

**Panhandle Workforce  
Development Board  
Child Care  
Advisory Committee  
Meeting Agenda  
October 21, 2026**



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## **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, October 21, 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 July 22, 2026.

4. **INTRODUCTION OF NEW MEMBER**  
No Action by the Committee is required.

5. **ELECTION OF OFFICERS**

Members will be asked to elect new Officers (Chair and Vice-Chair) for the upcoming year covering the period of July 1, 2026, through June 30, 2027.

6. **SCHEDULING NEXT MEETING**

Members to determine the time for the next meeting scheduled on January 20, 2027.

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. **THIRD-PARTY CHILD CARE MANAGEMENT SYSTEMS (CCMS) ATTENDANCE INTEGRATION**

Gracie Aragon, Workforce Development Program Specialist, will discuss third-party CCMS integration with TX3C for attendance tracking. No action by the Committee is required.

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 14<sup>th</sup> day of October 2026, at 415 Southwest Eighth Avenue, Amarillo, Texas, at 4:00 p.m.



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Leslie Hardin

AN EQUAL OPPORTUNITY EMPLOYER / PROGRAM  
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# ITEM 3

## Minutes



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PANHANDLE REGIONAL PLANNING COMMISSION  
Panhandle Workforce Development Board's Child Care Advisory Committee

Minutes  
July 22, 2026

The regular meeting of the Panhandle Workforce Development Board's Child Care Advisory Committee was held at 1:30 p.m. on Wednesday, July 22, 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
- Jill Goodrich
- Kristi Hanes

MEMBERS ABSENT:

- Irma Burney
- Victoria Hughes
- Kodie McManus
- Omar Mendoza
- Kim Winegeart

OTHERS PRESENT:

Cynthia Hixon, Workforce Solutions Panhandle  
Trent Morris, Workforce Solutions Panhandle  
April Slatter, Workforce Solutions Panhandle  
Lesley Webb, Amarillo College  
Rhonda McClung, HHSC Child Care Regulation

PANHANDLE WORKFORCE DEVELOPMENT BOARD STAFF PRESENT:

Amanda Leal  
Heather Reid  
Marin Rivas

1. CALL TO ORDER  
Ms. Hanes called the meeting to order and noted that quorum was present.
2. INITIAL PUBLIC COMMENT PERIOD  
None.
3. MINUTES  
Members considered the approval of the minutes from the Committee's April 22, 2026 meeting. Ms. Goodrich moved to approve the minutes as presented. Ms. Garza seconded the motion; the motion carried.
4. INTRODUCTION OF NEW MEMBER  
Ms. Goodrich was introduced as a new member of the Committee. No action by the Committee was required.
5. APPOINTMENT TO THE CHILD CARE ADVISORY COMMITTEE  
Members were asked to consider the recommendation of appointing Lesley Webb to serve on the Committee as a Child Care Stakeholder. Ms. Goodrich moved to recommend the appointment of Ms. Webb to serve on the Committee. Ms. Hanes seconded the motion; the motion carried.
6. SCHEDULING NEXT MEETING  
Members were asked to determine the next scheduled meeting date and time. Members agreed that the Committee meet on Wednesday, October 21, 2026 at 1:30 p.m.
7. CHILD CARE PROVIDER UPDATE  
Karron Gilbreath, Workforce Solutions Panhandle Provider Services Lead, provided an update on the Child Care Providers. No action by the Committee was required.
8. 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.
9. CHILD CARE QUALITY ACTIVITIES  
Cynthia Hixon, Workforce Solutions Panhandle Child Care Industry Support Specialist, provided an update on ongoing and upcoming Child Care Quality (CCQ) activities. No action by the Committee was required.
10. OPEN DISCUSSION  
None.
11. CURRENT MEMBERSHIP LIST  
Informational item only. No action by the Committee was required.
12. FINAL PUBLIC COMMENT PERIOD  
The Committee briefly discussed the Quad Agency Child Care Initiative and was informed that, once details regarding the next Quad Agency Commission meeting are available, they will be shared with all members who are interested in participating in the meeting on August 4, 2026.
13. ADJOURN  
There being no further business to come before the Committee, Ms. Goodrich moved that the meeting adjourn. Ms. Garza seconded the motion; the meeting adjourned.



# ITEM 9

## Child Care Quality Activities

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## Needs Assessment Results 2026

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On Wednesday August 12, 2026, a Director PLC was conducted online to gather feedback from providers over activities conducted in the last budget year. We had 5 providers representing 7 facilities join and give feedback. Feedback included extra support needed for applying for the scholarship and understanding the process of registering at Amarillo College before applying for the scholarship and the expansion of the program to include a bachelor's degree. Feedback also supported the raise in the amount of the program bonus which had not been raised in amount since the beginning of the activity. One new provider requested access sooner to curriculum materials. One provider also requested additional curriculum training. Providers would be interested in CPR and 1<sup>st</sup> aid being provided free or at low cost for staff. All the providers supported receiving learning materials when onboarding and during recertification. Feedback was also positive about the wage supplements, and one provider requested additional information about them all would also like to see the amount budgeted be raised to support additional individuals.

