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Workforce Solutions North Texas Board Meeting

April 24, 2026

Members of the Workforce Solutions North Texas Workforce Development Board will meet on **Thursday, April 30, 2026**, at 12:00 pm (noon).

In-person attendance will be at **Workforce Solutions North Texas Workforce Center, 4309 Old Jacksboro Hwy, Entrance 5, in the Lonestar Conference Room** in Wichita Falls, Texas. **Lunch will be provided for those who RSVP via attendance poll.**

Virtual attendance requires registration by noon, **April 30, 2026**, to access via zoom <https://us06web.zoom.us/meeting/register/qj49MI62Qu-vE4WqWtzP-Q>

After registering, you will receive a confirmation email containing information about joining.

AGENDA

1. **Call to Order**
2. **Introductions of Guests**
3. **Public Comment**
4. **Consent Agenda – Action Requested**
 - A. Approval of February 2026 Board Meeting Minutes - Pgs. 2-7
Note - Full Board meeting recordings are posted to the board website at <https://ntxworksolutions.org/board-meetings/>
5. **Reports**
 - A. Monitoring Committee - Pgs. 8-43
 - B. Executive Director
 - C. Rapid Response - Pg. 44
 - D. Workforce Solutions Child Care - Pgs. 45-48
 - E. Workforce Solutions Workforce - Pgs. 49-58
6. **Announcements – Next Board Meeting – June 25, 2026**
7. **Adjourn**

The Workforce Solutions North Texas Board reserves the right to adjourn into executive session at any time during this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices). The facility is wheelchair accessible and accessible parking spaces are available. Individuals who require auxiliary aids or services for this meeting should contact the Workforce Solutions Board Office at (940) 767-1432 at least two days before the meeting so that the appropriate arrangements can be made.



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Workforce Solutions North Texas Board Meeting Minutes February 26, 2026

The Workforce Solutions North Texas Board met at noon on Thursday, February 26, 2026, at Workforce Solutions North Texas, 4309 Jacksboro Hwy., Entrance 5, in Wichita Falls, in the Lonestar conference room.

MEMBERS PRESENT (via in person or zoom):

Toni Alonzo, Communities in Schools Greater Wichita Falls
Marsha Anderson, Rolling Plains Management Corporation
Michael Blevins, Tower Extrusions
Lauren Bush, Seymour Economic Development Center
Billy Clark, Helping Electra's Local People
Dori Dockery, United Regional Health Care System
Jeremy Geske, TWC Public Employment Sector
Steve Holloway, Wichita Falls Trades and Labor Council
Vicki Holland, Holland Land & Cattle
Maria Jaimes-Contreras, Wichita Falls Chamber of Commerce
Chelsea Lewis, Lewis Learning Center
Kristin Little, American National Bank & Trust
Anthony Louis, Pratt & Whitney
Kenny Miller, Region 9
Alicia Myrick, Child Care Partners
Debbie Powell, Texas Workforce Solutions Vocational Rehabilitation
Glenda Ramsey, Harper Perkins Architects
Mileasha Rizan, Work Services Corporation
Rhonda Schriber, Humana
Jim Sjolander, Berend Brothers
Scotty Sproles, NOV Fiber Glass Systems
Dirk Welch, Midwestern State University
Linda Whitaker, Archer Supply

MEMBERS NOT PRESENT:

Dr. Cheryl Groves, Groves Mechanical
Terry McAdams, MacTech Solutions
Michelle Wood, Wichita Falls ISD
Julie Young, Wichita Adult Literacy

GUESTS PRESENT:

Sandi Stahr, Equus, Workforce Solutions Center
Crystal Keel, Equus, Wichita Falls Center
Ginger Hannah, Equus, Wichita Falls Center

*Texas Workforce Commission, in partnership with 28 local workforce development boards, forms Texas Workforce Solutions.
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Dennis Wilde, Nortex Regional Planning Commission
Darla Silva, Equus Wichita Falls Center
Cathy Rainwater, Equus Wichita Falls Center

STAFF MEMBERS PRESENT:

Lisa McDaniel, Executive Director
Sharon Hulcy, Contract Manager / EO Officer
Kendra Ball, Business & Outreach Manager
LeAnne Baird, Texas Regional Pathways Network Coordinator
Karen Fite, Technology Manager
Robin Read, Technology Asst. Manager
Dakota Mize, Community Engagement Specialist
Kayla Crowley, Child Care Contract Manager
Sydney Clement, Administrative Assistant / EO Officer

Mrs. Rhonda Schrieber, Madam Chair, called the meeting to order at 12:03 pm and did roll-call.

Mrs. Schrieber asked if there was anything for public comment. There was none.

Mrs. Schrieber asked for any declaration of conflict of interest and there was none noted.

Mrs. Schrieber asked for approval of the consent agenda and the minutes from the December 2025 Board meeting. Billy Clark made a motion to accept, and Glenda Ramsey seconded. (motion passed).

Mrs. Lisa McDaniel, Executive Director, discussed the Unemployment Insurance Weekly Work Search. Every year we are tasked with reviewing our minimum number of weekly work searches for unemployment and the state has set the target for three weekly work searches. As an individual board, we can either increase or lower that number based on local economic information, such as job postings and number of employers. On our data for our region, we feel that leaving it at three is sufficient, especially in our rural areas where there are plenty of opportunities for individuals when they are doing their work searches but also having workshops that can count as work searches too. Mrs. McDaniel asked the board if there were any questions for discussion. There was one question asked if we had changed this during Covid-19. Mrs. McDaniel stated that yes, the state eliminated all work search requirements during Covid-19. Mrs. Schrieber then asked for approval of the Unemployment Insurance Weekly Work Search. Billy Clark made a motion to accept it and to keep it at three weekly work searches, and Glenda Ramsey seconded. (motion passed).

Next, Mrs. Sharon Hulcy, Contract Manager/EO Officer, discussed the audit resolution report letter we received in December 2025 from the Texas Workforce Commission stating the findings that were found last May have now been cleared. The finding issue was a PIRTS issue and corrective action has since been taken, and the finding is now closed. Texas Workforce Commission will still review this area going forward when they visit in May. Mrs. Hulcy announced we are currently having Equal Opportunity monitoring and that it will be in a future report once that is completed. She shared on Monday, February 23rd, we had a Child Care Technical

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Assistance visit with one of our vendors, the TX3C system and it was a very informative visit. We also discussed the audit report from Diaz, Smith & Associates on Rolling Plains Management Corporation. Diaz, Smith & Associates completed the audit on January 29, 2026, and no issues were found.

Diaz, Smith & Associates is currently working on their fiscal and program review to get us ready for their visit in May. Rolling Plains Management and Equus are working on uploading documents that are needed to get our report ready. Mrs. Hulcy announced Nortex Region Planning Commission is beginning the audit this month with Egin, Parkman, Fleming & Fleming, this also includes us, so we have been submitting items for that review as well. Summary reports from the Wichita Falls Workforce Center and Child Care of their QA reviews they have been doing; there were notes of improvements for the RESEA Program from the Workforce Center and Child Care had no issues in their reviews. In addition no disallowed costs were noted. Mrs. Hulcy shared a letter we received from Texas Workforce Commission on January 21st stating they had received our budget and expenditure information for the fiscal year beginning on October 1, 2025, to September 30, 2026, they determined the information is in compliance and in good standing. It has been approved.

Next was the Board Spending Report, Mrs. Lisa McDaniel made a notation on account 33-1109 where there was a typo, it is supposed to say \$250,000 instead of \$25,000. That typo will be updated for the next board meeting. Mrs. Hulcy then shared that the Resource Administrative Grant; this is a contract that was issued to us from Texas Workforce Commission. It is showing a negative right now, but it will be positive at the next board meeting. Mrs. McDaniel explained that this is for individuals that work in the tax office locally for Texas Workforce Commission and meet with employers to discuss things and they use our office space as they have for several years. At first, they had announced they were not going to pay for our office space, but the issue has now been resolved and that is what this grant is for and that we would be receiving funding for those individuals who occupy the space from time to time to meet with employers on their tax accounts.

Next was the Procurement List, and no questions asked. Mr. Louis did ask how we are feeling about audit season coming u?. Mrs. McDaniel stated that we feel good and are ready.

Mrs. Lisa McDaniel discussed the grants we had applied for in early Fall 2025. In January we were selected for the 2026 Teacher Externship award, and we have our first meeting with the contractors tomorrow to discuss the application process. The application process has changed a little differently this year, as we know right now, more information will be going out to schools soon for those that are interested. The next award we won was the Innovation Grant awarding us \$250,000. Mrs. McDaniel then shared the exciting news we were invited by the Texas Workforce Commission to speak at the 2026 Workforce Forum in Austin, TX, because of our groundbreaking innovative award. The theme of the forum this year is "Impact", Texas Workforce Commission said they believe our Board's work would be incredibly valuable to other attendees at the conference sharing with them how we identified the need, partnership the development, what initial steps we took and what was the expected impact. Mrs. Kendra Ball, Business and Outreach Manager and Mrs. LeAnne Baird, Texas Regional Pathways Network Coordinator, will both be attending the forum May 11th & 12th, presenting to the state on our initiative that we won.

Mrs. McDaniel announced we are currently on the lookout for employers to use for the Innovation grant. Mrs. Kendra Ball explained how we will be using the same technology that you use for "virtual" tours to explore worksites so students can experience what is available at different types of workplaces. We are currently

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working on a procurement to hire a company to help make the videos, produce them and upload to a platform but also allowing us to go into workplaces to set up 360 cameras to make “virtual” tours and adding “pop-ups” throughout the worksite showing students everything that is available to them with supportive information and what there is to do at that workplace. One question was asked if we had ideas on what industries we were exploring for worksites to use. We are looking at anything that is in high demand industries and that may not be accessible for in-person tours. Mrs. LeAnne Baird added, from our last board meeting, on our Target & Occupations List there are high-in-demand jobs that we know we can get students into and that also align with our CTE Program that our schools are doing and this will be taking it from a classroom to a business and relieving that pressure off of the workplaces from having to host “in-person tours” but still making that connection to our students.

Mrs. McDaniel shared a couple of weeks ago we, along with four other Boards, were invited to a regional meeting in Denton, TX, those Boards included Dallas, Tarrant, North Central and Texoma. Mrs. McDaniel got to meet with the leadership of the Texas Workforce Commission along with the new Executive Director, Steve Pier, the Chair of Texas Work Commission, Joe Esparza and other leaderships of the workforce division, performance division and our childcare division. They also asked each Board office to bring a program specialist and a childcare specialist to join the meeting as well. Along with Mrs. McDaniel at the regional meeting was our Contract Manger, Mrs. Sharon Hulcy and Ms. Kayla Crowley our Child Care Contract Manager. We were able to meet with the other Boards prior to the meeting to ensure our discussion was heard and to go over the points of the agenda. Mrs. McDaniel stated that items discussed at the regional meeting was from over the last two years that our new Chair of the Workforce Commission has heard a lot of concerns about from Workforce Board about the systems we have in place, and he wanted to hear our thoughts and concerns and sit down with all of us. We were able to provide them with what support we needed from them and what needs to happen. This was a very good meeting, and we are hopeful of seeing some good changes.

Lastly, Mrs. McDaniel announced it was time for our Workforce Contractor Procurement. It has been five years since the last one. This is currently being worked on and will be released no later than April 1st with a target date to take action at our June Board Meeting but the new contract will start on October 1st. She stated that we typically get three evaluators to look at the proposals, and we will have more information to come soon. Mrs. McDaniel shared there are a couple of staff members at our Board office looking at possible retirement in the next year or several years and succession planning is on-going. Mrs. McDaniel asked if there were any questions and there were none.

Next, Mrs. Kendra Ball, Business & Outreach Manager, discussed the Rapid Response Report. FedEx in Wichita Falls located on Southridge announced on January 9th this location was closing. Twelve of fourteen employees were able to move to the Fisher location and two retired with severance pay. Subway restaurants in both Iowa Park and Vernon, owned by the same manager, closed their doors on January 12th due to financial reasons. Francesca’s, located in Sikes Senter Mall, announced closure on January 22nd due to financial reasons, but the closing date is still to be determined. Lastley, House of D’aroma, also located in Sikes Senter Mall closed on January 28th due to not having any more employees.

Ms. Kayla Crowley, Child Care Contract Manager, discussed the Child Care Report. She first shared we have two new employees with our Child Care department, Mrs. Isabel Vera, our new Financial Specialist, she has ten



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years of experience in billing and financial processes and is a great addition to the department. Our second new employee is Mrs. Karen Reed, Texas Rising Star Mentor, she has been in public education for over 20 years and worked in districts across Texas and will now be assisting our other Texas Rising Star mentors.

As of February 17th, we currently have 207 children waiting for childcare services. The estimated wait time for childcare services is currently 6 to 8 months. The total number of children enrolled at the end of January 2026 was 1,117 with a total of 39 new referrals. Mrs. McDaniel added we are going to try and empty our waitlist, by what is called “flash placements”. This is where our childcare staff will stay open and work on a Saturday and Sunday to allow parents an opportunity to turn their paperwork and necessary documents in, instead of them having to leave their jobs during the week. This will help ensure every child is removed from the waitlist and placed in childcare. Mrs. McDaniel added we have done this before in the past and it has been successful. One question was asked if there is an average capacity in childcare. The answer is yes; it does depend on the childcare facility, but it also depends on numerous things such as, the age of the child and how many children that center has in that particular age appropriate classroom, if the parent is self-pay or on a scholarship, and also if that childcare center has the correct number of teachers that have confidence to be in that classroom, such as an infant class room. Ms. Crowley then shared the Infant and Toddler Trainings are still being held once a month, the last training was held on December 4th, 2025, with 21 in-person attendees. The next two Infant and Toddler Trainings will be held on February 26th and March 31st.

