

**Panhandle Workforce
Development Consortium's
Governing Body
Meeting Agenda
February 24, 2022**



NOTICE OF MEETING

A meeting of the Panhandle Workforce Development Consortium's Governing Body will be held at 11:30 a.m. on Thursday, February 24, 2022. Due to the current COVID-19 crisis this meeting will be held by in a hybrid format of both in-person and videoconference 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 415 S.W. 8th Avenue, Amarillo, Potter County, Texas.

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/89718583569?pwd=bVJJRDlKV0NrZFRRVXFhcUFUeXB6UT09>

(Meeting ID: 897 1858 3569 - Passcode: 983351)

or may participate by phone (346) 248-7799 (Meeting ID: 897 1858 3569 - Passcode: 983351).

A copy of the full agenda packet for this meeting can be found on the PRPC's website at:

<http://www.theprpc.org>

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

AGENDA

1. CALL TO ORDER

2. INITIAL PUBLIC COMMENT PERIOD

3. MINUTES

Consider the approval of the minutes of the December 9, 2021 meeting of the Governing Body.

4. CURRENT MEMBERSHIP LIST

Informational item only. No action by the Body is required.

5. **APPOINTMENTS OF MEMBERS TO THE PANHANDLE WORKFORCE DEVELOPMENT BOARD**

Consider the appointments of individuals to serve on the Panhandle Workforce Development Board.

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

Review of agenda items presented and concurrence with actions taken at the February 23, 2022 meeting of the Panhandle Workforce Development Board:

6a. MINUTES

Minutes from the Board's meeting held on December 8, 2021. No action by the Body is required.

6b. PROGRAM PRESENTATION – AMARILLO COLLEGE'S NEW MENTAL HEALTH TECHNICIAN PROGRAM

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 Body's action in the next agenda item (#6c) regarding the Panhandle's In-Demand and Target Occupations Lists, and the occupation of Psychiatric Technician. No action on this agenda item by the Body is required.

6c. 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.

6d. REPORTS ON GRANTS

A review of reports on the Panhandle's grants for October 1, 2021 – December 31, 2021. No action by the Body is required.

6e. LOCAL MONITORING REPORT

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

6f. CONTRACTOR'S REPORT ON WORKFORCE ACTIVITIES

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

6g. DIRECTOR'S REPORT ON WORKFORCE ACTIVITIES

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

6h. CURRENT BOARD MEMBERSHIP LIST

Informational item only. No action by the Body is required.

7. **FINAL PUBLIC COMMENT PERIOD**

8. **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 16th day of February, 2022, at 415 Southwest Eighth Avenue, Amarillo, Texas, at 12:00 p.m.



Leslie Hardin

AN EQUAL OPPORTUNITY EMPLOYER / PROGRAM

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



ITEM 3



PANHANDLE REGIONAL PLANNING COMMISSION
Panhandle Workforce Development 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

**PANHANDLE WORKFORCE DEVELOPMENT CONSORTIUM'S GOVERNING BODY
CURRENT MEMBERSHIP
JULY 1, 2021 – JUNE 30, 2022**

CITY OF AMARILLO

The Honorable Ginger Nelson
Mayor, City of Amarillo
P. O. Box 1971
Amarillo, Texas 79105-0001
(806) 378-3013 / (806) 679-0911
(806) 378-9394 fax
ginger.nelson@amarillo.gov

AT- LARGE

The Honorable DJ Wagner **
Judge, County of Deaf Smith
Deaf Smith County Courthouse
Hereford, Texas 79045
(806) 363-7000
(806) 363-7022 fax
judgewagner@wtrt.net

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

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

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

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

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

The Honorable Harold Keeter
Judge, County of Swisher
119 South Maxwell
Tulia, Texas 79088
(806) 995-3504
(806) 995-2214 fax
h.keeter@swisher-tx.org

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

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

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

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

* Chairman

** Vice-Chairman



ITEM 5

APPOINTMENTS TO THE
PANHANDLE WORKFORCE DEVELOPMENT BOARD

– NEW APPOINTMENTS –

Vocational Rehabilitation Organizations

Ms. Geneva Tiller, Unit Support Coordinator
Texas Workforce Solutions Vocational Rehabilitation Services
Amarillo, Texas
Term Expires: June 30, 2023

Economic Development

Ms. Crystal Hermesmeier
Economic Development Director
Shamrock Economic Development Corporation
Shamrock, Texas
Term Expires: June 30, 2023



ITEM 6a



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 6b

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. To find local and regional resources, interactive tools and information, please visit the **Panhandle Mental Health Guide** 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.

