Dislocated Worker Grant  | 201,678                                      | 57,540            | 29%                 | 240,000              | 55,443            | 23%                 | 441,678           | 112,982           | 26%                 |
| Reemployment Services and Eligibility Assessment  | 138,257                                      | 33,358            | 24%                 | -                    | -                 | 0%                  | 138,257           | 33,358            | 24%                 |
| Trade Adjustment Assistance   | 30,000                                       | 181               | 1%                  | 20,000               | 4,994             | 25%                 | 50,000            | 5,175             | 10%                 |
| <b>GRANTS PROVIDING SERVICES TO PUBLIC ASSISTANCE RECIPIENTS, NON-CUSTODIAL PARENTS AND OFFENDERS</b>           |  |                   |                     |                      |                   |                     |                   |                   |                     |
| Temporary Assistance to Needy Families/CHOICES  | 990,255                                      | 227,376           | 23%                 | 90,000               | 3,795             | 4%                  | 1,080,255         | 231,171           | 21%                 |
| TANF Summer Youth Project   | -  | -                 | 0%                  | 90,000               | -                 | 0%                  | 90,000            | -                 | 0%                  |
| Temporary Assistance to Needy Families/NCP  | 136,293                                      | 23,536            | 17%                 | 18,500               | 1,836             | 10%                 | 154,793           | 25,372            | 16%                 |
| Supplemental Nutrition Assistance/Employment & Training - General Population                                    | 189,637                                      | 28,654            | 15%                 | 40,000               | 6,422             | 16%                 | 229,637           | 35,077            | 15%                 |
| Supplemental Nutrition Assistance/Employment & Training - ABAWD   | 47,296                                       | 24,399            | 52%                 | -                    | -                 | 0%                  | 47,296            | 24,399            | 52%                 |
| <b>GRANTS PROVIDING CHILD CARE SERVICES TO LOW-INCOME FAMILIES AND OTHER ASSISTANCE TO CHILD CARE PROVIDERS</b> |  |                   |                     |                      |                   |                     |                   |                   |                     |
| Child Care Formula / Match  | 1,992,994                                    | 469,472           | 24%                 | 11,752,743           | 2,451,466         | 21%                 | 13,745,737        | 2,920,939         | 21%                 |
| Child Care Formula - Provider Growth Payments   | 2,217,954                                    | -                 | 0%                  | -                    | -                 | 0%                  | 2,217,954         | -                 | 0%                  |
| Child Care SIR Funds  | -  | -                 | 0%                  | 3,150,000            | 251,340           | 8%                  | 3,150,000         | 251,340           | 8%                  |
| Child Care Quality Improvement  | 60,500                                       | 16,674            | 28%                 | 221,671              | 18,391            | 8%                  | 282,171           | 35,065            | 12%                 |
| Child Care Quality Mentor and Assessor  | 325,338                                      | 69,577            | 21%                 | -                    | -                 | 0%                  | 325,338           | 69,577            | 21%                 |
| Child Care Quality CRRSA TRS Incentives   | -  | -                 | 0%                  | 471,868              | -                 | 0%                  | 471,868           | -                 | 0%                  |
| CCP - Family and Protective Services  | 75,000                                       | 6,487             | 9%                  | 1,425,000            | 129,747           | 9%                  | 1,500,000         | 136,234           | 9%                  |
| <b>GRANTS PROVIDING SUPPORT FOR WORKFORCE CENTER OPERATIONS AND FACILITIES</b>                                  |  |                   |                     |                      |                   |                     |                   |                   |                     |
| Wagner-Peyser Employment Service  | 87,084                                       | 43,047            | 49%                 | -                    | -                 | 0%                  | 87,084            | 43,047            | 49%                 |
| Veterans Employment Service   | 16,251                                       | 4,020             | 25%                 | -                    | -                 | 0%                  | 16,251            | 4,020             | 25%                 |
| <b>GRANTS PROVIDING SUPPORT FOR TEXAS WORKFORCE COMMISSION SPECIAL INITIATIVES AND OTHER PROJECTS</b>           |  |                   |                     |                      |                   |                     |                   |                   |                     |
| Workforce Commission Initiatives - TVLP   | 2,779  | 674               | 24%                 | -                    | -                 | 0%                  | 2,779             | 674               | 24%                 |
| Workforce Commission Initiatives - Youth Career Fair  | 35,000                                       | 299               | 1%                  | -                    | -                 | 0%                  | 35,000            | 299               | 1%                  |
| Workforce Commission Initiatives - Hiring Red, White and You!   | 1,500  | 1,081             | 72%                 | -                    | -                 | 0%                  | 1,500             | 1,081             | 72%                 |
| Workforce Commission Initiatives - Child Care Services Program  | 5,664  | -                 | 0%                  | 50,975               | -                 | 0%                  | 56,639            | -                 | 0%                  |
| Summer Earn & Learn   | 175,681                                      | -                 | 0%                  | -                    | -                 | 0%                  | 175,681           | -                 | 0%                  |
| Yr Round Work Experience  | 150,000                                      | 13,371            | 9%                  | -                    | -                 | 0%                  | 150,000           | 13,371            | 9%                  |
| Hireability Navigator   | 113,000                                      | 23,690            | 21%                 | -                    | -                 | 0%                  | 113,000           | 23,690            | 21%                 |
| VR Infrastructure Support Services Contract   | 148,190                                      | -                 | 0%                  | -                    | -                 | 0%                  | 148,190           | -                 | 0%                  |
| High Demand Job Training Grant  | 20,156                                       | 1,807             | 9%                  | -                    | -                 | 0%                  | 20,156            | 1,807             | 9%                  |
| <b>TOTAL</b>  | <b>8,347,344</b>                             | <b>1,347,124</b>  | <b>16%</b>          | <b>18,235,757</b>    | <b>3,105,614</b>  | <b>17%</b>          | <b>26,583,101</b> | <b>4,452,739</b>  | <b>17%</b>          |



**ITEM 7**



## MEMORANDUM

DATE: February 23, 2022

TO: Panhandle Workforce Development Board

FROM: Marin Rivas, Workforce Development Director

SUBJECT: Report on Monitoring Reviews

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

As the current One-Stop Service Delivery System contractor, Huxford Group, LLC, is responsible for delivery of Workforce Development and Childcare services to residents of the Panhandle Workforce Development Area, under the auspices of the Panhandle Workforce Development Board. Federal and State legislation requires evaluations of the application of funds to recipients of Federal and State funds. The Workforce Development Programs Funding sources are comprised of Federal and State funds available through funding streams from the U.S. Department of Labor, U.S. Department of Health and Human Services, and the U.S. Department of Agriculture for the Workforce Innovation and Opportunity Act (WIOA), Temporary Assistance to Needy Families (TANF) Employment Services, Supplemental Nutrition Assistance Program Employment and Training Services (SNAP E&T), Employment Services (ES) authorized by the Wagner-Peyser Act, Child Care and Development funds, and the Jobs for Veterans Act of 2002.