Ms. Crowley announced they had a Child Care Advisory Council meeting yesterday and there is a lot of different community events coming up in March and April. They also met with Together for Children a couple of weeks ago, a professional development team from Austin, TX. The Texas Child Care Leadership Academy are classes where directors and assistance directors can receive resources and gain knowledge on how to retain their childcare staff. We are going to be offering this to our providers; however, those providers must be Texas Rising Star certified. They cannot be in-home providers, and they must have a facility or work for a facility to be eligible to participate in this program. This is free to the director and assistant directors where they offer in-person and virtual meetings. We will be reaching out to Texas Workforce Commission to get this program approved. Texas Workforce Commission has also launched a Texas Child Care Business Support Initiative for more professional development opportunities for our childcare leaders and staff to go through training from business model to business coaching for free to them. A question was asked if these classes would count for the directors on the management side, the answer is yes.

Ms. Crowley announced there have been policy updates with Texas Workforce Commission coming out soon for fraud and high-risk providers, because of the incidents that have happened in Minnesota. All the states, including Texas, have been making sure those same incidents are not happening to our childcare facilities. Our Texas Rising Star mentors and assessors are in and out of our providers’ facilities all the time, and once they do the observations, we then get monthly reports for providers in our area. So far, our reports have been clean.

We are also working on attendance with our childcare facilities making sure our parents and providers are “checking in” their kids accordingly each day. Our providers have different applications and systems that communicate with our TX3C Kinder Connect system. Kinder Connect is currently working with our providers to alleviate any issues that they may be having. We get a weekly report for attendance tracking and if the provider does not comply with attendance and making sure they are logging attendance weekly, then that

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provider is put on a SIA (Service Improvement Agreement) where it pauses payments until that provider is complying and tracking attendance accordingly.

Next, Ms. Crystal Keel, Equus Wichita Falls, introduced the newest member of her leadership team, Mrs. Cathy Rainwater. Mrs. Rainwater has been with Workforce Solutions North Texas for 17 years. Ms. Keel then shared in December where we served 1,027 employers and 154 employees. We had 51 placements, 16 went to work and 67 entered employment in the month of December. We had 137 job seekers at our Vernon Travel Center Hiring event on February 17th. Our biggest summer community job fair is coming up on April 9th at the MPEC center in Wichita Falls, more information coming soon. One question was asked how many were employed from the Vernon Travel Center Hiring event, we were told between 60-80 jobs were offered.

Ms. Keel then shared her employee spotlight featuring Mrs. Deborah at our Bowie office. Deborah exemplifies dedication and versatility in her role, going above and beyond to advocate for her customers who often face significant barriers. Her commitment, adaptability and team-oriented mindset make her an outstanding candidate for recognition.

Our success story is about Randolph, who came to Workforce Solutions North Texas after being terminated from his last place of employment where he worked as a maintenance technician. He was concerned about his living expenses and wanted to find a job quickly. He used our resource room computers to perform job searches and our Workforce Development Specialist, Candy Dewey, and Workforce Experience participant, Ariana, helped him navigate his job search in WorkinTexas.com and provided application assistance. He began employment within the next two days at AlSCO. Randolph's success story is a testament that Workforce Solutions North Texas has the staff and available resources to help those who need assistance. The last report was about the survey results with a score of 92.43% positive feedback.

Mrs. Schrieber announced the next board meeting will be on April 23, 2026, at noon. The meeting was adjourned at 1:04 pm.

Respectfully submitted,

Linda Whitaker

[Linda Whitaker \(Mar 20, 2026 07:37:39 CDT\)](#)

Linda Whitaker, Secretary

**Board Procurement List
04/01/2025 - 03/31/2026**

Contractor/Vendor	Purchase date	Total cost	Goods/Services	Type	Since last meeting	12-Month rolling
A1 Fire Extinguisher Co	6/2/2025	\$ 15.00	Annual maintenance check	Micro		\$ 15.00
Adobe	4/25/2025	\$ 119.95	5 Adobe Pro License	Micro		
Adobe	5/25/2025	\$ 119.95	5 Adobe Pro License	Micro		
Adobe	6/23/2025	\$ 119.95	5 Adobe Pro License	Micro		
Adobe	7/23/2025	\$ 119.95	5 Adobe Pro License	Micro		
Adobe	8/23/2025	\$ 119.95	License fee	Micro		
Adobe	8/25/2025	\$ 23.01	1 Adobe Pro License	Micro		
Adobe	9/23/2025	\$ 143.94	6 Adobe Pro License	Micro		
Adobe	10/23/2025	\$ 143.94	6 Adobe Pro License	Micro		
Adobe	11/5/2025	\$ 37.88	Adobe	Micro		
Adobe	11/23/2025	\$ 143.94	Adobe	Micro		
Adobe	12/4/2025	\$ 34.99	Adobe	Micro		
Adobe	12/23/2025	\$ 143.94	Adobe	Micro		
Adobe	1/7/2026	\$ 34.99	Adobe creative cloud	Micro	\$ 34.99	
Adobe	1/23/2026	\$ 143.94	Adobe	Micro	\$ 143.94	
Adobe	2/4/2026	\$ 34.99	Adobe	Micro	\$ 34.99	
Adobe	2/6/2026	\$ 274.00	Adobe Sign Enterprise License	Micro	\$ 274.00	
Adobe	2/12/2026	\$ 419.10	Adobe creative cloud	Micro	\$ 419.00	
Adobe	2/23/2026	\$ 143.94	Adobe	Micro	\$ 143.94	
Adobe	3/30/2026	\$ 119.94	Adobe	Micro	\$ 119.94	\$ 2,442.29
AFAB Ventures, LLC	4/29/2025	\$ 60.00	Window cleaning	Micro		
AFAB Ventures, LLC	6/11/2025	\$ 60.00	Window cleaning	Micro		
AFAB Ventures, LLC	7/2/2025	\$ 60.00	Window cleaning	Micro		
AFAB Ventures, LLC	8/13/2025	\$ 60.00	Window cleaning	Micro		
AFAB Ventures, LLC	9/10/2025	\$ 60.00	Window cleaning	Micro		
AFAB Ventures, LLC	10/8/2025	\$ 60.00	Window cleaning	Micro		
AFAB Ventures, LLC	11/12/2025	\$ 60.00	Window cleaning	Micro		
AFAB Ventures, LLC	1/5/2026	\$ 100.00	Window cleaning	Micro	\$ 100.00	
AFAB Ventures, LLC	2/11/2026	\$ 60.00	Window cleaning	Micro	\$ 60.00	
AFAB Ventures, LLC	3/10/2026	\$ 60.00	Window cleaning	Micro	\$ 60.00	\$ 640.00
Amazon	5/20/2025	\$ 141.74	Document scanner	Micro		
Amazon	5/25/2025	\$ 42.40	surge protector power strip	Micro		
Amazon	6/9/2025	\$ 51.98	board office supplies	Micro		
Amazon	6/9/2025	\$ 12.59	board office supplies	Micro		
Amazon	6/10/2025	\$ 114.85	board office supplies	Micro		
Amazon	7/9/2025	\$ 87.00	Brother Printer drum-unit	Micro		
Amazon	8/13/2025	\$ 390.16	Board office supplies	Micro		
Amazon	8/19/2025	\$ 1,443.18	Binding supplies for Job's Y'all Youth Fair	Micro		
Amazon	9/17/2025	\$ 227.85	Board office supplies	Micro		
Amazon	10/16/2025	\$ 679.12	Educational items for toddlers Halloween	Micro		
Amazon	10/17/2025	\$ 155.67	Board office supplies	Micro		
Amazon	10/24/2025	\$ 114.87	Board office supplies	Micro		
Amazon	10/29/2025	\$ 33.90	Board office supplies	Micro		
Amazon	12/15/2025	\$ 180.17	Board office supplies	Micro		
Amazon	1/21/2026	\$ 49.98	Keyboard and mouse for TVC	Micro	\$ 49.98	
Amazon	1/28/2026	\$ 317.11	board office supplies	Micro	\$ 317.11	
Amazon	1/28/2026	\$ 48.35	board office supplies	Micro	\$ 48.35	
Amazon	3/5/2026	\$ 87.93	board office supplies	Micro	\$ 87.93	
Amazon	3/30/2026	\$ 127.06	board office supplies	Micro	\$ 127.06	\$ 4,305.91
Art's Home Pest Exterminators	4/30/25	\$ 75.00	pest control	Micro		
Art's Home Pest Exterminators	7/30/2025	\$ 75.00	pest control	Micro		
Art's Home Pest Exterminators	10/29/2025	\$ 75.00	pest control	Micro		
Art's Home Pest Exterminators	12/31/2025	\$ 75.00	pest control	Micro		
Art's Home Pest Exterminators	2/25/2026	\$ 75.00	pest control	Micro	\$ 75.00	\$ 375.00
AT&T Mobile Rec	4/3/2025	\$ 656.24	10 cell phones	Micro		
AT&T Mobile Rec	4/15/2025	\$ 254.40	5 cell phones	Micro		
AT&T Mobile Rec	5/3/2025	\$ 656.24	10 cell phones	Micro		
AT&T Mobile Rec	5/15/2025	\$ 254.40	5 cell phones	Micro		
AT&T Mobile Rec	6/25/2025	\$ 254.40	5 cell phones	Micro		

**Board Procurement List
04/01/2025 - 03/31/2026**

Contractor/Vendor	Purchase date	Total cost	Goods/Services	Type	Since last meeting	12-Month rolling
AT&T Mobile Rec	7/15/2025	\$ 254.24	6 cell phones	Micro		
AT&T Mobile Rec	8/10/2025	\$ 656.24	10 board cell phones	Micro		
AT&T Mobile Rec	8/15/2025	\$ 254.25	5 cell phones	Micro		
AT&T Mobile Rec	9/2/2025	\$ 656.24	10 cell phones	Micro		
AT&T Mobile Rec	9/15/2025	\$ 254.25	5 cell phones	Micro		
AT&T Mobile Rec	10/3/2025	\$ 681.44	10 cell phones	Micro		
AT&T Mobile Rec	10/29/2025	\$ 254.80	5 cell phones	Micro		
AT&T Mobile Rec	11/3/2025	\$ 676.84	10 cell phones	Micro		
AT&T Mobile Rec	11/15/2025	\$ 254.80	5 cell phones	Micro		
AT&T Mobile Rec	12/3/2025	\$ 727.23	10 cell phones	Micro		
AT&T Mobile Rec	12/15/2025	\$ 254.80	5 cell phones	Micro		
AT&T Mobile Rec	1/15/2026	\$ 254.75	5 cell phones	Micro	\$ 254.75	
AT&T Mobile Rec	1/28/2026	\$ 734.63	10 cell phones	Micro	\$ 734.63	
AT&T Mobile Rec	2/3/2026	\$ 727.13	10 cell phones	Micro	\$ 727.13	
AT&T Mobile Rec	2/15/2026	\$ 254.75	5 cell phones	Micro	\$ 254.75	
AT&T Mobile Rec	3/15/2026	\$ 254.75	5 cell phones	Micro	\$ 254.75	
AT&T Mobile Rec	3/30/2026	\$ 741.93	10 cell phones	Micro	\$ 741.93	\$ 9,968.75
Atwoods Ranch & Home	9/23/2025	\$ 41.11	refelctive vest for Youth Career Fair	Micro		\$ 41.11
B&H Photo	6/10/2025	\$ 13,979.80	(20) HP Probooks	Micro		\$ 13,979.80
Best Buy	6/24/2025	\$ 9.99	Travel port	Micro		\$ 9.99
BJD Engraving, LLC	7/17/2025	\$ 12.00	Board office name tag	Micro		
BJD Engraving, LLC	7/17/2025	\$ 240.00	Workforce Center & childcare name tags	Micro		
BJD Engraving, LLC	8/15/2025	\$ 12.00	Child care name tag	Micro		
BJD Engraving, LLC	9/15/2025	\$ 12.00	Workforce center nametag	Micro		
BJD Engraving, LLC	1/5/2026	\$ 12.00	Board nametag	Micro	\$ 12.00	
BJD Engraving, LLC	1/5/2026	\$ 60.00	Workforce center nametags	Micro	\$ 60.00	
BJD Engraving, LLC	1/31/2026	\$ 6.00	Workforce nametag	Micro	\$ 6.00	
BJD Engraving, LLC	3/25/2026	\$ 120.00	Workforce nametags	Micro	\$ 120.00	\$ 474.00
BlueAlly Tech	5/1/2025	\$ 7,602.34	Meraki License renewal	Micro		
BlueAlly Tech	5/7/2025	\$ 430.11	Teleworker gateway	Micro		
BlueAlly Tech	5/8/2025	\$ 2,344.68	MerakiAppliance updates	Micro		\$ 10,377.13
BOOSTLINGO, LLC	4/1/2025	\$ 95.00	Language app	Micro		
BOOSTLINGO, LLC	4/30/2025	\$ 95.00	Language app	Micro		
BOOSTLINGO, LLC	5/31/2025	\$ 95.00	Language app	Micro		
BOOSTLINGO, LLC	7/10/2025	\$ 95.00	Language app	Micro		
BOOSTLINGO, LLC	7/26/2025	\$ 95.00	Language app	Micro		
BOOSTLINGO, LLC	8/27/2025	\$ 95.00	Language app	Micro		
BOOSTLINGO, LLC	9/24/2025	\$ 95.00	Language app	Micro		
BOOSTLINGO, LLC	10/31/2025	\$ 95.00	Language app	Micro		
BOOSTLINGO, LLC	11/30/2025	\$ 95.00	Language app	Micro		
BOOSTLINGO, LLC	1/30/2026	\$ 95.00	Language app	Micro	\$ 95.00	
BOOSTLINGO, LLC	3/30/2026	\$ 97.85	Language app	Micro	\$ 97.85	\$ 1,047.85
Byrd Electric	2/25/2026	\$ 867.00	Install wiring for new battery backup	Micro	\$ 867.00	\$ 867.00
CDW Government Inc	4/7/2025	\$ 382.18	2 monitors	Micro		
CDW Government Inc	4/10/2025	\$ 1,526.52	2 destops	Micro		
CDW Government Inc	4/11/2025	\$ 1,614.29	Surface pro	Micro		
CDW Government Inc	6/30/2025	\$ 287.61	Printer	Micro		
CDW Government Inc	7/1/2025	\$ 2,286.17	Thinkbook,monitors,scanner, printer	Micro		
CDW Government Inc	7/10/2025	\$ 31.36	Power adapter	Micro		
CDW Government Inc	8/8/2025	\$ 279.11	1 fax machine	Micro		
CDW Government Inc	8/11/2025	\$ 129.92	1 laser printer	Micro		
CDW Government Inc	9/15/2025	\$ 834.83	1 Ricoh Color Scanner	Micro		
CDW Government Inc	9/15/2025	\$ 834.83	1 Ricoh Color Scanner	Micro		
CDW Government Inc	9/23/2025	\$ 882.57	I PC for Viewsonic Board	Micro		
CDW Government Inc	10/22/2025	\$ 1,669.66	2 duplex scanners	Micro		
CDW Government Inc	10/28/2025	\$ 151.57	docking station	Micro		
CDW Government Inc	12/9/2025	\$ 202.11	printer for board staff	Micro		
CDW Government Inc	12/21/2025	\$ 17,619.51	Annual Renewal	Micro		
CDW Government Inc	2/5/2026	\$ 387.68	1 printer for mobile unit	Micro	\$ 387.68	
CDW Government Inc	3/19/2026	\$ 423.48	2 printers for Galaxy center	Micro	\$ 423.48	\$ 29,543.40