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.

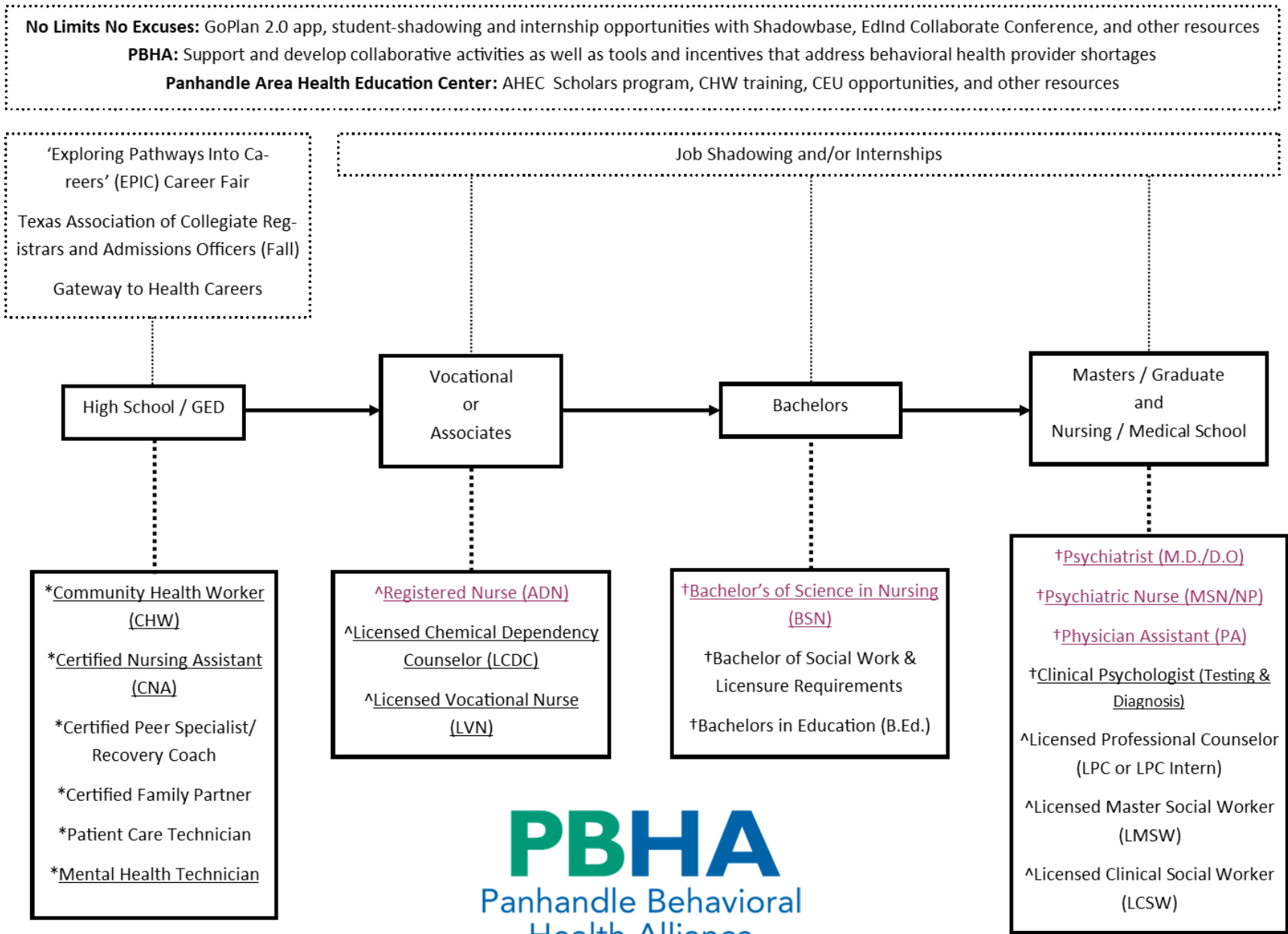
Pre-requisites for students include the proper documentation of: immunization record, criminal background check, complete drug screen, high school diploma or GED certificate, and paid tuition.