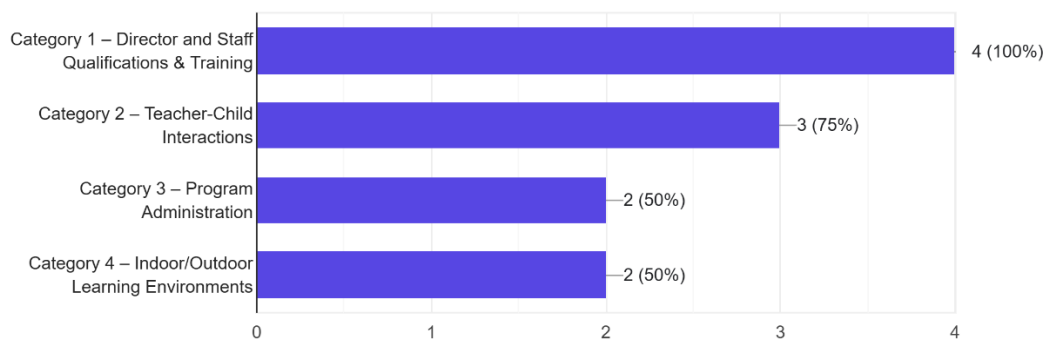
Needs assessment surveys were sent out to TRS Staff, Families and Community and Child Care Programs at the beginning of September. These are the results.

### Texas Rising Star Staff Needs Assessment 2026 – Feedback from 4 individuals

- Category 1 is listed as the most needed support area with Category 2 coming in second place.

Which Texas Rising Star assessment categories do programs most frequently need assistance with?

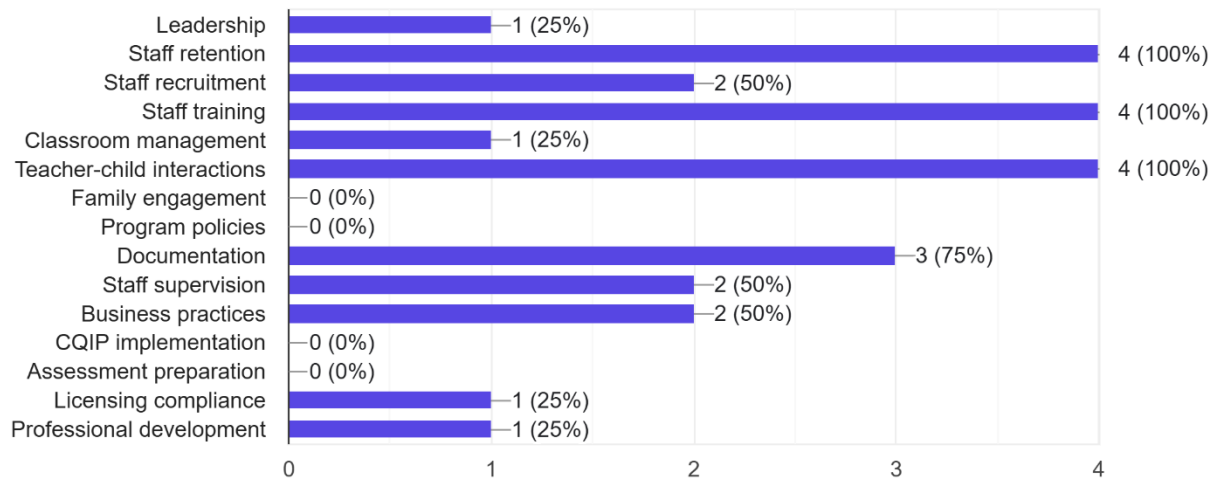
4 responses



- Staff retention, Staff Training, and Teacher Child Interactions are the most common needs for program directors.

What are the most common needs you see among program directors?

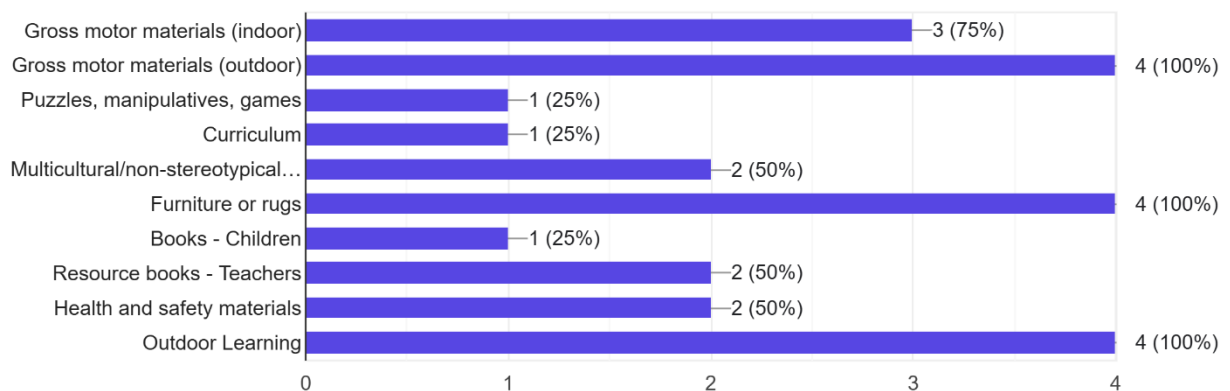
4 responses



- Outdoor learning looks to be the largest need when it comes to learning materials.