**Board Procurement List
04/01/2025 - 03/31/2026**

Contractor/Vendor	Purchase date	Total cost	Goods/Services	Type	Since last meeting	12-Month rolling
Cleanco	5/1/2025	\$ 658.67	Board Janitorial	Micro		
Cleanco	6/1/2025	\$ 658.67	Board Janitorial	Micro		
Cleanco	7/1/2025	\$ 658.67	Board Janitorial	Micro		
Cleanco	8/1/2025	\$ 658.67	Board Janitorial	Micro		
Cleanco	9/1/2025	\$ 658.67	Board Janitorial	Micro		
Cleanco	10/1/2025	\$ 658.67	Board Janitorial	Micro		
Cleanco	10/31/2025	\$ 658.67	Board Janitorial	Micro		
Cleanco	12/2/2025	\$ 658.67	Board Janitorial	Micro		
Cleanco	1/1/26	\$ 658.67	Board Janitorial	Micro	\$ 658.67	
Cleanco	1/30/26	\$ 658.67	Board Janitorial	Micro	\$ 658.67	
Cleanco	3/1/26	\$ 658.67	Board Janitorial	Micro	\$ 658.67	\$ 7,245.37
COGNITO FORMS	4/30/25	\$ 121.52	Cognito Forms	Micro		
COGNITO FORMS	6/30/25	\$ 121.52	Cognito Forms	Micro		
COGNITO FORMS	8/1/2025	\$ 148.17	Cognito Forms	Micro		
COGNITO FORMS	9/1/2025	\$ 153.50	Cognito Forms	Micro		
COGNITO FORMS	10/1/2025	\$ 153.50	Cognito Forms	Micro		
COGNITO FORMS	10/31/2025	\$ 142.84	Cognito Forms	Micro		
COGNITO FORMS	11/30/2025	\$ 142.84	Cognito Forms	Micro		
COGNITO FORMS	12/31/2025	\$ 142.84	Cognito Forms	Micro		
COGNITO FORMS	1/31/2026	\$ 142.58	Cognito Forms	Micro	\$ 142.58	
COGNITO FORMS	3/30/2026	\$ 137.26	Cognito Forms	Micro	\$ 137.26	\$ 1,406.57
Commercial & Industrial Electronics	2/1/2026	\$ 93.00	Security alarm	Micro	\$ 93.00	\$ 93.00
Constant Contact	4/25/2025	\$ 245.00	Constant Contact	Micro		
Constant Contact	5/24/2025	\$ 245.00	Constant Contact	Micro		
Constant Contact	6/24/2025	\$ 245.00	Constant Contact	Micro		
Constant Contact	7/24/2025	\$ 325.00	Constant Contact	Micro		
Constant Contact	8/24/2025	\$ 325.00	Constant Contact	Micro		
Constant Contact	9/24/2025	\$ 325.00	Constant Contact	Micro		
Constant Contact	10/24/2025	\$ 325.00	Constant Contact	Micro		
Constant Contact	11/24/2025	\$ 325.00	Constant Contact	Micro		
Constant Contact	12/24/2025	\$ 325.00	Constant Contact	Micro		
Constant Contact	1/24/2026	\$ 325.00	Constant Contact	Micro	\$ 325.00	
Constant Contact	2/24/2026	\$ 325.00	Constant Contact	Micro	\$ 325.00	
Constant Contact	3/30/2026	\$ 325.00	Constant Contact	Micro	\$ 325.00	\$ 3,660.00
Dell Marketing, LP	7/25/2025	\$ 10,900.23	Dell Pro Support Plus	Micro		\$ 10,900.23
Dept of Information Resources	6/20/25	\$ 318.96	T-1 Connection	Micro		
Dept of Information Resources	7/21/25	\$ 318.96	T-1 Connection	Micro		
Dept of Information Resources	8/20/25	\$ 318.96	T-1 Connection	Micro		
Dept of Information Resources	9/22/25	\$ 318.96	T-1 Connection	Micro		
Dept of Information Resources	10/20/25	\$ 318.96	T-1 Connection	Micro		
Dept of Information Resources	12/15/25	\$ 637.92	T-1 Connection	Micro		
Dept of Information Resources	1/20/26	\$ 318.96	T-1 Connection	Micro	\$ 318.96	
Dept of Information Resources	2/20/26	\$ 318.96	T-1 Connection	Micro	\$ 318.96	
Dept of Information Resources	3/20/26	\$ 318.96	T-1 Connection	Micro	\$ 318.96	\$ 3,189.60
Diaz, Smith and Associates	4/16/2025	\$ 50,720.00	Fiscal and Program Monitoring, integrity	Formal		\$ 50,720.00
Erica Allen	12/1/2025	\$ 200.00	Holiday window painting	Micro		\$ 200.00
Facebook	4/7/2025	\$ 175.00	Facebook Ads	Micro		
Facebook	4/9/2025	\$ 8.13	Facebook Ads	Micro		
Facebook	5/3/2025	\$ 175.00	Facebook Ads	Micro		
Facebook	5/9/2025	\$ 37.85	Facebook Ads	Micro		
Facebook	5/30/2025	\$ 175.00	Facebook Ads	Micro		
Facebook	6/3/2025	\$ 175.00	Facebook Ads	Micro		
Facebook	6/9/2025	\$ 34.36	Facebook Ads	Micro		
Facebook	6/29/2025	\$ (219.00)	Facebook Ads credit	Micro		
Facebook	7/9/2025	\$ 138.92	Facebook Ads	Micro		
Facebook	7/9/2025	\$ 6.63	Facebook Ads	Micro		
Facebook	8/9/2025	\$ 78.96	Facebook Ads	Micro		
Facebook	9/9/2025	\$ 83.93	Facebook Ads	Micro		
Facebook	9/9/2025	\$ 4.21	Facebook Ads	Micro		
Facebook	10/9/2025	\$ 171.94	Facebook Ads	Micro		

**Board Procurement List
04/01/2025 - 03/31/2026**

Contractor/Vendor	Purchase date	Total cost	Goods/Services	Type	Since last meeting	12-Month rolling
Facebook	11/9/2025	\$ 137.44	Facebook Ads	Micro		
Facebook	12/9/2025	\$ 160.28	Facebook Ads	Micro		
Facebook	1/9/2026	\$ 43.26	Facebook Ads	Micro	\$ 43.26	
Facebook	2/9/2026	\$ 61.39	Facebook Ads	Micro	\$ 61.39	
Facebook	3/30/2026	\$ 165.52	Facebook Ads	Micro	\$ 165.52	\$ 1,613.82
FedEx Office	9/19/2025	\$ 1,980.00	Printing for Youth Career Fair	Micro		\$ 1,980.00
Francotyp-Postalia, Inc	6/3/2025	\$ 179.85	Postage Machine Lease	Micro		
Francotyp-Postalia, Inc	12/4/2025	\$ 179.85	Postage Machine Lease	Micro		
Francotyp-Postalia, Inc	2/20/2026	\$ 128.50	Postage Machine Lease	Micro	\$ 128.50	
Francotyp-Postalia, Inc	3/8/2026	\$ 51.35	Postage Machine Lease	Micro	\$ 51.35	\$ 539.55
Government Social Media	7/21/2025	\$ 399.00	Registration for conference	Micro		\$ 399.00
Hobby Lobby	6/23/2025	\$ 20.68	Board Meeting lunch supplies	Micro		
Hobby Lobby	10/22/2025	\$ 40.50	Board Meeting lunch supplies	Micro		\$ 61.18
MarCom Products	5/29/2025	\$ 1,394.00	2024 Annual Reports	Micro		\$ 1,394.00
Maverick Label	8/21/2025	\$ 486.25	Property labels for office equipment	Micro		\$ 486.25
Microsoft	4/7/2025	\$ 45.60	Microsoft Software	Micro		
Microsoft	5/7/2025	\$ 45.60	Microsoft Software	Micro		
Microsoft	6/7/2025	\$ 45.60	Microsoft Software	Micro		
Microsoft	7/7/2025	\$ 45.60	Microsoft Software	Micro		
Microsoft	8/6/2025	\$ 45.60	Microsoft Software	Micro		
Microsoft	9/6/2025	\$ 45.60	Microsoft Software	Micro		
Microsoft	10/6/2025	\$ 45.60	Microsoft Software	Micro		
Microsoft	11/7/2025	\$ 45.60	Microsoft Software	Micro		
Microsoft	12/7/2025	\$ 45.60	Microsoft Software	Micro		
Microsoft	1/7/2026	\$ 45.60	Microsoft Software	Micro	\$ 45.60	
Microsoft	2/7/2026	\$ 45.60	Microsoft Software	Micro	\$ 45.60	
Microsoft	2/7/2026	\$ 72.00	Microsoft Software	Micro	\$ 72.00	
Microsoft	3/30/2026	\$ 45.60	Microsoft Software	Micro	\$ 45.60	\$ 619.20
NameCheap.com	6/17/2025	\$ 17.16	Network Connections	Micro		
NameCheap.com	3/30/2026	\$ 18.68	Network Connections	Micro	\$ 18.68	\$ 35.84
Office Depot	9/19/2025	\$ 81.99	Signage for Youth Career event	Micro		\$ 81.99
On the Border	10/20/2025	\$ 669.82	Lunch for October Board Meeting	Micro		\$ 669.82
PDQ.Com	7/9/2025	\$ 1,575.00	PDQ DEPLOY & INVENTORY	Micro		\$ 1,575.00
Philadelphia Insurance Companies	5/8/2025	\$ 300.00	Liability Insurance EXT	Micro		\$ 300.00
Sam's Club	6/25/2025	\$ 65.62	June board meeting drinks & desserts	Micro		
Sam's Club	9/17/2025	\$ 97.21	Storage totes for Job's Y'all Fair	Micro		
Sam's Club	12/10/2025	\$ 170.86	December Board Meeting desserts	Micro		
Sam's Club	3/30/2026	\$ 57.84	TRPN Meeting supplies	Micro	\$ 57.84	\$ 391.53
SCW	4/7/2025	\$ 349.88	wireless keyboard & mouse	Micro		
SCW	6/17/2025	\$ 461.64	Toner	Micro		
SCW	6/27/2025	\$ 192.49	Toner	Micro		
SCW	7/14/2025	\$ 230.82	Toner	Micro		
SCW	10/22/2025	\$ 1,522.40	Micosoft Surface Pro 11 & Keyboards	Micro		
SCW	11/20/2025	\$ 540.98	Laser Printer	Micro		
SCW	12/1/2025	\$ 2,759.98	2 Surface Pro 11	Micro		
SCW	12/1/2025	\$ 284.82	2 Surface Pro Keyboards	Micro		
SCW	2/23/2026	\$ 309.05	Battery backup unit for Board office	Micro	\$ 309.05	
SCW	2/23/2026	\$ 1,898.46	Battery backup unit for Galaxy center	Micro	\$ 1,898.46	
SCW	3/25/2026	\$ 386.80	Toner for Board office	Micro	\$ 386.80	\$ 8,937.32
Sonic	12/11/2025	\$ 6.47	Ice for December Board Meeting	Micro		
Sonic	2/26/2026	\$ 3.24	Ice for February Board Meeting	Micro	\$ 3.24	\$ 9.71
Tech Soup	9/12/2025	\$ 240.00	annual license	Micro		
Tech Soup	11/3/2025	\$ 5.00	Adobe Creative Cloud	Micro		
Tech Soup	2/28/2026	\$ 480.00	Antivirus Software	Micro	\$ 480.00	\$ 725.00
Texas Comptroller of Public Account	7/31/2025	\$ 100.00	Membership dues	Micro		\$ 100.00
Texas Roadhouse	12/5/2025	\$ 703.56	December Board Meeting Lunch	Micro		\$ 703.56
Texas Workforce Commission	5/12/2025	\$ 245.00	Child Care Recoupment	Micro		
Texas Workforce Commission	7/15/2025	\$ 2,640.00	Recoupment Tadpole	Micro		
Texas Workforce Commission	7/16/2025	\$ 550.00	Registration for conference	Micro		
Texas Workforce Commission	7/16/2025	\$ 550.00	Registration for conference	Micro		