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 6c

December 6, 2021

To: Panhandle Workforce Development Board

Attn: Leslie Hardin, 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 https://www.bls.gov/soc/2018/major_groups.htm	Occupation Name
https://www.mynextmove.org/profile/summary/29-2053.00 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

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**

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

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

OCCUPATIONAL CODE	OCCUPATIONAL TITLE	TOTAL ANNUAL OPENINGS
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

OCCUPATIONAL CODE	OCCUPATIONAL TITLE	TOTAL ANNUAL OPENINGS
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

OCCUPATIONAL CODE	OCCUPATIONAL TITLE	TOTAL ANNUAL OPENINGS
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

OCCUPATIONAL CODE	OCCUPATIONAL TITLE	TOTAL ANNUAL OPENINGS
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
29-2053	Psychiatric Technicians	50
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

OCCUPATIONAL CODE	OCCUPATIONAL TITLE	TOTAL ANNUAL OPENINGS
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

OCCUPATIONAL CODE	OCCUPATIONAL TITLE	TOTAL ANNUAL OPENINGS
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

OCCUPATIONAL CODE	OCCUPATIONAL TITLE	TOTAL ANNUAL OPENINGS
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

OCCUPATIONAL CODE	OCCUPATIONAL TITLE	TOTAL ANNUAL OPENINGS
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

OCCUPATIONAL CODE	OCCUPATIONAL TITLE	TOTAL ANNUAL OPENINGS
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

SOC* Code	Target Occupation	SOC* Code	Target Occupation
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	29-2053	Psychiatric Technicians
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 6d



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.

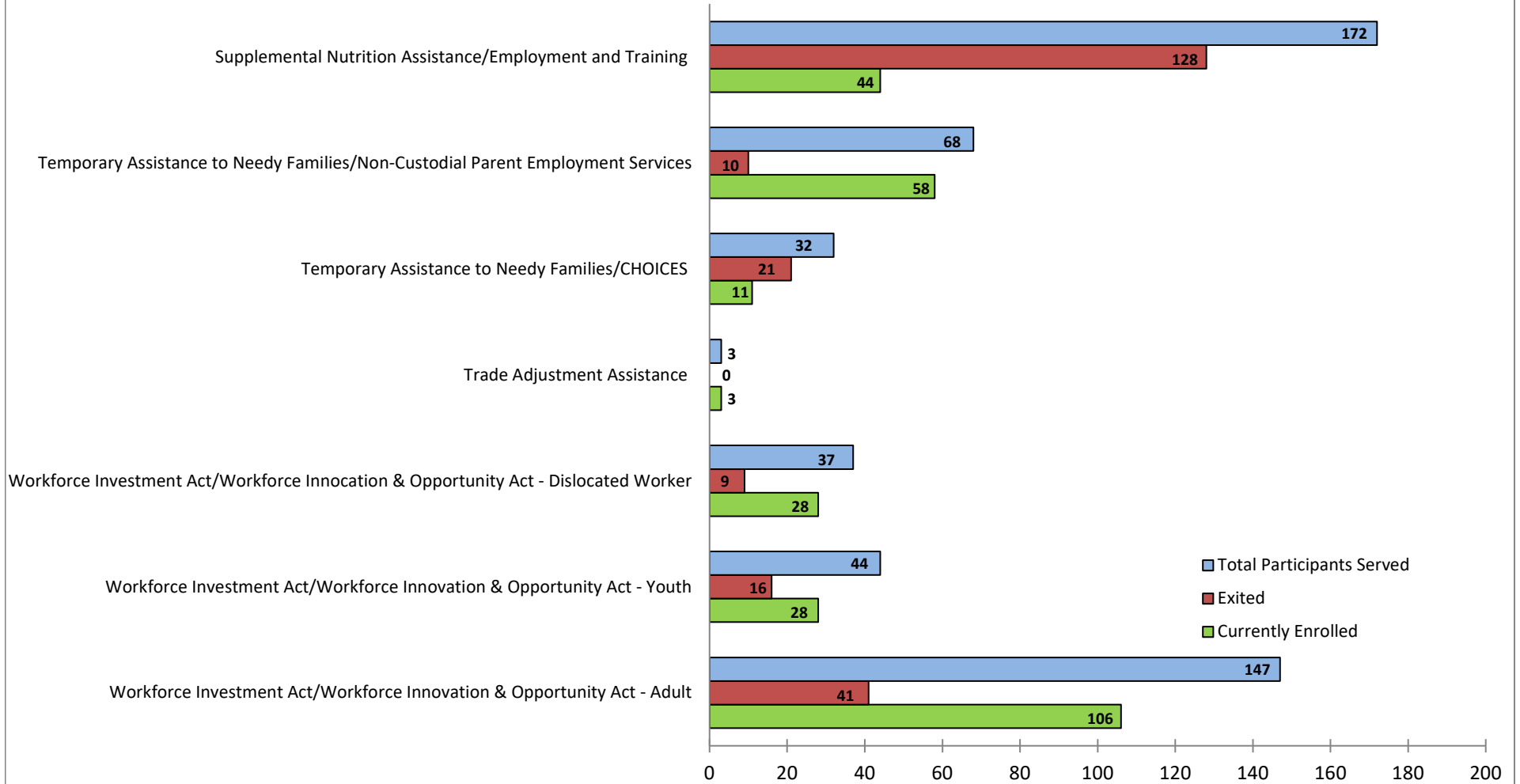
The ***Workforce Innovation and Opportunity Act - Adult, Youth, and Dislocated Worker grants*** fund case management, training, job search and placement, and supportive services for eligible clients. The Workforce Innovation and Opportunity Act (WIOA) program provides workforce development activities 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	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	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	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	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	YTD Den	QTR 1	QTR 2	QTR 3	QTR 4	From	To
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Reemployment and Employer Engagement Measures