As Federal and State legislation and policies require recipients of federal funds to conduct a financial evaluation of the application of these funds on at least an annual basis, the following measurements were conducted in the fiscal monitoring review:

- The degree of compliance with applicable laws, regulations, policies and procedures.
- Adequacy of management controls.
- Reliable information is captured, reported, and used to improve decision-making.
- Resources are efficiently and effectively used and protected from waste, fraud, and abuse.
- Past, current and projected effectiveness and efficiency of program administration.
- Financial and program performance relevant to organizational goals.

The scope of this financial evaluation included a review of the following:

- Audit
- Cash Management
- Cost Allocation
- Disbursements
- Financial Reporting
- Insurance

The following areas were reviewed with instances of non-compliance or otherwise reportable conditions:

- Disbursements
- Financial and Other Reporting

The following detailed report lists updated statuses for the reviews of the current WSP sub-recipient Huxford Group, LLC’s service delivery since the last report provided to the Board at the December 2022 meeting including information of upcoming scheduled reviews.

## **REPORT ON THE PWDA’S MONITORING REVIEWS**

### **March 2021 – February 2022**

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

| <b>Administration of Fiscal Control Monitoring<br/>Conducted by External Monitor – Christine H. Nguyen, CPA</b> |                                      |                               |                                   |
|---|--------------------------------------|-------------------------------|-----------------------------------|
| Monitoring Review   | Date of review                       | Period Covered                | Status                            |
| Fiscal Operating Systems  | November 8, 2021 – November 12, 2021 | October 2020 – September 2021 | Final Report – All items resolved |

| <b>Workforce Development and Child Care Services Program Monitoring<br/>Conducted by Internal Monitor – Kathy Cabezuela, Program Specialist</b> |                               |                                      |                           |
|---|-------------------------------|--------------------------------------|---------------------------|
| Monitoring Review   | Date of review                | Period Covered                       | Status                    |
| Program Operating Systems   | November 2021 – February 2022 | January 1, 2021 – September 30, 2021 | Currently being conducted |
| Program Operating Systems   | March 2022 – May 2022         | October 1, 2021 – December 31, 2021  | Upcoming                  |

| <b>Administration of Fiscal and Program Control Monitoring<br/>Conducted by Texas Workforce Commission (TWC)</b> |                                   |                                 |          |
|--|-----------------------------------|---------------------------------|----------|
| Monitoring Review  | Date of review                    | Period Covered                  | Status   |
| Fiscal and Program Operating Systems   | February 28, 2022 – March 4, 2022 | January 1, 2021 – December 2021 | Upcoming |

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

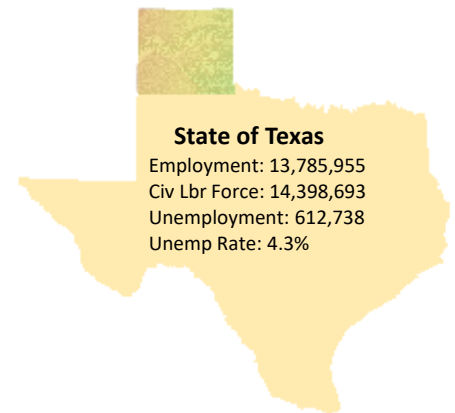
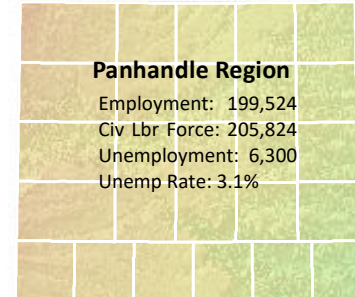


**ITEM 9**

# Texas Panhandle Workforce Employment Data

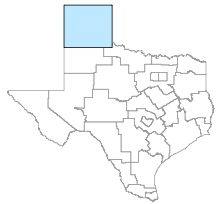
## December 2021

|   |  |   |  |   |   |
|---|--|---|--|---|---|
| <p><b>Dallam</b></p> <p>Employment: 3,388<br/>Civ Lbr Force: 3,465<br/>Unemployment: 77<br/>Unemp Rate: 2.2%</p>      | <p><b>Sherman</b></p> <p>Employment: 1,248<br/>Civ Lbr Force: 1,284<br/>Unemployment: 36<br/>Unemp Rate: 2.8%</p>      | <p><b>Hansford</b></p> <p>Employment: 2,336<br/>Civ Lbr Force: 2,398<br/>Unemployment: 62<br/>Unemp Rate: 2.6%</p>  | <p><b>Ochiltree</b></p> <p>Employment: 3,560<br/>Civ Lbr Force: 3,691<br/>Unemployment: 131<br/>Unemp Rate: 3.5%</p> | <p><b>Lipscomb</b></p> <p>Employment: 1,391<br/>Civ Lbr Force: 1,432<br/>Unemployment: 41<br/>Unemp Rate: 2.9%</p>      |   |
| <p><b>Hartley</b></p> <p>Employment: 2,483<br/>Civ Lbr Force: 2,533<br/>Unemployment: 50<br/>Unemp Rate: 2%</p>       | <p><b>Moore</b></p> <p>Employment: 10,241<br/>Civ Lbr Force: 10,524<br/>Unemployment: 283<br/>Unemp Rate: 2.7%</p>     | <p><b>Hutchinson</b></p> <p>Employment: 7,638<br/>Civ Lbr Force: 8,043<br/>Unemployment: 405<br/>Unemp Rate: 5%</p> | <p><b>Roberts</b></p> <p>Employment: 354<br/>Civ Lbr Force: 371<br/>Unemployment: 17<br/>Unemp Rate: 4.6%</p>        | <p><b>Hemphill</b></p> <p>Employment: 1,446<br/>Civ Lbr Force: 1,503<br/>Unemployment: 57<br/>Unemp Rate: 3.8%</p>      |   |
| <p><b>Oldham</b></p> <p>Employment: 884<br/>Civ Lbr Force: 910<br/>Unemployment: 26<br/>Unemp Rate: 2.9%</p>          | <p><b>Potter</b></p> <p>Employment: 54,341<br/>Civ Lbr Force: 56,115<br/>Unemployment: 1,774<br/>Unemp Rate: 3.2%</p>  | <p><b>Carson</b></p> <p>Employment: 2,925<br/>Civ Lbr Force: 3,014<br/>Unemployment: 89<br/>Unemp Rate: 3%</p>      | <p><b>Gray</b></p> <p>Employment: 6,768<br/>Civ Lbr Force: 7,147<br/>Unemployment: 379<br/>Unemp Rate: 5.3%</p>      | <p><b>Wheeler</b></p> <p>Employment: 1,858<br/>Civ Lbr Force: 1,949<br/>Unemployment: 91<br/>Unemp Rate: 4.7%</p>       |   |
| <p><b>Deaf Smith</b></p> <p>Employment: 8,017<br/>Civ Lbr Force: 8,274<br/>Unemployment: 257<br/>Unemp Rate: 3.1%</p> | <p><b>Randall</b></p> <p>Employment: 73,063<br/>Civ Lbr Force: 75,044<br/>Unemployment: 1,981<br/>Unemp Rate: 2.6%</p> | <p><b>Armstrong</b></p> <p>Employment: 908<br/>Civ Lbr Force: 932<br/>Unemployment: 24<br/>Unemp Rate: 2.6%</p>     | <p><b>Donley</b></p> <p>Employment: 1,315<br/>Civ Lbr Force: 1,361<br/>Unemployment: 46<br/>Unemp Rate: 3.4%</p>     | <p><b>Collingsworth</b></p> <p>Employment: 1,005<br/>Civ Lbr Force: 1,037<br/>Unemployment: 32<br/>Unemp Rate: 3.1%</p> |   |
| <p><b>Parmer</b></p> <p>Employment: 4,684<br/>Civ Lbr Force: 4,802<br/>Unemployment: 118<br/>Unemp Rate: 2.5%</p>     | <p><b>Castro</b></p> <p>Employment: 3,099<br/>Civ Lbr Force: 3,185<br/>Unemployment: 86<br/>Unemp Rate: 2.7%</p>       | <p><b>Swisher</b></p> <p>Employment: 2,314<br/>Civ Lbr Force: 2,403<br/>Unemployment: 89<br/>Unemp Rate: 3.7%</p>   | <p><b>Briscoe</b></p> <p>Employment: 524<br/>Civ Lbr Force: 546<br/>Unemployment: 22<br/>Unemp Rate: 4%</p>          | <p><b>Hall</b></p> <p>Employment: 951<br/>Civ Lbr Force: 993<br/>Unemployment: 42<br/>Unemp Rate: 4.2%</p>              | <p><b>Childress</b></p> <p>Employment: 2,783<br/>Civ Lbr Force: 2,868<br/>Unemployment: 85<br/>Unemp Rate: 3%</p> |