Materials/Equipment - Indicate the materials and/or equipment are most needed to support the child care and early learning programs you work with...h-quality care and education (check all that apply)

4 responses

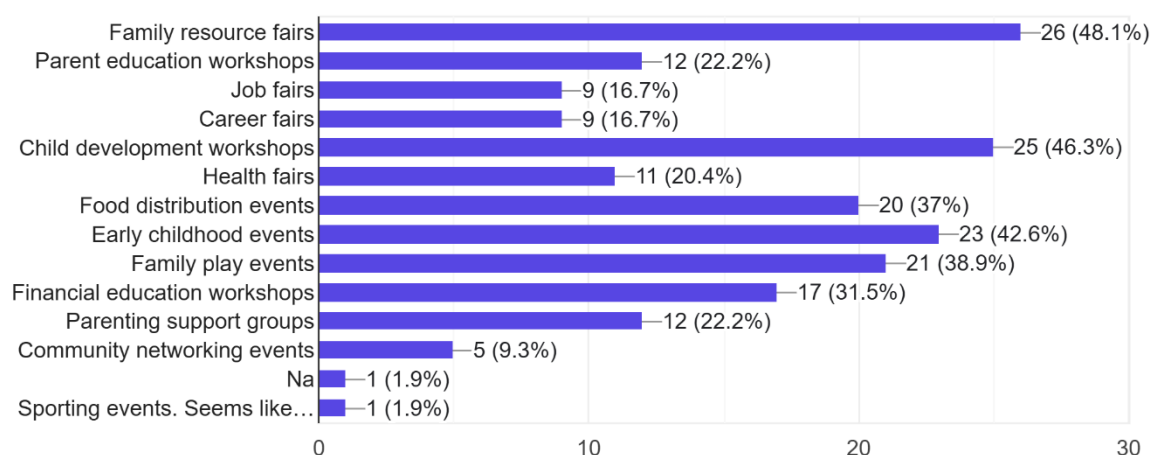


## Family and Community Needs Assessment 2026 – Feedback from 54 individuals

- Families are interested in family resource fairs, child development workshops and other early childhood events. This goes along with our Week of the Young Child Kick off conducted each year.

What types of community events or activities would be most helpful to families?

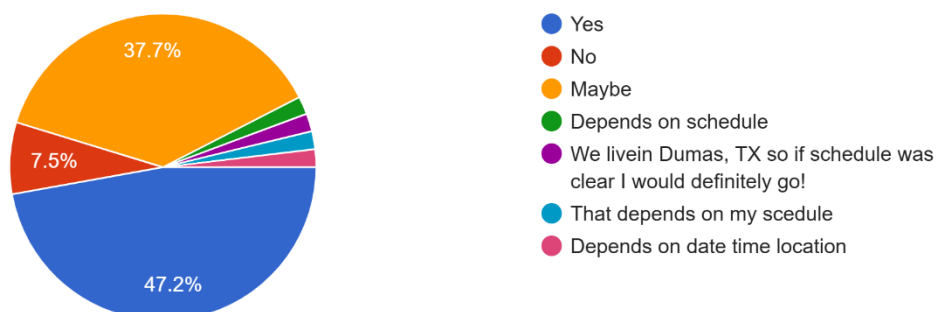
54 responses



- Many families would be open to participating in a board hosted parent training.

If Workforce Solutions Panhandle hosted a training event geared towards families and invited Child Care Services families would you attend

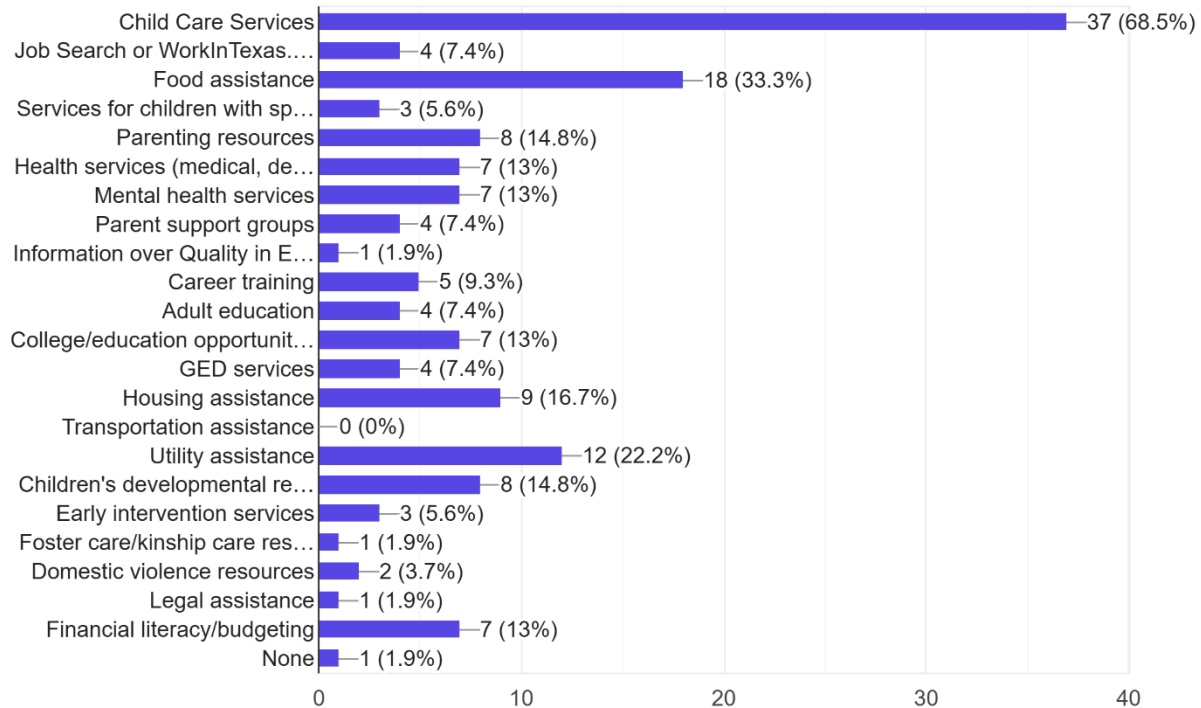
53 responses



- 68.5% of families would like additional information about Child Care Services and improved communication with Child Care Services, with feedback from families stating the following: “Communication between parents and CCS is very difficult” and another stated “when I message in the portal it’s never responded to”.