TWC 2	Claimant Reemployment within 10 Weeks	+P	110.20%	65.02%	65.02%	71.65%	66.67%	63.80%	604	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	---	---	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	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	66	1,929				10/21	12/21
3	# of SIR Children Served	---	---	---	---	331	n/a	n/a	---	---	---	---	---	---	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 Service Delivery Costs			Training and Support			Total		
	Total Budgeted	Total Expended	Percent Expended	Total Budgeted	Total Expended	Percent Expended	Total Budgeted	Total Expended	Percent Expended
GRANTS PROVIDING SERVICES TO LOW-INCOME ADULTS/YOUTH AND DISLOCATED WORKERS									
Workforce Innovation & Opportunity Act/Adult	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	0%	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	0%	50,000	5,175	10%
GRANTS PROVIDING SERVICES TO PUBLIC ASSISTANCE RECIPIENTS, NON-CUSTODIAL PARENTS AND OFFENDERS									
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	0%	18,500	1,836	0%	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%
GRANTS PROVIDING CHILD CARE SERVICES TO LOW-INCOME FAMILIES AND OTHER ASSISTANCE TO CHILD CARE PROVIDERS									
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	0%	1,500,000	136,234	9%
GRANTS PROVIDING SUPPORT FOR WORKFORCE CENTER OPERATIONS AND FACILITIES									
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%
GRANTS PROVIDING SUPPORT FOR TEXAS WORKFORCE COMMISSION SPECIAL INITIATIVES AND OTHER PROJECTS									
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%
TOTAL	8,347,344	1,347,124	16%	18,235,757	3,105,614	17%	26,583,101	4,452,739	17%



ITEM 6e



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

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

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

Workforce Development and Child Care Services Program Monitoring Conducted by Internal Monitor – Kathy Cabezuela, Program Specialist			
Monitoring Review	Date of review	Period Covered	Status
Program Operating Systems	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

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

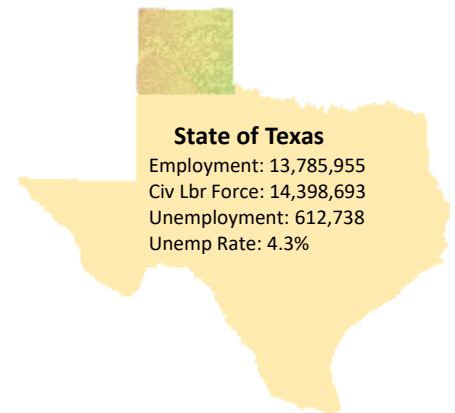
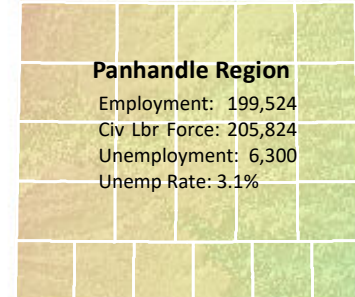