## Panhandle Workforce Development Area



|            |         |            |           |               |           |
|------------|---------|------------|-----------|---------------|-----------|
| Dallam     | Sherman | Hansford   | Ochiltree | Lipscomb      |           |
| Hartley    | Moore   | Hutchinson | Roberts   | Hemphill      |           |
| Oldham     | Potter  | Carson     | Gray      | Wheeler       |           |
| Deaf Smith | Randall | Armstrong  | Donley    | Collingsworth |           |
| Parmer     | Castro  | Swisher    | Briscoe   | Hall          | Childress |

## December 2021

| WDA Labor Force Statistics |         |         |         |               |
|----------------------------|---------|---------|---------|---------------|
|                            | Dec-21  | Nov-21  | Dec-20  | Yearly Change |
| Civilian Labor Force       | 205,824 | 206,882 | 207,629 | -1,805        |
| Employed                   | 199,524 | 199,952 | 198,169 | 1,355         |
| Unemployed                 | 6,300   | 6,930   | 9,460   | -3,160        |
| Unemployment Rate          | 3.1%    | 3.3%    | 4.6%    | -1.5%         |

| Texas Labor Force Statistics |            |            |            |               |
|------------------------------|------------|------------|------------|---------------|
|                              | Dec-21     | Nov-21     | Dec-20     | Yearly Change |
| Civilian Labor Force         | 14,398,693 | 14,429,974 | 14,139,874 | 258,819       |
| Employed                     | 13,785,955 | 13,775,211 | 13,191,324 | 594,631       |
| Unemployed                   | 612,738    | 654,763    | 948,550    | -335,812      |
| Unemployment Rate            | 4.3%       | 4.5%       | 6.7%       | -2.4%         |

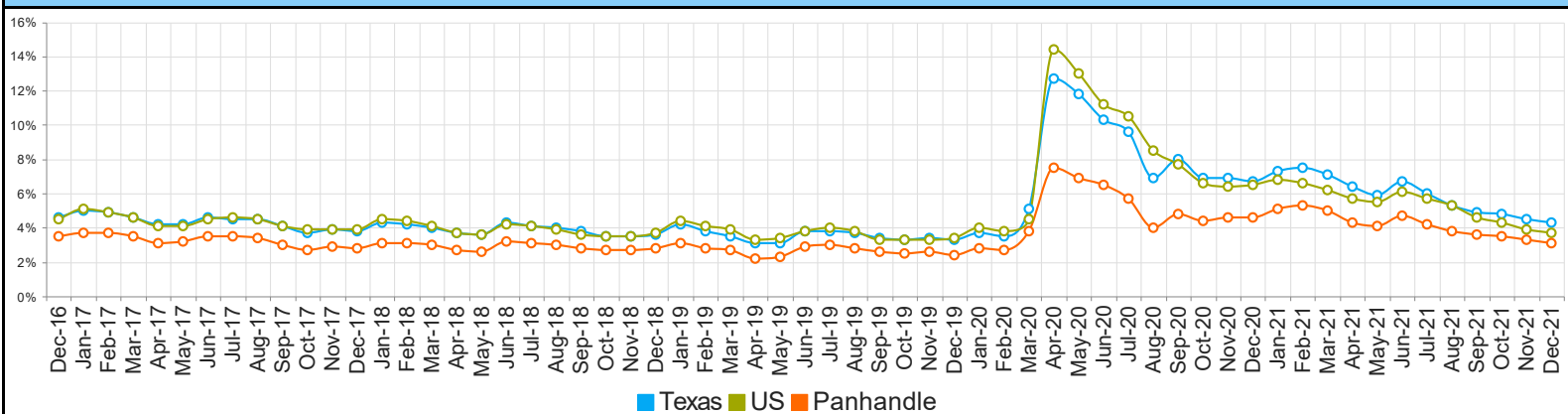
  

| US Labor Force Statistics |             |             |             |               |
|---------------------------|-------------|-------------|-------------|---------------|
|                           | Dec-21      | Nov-21      | Dec-20      | Yearly Change |
| Civilian Labor Force      | 161,696,000 | 162,099,000 | 160,017,000 | 1,679,000     |
| Employed                  | 155,732,000 | 155,797,000 | 149,613,000 | 6,119,000     |
| Unemployed                | 5,964,000   | 6,302,000   | 10,404,000  | -4,440,000    |
| Unemployment Rate         | 3.7%        | 3.9%        | 6.5%        | -2.8%         |

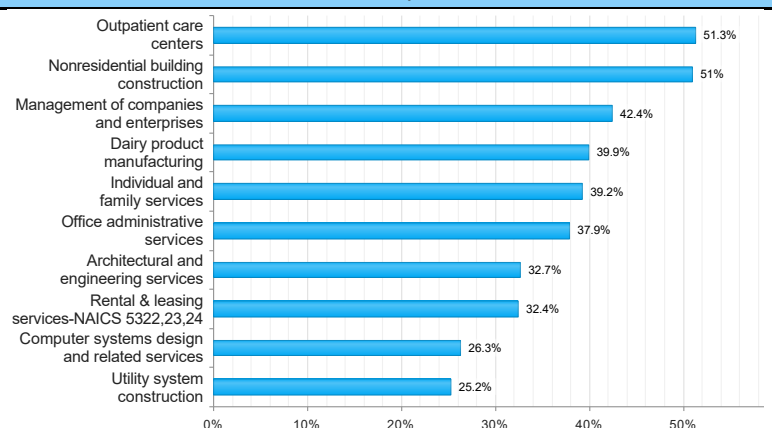
  

| Continued Claims for the Week of the 12th |        |        |         |               |
|---|--------|--------|---------|---------------|
|   | Dec-21 | Nov-21 | Dec-20  | Yearly Change |
| WDA                                       | 629    | 682    | 2,155   | -1,526        |
| Texas                                     | 80,731 | 84,722 | 244,808 | -164,077      |