**Board Procurement List
04/01/2025 - 03/31/2026**

Contractor/Vendor	Purchase date	Total cost	Goods/Services	Type	Since last meeting	12-Month rolling
Texas Workforce Commission	7/18/2025	\$ 550.00	Registration for conference	Micro		
Texas Workforce Commission	7/18/2025	\$ 150.00	RESEA Pre-conference	Micro		
Texas Workforce Commission	8/5/2025	\$ 1,060.50	Child Care Recoupment	Micro		
Texas Workforce Commission	8/8/2025	\$ 527.63	Child Care Recoupment	Micro		
Texas Workforce Commission	8/25/2025	\$ 24.48	Business cards for 2	Micro		
Texas Workforce Commission	8/26/2025	\$ 208.08	Business cards for 17	Micro		
Texas Workforce Commission	10/22/2025	\$ 12.00	Business cards for 1	Micro		
Texas Workforce Commission	2/20/2026	\$ 85.68	Business cards for 7 employees	Micro	\$ 85.68	\$ 6,603.37
United Express	6/26/2025	\$ 5.94	Ice for June board meeting	Micro		\$ 5.94
United Supermarket	4/21/2025	\$ 360.19	April Board Meal	Micro		
United Supermarket	6/20/2025	\$ 177.97	June Board Meal	Micro		
United Supermarket	8/21/2025	\$ 410.13	August Board Meal	Micro		
United Supermarket	10/23/2025	\$ 3.56	Ice for October Board Meeting	Micro		
United Supermarket	12/16/2025	\$ 15.60	Stamps for Christmas cards	Micro		
United Supermarket	2/24/2026	\$ 461.30	February Board Meal	Micro	\$ 461.30	\$ 1,428.75
Veit, LLC (Visual Edge IT)	4/25/2025	\$ 18.47	Board Copier Rate	Micro		
Veit, LLC (Visual Edge IT)	5/27/2025	\$ 222.90	Board Copier Rate	Micro		
Veit, LLC (Visual Edge IT)	6/25/2025	\$ 29.95	Board Copier Rate	Micro		
Veit, LLC (Visual Edge IT)	7/25/2025	\$ 149.07	Board Copier Rate	Micro		
Veit, LLC (Visual Edge IT)	8/25/2025	\$ 66.84	Board Copier Rate	Micro		
Veit, LLC (Visual Edge IT)	9/26/2025	\$ 562.65	Board Copier Rate	Micro		
Veit, LLC (Visual Edge IT)	10/27/2025	\$ 221.64	Board Copier Rate	Micro		
Veit, LLC (Visual Edge IT)	11/24/2025	\$ 20.73	Board Copier Rate	Micro		
Veit, LLC (Visual Edge IT)	12/29/2025	\$ 110.38	Board Copier Rate	Micro		
Veit, LLC (Visual Edge IT)	1/26/2026	\$ 39.49	Board Copier Rate	Micro	\$ 39.49	
Veit, LLC (Visual Edge IT)	2/23/2026	\$ 30.66	Board Copier Rate	Micro	\$ 30.66	
Veit, LLC (Visual Edge IT)	3/25/2026	\$ 123.87	Board Copier Rate	Micro	\$ 123.87	\$ 1,596.65
Walmart	6/13/2025	\$ 129.99	Universal Dock	Micro		
Walmart	7/10/2025	\$ 90.13	board office supplies	Micro		
Walmart	9/23/2025	\$ 123.28	visibility vests for Youth Career event	Micro		
Walmart	9/23/2025	\$ 30.27	banner for Youth Career event	Micro		
Walmart	11/21/2025	\$ 29.98	USB power adapter	Micro		\$ 403.65
Welcome to Texoma	4/9/2025	\$ 16.00	WELCOME BASKETS	Micro		
Welcome to Texoma	5/9/2025	\$ 12.00	WELCOME BASKETS	Micro		
Welcome to Texoma	6/6/2025	\$ 19.00	WELCOME BASKETS	Micro		
Welcome to Texoma	6/30/2025	\$ 20.00	WELCOME BASKETS	Micro		
Welcome to Texoma	8/8/2025	\$ 17.00	WELCOME BASKETS	Micro		
Welcome to Texoma	9/11/2025	\$ 11.00	WELCOME BASKETS	Micro		
Welcome to Texoma	10/3/2025	\$ 19.00	WELCOME BASKETS	Micro		
Welcome to Texoma	10/31/2025	\$ 21.00	WELCOME BASKETS	Micro		
Welcome to Texoma	12/4/2025	\$ 15.00	WELCOME BASKETS	Micro		
Welcome to Texoma	1/5/2026	\$ 15.00	WELCOME BASKETS	Micro	\$ 15.00	
Welcome to Texoma	2/4/2026	\$ 17.00	WELCOME BASKETS	Micro	\$ 17.00	
Welcome to Texoma	3/5/2026	\$ 6.00	WELCOME BASKETS	Micro	\$ 6.00	\$ 188.00
Wichita Falls Chamber of Commerce & Industry	8/29/2025	\$ 149.00	Membership dues	Micro		\$ 149.00
Wichita Falls Human Resource Management Assoc.	7/18/2025	\$ 150.00	Membership dues	Micro		\$ 150.00
WorkQuest (Amplify)	4/3/2025	\$ 360.00	Shredding Services	Micro		
WorkQuest (Amplify)	5/1/2025	\$ 135.00	Shredding Services	Micro		
WorkQuest (Amplify)	6/1/2025	\$ 135.00	Shredding Services	Micro		
WorkQuest (Amplify)	7/14/2025	\$ 375.00	Shredding Services	Micro		
WorkQuest (Amplify)	8/1/2025	\$ 135.00	Shredding Services	Micro		
WorkQuest (Amplify)	9/10/2025	\$ 345.00	Shredding Services	Micro		
WorkQuest (Amplify)	10/20/2025	\$ 135.00	Shredding Services	Micro		
WorkQuest (Amplify)	10/30/2025	\$ 345.00	Shredding Services	Micro		
WorkQuest (Amplify)	12/1/2025	\$ 90.00	Shredding Services	Micro		
WorkQuest (Amplify)	12/1/2025	\$ 45.00	Shredding Services	Micro		
WorkQuest (Amplify)	1/8/2026	\$ 345.00	Shredding Services	Micro	\$ 345.00	
WorkQuest (Amplify)	2/17/2026	\$ 135.00	Shredding Services	Micro	\$ 135.00	

**Board Procurement List
04/01/2025 - 03/31/2026**

Contractor/Vendor	Purchase date	Total cost	Goods/Services	Type	Since last meeting	12-Month rolling
WorkQuest (Amplify)	3/10/2026	\$ 315.00	Shredding Services	Micro	\$ 315.00	
WorkQuest (Amplify)	3/30/2026	\$ 105.00	Shredding Services	Micro	\$ 105.00	\$ 3,000.00
ZOOM VIDEO COMMUNICATIONS	4/29/2025	\$ 40.00	Zoom Video Communications Inc.	Micro		
ZOOM VIDEO COMMUNICATIONS	5/29/2025	\$ 40.00	Zoom Video Communications Inc.	Micro		
ZOOM VIDEO COMMUNICATIONS	6/29/2025	\$ 40.00	Zoom Video Communications Inc.	Micro		
ZOOM VIDEO COMMUNICATIONS	7/29/2025	\$ 40.00	Zoom Video Communications Inc.	Micro		
ZOOM VIDEO COMMUNICATIONS	8/29/2025	\$ 40.00	Zoom Video Communications Inc.	Micro		
ZOOM VIDEO COMMUNICATIONS	9/29/2025	\$ 40.00	Zoom Video Communications Inc.	Micro		
ZOOM VIDEO COMMUNICATIONS	10/29/2025	\$ 40.00	Zoom Video Communications Inc.	Micro		
ZOOM VIDEO COMMUNICATIONS	11/29/2025	\$ 40.00	Zoom Video Communications Inc.	Micro		
ZOOM VIDEO COMMUNICATIONS	1/29/2026	\$ 40.00	Zoom Video Communications Inc.	Micro	\$ 40.00	
ZOOM VIDEO COMMUNICATIONS	2/28/2026	\$ 40.00	Zoom Video Communications Inc.	Micro	\$ 40.00	
ZOOM VIDEO COMMUNICATIONS	3/30/2026	\$ 40.00	Zoom Video Communications Inc.	Micro	\$ 40.00	\$ 440.00
		\$ 186,090.13			\$ 17,025.80	\$ 186,090.13

Currently this list does not include most leases, travel, training cost, or telecommunications						
DIR vendors on TX Comptrollers website						

Workforce Solutions North Texas
Board Spending Report
Report Date: As of 03/31/2026

Acct Code	Grant Number	Grant Period	Total Grant Award	Total Grant Expended	Balance Remaining	% Remaining
33-1083	0325EXT001	04/01/25 - 03/31/26	63,807.00	63,807.00	0.00	0%
33-1084	0325MTC001	04/17/25 - 04/30/26	210,514.00	67,850.76	142,663.24	68%
33-1085	0325TRPN001	03/01/25 - 04/30/27	200,000.00	72,758.77	127,241.23	64%
33-1086	0325WOA001	07/01/25 - 06/30/27	518,911.00	159,128.89	359,782.11	69%
33-1087	0325WOD001	07/01/25 - 06/30/27	617,803.00	145,995.24	471,807.76	76%
33-1088	0325WOY001	07/01/25 - 06/30/27	573,812.00	153,302.23	420,509.77	73%
33-1089	0325WOR001	07/01/25 - 06/30/26	16,270.00	9,330.00	6,940.00	43%
33-1090	0326TAF001	10/01/25 - 10/31/26	879,132.00	382,833.06	496,298.94	56%
33-1091	0326CCF001	10/01/25 - 12/31/26	9,149,676.00	2,931,881.64	6,217,794.36	68%
33-1092	0326CCQ001	10/01/25 - 10/31/26	627,387.00	231,939.28	395,447.72	63%
33-1093	0326CCM001	10/01/25 - 12/31/26	571,808.00	0.00	571,808.00	100%
33-1094	VES26 03 TVC	10/01/25 - 09/30/26	20,900.00	7,643.47	13,256.53	63%
33-1095	0326COL001	09/01/25 - 08/31/26	158,497.56	77,733.66	80,763.90	51%
33-1096	0326CCP001	09/01/25 - 08/31/26	599,817.00	244,038.19	355,778.81	59%
33-1097	0326CQF001	10/01/25 - 10/31/26	597,334.00	201,509.70	395,824.30	66%
33-1098	0326SNE001	10/01/25 - 09/30/26	112,142.00	65,271.41	46,870.59	42%
33-1099	0326WOO001	10/01/25 - 10/31/26	3,252.00	3,202.66	49.34	2%
33-1100	3024VRS039-3 SHN	09/01/25 - 08/31/27	226,000.00	24,951.29	201,048.71	89%
33-1101	3024VRS096-3 PWE	10/01/25 - 09/30/27	375,000.00	6,297.10	368,702.90	98%
33-1102	3022VRS028 3 SEAL	10/01/25 - 09/30/27	178,962.98	1,386.91	177,576.07	99%
33-1103	0326WCI001	10/01/25 - 09/30/26	42,257.00	4,627.85	37,629.15	89%
33-1104	0326WPA001	10/01/25 - 12/31/26	7,152.00	4,903.20	2,248.80	31%
33-1105	TXM25WDG	12/01/25 - 02/28/27	87,000.00	12,420.65	74,579.35	86%
33-1106	0326TRA001	10/01/25 - 09/30/26	5,000.00	0.00	5,000.00	100%
33-1107	0326REA001	10/01/25 - 09/30/26	350,336.00	90,444.45	259,891.55	74%
33-1108	0326RAG001	10/01/25 - 09/30/26	6,346.00	289.70	6,056.30	95%
33-1109	0326WIF001	02/09/26 - 07/30/27	250,000.00	1,797.18	248,202.82	99%
33-1110	0326EXT001	02/01/26 - 01/31/27	145,876.00	581.03	145,294.97	100%

Report on the
Annual Financial
Monitoring
Evaluation
Of the:

Equus Workforce Solutions

In their capacity of, *Workforce and Specialty* Contractor for the
Workforce Solutions North Texas

March 27, 2026

R

eport Demographics

Report Number:	WFSNT 26-05
Report Type:	Final
Report Issue Date:	March 27, 2026
Review Type:	Annual <i>Workforce</i> Financial Monitoring Evaluation
Entity Reviewed:	<i>Equus Workforce Solutions, (EWS)</i> <i>In their capacity of Workforce Contractor for the</i> <i>Workforce Solutions North Texas (the Board)</i>
Review Period:	February 1, 2025 through December 31, 2025
Review Conducted by:	D iaz, S mith, and A ssociates Anna Rocha-Diaz Sujuane Smith Donna Richardson, CPA Edward Taylor
Dates of Fieldwork:	Off-site desk review
Exit Conference:	March 19, 2026
Report Developed by:	Sujuane Smith

Applicable Definitions

Board: The *North Texas Workforce Development Board Dba Workforce Solutions North Texas* created pursuant to Texas Government Code §2308.253 and certified by the Governor pursuant to Texas Government Code §2308.261.

Briefing Items: are general noncompliance conditions that are observed and documented by the monitors based on established law, procedures, or other authoritative guidance. These noncompliance conditions are considered lower risk findings but could potentially result in a higher risk finding based on the nature of the deficiency (i.e., repeat violations, issues indicative of systemic problems). These items while documented in the workpapers may or may not be included in the report. All briefing items are discussed on-site during the review. The determination of report inclusion shall be based on criteria as determined by the Board.

Disallowed Costs: Those charges to an award that are determined to be unallowable, in accordance with the applicable Federal cost principles, applicable State rules, regulations, policies or other terms and conditions contained in the award.

Finding: an instance where noncompliance with requirements contained in federal or State law, regulation, administrative code, guidance or other promulgations are determined and are considered to be issues that are of high risk that could potentially result in questioned costs and/or impact the integrity of program operations.

FMGC: *Texas Workforce Commission Financial Manual for Grants and Contracts*

Notable Practices - are informative statements that highlight and recognize positive processes and improvements.