ITEM 6g

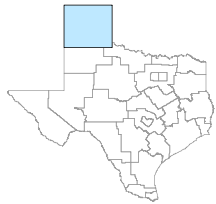
Texas Panhandle Workforce Employment Data

December 2021

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

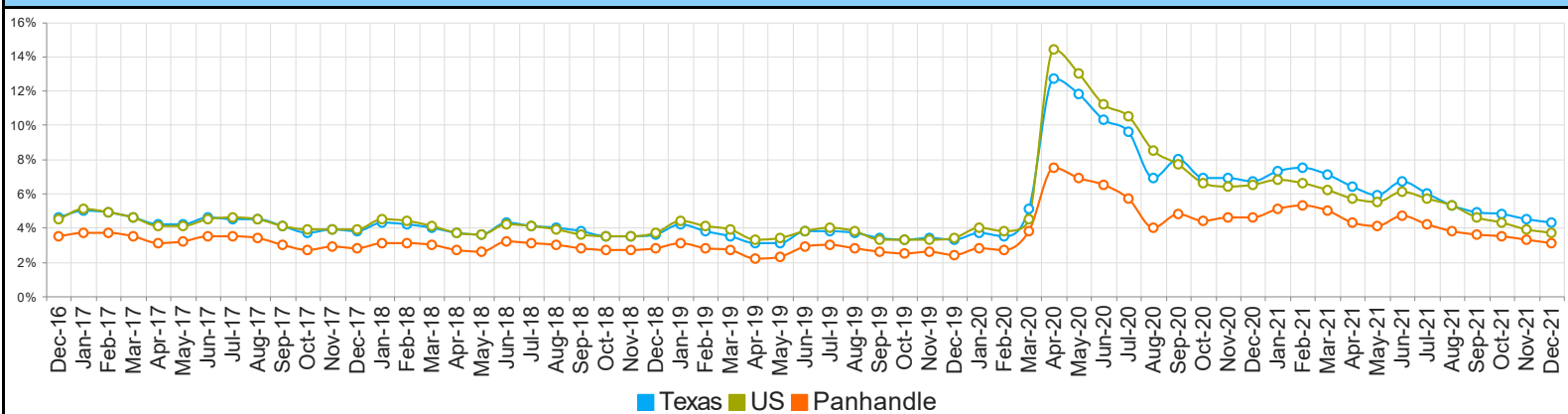
WDA Labor Force Statistics				
	Dec-21	Nov-21	Dec-20	Yearly Change
Civilian Labor Force	205,824	206,882	207,629	-1,805
Employed	199,524	199,952	198,169	1,355
Unemployed	6,300	6,930	9,460	-3,160
Unemployment Rate	3.1%	3.3%	4.6%	-1.5%

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%

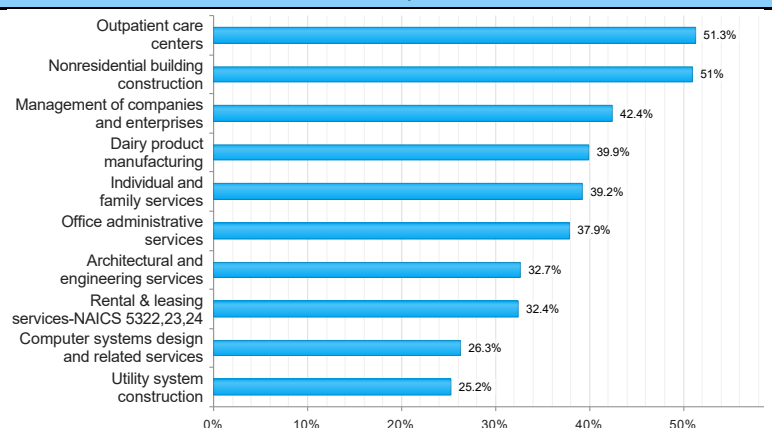
US Labor Force Statistics				
	Dec-21	Nov-21	Dec-20	Yearly Change
Civilian Labor Force	161,696,000	162,099,000	160,017,000	1,679,000
Employed	155,732,000	155,797,000	149,613,000	6,119,000
Unemployed	5,964,000	6,302,000	10,404,000	-4,440,000
Unemployment Rate	3.7%	3.9%	6.5%	-2.8%