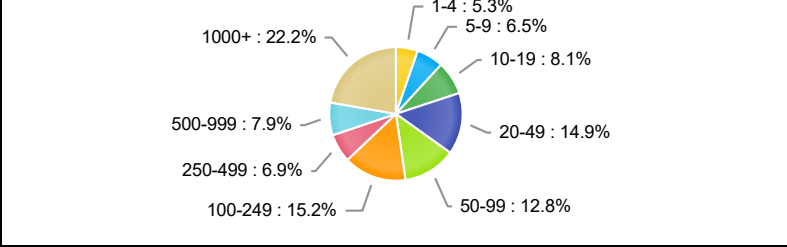
## Historical Unemployment Rates



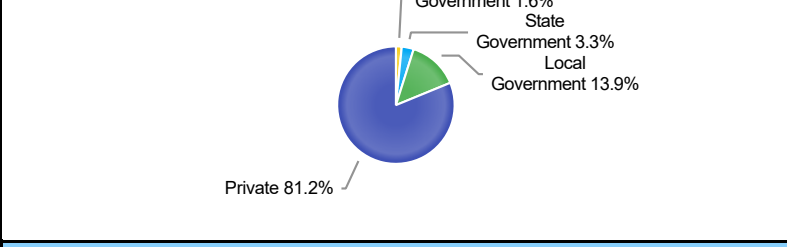
## Projected Top Ten Fastest Growing Industries in WDA (% Growth 2018-2028)



## Employment by Size Class (2nd Quarter 2021)



## Employment by Ownership (2nd Quarter 2021)



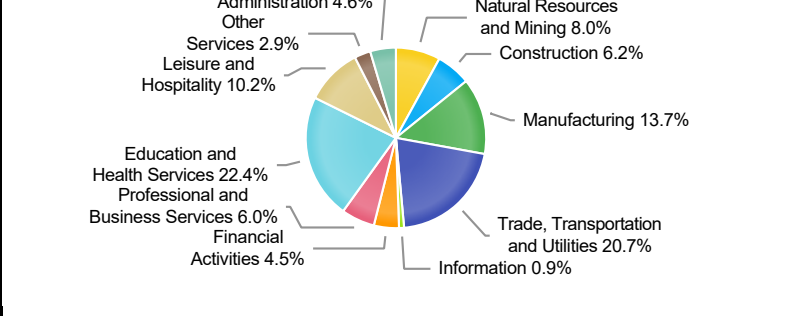
### Average Weekly Wage (2nd Quarter 2021)

|       | Q2 2021 | Q1 2021 | Q2 2020 | Quarterly Change | Yearly Change |
|-------|---------|---------|---------|------------------|---------------|
| WDA   | \$967   | \$947   | \$944   | \$20             | \$23          |
| Texas | \$1,210 | \$1,259 | \$1,156 | -\$49            | \$54          |
| US    | \$1,241 | \$1,288 | \$1,188 | -\$47            | \$53          |

## Employment by Industry (2nd Quarter 2021, Percent Change)

| Industry                            | Employment | % of Total | % Quarterly Change | % Yearly Change |
|-------------------------------------|------------|------------|--------------------|-----------------|
| Natural Resources and Mining        | 14,772     | 8.0%       | 1.5%               | -2.7%           |
| Construction                        | 11,583     | 6.2%       | 3.9%               | 1.1%            |
| Manufacturing                       | 25,427     | 13.7%      | -1.0%              | 3.9%            |
| Trade, Transportation and Utilities | 38,299     | 20.7%      | 1.1%               | 5.9%            |
| Information                         | 1,704      | 0.9%       | 0.9%               | 3.7%            |
| Financial Activities                | 8,269      | 4.5%       | 0.7%               | 0.3%            |
| Professional and Business Services  | 11,211     | 6.0%       | 2.1%               | 5.5%            |
| Education and Health Services       | 41,492     | 22.4%      | -0.9%              | 2.3%            |
| Leisure and Hospitality             | 18,862     | 10.2%      | 8.1%               | 22.1%           |
| Other Services                      | 5,342      | 2.9%       | 1.8%               | 4.6%            |
| Public Administration               | 8,453      | 4.6%       | 1.8%               | -1.6%           |

## Employment by Industry (2nd Quarter 2021)



# Child Care Development Block Grant (CCDBG) COVID-19 Federal Funding Fifth Tranche of New Initiatives Discussion Paper

## 1 Background

2 The Texas Workforce Commission (TWC) has received increased Child Care and Development Block  
3 Grant (CCDBG) funding through several COVID-19 related pieces of federal legislation:

4  
5 CARES – TWC previously received \$371,663,374 of [Coronavirus Aid, Relief, and Economic](#)  
6 [Security](#) (CARES) Act funding. The majority of these funds were budgeted to support a temporary  
7 enhanced reimbursement rate for subsidy child care providers, and to fund a temporary essential  
8 worker child care program.

9  
10 CRRSA – TWC is receiving \$1,135,748,591 in Child Care Development Block Grant (CCDBG)  
11 funds from the [Coronavirus Response and Relief Supplemental Appropriations Act, 2021](#) (CRRSA).  
12 On February 23, 2021, the Commission approved the [Planned Use of CRRSA Funds Report](#)  
13 [outlining possible uses for these funds](#).

14  
15 ARPA – TWC also received \$4,424,303,632 CCDBG funding through the [American Rescue Plan](#)  
16 [Act](#) (ARPA) as follows:

|    |                                |                 |
|----|--------------------------------|-----------------|
| 17 | CCDF Discretionary Funds       | \$1,703,369,713 |
| 18 | CCDF Stabilization Grant Funds | \$2,724,368,837 |

19  
20 TWC’s three-member Commission (Commission) will consider additional investments of these one-time  
21 stimulus funds. See Attachment 1 for an overview of funding.

## 22 Issue 1 – Outreach and Education Campaigns - \$10 million

23 On February 23, 2021, TWC’s three-member Commission (Commission) approved the [CRRSA Planned](#)  
24 [use of Funds Report](#) outlining considerations for the investment of federal child care stimulus funding.  
25 Included in the Report is a parent outreach and education campaign on the importance of quality child  
26 care, including information about Texas Rising Star, which assists parents in identifying TWC’s quality  
27 rated providers. This reflects input the Commission received from the Texas Rising Star Workgroup,  
28 whose [recommendations to the Commission](#) included developing an outreach plan to emphasize family  
29 and consumer education around selecting high-quality programs, and encouraging and informing  
30 programs to remain or become high-quality programs.

31  
32 In addition, at the [November 2, 2021 Commission Meeting](#), two public commentors spoke about the  
33 staffing shortages that child care providers are experiencing, which results in providers closing  
34 classrooms, and being unable to serve as many children as there is capacity. The Commission directed  
35 TWC staff to examine opportunities to support a recruitment campaign.

## 37 Decision Point 1

38 Staff recommends dedicating \$10 million in federal child care stimulus funds to support child care  
39 education and outreach campaigns, including those noted above.