Services - Indicate below the services in which your family is interested in learning about or for which your family needs additional support and resources (please check all that apply)

54 responses



### What supports or resources would you like to see at your child's child care program?

*Helpful watching him and teaching on his level*

*I guess the staff to have more of a clue how the CCS system works*

*Nutrition resources*

*Parent support groups, or community building*

*I would like to see more life skills implemented there*

*Family counseling*

*More teachers in the classroom*

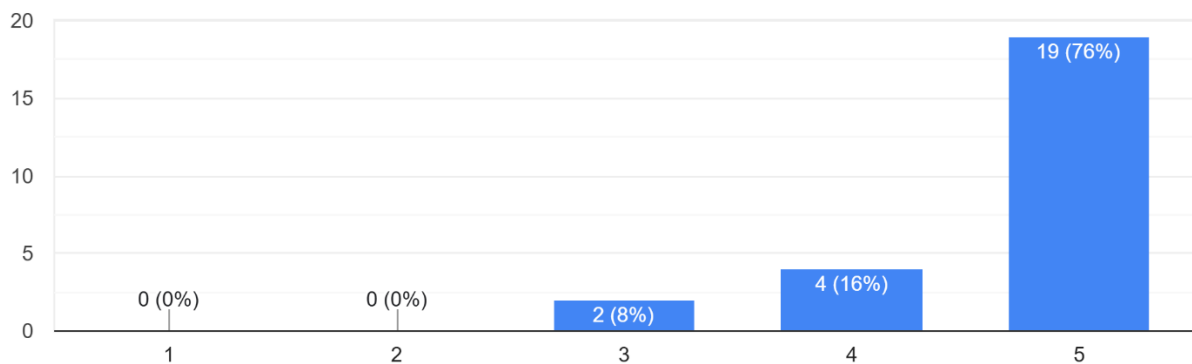
*Different languages taught*

## **Early Learning Program Needs Assessment 2026 – Feedback from 25 individuals from 27 facilities**

### **Workforce Solutions Panhandle Child Care Services Scholarship Program**

How important would you rate scholarships for teachers and staff to your program

25 responses



What are some barriers you have with staff participating in the Workforce Solutions Panhandle Child Care Services Scholarship Program

*Mostly it seems to be timing and uncertainty of future goals*

*We are new and don't know anything about the program.*

*The application process through AC can be challenging to new applicants*

*Time takes outside of working hours and losing working hours to take the classes and time away from their families*

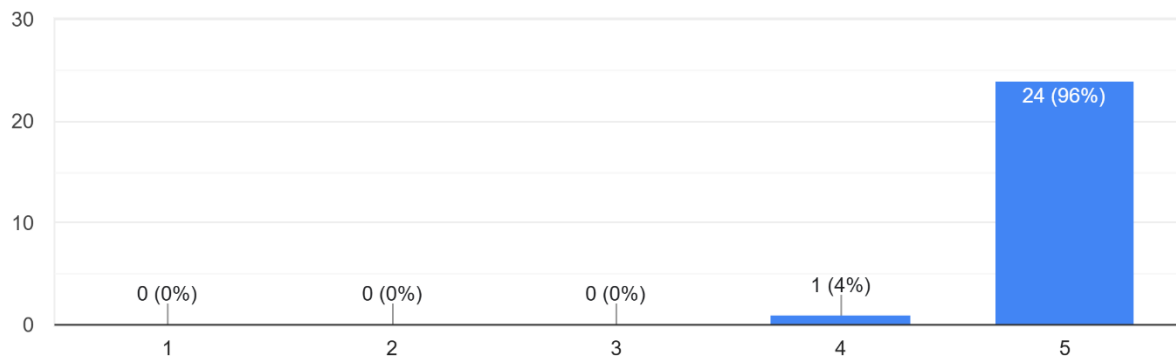
*Knowing when the applications come out*

## Wage Supplement ECE STARS

- 96% of providers report that the wage supplement is extremely important to the staff and the program. With 36% having staff that have received a wage supplement award.

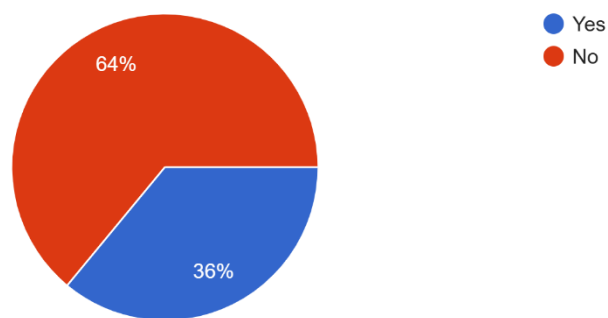
How important would you rate wage supplements for teachers and staff to your program

25 responses



Have any of your staff participated in the wage supplement program at Workforce Solutions Panhandle Child Care Services - ECE STARS