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

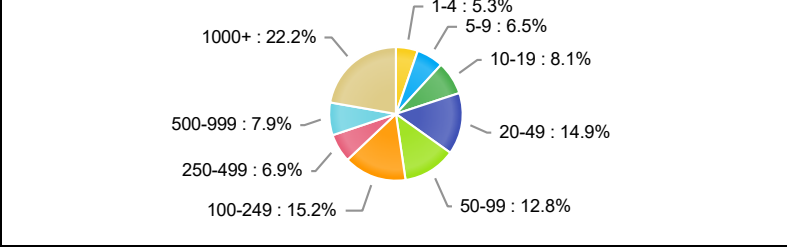
Historical Unemployment Rates



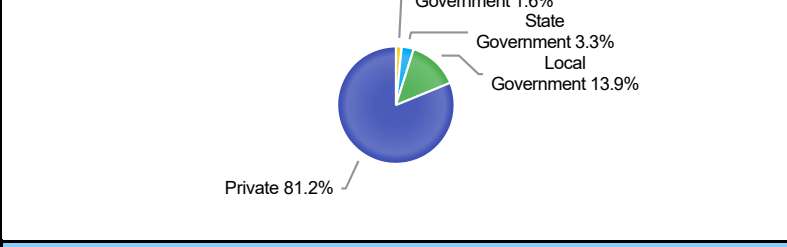
Projected Top Ten Fastest Growing Industries in WDA (% Growth 2018-2028)



Employment by Size Class (2nd Quarter 2021)



Employment by Ownership (2nd Quarter 2021)



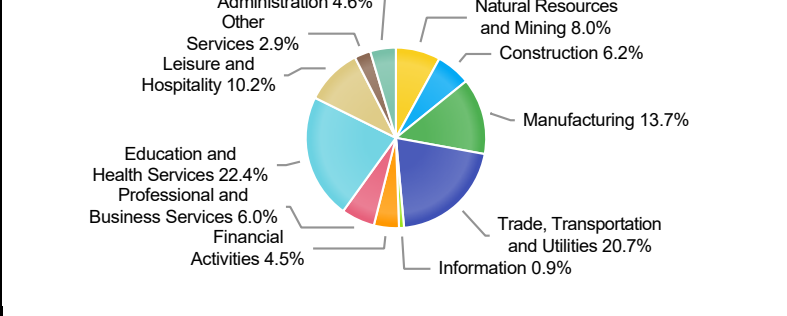
Average Weekly Wage (2nd Quarter 2021)

	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 (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 75th Percentile Average Cost x 3 months (63 days)
- 4 • The Child Care Infant Initial Operating Award
5 New Infant Capacity x MRS 75th 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 Deadlines	Total Appropriated
CARES	obligated by 9/30/2022; expended by 9/30/2023	\$371,663,374
CRRSA	obligated by 9/30/2022; expended by 9/30/2023	\$1,135,748,591
ARPA - 10% Stabilization Admin/TA/Capacity-Building	obligated by 9/30/2022; expended by 9/30/2023	\$272,436,884
ARPA - Stabilization Funds to Providers	obligated by 9/30/2022; expended by 9/30/2023	\$2,451,931,953
ARPA - Discretionary	obligated by 9/30/2023; expended by 9/30/2024	\$1,703,369,713
Total		\$5,935,150,515

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
First Tranche		
2021 CCRF	May 4, 2021	\$580,000,000
TA/Business Coaches	May 4, 2021	\$15,000,000
Second Tranche		
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
Third Tranche		
TWC Program/Admin Costs	October 19, 2021	\$42,500,000
2022 CCRF (<i>modified in the Fifth Tranche to add additional funds</i>)	October 19, 2021	\$2,451,931,953
Monitoring of 2022 CCRF	TBD/January 11, 2022	\$20,000,000

Fourth Tranche		
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
		\$4,643,762,696

Project	Date Approved	Recommended Funding Level
Fifth Tranche (this Discussion Paper)		
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 <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
		\$ 1,098,545,000

Total Approved	\$5,723,507,696
Remaining Balance	\$211,642,819

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.

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. 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

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

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ITEM 6h

**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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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 6th Street 401
Borger, Texas 79007
(806) 273-4446 / (806) 274-5028 fax
Lisa.Lillard@hhs.texas.gov

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

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