## 1 **Issue 2 – Strategies to Support Training - \$13,545,000**

2 A qualified and well-trained child care workforce is important in ensuring that we meet the growing  
3 need for high quality child care. The federal child care stimulus funds provide an opportunity for the  
4 Commission to strengthen TWC’s existing strategies to support the education, training, and ongoing  
5 professional development needs of the early childhood workforce. The strategies outlined below will  
6 compliment those that have already been approved by the Commission:

- 7 • Early Childhood Apprenticeship Program Development - \$3,450,000
- 8 • Professional Development Scholarships Expansion - \$7,000,000

9  
10 Through these complimentary strategies, TWC can expand its support for education, training, and  
11 professional development with federal child care stimulus funds.

### 12 13 Texas A&M AgriLife Online Trainings - \$8,000,000

14 Texas A&M’s AgriLife Extension Office currently provides many [online child care training courses](#).  
15 Courses are available, at a very low cost, to early childhood educators. The fees paid by trainees help to  
16 support the training database infrastructure. The Commission could consider supporting enhancements  
17 to the AgriLife training offerings to:

- 18 • Integrate the AgriLife learning management system with the Texas Early Childhood Professional  
19 Development System (TECPDS). This will allow AgriLife online training courses that early  
20 childhood educators access to automatically be transferred to TECPDS and reflected within the  
21 educators TECPDS workforce registry account.
- 22 • Migrate business courses that were funded by TWC through a contract with the Collaborative for  
23 Children into the AgriLife training database.
- 24 • Expand AgriLife training course offerings, including:
  - 25 ○ Starting a Home-Based Child Care Business
  - 26 ○ Starting a Non-Traditional Hours Child Care Program
  - 27 ○ Teaching in Natural Learning Environments
  - 28 ○ Child Care Director Credential Series
  - 29 ○ Child Development Associate (CDA) Alignment
- 30 • Support early childhood professionals with free access to courses, through Fiscal Year 2024, that  
31 meet the Child Care Regulation training requirements.

### 32 Practitioner Training – Early Childhood Intervention (ECI) - \$4,545,000

33 The Health and Human Services Commission (HHSC) oversees the Early Childhood Intervention (ECI)  
34 program which serves children from birth to 36 months with a developmental delay or disability. ECI  
35 contracts with community-based providers who work with the children and families where they are,  
36 which could include in the home or in a child care program, for example.

37  
38 Child Find is a mandate that is included under the federal Individuals with Disabilities Education Act  
39 (IDEA) and requires states to have policies and procedures in place to locate all children that may  
40 qualify for ECI services. With the large number of children attending child care in Texas, ECI has  
41 identified a need for increased outreach activities and training for directors, teachers, and others working  
42 and supporting these child care programs. When equipped with the appropriate information about ECI  
43 services, these child care staff can be instrumental in identifying and directing families to available ECI  
44 resources.

1 The Commission could consider providing funds to HHSC/ECI to train and support child care providers,  
2 Texas Rising Star mentors, and Infant-Toddler Specialists on conducting developmental screenings,  
3 Child Find, and how to work with local ECI providers to jointly serve eligible children, including the  
4 following:  
5

- 6 • ECI contractors to provide All Together Now and Brain Foundations training to child care  
7 programs through individualized on-site training and regional training sessions, including high-  
8 need topic areas, such as dealing with challenging behaviors and creating an inclusive classroom.
- 9 • Providing ECI personnel and Texas Rising Star mentor staff with Ages and Stages Questionnaire  
10 (ASQ) Train the Trainer content and kits to provide training and support to child care programs  
11 they work with and providing child care programs access to ASQ online tools and/or kits.
- 12 • Providing qualifying ECI personnel Level II or Level III Infant Mental Health Endorsement to  
13 support equipping the child care programs they work with in managing challenging behaviors in  
14 their classrooms.

### 15 Skills for Small Business for the Child Care Industry - \$1,000,000

16 The Texas Workforce Commission offers the [Skills for Small Business](#) (SSB) program to assist  
17 employers with fewer than 100 employees access training for full-time staff. Historically, the SSB  
18 funding parameters have excluded training for child care providers. This was done to target more  
19 limited SSB resources, in light of the fact that TWC and the Boards have other dedicated training  
20 funding for child care. Given the influx of federal child care stimulus funding, TWC could consider  
21 supplementing the SSB program with CCDBG stimulus funding, and dedicating these funds specifically  
22 for child care programs that meet the following parameters:

- 23 • Child care employer has under 100 employees
- 24 • Training for full-time employees
- 25 • Within a 12-month period, funding for tuition and fees up to:
  - 26 ○ \$1800 per newly hired employee (hired within 12 months of the SSB application date)
  - 27 ○ \$900 per incumbent worker
- 28 • Training provided by a public community or technical college or Texas A&M Engineering  
29 Extension Service (TEEX)
- 30 • Training selected from the active course catalogs/schedule – credit, continuing education, online  
31 or other available unpublished courses

### 32 **Decision Point 2**

33 Staff recommends:

- 34 • Supporting Texas AgriLife Training by
  - 35 ○ Dedicating \$8,000,000 in federal child care stimulus funds to enhance and expand early  
36 childhood educator online training offerings offered through the TEEX, as described  
37 above.
  - 38 ○ Providing ongoing annual support of approximately \$25,000 to Texas A&M AgriLife to  
39 support connectivity and data integration with TECPDS. These funds will be considered  
40 as part of TWC's Annual Operating Budget from TWC's regular CCDF state allocation.
- 41 • Supporting ECI Training by
  - 42 ○ Dedicating \$4,545,000 in federal child care stimulus funds to allow HHSC/ECI to train  
43 and support early childhood educators and programs in jointly serving children who may  
44 qualify for early intervention services.
- 45 • Supporting Skills for Small Business Training by

- Dedicating \$1,000,000 in federal child care stimulus funds for Skills for Small Business child care specific training, as outlined above.

### **Issue 3 – 2022 Child Care Relief Funds Expansion - \$ 1 billion**

On October 19, 2021 and January 11, 2022, the Commission approved a plan and methodology for distributing \$2.4 billion of ARPA-funded Child Care Relief Funds to eligible child care providers in 2022. Consistent with ARPA Stabilization Grant provisions, the Commission approved broad and flexible use of these funds to assist providers with recovering from the economic effects of the pandemic, noting that staff compensation is an allowable use of CCRF, in addition to other operating costs such as rent, utilities, maintenance/repair expenses, sanitation supplies/services, and personal protective equipment (PPE).

The Commission could consider using additional federal COVID stimulus funding to increase the amount budgeted for CCRF to help support providers. By providing this additional assistance, the Commission could allow providers the flexibility to determine how to best invest these funds to support their child care businesses, and also noting some information that child care providers should consider.