25 responses

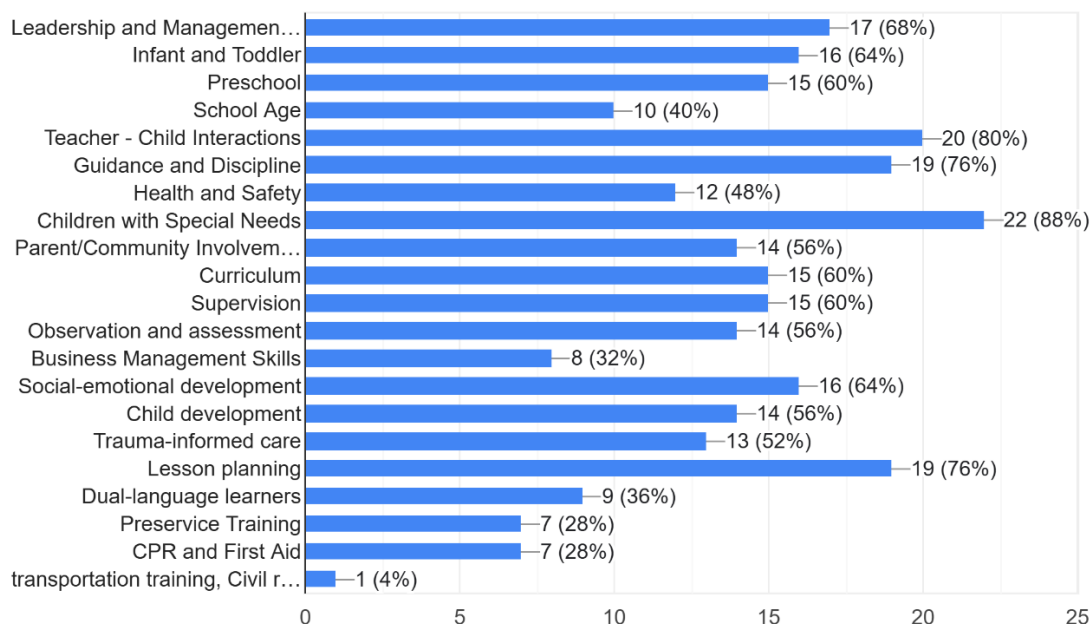


## Professional Development

- Teacher Child Interactions and Children with Special Needs are the top topics needed for Professional Development.

What types of trainings do you and your staff need support attaining

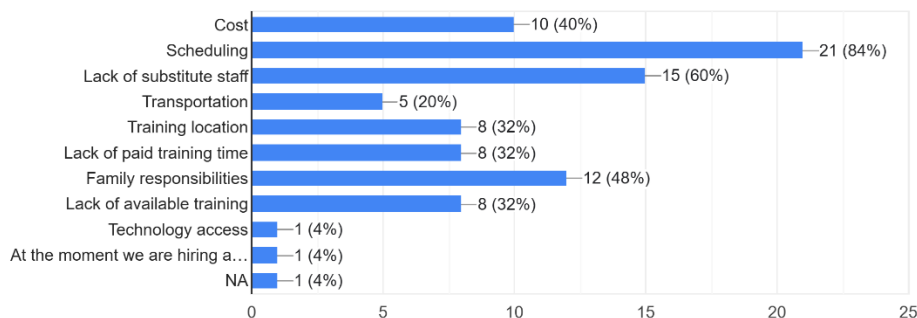
25 responses



- The top barrier for attaining professional development is scheduling with a secondary the lack of substitute staff.

What barriers prevent staff from participating in training

25 responses



- 56% of the providers would be interested in sending staff to Amarillo College for First Aid and CPR classes.

Would your program send staff to CPR and First Aid Classes at Amarillo College if they were provided at little to no cost

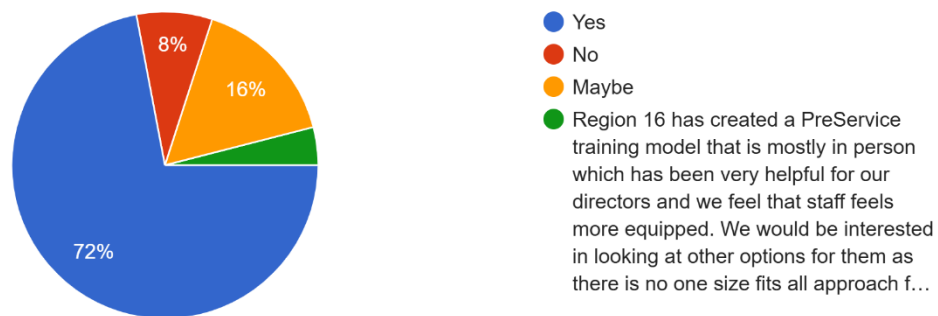
25 responses



- 72% of providers would be interested in streamlined preservice training sponsored by CCS.

Would your program have newly hired staff participate in Pre-service training online if sponsored by WSP CCS

25 responses

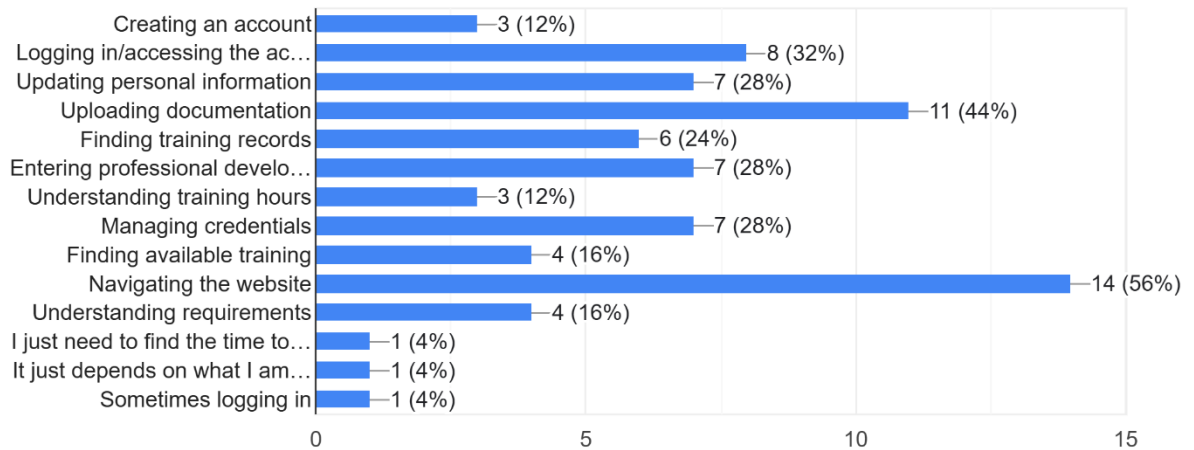


## TECPDS

- The main challenges for providers and staff to using TECPDS are navigating the site and uploading documents. The support that would be most helpful is step by step guides.