Observations: A reportable condition that does not currently have a material effect on internal controls and the accuracy of the financial information. An observation, if not addressed, presents the possibility of a future circumstance of non-compliance and/or internal control weaknesses. Additionally, observations are informative statements or constructive comments made to identify processes that can assist the entity being reviewed improve service delivery and result in positive program outcomes. Observations are not expected to be responded to

Questioned cost: A cost that is questioned by the monitor because of a monitoring finding **(1)** that resulted from a violation or possible violation of a provision of a law, regulation, contract, grant, cooperative agreement, or other agreement or document governing the use of Federal funds, including funds used to match Federal funds; **(2)** where the costs, at the time of the monitoring review, are not supported by adequate documentation; or **(3)** where the costs incurred appear unreasonable and do not reflect the actions a prudent person would take in the circumstances.

Recommendation: Suggested corrective action(s) for a finding and/or observation identified in a monitoring report. The recommendation, where and when appropriate, should address the cause of the problem, not the problem itself.

Financial Monitoring Review Scope

This financial monitoring evaluation of *Equus Workforce Solutions, (EWS)* in its capacity of Workforce Center contractor of the *Workforce Solutions North Texas* (the Board) was performed to assess the reliability of review period fiscal data. Additionally, the review evaluated the degree of compliance with the applicable Board contract(s), policies, laws, regulations, and the adequacy of internal fiscal controls. The following areas/items were examined:

1. Applicable Contract(s):

2021-005 WFC PY2025, Amend #s 1-6, Period 10/1/24 - 9/30/25, Approx. \$6,697,651.83
2021-005 WFC PY2026, Period 10/1/25 - 9/30/26, Approx. \$2,952,575.77

2. Cash Management: The EWS, bank statements and reconciliations for the months ended October 2025, November 2025, and December 2025 were reviewed for the following accounts:

- Bank of America, Account Ending (Operation Account)

Our review included an evaluation of internal bank reconciliation controls and collateral agreement adequacy, if applicable, for any balances in-excess of FDIC coverage.

3. Cost Allocation Plan: We examined the Equus Cost Allocation Plan, for the program year ending 2025, for compliance with the applicable sections of the TWC FMGC chapter 11. The plan was determined to contain all of the FMGC Chapter 11 requirements.

4. Cost Allocation Testing: We tested the months of March 2025 and December 2025. We recalculated the percentages for the various programs. No exceptions were noted.

5. Disbursements: Supporting documentation for fifty (50), judgmentally selected direct disbursement transactions occurring during the review period were examined.

6. Individual Training Account (ITA): We examined supporting documents for ten (10) ITA's occurring in and/or applicable to the review period. Documents reviewed include: ITA checklist, Training Authorization Form, WFS Training Agreement, State ETPL, ITA Voucher, and TWIST ITA printout

7. **Payroll:** Payroll documentation for ten (10) EWS employees charged directly and/or indirectly all or in part, to its contracts with the Board was reviewed for the pay periods as follows:

No	PAY PERIOD START	PAY PERIOD END	PAY DATE
1	3/22/2025	4/4/2025	4/11/2025
2	4/5/2025	4/18/2025	4/25/2025
3	4/19/2025	5/2/2025	5/9/2025
4	8/23/2025	9/5/2025	9/12/2025
5	9/6/2025	9/19/2025	9/26/2025
6	9/20/2025	10/3/2025	10/10/2025
7	11/29/2025	12/12/2025	12/19/2025
8	12/13/2025	12/26/2025	1/2/2026
9	12/27/2025	1/9/2026	1/16/2026

Items reviewed included employee time sheets, pay (rate) authorization documents, job descriptions, forms I-9 and W-4, canceled checks, leave authorizations, and allocation worksheets (where applicable).

8. **Audit:** We examined the Equus Workforce Solutions Report on *Financial Statements and Contract Expenditures under Federal Awards* for the fiscal years ending June 30, 2024. The reports were prepared by *ML Weekes & Company, PC* and issued, dated April 30, 2025.
9. **Insurance:** We examined EWS insurance policies applicable to this project for the review period February 1, 2025 through December 31, 2025.
10. **On the Job Training Agreement (OJT):** We reviewed 2 OJTs during our review period. Items reviewed included:
- *OJT Agreement*
 - *OJT Training Contract*
 - *Invoice*
 - *OJT Policy*
11. **Cash Equivalents:** We reviewed the physical inventory values of the bus passes, gas cards and incentive cards as of December 31, 2025, (as prepared by Equus), to the General Ledger. We did not randomly select bus passes, gas cards, or incentive cards from the "on-hand" inventory list, as this area has historically tested clean.

12. **Procurement:** We examined the EWS procurement documentation associated with five (5) *micro/small purchase* procurements.

13. **Work Experience:** The following work experience documentation occurring in and/or applicable to the review period was examined for five (5) clients for the review period. Items reviewed included:

- *Worksite Agreements*
- *Applicable Policies*
- *Timesheets*
- *Pay Stubs*
- *I-9s & W-4s*

Because of inherent limitations in any system of internal accounting and administrative controls used in administering federal financial assistance programs, errors or irregularities may nevertheless occur and not be detected. Also, projection of any evaluation of the systems to future periods is subject to the risk that procedures may become inadequate because of changes in conditions or that the degree of compliance with the procedures may deteriorate.

*The work-papers and source documents resultant from this review are maintained by **Diaz, Smith and Associates** and are available for inspection with approval by the **North Texas Workforce Development Board** (the Board).*

Financial Monitoring Review Findings and Observations

Findings

Our financial review of the *Equus Workforce Solutions, (EWS)* evaluated the areas outlined in the Review Scope section of this report and did not determine any reportable findings. Accordingly, no findings are presented.

Observations

Our financial review of the *Equus Workforce Solutions, (EWS)* evaluated the areas outlined in the Review Scope section of this report and did not determine any reportable observations. Accordingly, no observations are presented.

Report on the
Annual Financial
Monitoring
Evaluation
Of the:

Rolling Plains Management Corporation

In their capacity of, *Child Care* Contractor for the
Workforce Solutions North Texas

March 27 ,2026

Report Number: WFSNT 26-04

Report Type: FINAL

Report Issue Date: March 27, 2026

Review Type: Annual *Child Care* financial monitoring evaluation

Entity Reviewed: *Rolling Plains Management Corporation, (RPMC)*
In their capacity of Child Care Contractor for the
Workforce Solutions North Texas (the Board)

Review Period: February 1, 2025 through December 31, 2025

Review Conducted by: Diaz, Smith, and Associates
Anna Rocha-Diaz
Sujuane Smith
Donna Richardson, CPA
Edward Taylor

Dates of Fieldwork: Off-site desk review

Exit Conference: March 18, 2026

Report Developed by: Sujuane Smith

Applicable Definitions

Board: The *North Texas Workforce Development Board Dba Workforce Solutions North Texas* created pursuant to Texas Government Code §2308.253 and certified by the Governor pursuant to Texas Government Code §2308.261.

Briefing Items: are general noncompliance conditions that are observed and documented by the monitors based on established law, procedures, or other authoritative guidance. These noncompliance conditions are considered lower risk findings but could potentially result in a higher risk finding based on the nature of the deficiency (i.e., repeat violations, issues indicative of systemic problems). These items while documented in the workpapers may or may not be included in the report. All briefing items are discussed on-site during the review. The determination of report inclusion shall be based on criteria as determined by the Board.

Disallowed Costs: Those charges to an award that are determined to be unallowable, in accordance with the applicable Federal cost principles, applicable State rules, regulations, policies or other terms and conditions contained in the award.

Finding: an instance where noncompliance with requirements contained in federal or State law, regulation, administrative code, guidance or other promulgations are determined and are considered to be issues that are of high risk that could potentially result in questioned costs and/or impact the integrity of program operations.

FMGC: *Texas Workforce Commission Financial Manual for Grants and Contracts*

Notable Practices - are informative statements that highlight and recognize positive processes and improvements.

Observations: A reportable condition that does not currently have a material effect on internal controls and the accuracy of the financial information. An observation, if not addressed, presents the possibility of a future circumstance of non-compliance and/or internal control weaknesses. Additionally, observations are informative statements or constructive comments made to identify processes that can assist the entity being reviewed improve service delivery and result in positive program outcomes. Observations are not expected to be responded to

Questioned cost: A cost that is questioned by the monitor because of a monitoring finding **(1)** that resulted from a violation or possible violation of a provision of a law, regulation, contract, grant, cooperative agreement, or other agreement or document governing the use of Federal funds, including funds used to match Federal funds; **(2)** where the costs, at the time of the monitoring review, are not supported by adequate documentation; or **(3)** where the costs incurred appear unreasonable and do not reflect the actions a prudent person would take in the circumstances.

Recommendation: Suggested corrective action(s) for a finding and/or observation identified in a monitoring report. The recommendation, where and when appropriate, should address the cause of the problem, not the problem itself.

F inancial Monitoring Review Scope

This annual financial monitoring evaluation of the *Rolling Plains Management Corporation, (RPMC)* was conducted on behalf of the *Workforce Solutions North Texas (the Board)*. The review was performed to assess the reliability of review period fiscal data. Additionally, the review evaluated the degree of compliance with the applicable Board contract(s), policies, laws, regulations, and the adequacy of internal fiscal controls. The following areas/items were examined:

1. **Applicable Contracts:** The following contracts were applicable to this review:
 - 2022-008, CCS PY2025, Amend 1 - 5, in the amount of approx. \$10,292,931.05, for the period 10/1/2024-10/31/2025
 - 2022-008, CCS PY2026, in the amount of approx. \$11,087,919.15, for the period 10/1/2025-10/31/2026
2. **Cash Management:** The following RPMC Bank, bank statements and reconciliations for the account for the three-months ending our review period.
 - *Operating Account* October through December 2025
 - *Payroll Account* October through December 2025
 - *Health Insurance Account* October through December 2025
 - *RPMC 1 Account* October through December 2025

Our review included an evaluation of internal bank reconciliation controls and collateral agreement adequacy, if applicable, for any balances in-excess of FDIC coverage.

3. **Direct Child Care:** We selected fifteen (15) Child Care clients from 245 reports for the months of March 2025, June 2025, and November 2025. Our review consisted of an evaluation and/or consideration of the following where applicable.
 - *Client Files*
 - *Provider files for each applicable client*
 - *Billing files for each selected provider*
 - *EFTs for the selected billings*
 - *Listing of TRS and School Ready Providers*
 - *Child Care Policies and Procedures*
 - *CCMS Maximum Rates*
 - *Rate schedule for each provider selected*
4. **Cost Allocation Plan:** We examined the RPMC *Cost Allocation Plan* applicable to the review period.

5. **Payroll:** Payroll documentation for four (6) RPMC employees charged directly and/or indirectly all or in part, to its contracts with the Board was reviewed for the pay periods as follows:

No	PERIOD START	PERIOD END	PAY DATE
1	3/30/2025	4/12/2025	4/18/2025
2	4/13/2025	4/26/2025	5/2/2025
3	4/27/2025	5/10/2025	5/16/2025
4	7/20/2025	8/2/2025	8/8/2025
5	8/3/2025	8/16/2025	8/22/2025
6	8/17/2025	8/30/2025	9/5/2025
7	11/23/2025	12/6/2025	12/12/2025
8	12/7/2025	12/20/2025	12/26/2025
9	12/21/2025	1/3/2026	1/9/2026

Items reviewed included employee time sheets, pay (rate) authorization documents, job descriptions, forms I-9 and W-4, canceled checks, leave authorizations, and allocation worksheets (where applicable).

6. **Disbursements:** Supporting documentation for forty (40), randomly selected disbursement transactions occurring during the review period, were examined.
7. **Audit:** We examined the RPMC *Financial Statements and Independent Auditors Report* for the fiscal years ending November 30, 2024. The reports were prepared by *MWH Group PC* and timely issued.
8. **Insurance:** We examined Rolling Plains' insurance policies applicable to this project for the review period February 1, 2025 through December 31, 2025. The Board *is* the Certificate Holder for the policy.
9. **Indirect Costs:** RPMC uses the De Minimis Indirect Rate to allocate its overhead expenses.
10. **Procurement:** We examined the RPMC procurement documentation associated with one (1) *micro/small purchase* procurement occurring during the review period.

Because of inherent limitations in any system of internal accounting and administrative controls used in administering federal financial assistance programs, errors or irregularities may nevertheless occur and not be detected. Also, projection of any evaluation of the systems to future periods is subject to the risk that procedures may become inadequate because of changes in conditions or that the degree of compliance with the procedures may deteriorate.

*The work-papers and source documents resultant from this review are maintained by **Diaz, Smith and Associates** and are available for inspection with approval by the **North Texas Workforce Development Board** (the Board).*

Financial Monitoring Review Findings and Observations

Findings

Our financial review of the *Rolling Plains Management Corporation, (RPMC)* evaluated the areas outlined in the Review Scope section of this report and did not determine any reportable findings. Accordingly, no findings are presented.

Observations

Our financial review of the *Rolling Plains Management Corporation, (RPMC)* evaluated the areas outlined in the Review Scope section of this report and did not determine any reportable observations. Accordingly, no observations are presented.

