

**Panhandle Workforce  
Development Board  
Child Care  
Advisory Committee  
Meeting Agenda  
April 22, 2026**



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

## **NOTICE OF MEETING**

A meeting of the Panhandle Workforce Development Board's (PWDB) Child Care Advisory Committee will be held at 1:30 p.m. on Wednesday, April 22, 2026. Committee members and individuals from the public may access the meeting in person at Workforce Solutions Panhandle, 3120 Eddy Street, Amarillo, Randall County, Texas.

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

A copy of the agenda for this meeting can be found on the Workforce Solutions Panhandle website at <https://wspanhandle.com/about/board/>

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

## **AGENDA**

1. **CALL TO ORDER**

2. **INITIAL PUBLIC COMMENT PERIOD**

3. **MINUTES**

Members will be asked to consider approval of the minutes from the Committee's meeting held on January 21, 2026.

4. **APPOINTMENT TO THE CHILD CARE ADVISORY COMMITTEE**

Members will be asked to consider appointing a new member, to serve on the Child Care Advisory Committee.

5. **SCHEDULING NEXT MEETING**

Members to determine the time for the next scheduled meeting on July 22, 2026.

6. **CHILD CARE SERVICES POLICY**

Gracie Aragon, Workforce Development Program Specialist, will provide an update on the Panhandle Workforce Development Board (PWDB) Child Care Services Policy 3.2, Prevention, Detection, and Reporting of Suspected Fraud, Waste, Theft, and Program Abuse Cases; and Recovery of Improper Payments. Action by the Committee is required to recommend these updates to the PWDB for final approval.

7. **CHILD CARE PROVIDER UPDATE**

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

8. **CHILD CARE PROGRAM PERFORMANCE UPDATE**

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

9. **CHILD CARE QUALITY ACTIVITIES**

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

10. **CHILD CARE PROVIDER ON-SITE VISIT**

Members will discuss and plan event details for Opportunity School to host an on-site visit. The purpose of the event is to raise awareness of the importance of child care, and invitations will be extended to both community members and board members.

11. **OPEN DISCUSSION**

12. **CURRENT MEMBERSHIP LIST**

13. **FINAL PUBLIC COMMENT PERIOD**

14. **ADJOURN**

**PUBLIC NOTICE**

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

Posted this 16<sup>th</sup> day of April 2026, at 415 Southwest Eighth Avenue, Amarillo, Texas, at 1:30 p.m.



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

Leslie Hardin

AN EQUAL OPPORTUNITY EMPLOYER / PROGRAM  
Auxiliary aids and services are available upon request to individuals with disabilities  
Relay Texas: 711



# **ITEM 3**

**Minutes**



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

PANHANDLE REGIONAL PLANNING COMMISSION  
Panhandle Workforce Development Board's Child Care Advisory Committee  
Minutes  
January 21, 2026

The regular meeting of the Panhandle Workforce Development Board's Child Care Advisory Committee was held at 1:30 p.m. on Wednesday, January 21, 2026.

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

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

MEMBERS PRESENT:

- Gracie Aragon
- Karleigh Cross
- Wendy Garza
- Karron Gilbreath
- Kristi Hanes
- Victoria Hughes
- Kodie McManus
- Kim Winegeart

MEMBERS ABSENT:

- Irma Burney
- Omar Mendoza
- Trena Rider

OTHERS PRESENT:

Cynthia Hixon, Workforce Solutions Panhandle  
April Slatter, Workforce Solutions Panhandle  
Rhonda McClung, Child Care Regulation HHS  
Jill Goodrich, Opportunity School

PANHANDLE WORKFORCE DEVELOPMENT BOARD STAFF PRESENT:

Amanda Leal  
Heather Reid  
Marin Rivas

1. CALL TO ORDER  
Ms. Winegeart called the meeting to order and noted that quorum was present.
2. INITIAL PUBLIC COMMENT PERIOD  
Gracie Aragon, Workforce Development Program Specialist, informed the committee that Ms. Trena Rider, Child Care Stakeholder, had resigned from the Committee. The Committee was advised that it currently meets the required number of members. Members were asked whether they wished to seek a replacement for a Representative of other child care stakeholders that represent the interests of the children and/or families served. The Committee made a decision to wait until the next meeting on April 22, 2026 to determine whether to seek a replacement. No action by the Committee was required.
3. MINUTES  
Members considered the approval of the minutes from the Committee's October 22, 2025 meeting. Ms. Hanes moved to approve the minutes as presented. Ms. McManus seconded the motion; the motion carried.
4. INTRODUCTION OF NEW MEMBER  
Ms. Garza was introduced as a new member of the Committee. Ms. McManus was also reintroduced to the committee, as she was not present during the previous member introduction. No action by the Committee was required.
5. SCHEDULING 2026 MEETINGS  
Members were asked to determine upcoming meeting times and dates for 2026. Members agreed with the meeting dates and time of 1:30 p.m.
6. ADVISORY COMMITTEE WEBSITE VISABILITY  
Members were asked to provide input on improving the Committee's website visibility. No action by the Committee was required.
7. NEW AND UPDATE TO THE PWDB CHILD CARE SERVICES POLICIES  
Gracie Aragon, Workforce Development Program Specialist, discussed updates made in the PWDB Child Care Services Policy CC 3.1 and the New Policy CC 3.3. No action by the Committee was required.
8. CHILD CARE PROVIDER COMMUNICATION AND PAYMENT RECONCILIATION  
Members discussed strategies for improving communication with child care providers and addressed payment reconciliation issues. No action by the Committee was required.
9. CHILD CARE PROVIDER UPDATE  
Karron Gilbreath, Workforce Solutions Panhandle Child Care Provider Services Lead provided an update on the Child Care Providers. No action by the Committee was required.
10. CHILD CARE PROGRAM PERFORMANCE UPDATE  
April Slatter, Workforce Solutions Panhandle Child Care Services Program Manager, discussed the Child Care Program Performance. No action by the Committee was required.
11. CHILD CARE QUALITY ACTIVITIES

Cynthia Hixon, Workforce Solutions Panhandle Child Care Industry Support Specialist, provided an update on ongoing and upcoming Child Care Quality (CCQ) activities. The Child Care Quality Expenditure & Activity Report for the current fiscal year was presented to the Committee. The Committee was asked to provide recommendations and/or input for this report. No action by the Committee was required.

12. CHILD CARE NAVIGATOR

Rhonda McClung, Child Care Navigator, presented an overview of the Child Care Navigator role. No action by the Committee was required.

13. OPEN DISCUSSION

None.

14. CURRENT MEMBERSHIP LIST

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

15. FINAL PUBLIC COMMENT PERIOD

None.

16. ADJOURN

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