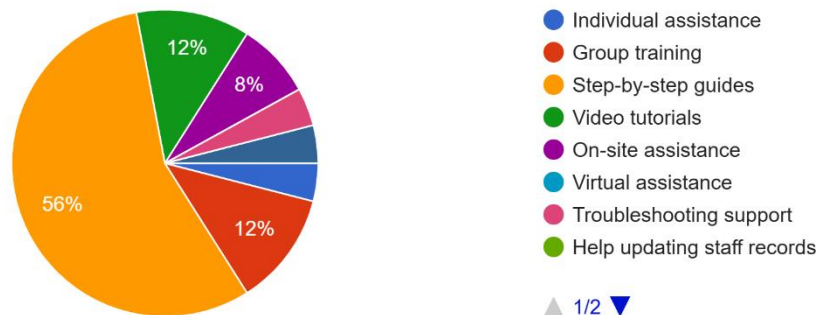
What challenges do you or your staff experience when using TECPDS

25 responses



What type of TECPDS support would be most helpful

25 responses

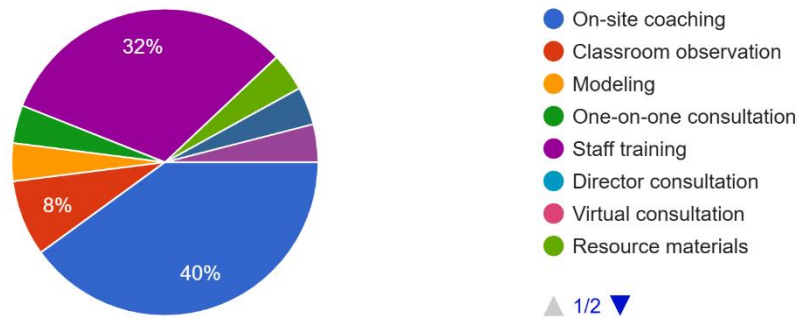


## Infant/Toddler Specialist Network (ITSN)

- Feedback on the topic shows that providers need on-site coaching and staff training that would be most beneficial for challenging behaviors and transitions.

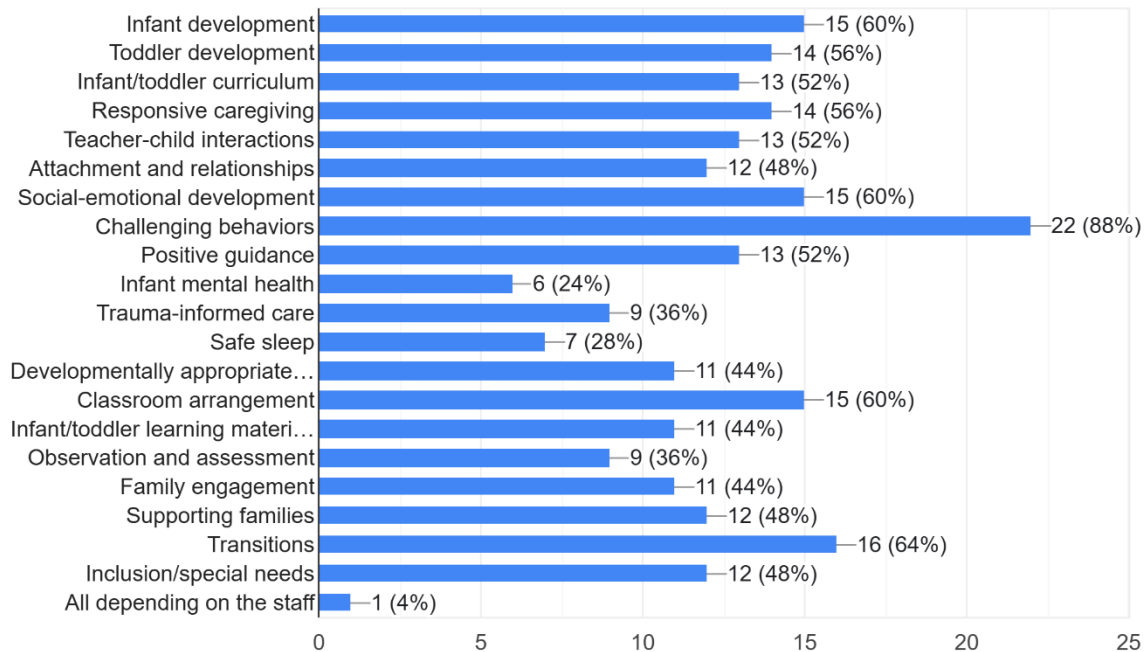
What type of ITSN support would be most beneficial

25 responses



What types of infant/toddler support would be most valuable to your program? Select all that apply.