Report on the Annual
Program Monitoring
Evaluation
Of the Workforce
Grants Administered
by:

Equus Workforce Solutions

In their capacity as the Workforce Contractor in the *North Texas*
Workforce Development Area

Draft: March 27, 2026
Final: April 15, 2026

EQUUS RESPONSE

R_eport Demographics

Report Number:	2026-03
Report Type:	2025 Annual Workforce Program Monitoring Report
Report Status:	Final
Final Report Issue Date:	April 15, 2026
Entity Reviewed:	Equus Workforce Solutions
Review Type:	Annual Workforce Program Review of the Workforce Grants administered by EQUUS Workforce Solutions and funded by the <i>Workforce Solutions North Texas</i> (the Board)
Applicable Period:	January 1, 2025, through December 31, 2025
Dates of Fieldwork:	Off-site desk review conducted during the month of February and March 2026
Exit Date:	March 24, 2026
Issuance of Draft Report:	March 27, 2026
Contractors Response:	April 8, 2026
Review Conducted by:	D <i>iaz</i> , S <i>mith</i> and A <i>ssociates</i> Rachael Robertson
Report Developed by:	Rachael Robertson

Applicable Definitions

AREA OF CONCERN: A general noncompliance conditions that are observed and documented by the monitors based on established law, procedures, or other authoritative guidance. These noncompliance conditions are considered lower risk findings but could potentially result in a higher risk finding based on the nature of the deficiency (i.e., repeat violations, issues indicative of systemic problems). These items while documented in the workpapers may or may not be included in the report. All areas of concern items are discussed during the review and/or exit conference.

Board: North Texas Workforce Development Board dba. *Workforce Solutions North Texas* created pursuant to Texas Government Code§2308.253 and certified by the Governor pursuant to Texas Government Code §2308.261.

Briefing Item: A general noncompliance conditions that are observed and documented by the monitors based on established law, procedures, or other authoritative guidance. These noncompliance conditions are considered lower risk findings but could potentially result in a higher risk finding based on the nature of the deficiency (i.e. repeat violations, issues indicative of systemic problems). These items while documented in the workpapers may or may not be included in the report. All briefing items are discussed during the review and/or exit conference.

Finding: An instance where noncompliance with requirements contained in federal or State law, regulation, administrative code, guidance, or other promulgations are determined and are issues that are of high risk that could potentially result in questioned costs and/or impact the integrity of program operations.

Observation: A reportable condition that does not currently have a material effect on internal controls and the accuracy of the financial information. An observation, if not addressed, presents the possibility of a future circumstance of non-compliance and/or internal control weaknesses.

Questioned Cost: A cost that is questioned by the monitor because of a monitoring finding **(1)** that resulted from a violation or possible violation of a provision of a law, regulation, contract, grant, cooperative agreement, or other agreement or document governing the use of Federal funds, including funds used to match Federal funds; **(2)** where the costs, at the time of the monitoring review, are not supported by adequate documentation; or **(3)** where the costs incurred appear unreasonable and do not reflect the actions a prudent person would take in the circumstances.

Recommendation: Suggested corrective action(s) for a finding and/or observation identified in a monitoring report. The recommendation, where and when appropriate, should address the cause of the problem, not the problem itself.

Program Review Purpose

Purpose

The review was conducted to ensure compliance with standards prescribed by the Texas Workforce Commission, the U.S. Department of Labor Employment and Training Administration, TWC Financial Grants and Contracts Manual, program regulations, contractual agreements, Board Plan(s), OMB Circulars, H.B. 1863, Appendix A of the Workforce Board’s contractual agreement with Texas Workforce Commission, WD Letters and other regulatory rules as prescribed by each grant. It focused on appropriateness of training for workforce customers, quality of training processes, training outcomes and other benefits to participants and workforce performance outcomes.

Additionally, future reviews will be assessed based on the effectiveness of corrective action implemented by the Contractor to address findings identified in this monitoring report.

Scope

We randomly selected and reviewed program files for the review period of January 1, 2025, to December 31, 2025. In some instances, the review went beyond the scope to attain a more accurate understanding of the services and/or activities. In some instances, the scope may have been reduced due to program changes, or corrective action. The program element(s) reviewed included, but were not limited to, the following:

1. CHOICES

- Eligibility
- Data Integrity
- Personal Identifiable Information (PII)
- Documentation/Verification of Participation Hours/Employment
- Timely and Reasonable Attempts
- Initiation of Sanction and Good Cause

2. TAA

- EOS
- Waivers
- Case Management - Remedial and/or Prerequisite Training
- Reemployment Plans
- Benchmarks
- Service Tracking
- Data Integrity

3. SNAP E&T

- Eligibility
- Noncooperation
 - Penalty
 - Good Cause
- Data Integrity
- Participation Hours – Documentation/Verification
- Forms 1817 and 1822
- Case Management
 - Support Services
 - Personal Identifiable Information (PII)

4. WIOA Eligibility

- Orientation to Complaint
- Authorization to Work
- Documentation of Date of Birth
- Selective Service, if applicable

- Family Status
- Low Income, Disability, or 5% Exemption
- Dislocation Documents
- Barriers Documents, if applicable

5. Support Services

- Allowable
- Determination of Need
- Written Justification
- Documentation of Other Sources of Support Services
- Allowable Amount Established by the Board
- Allowable Duration Established by the Board
- Additional Required documentation
- Support Services/ Incentives Tracked in TWIST

6. Individual Training Accounts (ITA)

- Determination of Need
- Training was on the Target Occupational List
- Provider was on the Statewide Eligible Training Provider List
- Allowable Amount Established by the Board
- Overall Financial Need
- All Financial Awards tracked in TWIST ITA Tab

7. RESEA

- The claimant received an invitation letter from the Board with the RESEA Babel notice,
- Claimant scheduled for RESEA one-to-one appointment no sooner than seven (7) days to allow for mailing and not later than twenty-one (21) days from the date the scheduler ran after the claimant was added to the outreach pool
- All three methods of communication for outreach appointment reminder used and document in the case note
- The claimant received the following required services on the same day during the Initial RESEA appointment
- UI Eligibility Review Form completed, uploaded to the customer's profile
- Work search logs for the prior two weeks reviewed and uploaded profile
- Client Labor Market Information (CLMI) form completed and uploaded profile
- All RESEA services entered into WIT within seven (7) calendar days from the scheduled RESEA initial appt. date
- Individual Reemployment Plan contain all the goals outlined in the guide and complete
- WF-42 sent in a password or encrypted protected email

The number of files per Program, or Area of Review reviewed:

NUMBER OF FILES REVIEWED	
Program Area	NUMBER
Choices	14
TAA	0
SNAP E&T	24
WIOA – Adult 14	22
WIOA – Dislocated Worker 9	
WIOA – Youth 7	
Support Services	6
ITA	3
RESEA	10
TOTAL	82

Because of inherent limitations in any system of internal and administrative controls used in administering federal programs, errors or irregularities may nevertheless occur and not be detected. Also, projection of any evaluation of the systems to future periods is subject to the risk that procedures may become inadequate because of changes in conditions or that the degree of compliance with the procedures may deteriorate. The workpapers and source documents resulting from this review are maintained by *Diaz, Smith and Associates* and are available for inspection with approval by the *North Texas Workforce Development Board (the Board)*.

M

onitoring Findings, Areas of Concern, and Observations

Choices

Scope Reduced to August 1, 2025 – December 31, 2025, for Penalties

FINDINGS:

No reportable finding.

AREAS OF CONCERN:

1. In one (1) of the ten (10) files, the penalty was not initiated timely (10.00% error rate). **STATE ID 170232972** was initiated one day late.

Reference: Texas Workforce Commission Choices Guide states in section B-803: Timely and Reasonable Attempt for Failure to Meet Participation Requirements “*By the seventh calendar day from the date of noncompliance, the Choices participant is required to be either fully participating, been granted good cause, or a penalty has been initiated.*”

RECOMMENDATION: Contractor must ensure that if the client is noncompliant the penalty is entered within the required timeframe.

EQUUS Response: Contractor will take the following steps to ensure timely initiation of penalties for clients who are noncompliant:

Staff Refresher Training

All Choices staff will participate in refresher training, scheduled for 04/09/2026 at 2:00 p.m., on Section B-803 of the Choices Guide, with specific focus on:

- The seven (7) calendar-day timeliness requirement
- Required actions when a participant does not meet participation requirements
- Documentation expectations and timeliness standards

Quality Assurance Monitoring

- As part of ongoing internal monitoring, a sample of Choices cases with noncompliance will be reviewed monthly to ensure compliance with timeliness requirements.

Follow up from Prior Review:

1. The Timely and Reasonable Attempt (TRA) process was not followed

STATUS: Resolved

Supplemental Nutrition Assistance Program Employment and Training (SNAP E&T)

Scope was reduced from August 1, 2025 - December 2025 for Activities and Reconsiderations

FINDINGS:

1. Form H1817 was not completed and submitted to HHSC for a reconsideration request per guidance, if applicable in five of the ten applicable cases (50.00%). This was a finding during the last Annual Review with a 27.27% error rate, and the follow-up review with a 33.33% error rate.

- **STATE ID 163974040** - Employment was reported on 12/15/25; reconsideration was not submitted until 12/30/25. Staff attempted to verify employment before submitting the reconsideration. Additionally, the case note reflects an incorrect submission date (12/29/25).
- **STATE ID 168039396** - It is unknown when the client reported employment. Staff verified employment on 9/4/25, reconsideration was submitted 9/8/25. Staff attempted to verify employment before submitting the reconsideration.
- **STATE ID 170056827** – Case notes do not document when employment was reported. Gap in client contact 12/8/25-1/6/26 – no explanation. Reconsideration for employment was sent 1/6/26.
- **STATE ID 170241845** – It is unknown when the client reported employment. Employment was verified with a start date of 9/24/25, but the reconsideration was not submitted until 9/29/25. Staff attempted to verify employment before submitting the reconsideration.
- **STATE ID 60967758** – Form H1817 or fax confirmation was not found in the case file.

Reference: TWC, Supplemental Nutrition Assistance Program Employment and Training Guide

A-205: Requests for Reconsideration

Workforce Solutions Office staff does not conduct redeterminations of SNAP recipients who attend an employment planning meeting. However, if a SNAP recipient informs Workforce Solutions Office staff that they meet one of the federal exemptions, or if Workforce Solutions staff determines that a SNAP recipient is not suited for any E&T component, Boards must ensure that Workforce Solutions Office staff:*

- *completes and sends HHSC Form H1817 to HHSC requesting that the SNAP recipient's work registration status be reconsidered;*
- *records the reconsideration request into WorkInTexas.com;*
- *enters into WorkInTexas.com:*
 - ☐ *a statement that Form H1817 was sent;*
 - ☐ *the date Form H1817 was sent; and*
 - ☐ *the reason for the reconsideration;*
- *closes out all SNAP E&T services, support services, and the SNAP E&T application;*
- *ensures that all completion dates are entered in the employment plan; and*
- *keeps a copy of Form H1817 and fax confirmation on file at the Workforce Solutions Office.*

A-204.a(1): Exemption Criteria and Corresponding Work Codes

Boards must ensure that at the time the recipient informs Workforce Solutions Office staff that they are potentially eligible for an exemption, a penalty is not initiated, and a reconsideration is processed within one business day. Refer to A-205.

RECOMMENDATION: Reinforce staff adherence to one-business-day submission requirements for Form H1817 upon any report of employment or potential exemption, regardless of verification status. Require supervisors to conduct targeted monthly reviews of reconsideration cases. Provide refresher training on A-204, A-205, and A-301 to ensure staff understand that verification is not a prerequisite for submitting Form H1817.

EQUUS Response: Contractor will take the following steps to ensure timely action is taken on individuals requesting a reconsideration.

Staff Refresher Training on SNAP E&T Reconsideration Requirements

All SNAP case management staff will participate in refresher training, scheduled for 04/10/2026 at 10:00 a.m., in the following policy areas:

- **A-204** (Exemptions and work codes)
- **A-205** (Reconsideration requests)
- **A-301**, with emphasis on the requirement that verification is **not** a prerequisite for submitting Form H1817

Training will explicitly reinforce staff compliance with the **one business day submission requirement** for Form H1817 upon any report of employment or potential exemption, regardless of verification status. Scenario based examples reflecting the deficiencies cited in the monitoring report will be incorporated to reinforce correct application of policy.

Training completion will be documented and retained for monitoring and audit purposes.

To strengthen oversight and accountability, **ongoing weekly peer reviews** will continue, and **QA and supervisor will conduct targeted monthly reviews of reconsideration cases** to ensure adherence to policy and timeliness standards.

Desk aids were reviewed/revise and provided to SNAP team that clearly and explicitly state the following:

- Form H1817 must be submitted **immediately upon receipt of a report**, and no verification is required prior to submission.

MONITOR'S RESPONSE: The corrective action appears sufficient to address the cases. This area will be reviewed during the next monitoring cycle or at the request of the Board. The monitor will assess the effectiveness of the implementation of corrective action.

STATUS: Pending

2. A penalty was not initiated for noncompliance, if applicable, in four of the seventeen applicable cases (23.53%). **STATE ID 165274641, 170056827, 170241845, and 170017225.** In all four cases, the recipient was noncompliant for more than three days.

Reference: TWC, Supplemental Nutrition Assistance Program Employment and Training Guide B-113: Noncooperation with SNAP E&T Requirements

Workforce Solutions Office staff is responsible for determining noncooperation with SNAP E&T requirements and for initiating a sanction request in WorkInTexas.com.

When a mandatory work registrant fails to respond to outreach, notifies staff that they do not wish to participate, or fails to cooperate with SNAP E&T requirements, Boards must ensure that Workforce Solutions Office staff initiates a sanction request. The request must be entered into WorkInTexas.com by close of business on the fourth day following a mandatory work registrant's failure to cooperate, unless the SNAP recipient indicates that they were unable to participate based on an extenuating circumstance and Workforce Solutions Office staff recommends good cause to HHSC. Day one of the compliance period begins the day the recipient does not cooperate with SNAP E&T requirements.

RECOMMENDATION: Ensure staff initiate a sanction request when noncompliance lasts more than three days, unless good cause is documented and recommended to HHSC. Provide focused coaching on B-113 to reinforce the four-day sanction.