Child care providers and child care advocates have been expressing concern about child care employment levels, and staff compensation and benefits. While child care industry employment has been rising, the increase is slow and has not recovered to pre-pandemic levels. Using data from the Bureau of Labor Statistics, a [report](#) from the Center for the Study of Child Care Employment notes the extensive job losses that the early care and education sector suffered due to COVID-19. As [reported](#) by Business Insider, child care businesses are struggling to find enough workers because they are leaving the industry for better pay. Child care providers should consider if they need to dedicate these increased 2022 CCRF funds to provide enhanced compensation and benefits packages to recruit and retain child care staff. Providers should consider if they want to enhance total compensation benefits packages using 2022 CCRF to provide one-time or time-limited benefits such as:

- Hiring bonuses
- Retention bonuses
- Wage supplements
- Free/reduced cost child care for their staff
- Paid time off
- Teacher classroom supply stipends/reimbursements
- Professional development assistance/tuition reimbursement
- Health insurance/assistance with premiums
- Retirement contributions

#### **Decision Point 3**

Staff recommends:

- Dedicating an additional \$ 1 billion of COVID stimulus funding to 2022 CCRF; and
- Following the CCRF distribution methodology approved October 19, 2021 and January 11, 2022.

### **Issue 4 – Capacity-Building Grants for Child Care Deserts, Infants Capacity, and Employer Site Based Child Care \$75 million**

1 The Office of Child Care (OCC) has previously issued [guidance](#) that notes the flexibility that states have  
2 in determining the best strategies to build the supply of high-quality child care that meets the needs of  
3 children and families in their communities. To help address the impact of the pandemic on the child  
4 care industry and on the availability of child care for working parents, the Commission could dedicate  
5 funding to support the expansion of available regulated child care.

#### 6 7 Child Care Desert Capacity & Employer Site Based Child Care Start Up Award

8 The Commission should consider making funds available for

- 9 • Child Care Desert Capacity, specifically to support the expansion of regulated child care in  
10 child care deserts, defined in [Texas Labor Code §302.0461](#) as an area of the state where the  
11 number of children with working parents younger than six is three times greater than the  
12 licensed child care capacity. Expansion includes new regulated programs and programs that  
13 are expanding their overall capacity. Programs that are purchased by a new owner, but retain  
14 the same licensed capacity, would not be considered as expanding the availability of child  
15 care and would not be eligible.
- 16 • Employer Site-Based Child Care, to support the expansion of regulated child care that is  
17 developed with an employer, or consortium of employers, to address the child care needs of  
18 their workforce.

#### 19 20 Child Care Infant Capacity Start Up Award

21 The Commission should consider supporting Child Care Infant Capacity Expansion (ages 0-17  
22 months) in all areas of the state.

#### 23 24 Administration of Funding / Allowable Uses of Funding

25 TWC can work with an entity or entities to conduct outreach and education, and to assist potential  
26 new child care providers. These entity/entities will provide business planning support and will  
27 administer one-time new start up awards to help support the initial costs of opening a new child care  
28 program, including, but not limited to:

- 29 • Indoor equipment and furnishings (cribs, changing tables, bookshelves, chairs, tables, rugs, etc.)
- 30 • Office furnishings and equipment (desks, chairs, filing cabinets, computers, software, printers,  
31 etc.)
- 32 • Outdoor equipment (playgrounds, shade structures, toys, balls, fencing, infant strollers, etc.)
- 33 • Kitchen supplies, excluding food (appliances, cookware, serving items, etc.)
- 34 • Safety supplies (fire extinguishers, smoke detectors, carbon monoxide detectors, baby gates,  
35 outlet covers, etc.)
- 36 • Education supplies/classroom materials (curriculum, books, toys, etc.)
- 37 • Permitting fees (CCR, inspections, etc.)

38  
39 CCDF cannot be used for construction, major renovations or the purchase or improvement of  
40 land. Major renovation is defined as: (1) structural changes to the foundation, roof, floor, exterior or  
41 load-bearing walls of a facility, or the extension of a facility to increase its floor area; or (2)  
42 extensive alteration of a facility such as to significantly change its function and purpose, even if  
43 such renovation does not include any structural change.

#### 44 45 Business Plan Requirement

46 The Commission could consider requiring all applicants to:

- 47 • Submit a business plan,

- Child Care Desert and Employer Site-Based Capacity Expansion applicants will submit a business plan using the SBA’s [How to Start a Quality Child Care Business](#), Appendix A: Business Plan Outline for Child Care Centers; and
- Child Care Infant Capacity Expansion applicants will submit a modified/targeted business plan addressing the infant expansion provisions.
- Meet with TWC’s contracted entity/entities (virtually) to review their business plan, and
- Participate in technical assistance, as determined necessary by TWC’s contracted entity/entities, to improve their business plan, and to assist in positioning the applicant to operate a successful business.

Start Up Award Amounts

The Start-Up Award would be issued upon approval of their business plan, based on the following amounts:

Start Up Award amounts for general capacity expansion:

|                                      |          |
|--------------------------------------|----------|
| Licensed Center 101 or more children | \$75,000 |
| Licensed Center 75-100 children      | \$60,000 |
| Licensed Center 50-74 children       | \$45,000 |
| Licensed Center 25-49 children       | \$30,000 |
| Licensed Center 0-24 children        | \$15,000 |
| Licensed Home up to 12 children      | \$8,000  |
| Registered Home up to 6 children     | \$4,000  |

Start Up Award amounts for infant capacity expansion:

|  |  |
|--|--|
| For new infant capacity expansion in all areas of the state (child care deserts and non-deserts) | \$2,000 per new infant slot<br><br>(If a provider is opening in a child care desert, this amount is in addition to the Child Care Desert Expansion Start Up Awards that a provider may also receive) |
|--|--|

Initial Operating Awards for Child Care Deserts, Employer Site-Based , and for Infant Capacity

In addition to issuing Child Care Start-Up Awards, the Commission could also consider issuing a Child Care Initial Operating Award, prior to the child care program opening, to assist the provider in its first few months of operation.

- The Child Care Desert Initial Operating Award, and the Employer Site Based Initial Operating Award would be issued when the provider is issued their Initial Operating Permit by Child Care Regulation; and
- The Child Care Infant Initial Operating Award would be issued when the provider is issued their modified Operating Permit by Child Care Regulation

The Child Care Initial Operating Awards will be based on the following methodology:

- 1 • The Child Care Desert Initial Operating Award and the Employer Site Based Initial Operating  
2 Award will be based on  
3 Provider capacity x MRS 75<sup>th</sup> Percentile Average Cost x 3 months (63 days)
- 4 • The Child Care Infant Initial Operating Award  
5 New Infant Capacity x MRS 75<sup>th</sup> Percentile Cost for Infants x 3 months (63 days)

#### 6 7 Local Workforce Development Board Support to the Child Care Industry

8 The Commission could consider approving funding for the Local Workforce Development Boards  
9 (Boards) to support the child care industry. Boards could identify staff/hire new staff who will focus  
10 on child care business outreach and support. Funding would be available through April 2024 to  
11 allow Boards to support the child care industry to:

- 12 • Make connections with TWC’s Child Care Provider Expansion entity/entities
- 13 • Make connection with TWC-funded business coaching and business training
- 14 • Educate business on how Workforce Solutions can assist them with hiring support, and other  
15 workforce assistance services
- 16 • Learn about participating in the Child Care Services program and the Texas Rising Star quality  
17 rating system
- 18 • Make connections with Child Care Regulation to learn about Texas’ regulatory requirements for  
19 child care operations
- 20 • Make connections with the Texas Department of Agriculture to learn about the Child and Adult  
21 Care Food Program
- 22 • Be aware of the Child Care Availability Portal and the Texas Early Childhood Professional  
23 Development System

24 The Commission could require Boards to submit a request to Child Care & Early Learning, outlining  
25 the number of staff they will dedicate to child care industry support, and a budget detailing the  
26 amount of funding being requested (funding available through April 2024).