25 responses

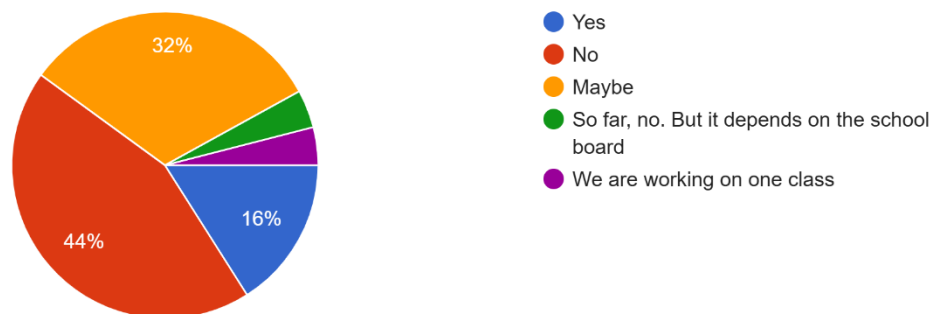


## Expansion

- 48% of providers stated either yes or maybe to the possibility of expanding the program soon.

Does your program plan on expanding in the next 12 months by adding additional classrooms or facilities

25 responses



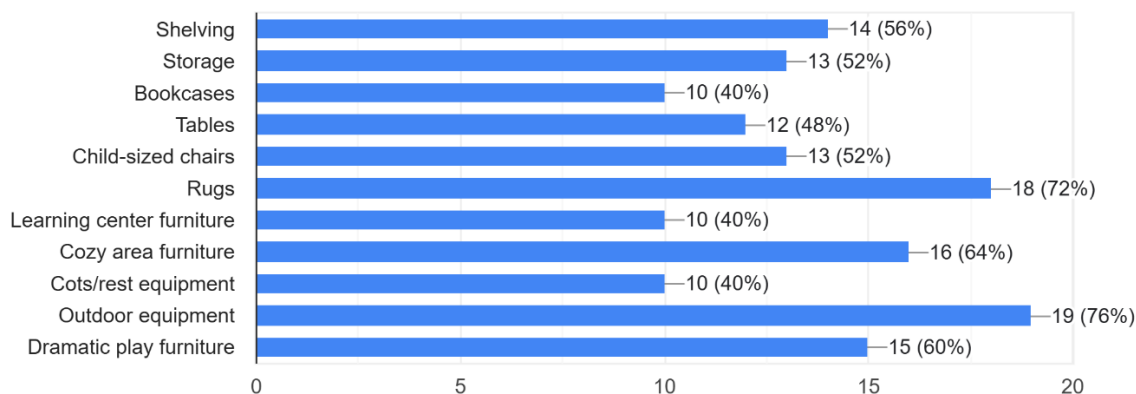
## Materials and Equipment

- Literacy & Language – 80% said literacy center materials and language development materials are needed.
- Math & Manipulatives – 88% said fine motor materials are needed.
- Science & STEM – 92% said science exploration materials are needed.
- Creative Arts – 80% said music instruments are needed.
- Dramatic Play – 80% dramatic play furniture, dress up clothes including medical/doctor are needed.
- Infant & Toddler – 92% said tummy time materials are needed.
- Outdoor Learning – 88% said outdoor dramatic play items are needed.

- 76% of providers stated that outdoor equipment is needed.

#### What classroom furnishings or equipment are needed

25 responses

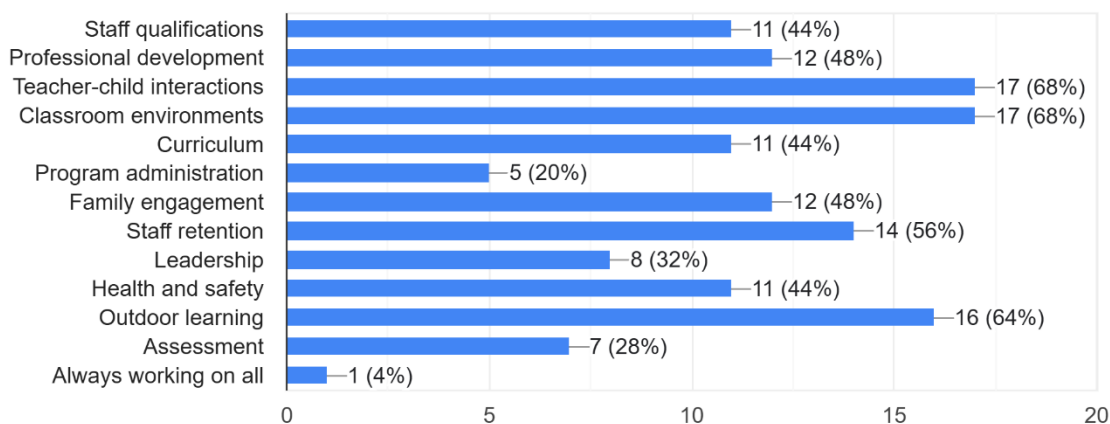


#### Quality Improvement

- 68% of providers have priority to improve teacher-child interactions and classroom environments.

#### What areas of quality improvement are currently a priority for your program

25 responses

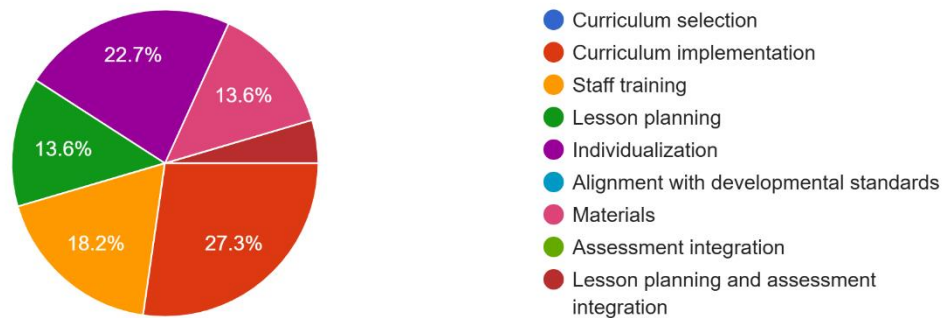


## Curriculum and Assessment

- 27.3% of providers need support in implementing the chosen curriculum. 92% of providers are using the developmental checklist from CLI Engage.