EQUUS Response: Contractor will take the following steps to ensure SNAP case managers take timely action on recipients who are noncompliant for more than three days:

Staff Refresher Training, scheduled for 04/10/2026 at 10:00 a.m., on the following:

- Initiating a sanction request by close of business on Day Four following noncooperation, unless good cause is documented and recommended to HHSC, consistent with B-113.
- Reviewing of sanction initiation under B-113
- Proper calculation and tracking of timelines (one business day versus four-day compliance period)
- Documentation standards

Quality Assurance Monitoring

- As part of ongoing internal monitoring, a sample of SNAP cases with noncompliance will be reviewed monthly to ensure compliance with timeliness requirements.

MONITOR'S RESPONSE: The corrective action appears sufficient to address the cases. This area will be reviewed during the next monitoring cycle or at the request of the Board. The monitor will assess the effectiveness of the implementation of corrective action.

STATUS: Pending

AREAS OF CONCERN:

1. Hard copy documentation of participation hours did not match WIT Attendance in one of the nine applicable files (11.11%). **STATE ID 169428007** This was a finding during the last review and is considered resolved, however should be a focus for improvement.

Reference: TWC, Supplemental Nutrition Assistance Program Employment and Training Guide

- B-108 SNAP E&T Activities for ABAWDs and General Population
- B-306 Documentation under B-306.c (Monitoring participation) and
- Appendix pg.92

RECOMMENDATION:

- Ensure hard-copy attendance records match WIT entries exactly.
- Use a two-step review: staff check documentation before entry, and supervisors complete weekly spot-checks.
- Provide refresher training on B-108 and B-306.
- Continue monitoring due to recurrence in prior reviews.

EQUUS Response: Contractor will take the following steps to address this area of concern by providing:

Staff Refresher Training, scheduled for 04/10/2026 at 10:00 a.m., on the following:

- B-108 SNAP E&T Activities for ABAWDs and General Population
- B-306 Documentation requirements, with emphasis on monitoring participation and acceptable source documentation

Ongoing Monitoring and Continuous Improvement

- **Trend tracking:** QA Specialist, Supervisor and Peers will track discrepancies identified during spot checks to identify patterns or training needs.
- **Corrective follow-up:** Any discrepancies found will be corrected immediately and discussed with staff to prevent repeat errors.
- **Sustained focus:** Given recurrence in prior reviews, this area will remain a standing agenda item in internal quality assurance reviews.

Observations:

- In all applicable cases, no follow up was conducted on penalties or good cause. Refer to Guidance: B-404.c: Follow-up after the Initiation of Penalty. Recommendation: Strengthen SNAP E&T Penalty/Good Cause Follow-up procedures.

Follow up from Prior Review:

1. Hard-copy documentation of participation hours did not match TWIST Daily Time Tracking.
STATUS: Resolved, however focused improvement should continue
2. Form H1817-Reconsideration Request was not recorded in TWIST/WIT Good Cause Ribbon and Case Notes, per instructions.
STATUS: Resolved

WORKFORCE INNOVATION and OPPORTUNITY ACT (WIOA)

Eligibility

FINDINGS:

No reportable finding.

SUPPORT SERVICES

FINDINGS:

No reportable finding.

AREA OF CONCERN:

1. In two of the six applicable cases the support service and/or amounts were not tracked in WIT.

Reference: North Texas Support Services Guide 04.29.22 states “Enters request under support service tab in WIT.”

RECOMMENDATION: Ensure all support services and amounts are entered in the WIT Support Services tab as required by the North Texas Support Services Guide.

EQUUS Response: Contractor has updated the Support Services Guide to ensure all requests are documented in WIT. Staff adhere to case note requirements by providing justification for each request and accurately recording support services in the actual support service activity, including applicable amounts in the comments section of each entry.

INDIVIDUAL TRAINING ACCOUNTS (ITA)

FINDINGS:

No reportable finding.

Reemployment Services and Eligibility Assessment (RESEA)

Scope Reduced to July 1, 2025- December 31, 2025, due to changes in guidance and training provided by TWC.

FINDINGS:

1. In four of six applicable cases the WF-42 was not sent and documented in accordance with guidance (66.67% error rate).
 - STATE ID 170371043 - A case note documenting the submission of the WF-42 along with its date of submission was not in the case notes. Case note states the WF-42 was completed and what information was included.
 - STATE ID 170195725 - A case note documenting the submission of the WF-42 along with its date of submission was not in the case notes. Case note states the WF-42 was entered into customer documents.
 - STATE ID 168876259 - Date that the WF42 was sent was not in the case note, however email found shows sent NEXT DAY - should be sent same day the form was created.
 - STATE ID 170065340 - Date that WF42 was sent was not in the case note.

Observation regarding WF42, not included in the error rate:

- STATE ID 169552889 - Possible trigger on UI Form, did not send form – N/A in review.
- STATE ID 170159240 – Date was not in the case note but was able to verify via email in WIT documents that form was sent same day – did not count toward error.

Reference: RESEA Program Guide: *“RESEA Program Guide: “To report a potential unemployment benefit eligibility issue using the WF-42 form, Workforce Solutions Office staff password-protects the form and submits the completed form via email to the local WFUI Coordinator. The local WFUI Coordinator sends the password-protected WF-42 form to the state WFUI coordinator for investigation at wfui.coordinator@twc.texas.gov.”*

TAB 312: Accessing and Completing WF-42 in WorkInTexas.com:

To access and complete WF-42, staff members must complete the following steps:

1. *Select Documents (Staff).*
2. *Once the saved WF-42 is identified, select Download.*
3. *The downloaded WF-42 may now be attached to the email sent to the WF/UI coordinator.*

A case note documenting the submission of the WF-42 along with its date of submission must be entered. The WF-42 must be sent to the state WF/UI Coordinator on the same day it is completed.

RECOMMENDATION: Ensure staff send the WF-42 on the same day it is completed and enter a case note documenting the submission and date sent, in accordance with RESEA Program Guide and TAB 312 requirements.

EQUUS Response: Contractor has taken the following steps to address this error:

- RESEA training for accessing and completing WF-42 in WorkInTexas.com was conducted on 03/25/26 by the RESEA supervisor.

QA Specialist will continue to monitor RESEA cases for accurate completion of the WF-42 requirement. Errors will be corrected and trends will be identified in these QA reviews.

MONITOR'S RESPONSE: The corrective action appears sufficient to address the cases. This area will be reviewed during the next monitoring cycle or at the request of the Board. The monitor will assess the effectiveness of the implementation of corrective action.

STATUS: Pending

AREA OF CONCERN:

1. In one of the eight applicable cases the claimant did not receive all required services on the same day during the Initial RESEA appointment (12.50%). **STATE ID 170371043**. It appears all services were provided on the same day however the completion date was entered incorrectly for service 311.

Reference: RESEA Program Guide:

- Confirmation Completion of Reemployment Services Video - Service Code RVD EFFECTIVE 1/8/25 TAB 313 Pilot Board Effective 6/17/24
- Verify Identity, Confirm Information, and complete Wagner-Peyser Registration
- Conduct UI Eligibility Review in WIT - Service Code UEA/257
- Resume Review - Service Code RAS/115
- Provide Customized Labor Market Information Primary Job Family Information - Service Code CLMI/245
- Refer to Job Readiness Workshop(s) - Service Code 262
- Assist Customer in Setup Weekly Virtual Recruiter
- Provide Job Referral(s) - Service Code JSP/125
- Individual Reemployment Plan Develop and Sign with Customer - Service Code 205
- Reemployment Services Appointment Over Service - Service Code RSO 311

RECOMMENDATION: Ensure all required RESEA services are completed and documented on the same day and verify that service completion dates in WIT accurately reflect the date services were delivered.

EQUUS Response: Staff Training-Contractor has reviewed the requirement that all required RESEA services are completed and documented on the same day, reviewing the associated guidance from the RESEA Program Guide with all RESEA staff on 03/25/26.

QA Specialist will continue to monitor RESEA cases to ensure RESEA services are completed and documented on the same day. A case note template will be created to help RESEA staff with consistent, accurate documentation in WorkInTexas.com.

2. In one of the eight applicable cases the job search logs were not found (12.50% error rate) **STATE ID 170065340.**

Reference: Grant Agreement, Section 5 – Award Specific Requirement

Be scheduled as an individual appointment with a minimum duration of sixty (60) minutes and must include the following services...UI Eligibility Review that includes a review of claimant work search activities, and completion of the WIT Eligibility Review Form and referral to adjudication by submitting the Workforce Form (WF-42) within two (2) business days if an issue or potential issue(s) is identified

RECOMMENDATION: Ensure job search logs are obtained and uploaded for every Initial RESEA appointment to support the UI Eligibility Review and compliance with Grant Agreement Section 5.

EQUUS Response: [Staff Training-Contractor](#) has reviewed the job search log requirement and the guidance from the RESEA Program Guide with all RESEA staff on 03/25/26.

[QA Specialist](#) will continue to monitor RESEA cases to ensure job search logs are obtained and uploaded for every initial RESEA appointment.

FILE REVIEW SAMPLE LISTS

CHART A - CHOICES MONITORING SAMPLE LIST

RECORD	STATE ID	RECORD	STATE ID
1	161375570	10	169724566
2	161637920	11	169842244
3	161944036	12	170185159
4	165109693	13	170408696
5	165933040	14	160839725
6	166799827	15	161622437
7	169297601	16	170232972
8	168585444	17	141006733

CHART C - SNAP E&T MONITORING SAMPLE LIST

RECORD	STATE ID	RECORD	STATE ID
1	161398315	17	169117621
2	161522895	18	169428007
3	161845710	19	169793221
4	163974040	20	169984264
5	165091923	21	170056827
6	165274641	22	170241845
7	165666432	23	170304200
8	168039396	24	170363726
9	168141076	25	170017225
10	168247605	26	60967758
11	168530856	27	170330404
12	168536391	28	30810926

CHART D - WIOA - ELIGIBILITY

RECORD	STATE ID	RECORD	STATE ID
1	161625082	12	170184118
2	169783113	13	162343095
3	170062950	14	169722051
4	163675525	15	161810165
5	168987489	16	170258000
6	165171698	17	110752580
7	170416019	18	90560393
8	169590892	19	165580776
9	169962562	20	166757181
10	170062229	21	167717898
11	169929710	22	169411835

CHART E - SUPPORT SERVICES

RECORD	STATE ID		RECORD	STATE ID
1	10998698		4	169656626
2	90008957		5	168409591
3	90844858		6	169478035

CHART F - ITA

STATE ID	STATE ID	STATE ID
167664430	165677944	166021502

CHART G - RESEA

RECORD	TWIST ID		RECORD	TWIST ID
1	170371043		6	170159240
2	170331089		7	170141660
3	169573639		8	168876259
4	170195725		9	170065340
5	165284408		10	169552889

References:

TWC WIOA Guidelines for Adults, Dislocated Workers, and Youth; TWC WIOA Eligibility Documentation Log for Adults, Dislocated Workers, and Youth Programs; North Texas Board ITA Policy, North Texas Board Support Services Policy. TWC WD Letter 14-19 change 2 Workforce Innovation and Opportunity Act: Individual Training Accounts and Training Contracts. Equus Procedures: ITA, Support Service Guide, Incentives for WIOA, Counselor Notes WIOA Eligibility Texas Workforce Commission Rules, Texas Workforce Commission Choices Guide, Equus Procedure, Choices Non-Cooperation, Good Cause and Penalty Requests Texas Workforce Commission Rules – Chapter 813, Texas Workforce Commission SNAP Guide, WD Letter 06-13 and Applicable Changes – Documenting Services and Participant Contact in The Workforce Information System of Texas (TWIST) Counselor Notes, TWC RESEA Program Guide, WD Letter 13-23 Claimant Outreach, WD Letter 02-19, Change 1: Babel Notice



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Layoffs, Closures, and Rapid Response Services

****Please Note: This report contains estimates in lieu of real data when unavailable.****

We attempt to reach the employer when we learn of layoffs and closures. It is common, however, that we are unable to reach someone if they are already closed.

Date Reported to WSNT	Effective Date	Layoff/Closure	Trade Affected	Business Name	Business Type / Industry	County	On-Site RR Date	# Empl. Rec'd RR Svc	# Empl. Impacted (Estimate)	Notes
1/13/26	1/12/26	Closure	N	Subway, Iowa Park	Fast Food	Wichita	none	1	10	financial; 1 full-time manager, rest part-time
1/13/26	1/12/26	Closure	N	Subway, Vernon	Fast Food	Wilbarger	none	1	10	financial; 1 full-time manager, rest part-time
2/2/26	1/28/26	Closure	N	House of D'aroma	Retail	Wichita	none	1	1	owner-operated, no employees; Sikes Senter Mall location
2/18/26	2/8/26	Closure	N	Ruby City Kitchen	Restaurant	Wichita	none	0	10	social media post; multiple contact attempted, no response
1/9/26	2/28/26	Closure	N	FedEx	General Freight	Wichita	none	1	14	closing Southridge location; 12/14 employees moving to Fisher Rd location, 2
1/22/26	3/1/26	Closure	N	Francesca's	Retail Boutique	Wichita	none	1	5	financial; 1 mgr + 4 part-time employees; Sikes Senter Mall location
4/8/26	3/12/26	Closure	N	Smith's Grocery	Retail - Grocery	Foard	none	0	4	business slowdown; all 4 employees found other employment
4/8/26	3/28/26	Closure	N	Big State Warehouse, Inc.	Indust. Supply	Wichita	none	0	10	closed without notice; emailed contact with no return reply
3/30/26	3/30/26	Closure	N	Carls Jr (Broad St.)	Fast Food	Wichita	none	0	20	closed with no notice, the other CJ location would not disclose details
4/16/26	4/12/26	Closure	N	Kafe Maya Food Truck	Fast Food	Wichita	none	0	2	social media post from 4/11 closing 4/12; unknown
4/20/26	4/12/26	Closure	N	Lost & Found Books	Bookstore	Wichita	none	0	2	owner moving out of state, closing business
4/22/26	4/16/26	Layoff	N	Wilbarger General Hospital	Healthcare	Wilbarger	none	1	9	RIF due to decrease in patient census, revenue & profit; severance offered
4/7/26	4/30/26	Layoff	N	Nexstar (KFDX)	TV News Media	Wichita	none	0	2	due to restructuring, 2 employees chose to retire and receive severance
4/22/26	5/17/26	Closure	N	Urban Air	Entertainment	Wichita				social media post; attempting contact
4/6/26	6/1/26	Layoff	N	Blue Cross Blue Shield	Insurance	Wichita	n/a		200	location in WF transitioning to work-from-home, unclear whether all positions will
Total Employees Receiving Rapid Response Services										6
Total Employees Impacted by a Layoff / Closure										299

* Status of rapid response services offered to employer:

Y = connection with management made, but declined or closed without further contact

closed = already closed when reported, contacted attempted but no connection made

attempted = still open, and contact attempted but no connection made

NOTE: The data herein provides a running total of the estimated number of employees affected by business layoffs and closures in the 11 counties Workforce Solutions North Texas (WSNT) serves. Employment estimates are provided to WSNT by staff, customers, media, past FTE data reports, or the company itself when available. Contact with the employer is attempted to ensure accuracy, however supplemental data is used in the absence of employer report. As such, this data should not be used as a comprehensive accounting of all layoffs and closures nor the total number of employees impacted.