#### 27 28 Child Care Regulation Support

29 The Commission could also consider approving a portion of these funds (\$1 million) for Child Care  
30 Regulation to allow them additional resources to support the expansion of regulated child care. CCR  
31 would hire five temporary positions (funded through April 2024) to assist prospective new child care  
32 providers in understanding CCR’s regulatory requirements, understanding how local ordinances may  
33 also need to be considered, and in accessing other resources available to assist new child care  
34 operations.

#### 35 36 **Decision Point 4**

37 Staff recommends dedicating \$75 million as outlined above, to support child care industry expansion  
38 efforts.

## Summary of Child Care Stimulus Funding

| Funding Source   | Obligation & Expenditure<br>Deadlines            | Total Appropriated     |
|--|--|------------------------|
| CARES  | obligated by 9/30/2022;<br>expended by 9/30/2023 | \$371,663,374          |
| CRRSA  | obligated by 9/30/2022;<br>expended by 9/30/2023 | \$1,135,748,591        |
| ARPA - 10% Stabilization<br>Admin/TA/Capacity-Building | obligated by 9/30/2022;<br>expended by 9/30/2023 | \$272,436,884          |
| ARPA - Stabilization Funds to Providers                | obligated by 9/30/2022;<br>expended by 9/30/2023 | \$2,451,931,953        |
| ARPA - Discretionary                                   | obligated by 9/30/2023;<br>expended by 9/30/2024 | \$1,703,369,713        |
| <b>Total</b>   |  | <b>\$5,935,150,515</b> |

| Project  | Date Approved        | Funding Level   |
|--|----------------------|-----------------|
| Essential Worker Child Care  | March 24, 2020       | \$52,400,000    |
| Enhanced Reimbursement Rate  | May 19, 2020         | \$207,200,000   |
|  | July 28, 2020        |                 |
|  | August 20, 2020      |                 |
|  | January 12, 2021     |                 |
| FY20 Low-Income CC   | August 20, 2020      | \$17,500,000    |
| FY21 Low-Income CC   | August 20, 2020      | \$33,300,000    |
| <b>First Tranche</b>   |                      |                 |
| 2021 CCRF  | May 4, 2021          | \$580,000,000   |
| TA/Business Coaches  | May 4, 2021          | \$15,000,000    |
| <b>Second Tranche</b>  |                      |                 |
| SIR Child Care   | June 28, 2021        | \$500,000,000   |
| TRS Supports   | June 28, 2021        | \$30,000,000    |
| TRS Contracted Slots Pilot   | June 28, 2021        | \$1,200,000     |
| Training – EC Apprenticeship Pilot   | June 28, 2021        | \$3,450,000     |
| TWC Program Admin  | June 28, 2021        | \$5,678,743     |
| <b>Third Tranche</b>   |                      |                 |
| TWC Program/Admin Costs  | October 19, 2021     | \$42,500,000    |
| 2022 CCRF ( <i>modified in the Fifth Tranche to<br/>add additional funds</i> ) | October 19, 2021     | \$2,451,931,953 |
| Monitoring of 2022 CCRF  | TBD/January 11, 2022 | \$20,000,000    |

| <b>Fourth Tranche</b>             |                  |                        |
|-----------------------------------|------------------|------------------------|
| Low Income Child Care             | November 2, 2021 | \$293,200,000          |
| Matching Grant to Improve Quality | November 2, 2021 | \$25,000,000           |
| Pre-K Partnership Expansion       | November 2, 2021 | \$26,000,000           |
| Training – PD Scholarships        | November 2, 2021 | \$7,000,000            |
| Shared Services Alliances         | November 2, 2021 | \$25,000,000           |
| Studies/Evaluations               | November 2, 2021 | \$1,602,000            |
| Provider Enrollment/Growth        | November 2, 2021 | \$287,000,000          |
|                                   |                  | <b>\$4,643,762,696</b> |

| <b>Project</b>  | <b>Date Approved</b> | <b>Recommended Funding Level</b> |
|---|----------------------|----------------------------------|
| <b>Fifth Tranche (this Discussion Paper)</b>  |                      |                                  |
| Outreach/Education Campaigns  | TBD/February 1, 2022 | \$10,000,000                     |
| Training – Texas A&M AgriLife   | TBD/February 1, 2022 | \$8,000,000                      |
| Training – HHSC/ECI   | TBD/February 1, 2022 | \$4,545,000                      |
| Training – Skills for Small Business (SSB)  | TBD/February 1, 2022 | \$1,000,000                      |
| 2022 Child Care Relief Funds Expansion<br><i>(bringing the total to \$3.45 billion)</i> | TBD/February 1, 2022 | \$1,000,000,000                  |
| Child Care Industry Expansion/Support   | TBD/February 1, 2022 | \$75,000,000                     |
|   |                      | <b>\$ 1,098,545,000</b>          |

|                          |                        |
|--------------------------|------------------------|
| <b>Total Approved</b>    | <b>\$5,723,507,696</b> |
| <b>Remaining Balance</b> | <b>\$211,642,819</b>   |



## TWC Increases 2022 Child Care Relief Funding by \$1 Billion to Strengthen Workforce

Date: February 2, 2022

Media Contact: Cisco Gamez

Phone: 512-463-8556

### \$3.4 Billion Now Available to Eligible Providers, Plus Additional \$75 Million Approved to Defray Startup Costs for New Child Care Businesses

AUSTIN – The Texas Workforce Commission (TWC) this week approved an additional \$1 billion in direct support for the Texas child care industry, increasing available funds for the [2022 Child Care Relief Fund](#) (CCRF) to a total of \$3.4 billion — with an estimated average award of over \$250,000 per provider. In addition to the \$1 billion approved for CCRF, the Commission has also approved an additional \$75 million aimed to defray startup costs for new child care providers across the state.

The 2022 CCRF, now at \$3.4 billion in available funds, is intended to help child care providers address the impacts of COVID-19. Eligible providers may use these funds in a variety of ways to support their program's operating costs. Examples include supporting staff recruitment and retention by enhancing the benefits they provide to their employees such as paid time off and free or low-cost child care for their employees' children. Other employee benefits could include signing bonuses, retention bonuses, wage stipends, or hazard pay.

The \$75 million in additional funding aims to support the expansion of available regulated child care, which has declined following the pandemic, and assist potential new child care providers. This funding may be used by new child care businesses to help support the initial costs of opening a new child care program, including, but not limited to:

- Indoor equipment and furnishings (cribs, changing tables, bookshelves, chairs, tables, rugs, etc.)
- Office furnishings and equipment (desks, chairs, filing cabinets, computers, software, printers, etc.)
- Outdoor equipment (playgrounds, shade structures, toys, balls, fencing, infant strollers, etc.)
- Kitchen supplies, excluding food (appliances, cookware, serving items, etc.)
- Safety supplies (fire extinguishers, smoke detectors, carbon monoxide detectors, baby gates, outlet covers, etc.)
- Education supplies/classroom materials (curriculum, books, toys, etc.)
- Permitting fees (Child Care Regulation, inspections, etc.)