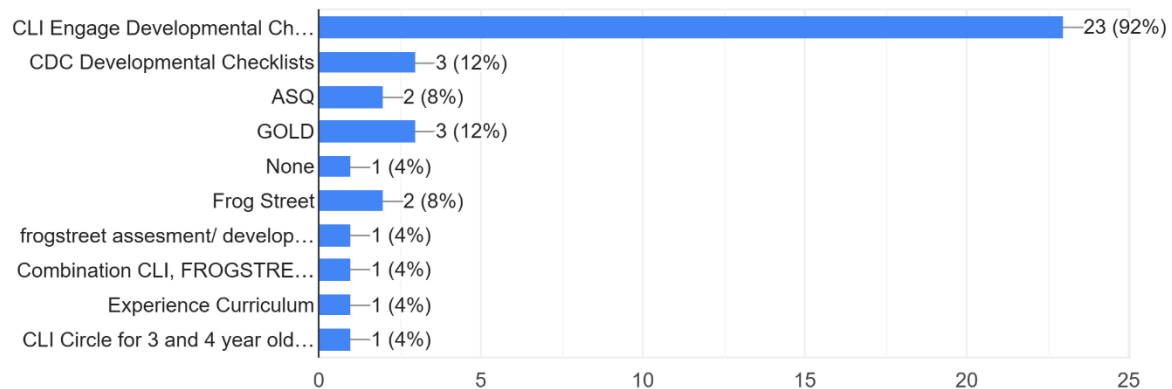
What curriculum support does your program need

22 responses



What developmental screening tool is the early learning program using

25 responses

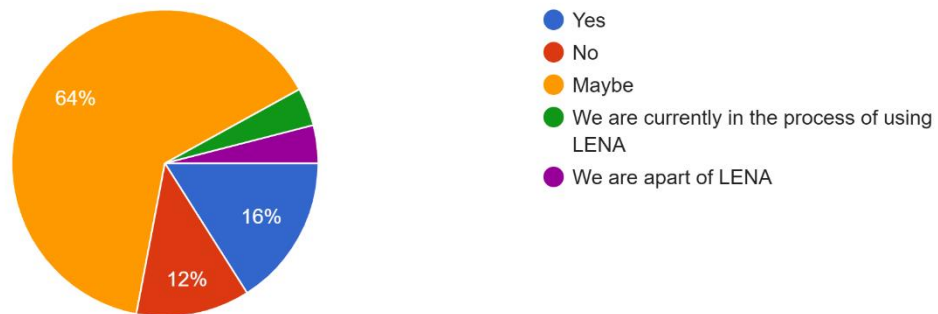


## Other Activities

- 64% of providers may be interested in finding out more about and participating in the Lena activity.

Would your early learning program be interested in LENA

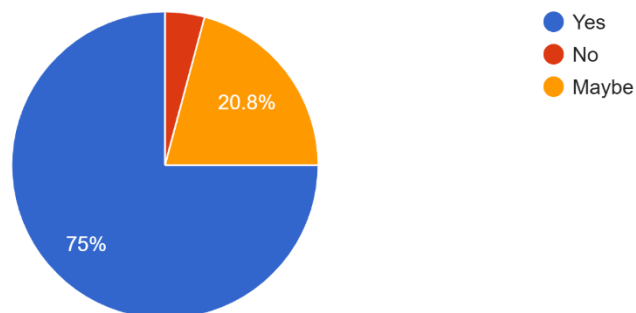
25 responses



- 75% of providers would support a teacher PLC.

Would you promote a Teacher PLC to the staff in your program

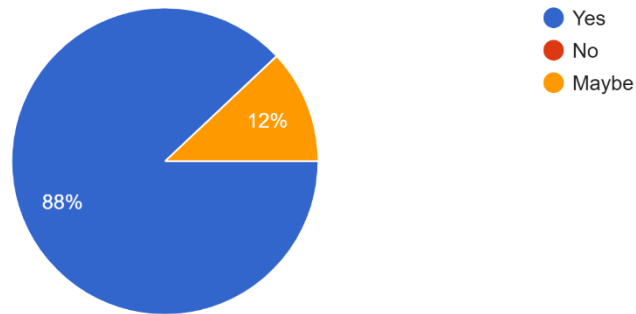
24 responses



- 88% of providers would be interested in staff wellness resources.

Would your early learning program be interested in staff wellness resources

25 responses



## What Texas Rising Star supports does your early learning program need

*Time, ready to use materials, on site observations for mock assessments*

*The process can be very confusing, I think a one-on-one time to really discuss how the program works and the process would be nice.*

*Family resources and engagement activities*

*training on what to expect for new staff*

- 56% of the respondents have received a program bonus.

Has your early learning program received a program bonus from Workforce Solutions Panhandle Child Care Services in the past 3 years

25 responses



### How did any bonuses help your program

*They help us financially. ie- payroll, classroom items, ect*

*We were able to purchase large items for the facility.*

*Staff appreciation, classroom materials*

*Supported staff with extra money*

*Purchasing material and classroom needs*

### Are there any products or programs you would like to see Workforce Solutions Panhandle Child Care Services support with quality funding

*Funding for TRS approved real life items*

*CPR training, Montessori training*

*Childcare consulting and staff onsite training*

*Staffing, Wage support to meet higher living cost demand*

### CDA

- 52.4% of providers have staff working towards a CDA and would like support with helping staff attain the credential.

Does your early learning program need support with helping staff to attain a CDA credential

21 responses