"TWC remains committed to supporting Texas employers, including those in the child care industry, as they respond to economic and hiring challenges," said TWC Chairman Bryan Daniel. "This latest action by TWC on behalf of the child care industry reflects the importance of child care providers not just as small businesses, but as critical support to the workforce needs of our state."

The \$3.4 billion 2022 Child Care Relief Fund is a new opportunity that will help strengthen a vital industry to the state's workforce by offering direct support for existing child care programs. Beginning this month, over 13,000 eligible child care providers across the state, including licensed and regulated child care centers and homes, will have the opportunity to apply for this one-time stimulus funding.

"Texas' workforce depends on reliable, quality child care, and the industry itself has faced staffing challenges in light of the pandemic," said TWC Commissioner Representing Labor Julian Alvarez. "Not only do these funds help strengthen the quality of child care available to Texans, but they also offer needed support for wages, benefits and more to those working in child care centers and homes."

Child Care Relief Funding award amounts are based upon provider size, type, and the average cost of child care in their area. Through the first round of Child Care Relief Funding in 2021, approximately \$581 million was awarded to more than 9,500 child care providers who received, on average, over \$60,000 each in support. With the new 2022 CCRF opportunity, this year's eligible providers have access to \$3.4 billion and with an estimated average award of over \$250,000.

"These funds will go a long way toward supporting our irreplaceable child care providers," said TWC Commissioner Representing Employers Aaron Demerson. "Supporting our child care businesses across the state is a win-win situation for our Texas employers, their staff and families that are seeking child care in order to remain and rejoin the workforce."

Eligible child care providers will receive an invitation to apply for funding beginning later this month. For more information and to check eligibility, visit <https://www.childcare.texas.gov/> or email [CCReliefFunds@Trelliscompany.org](mailto:CCReliefFunds@Trelliscompany.org).

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

Last Verified: February 02, 2022

Equal Opportunity Employer/Program

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

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

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

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**ITEM 10**

**PANHANDLE WORKFORCE DEVELOPMENT BOARD  
CURRENT MEMBERSHIP  
JULY 1, 2021 – JUNE 30, 2022**

**PRIVATE SECTOR (CITY OF AMARILLO)**

Ms. Kristi Hanes \*\*\*\*\*

Co-Owner/Director

Night & Day, Care & Play Inc.

2831 Mays Street

Amarillo, Texas 79109

(806) 352-2186 / (806) 322-0986 fax

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

Industry Represented: Services (62)

TWC ID #: 075710160

Firm Size: 29 employees

Ethnicity/Gender: W/F

Term Expires: June 30, 2022

**PRIVATE SECTOR (CITY OF AMARILLO)**

Ms. Betty Bara

Co-Owner

La Fiesta Grande

4704 Van Winkle Drive

Amarillo, Texas 79119

(806) 376-3689 / (806) 355-2826 fax

[bettybara@aol.com](mailto:bettybara@aol.com)

Industry Represented: Food (72)

TWC ID #: 021762288

Firm Size: 84

Ethnicity/Gender: W/F

Term Expires: June 30, 2022

**PRIVATE SECTOR (CITY OF AMARILLO)**

Ms. Heather Freeman

Director –

HR Business Partnerships and Employee Relations

Consolidated Nuclear Security, LLC - Pantex

P. O. Box 30020

Amarillo, Texas 79120

(806) 573-7782

[Heather.Freeman@pxy12.doe.gov](mailto:Heather.Freeman@pxy12.doe.gov)

Industry Represented: Manufacturing (31)

TWC ID #: 144395778

Firm Size: 3,825 employees

Ethnicity/Gender: W/F

Term Expires: June 30, 2022

**PRIVATE SECTOR (CITY OF AMARILLO)**

Mr. Jason Henderson \*\*\* / \*\*\*\*\*

Vice President – Assembly Operations

Bell

P.O. Box 482

Fort Worth, Texas 76101

(817) 280-8957

[jhenderson@bellflight.com](mailto:jhenderson@bellflight.com)

Industry Represented: Manufacturing (31)

TWC ID #: 002639157

Firm Size: 4,954 employees

Ethnicity/Gender: W/M

Term Expires: June 30, 2023

**PRIVATE SECTOR (CITY OF AMARILLO)**

Mr. David Parker

Chief Operating Officer

Harwell & Cook Orthodontics

3420 Thornton Drive

Amarillo, Texas 79109

(806) 353-3593

[david@harwellcook.com](mailto:david@harwellcook.com)

Industry Represented: Healthcare (62)

TWC ID #: 07-895859-6

Firm Size: 41 employees

Ethnicity/Gender: W/M

Term Expires: June 30, 2022

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

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

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

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

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

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

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

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

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

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

Mr. Matt Parker \*\* / \*\*\*  
Vice President  
BSA Health System  
1600 Wallace Blvd.  
Amarillo, Texas 79106  
(806) 212-5714  
[matt.parker@bsahs.org](mailto:matt.parker@bsahs.org)

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

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

Mr. Ryan Bradley  
Plant Manager  
Hunting Titan Inc.  
11785 Hwy 152  
Pampa, Texas 79076  
(806) 665-3781  
[Ryan.Bradley@hunting-intl.com](mailto:Ryan.Bradley@hunting-intl.com)

Industry Represented: Manufacturing (31)  
TWC ID: 143344908  
Firm Size: 552 employees  
Ethnicity/Gender: W/M  
Term Expires: June 30, 2023

**PRIVATE SECTOR (AT LARGE)**

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

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

**PRIVATE SECTOR (AT LARGE)**

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

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

**PRIVATE SECTOR (AT LARGE)**

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

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

**ECONOMIC DEVELOPMENT ORGANIZATIONS**

(Vacant)

Ethnicity/Gender:  
Term Expires:

**SECONDARY EDUCATION**

Mr. Jay Barrett \*\*\*  
Principal – AmTech Career Academy  
Amarillo Independent School District  
1100 North Forest  
Amarillo, Texas 79106  
(806) 326-2800  
[jay.barrett@amaisd.org](mailto:jay.barrett@amaisd.org)

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

**POST-SECONDARY EDUCATION**

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

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

**ADULT BASIC AND CONTINUING EDUCATION**

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

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

**LITERACY ORGANIZATIONS**

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

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

**VOCATIONAL REHABILITATION ORGANIZATIONS**

(Vacant)

Ethnicity/Gender:  
Term Expires:

**COMMUNITY-BASED ORGANIZATIONS**

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

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

**COMMUNITY-BASED ORGANIZATIONS**

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

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

**LABOR ORGANIZATIONS**

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

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

**LABOR ORGANIZATIONS**

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](mailto:jroberts@cscouncil.net)

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

**PUBLIC EMPLOYMENT AGENCY**

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

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



**STATE DEPARTMENT OF HUMAN SERVICES**

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

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

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