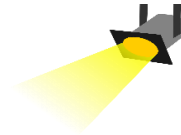
RAPID RESPONSE (RR): is an on-site, early intervention program that provides transition and reemployment services to affected workers. The goal of RR services is to help affected workers transition to new employment as quickly as possible and preferably before they become eligible to receive unemployment benefits. Services for workers include (but are not limited to): Job search assistance, labor market information, group seminars, information, and support for filing unemployment claims for benefits, information about Trade Adjustment Assistance (when applicable), information about WIOA training programs, and group orientation on WSNT office location resources and services.

Workforce Solutions North Texas is an equal opportunity employer/program.

Auxiliary aids services available upon request to individuals with disabilities. Relay Texas: (800)735-2989 (TDD) or (800)735-2988(Voice) or 711

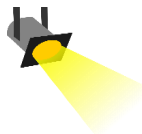
Program Updates

FLASH Placements were held March 14th and March 15th. We had 61 new cases and placed 44 kids into care on our program. We will be holding another FLASH Placement event on April 18th. Clients will be notified that they are being pulled from our waitlist and will have to come into the office with all required documents and daycare set up already to be placed same day. Clients will need to watch their emails and phone for more information. For clients who cannot attend, they will stay on the waitlist and be outreached when they are pulled during the weekly outreach for open enrollment.



CCAS Employee Spotlight

Marisabel Martinez is in our Employee Spotlight. Marisabel is our Provider Services Liaison and helps our Quality Coordinator in procurement for our TRS Quality plan. Staying busy between processing the procurement of items, processing inventory needs of the office, unloading trucks, and checking in all procurement, Marisabel is often tucked away in her office behind her computer. However, she brings helping hands to any event the office holds and is a joy to be around.



Provider Spotlight & Success Stories

“Thank you so much for the amazing new teacher supplies! You've helped reignite the spark in my classroom and I'm feeling inspired all over again 😊 .

This opportunity has truly helped refresh my teaching space and reignited my passion for the classroom. Thank you for helping me spark joy in learning again!”

Love ,

Miss Lynn & crew at
Lynn's Play Station

University Academy has recently welcomed a new director, Payton Bombarger. We have been working together to prepare for the TRS Annual Monitoring Visit. It has been an enjoyable experience. She consistently meets all TRS administrative deadlines concerning paperwork. I have noted her exceptional organizational skills and her punctuality in submitting documents. Furthermore, she always approaches her work and our TRS Administrative meetings with a smile and positive attitude. ~ Adela

What is SPOTLIGHT moment?

Our TRS Mentors and Infant Toddler Specialist are recognizing teachers for their positive teacher-child interactions in the classroom. As a result, they are presented with a Spotlight Moment award and will receive a \$50 gift card for the investment they have made in improving the quality of early childhood education.

The TRS Mentoring Team would like to further honor the outstanding early childhood educators in our area. Each quarter, our Spotlight Moment Award recipients will have the opportunity to receive an additional \$250 gift card. To be considered, they will submit a 250-500 word essay over a specific topic.

Interaction Kits – Let's Do This!!

We are excited to announce the pilot of a program aimed at enhancing teacher-child interactions and TRS Category 2 measures: language facilitation, play-based interactions, guidance for children's self-regulation, and diverse instructional formats.

We opened the pilot to 20 **toddler and preschool teachers**. The pilot consists of a 2-hour training course in language facilitation where they will be introduced with various strategies, a 2-hour training course on play-based interactions where they will be introduced with various strategies, and a 2-hour training course on guidance for children's self-regulation where they will be introduced with various strategies. After each training a mentor will visit the teacher's classroom to observe them using the materials and strategies. Once the teacher successfully demonstrates the desired attributes as outlined in the Category 2 Teacher-Child Interaction measure, they will receive a \$100 gift card.



Client Services

Waiting List Information

--As of April 24, 2026, there are **308 children waiting** for child care services.

--The estimated wait time for child care services is currently **6-8 months**.

	<i>Archer</i>	<i>Baylor</i>	<i>Clay</i>	<i>Cottle</i>	<i>Foard</i>	<i>Hardeman</i>	<i>Jack</i>	<i>Montague</i>	<i>Wichita</i>	<i>Wilbarger</i>	<i>Young</i>	<i>Total</i>
<i>Children on Waitlist</i>	3	0	6	1	0	10	5	8	234	11	30	308

We are currently in open enrollment. 50 outreach packets are being sent out weekly.

Performance and Enrollment Numbers

Enrollment as of the end of March 2026:

- Total Children in Care = 1135
- Total New Referrals = 73 Children

Provider Training Schedule

Director's Luncheon Training

The Director's Luncheon Training was held on March 17, 2026. Guest speaker, Beth Barnard, covered Retention on a Budget: What Actually Keeps Teachers. Beth is an instructor at MSU Texas and Wichita Falls ISD. We had 10 in-person attendees and 5 online attendees.

Infant/Toddler Trainings will be held once a month for all our providers and their staff to attend and each attendee will get a certificate for one hour of training.

- ❖ **March:** Infant/Toddler training was held March 31, 2026, over Family Engagement/Bingo. It was presented by our Infant & Toddler Specialist, Shelly Donaldson. We had 25 in-person attendees
- ❖ ****The next Infant/Toddler trainings will be scheduled for April 30, 2026, and will cover Best Practices.**

ECI Trainings

- ❖ ECI training will be held April 23, 2026, over Managing Aggression. It will be presented by our TRS Mentor & Behavior Specialist, Melissa Echols.

Connections Trainings are held at the Region 9 ESC.



Community Involvement

2026 Community Job Fair – April 9

Professional Development

Infant Toddler Summit – April 22-24
2026 Workforce Forum – May 11-12



Mar 2026

Fund	Archer	Baylor	Clay	Cottle	Foard	Hardeman	Jack	Montague	Wichita	Wilbarger	Young	Other	Total Serviced	Oct 2025-Mar 2026
WIOA Adult	1							2	16	2		0	21	69
WIOA DW									5	1		0	6	12
WIOA Youth									6			0	6	14
SNAP E&T		1						2	27	1		0	31	129
TANF/Choices								3	17			0	20	66
Wagner-Peyser (Non-Vets)	24	6	21			6	16	39	642	58	43	30	885	3,363
Vets	2		1			1	1	3	47			10	65	245
Total	27	7	22	0	0	7	17	49	760	62	43	40	1034	3,898

WIT Entered Employment

50 Placements + 28 Went to work = 78 Total Entered Employment for Mar 2026

Employers Served	Total Services to Employers
171	2,124

Job Order Report - by County

Region/LWDB: North Texas WF Board
Active Date: 10/01/2025 to 03/31/2026

County	State	Country	Total Job Orders	Total Job Openings	Total Job Referrals
Archer County	TX	US	16	91	58
Baylor County	TX	US	2	4	0
Clay County	TX	US	29	57	77
Cottle County	TX	US	3	6	4
Foard County	TX	US	12	19	8
Hardeman County	TX	US	14	27	29
Jack County	TX	US	55	57	125
Montague County	TX	US	54	70	145
Wichita County	TX	US	874	1,987	8,641
Wilbarger County	TX	US	95	396	344
Young County	TX	US	124	170	707
Report Totals			1,334	3,075	10,685

Event Results

Event	Date	Job Seekers	Employers	Veterans
TDCJ Hiring Event	Tue, Feb 24	17	1	1
Young County Job Fair	Thu, Feb 26	17	9	1
MyStaf Hiring Event	Thu, Feb 26	5	1	1
Whaley Products Hiring Event	Thu, Mar 5	17	1	1
TDCJ Hiring Event	Tue, Mar 10	1	1	1
Hardeman County Job Fair	Thu, Mar 12	8	10	0
TDCJ Hiring Event	Fri, Mar 13	13	1	0
TDCJ Hiring Event	Tue, Mar 24	10	1	1
5th Annual Community Job Fair	Thu, Apr 9	351	106	27
TDCJ Hiring Event	Fri, Apr 10	13	1	1
TDCJ Hiring Event	Tue, Apr 14	0	1	0
Jack County Job Fair	Tue, Apr 21	16	9	2

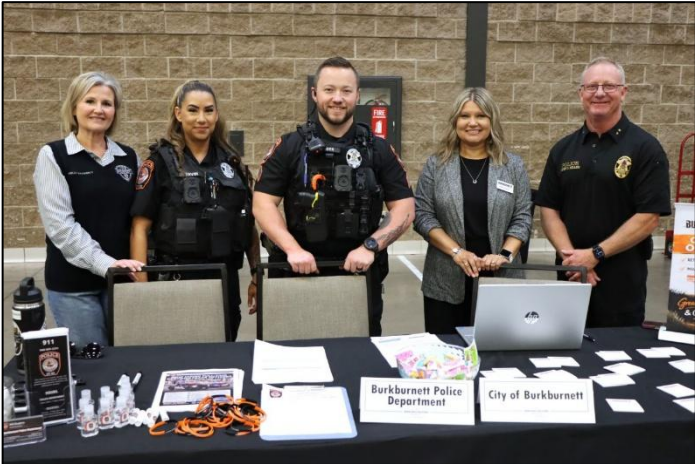
Rural Service Delivery



Young County Job Fair-February 26th

5th Annual Community Job Fair

351 Job Seekers



106 Employers

2026 Transition Fair

221
Students



21 Schools

Employee Spotlight

INITIATIVE

Luz, Student HireAbility Navigator, plays a significant role at Workforce Solutions North Texas. She organized the Transition Fair, held on March 4, 2026, with 21 schools, 283 total attendees and 60 educators in attendance.

IMPACT

She successfully contacted 32 school districts to support outreach for the Teacher Externship program. This year, 26 of the 40 participating teachers came from rural school districts, reflecting the impact of her outreach efforts. Luz has established strong working relationships with numerous organizations and school staff across the North Texas area. In addition, she assisted with the organization and inventory of Career Tool Kits and ensured their timely distribution to schools.

HONOR

Luz consistently models our HEART value, Honor, by celebrating others, keeping her word, and fostering trust across community partnerships. She is highly adaptable and routinely steps in at a moment's notice to support workforce efforts. Her willingness to jump in whenever needed ensures students, teachers, and coworkers receive the support needed for success. Through her reliability, collaboration, and commitment to service, she strengthens partnerships and exemplifies the true spirit of Honor.



WORKFORCE SOLUTIONS
NORTH TEXAS



Construction & Skilled Trades
JOB FAIR

Wednesday, May 6


Wilbarger Co. Auditorium
2100 Yamparika St,
Vernon, TX 76384

10AM - 12PM

Attending Employers:

- Quantum Rise
- Lithko Contracting
- Hays Electric
- RPMX

Apprenticeships Available! Bring Your Resume and Dress to Impress!



TEXAS DEPARTMENT OF
CRIMINAL JUSTICE

**Allred Unit
Hiring Event**

- ✓ Full Healthcare & Retirement
- ✓ Full & Part-Time Positions Available
- ✓ Paid Training

WHEN
Tuesday, May 26
10AM to 3PM

WHERE
Galaxy Center - Entrance 5
4309 Old Jacksboro Hwy
Wichita Falls, TX 76302

WHAT TO BRING
Drivers License
Social Security Card
Proof of Education


WORKFORCE SOLUTIONS
NORTH TEXAS
A proud partner of the americanjobcenter network

**Young County
JOB FAIR**

Friday, May 8

NCTC Graham
928 Cherry Street,
Graham, TX 76450

4PM-6PM



GRAHAM
Where Texas Comes Home
CHAMBER OF COMMERCE

NCTC

CONTACT US
940-549-6363
ntxworksolutions.org

Workforce Solutions North Texas is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Relay Texas: (800) 735-2989 (TDD) or (800) 735-2988 (Voice) or 711.

This document contains important information about workforce system services. Language services, including the interpretation/translation of this document are available for free by calling 940-322-1801. • Este documento contiene información importante sobre los servicios del sistema de empleo. Hay servicios de idiomas disponibles, incluyendo la interpretación y traducción de este documento, de forma gratuita llamando al 940-322-1801. • Tài liệu này có thông tin quan trọng về các yêu cầu, quyền hạn, quyết định, và/hoặc trách nhiệm để sử dụng các dịch vụ của hệ thống nhân lực. Các dịch vụ trợ giúp ngôn ngữ, bao gồm thông dịch/chuyển ngữ tài liệu này, có sẵn miễn phí khi quý vị yêu cầu.

Success Story

Damaya first came to Workforce Solutions North Texas in August 2025 to learn more about the WIOA program. She faced many challenges, including not having close family members. Though she is from another state, she made Wichita Falls her home.

By using the tools and resources provided through the WIOA program—and with consistent guidance and support—Damaya achieved her goal of becoming a licensed Medical Assistant. She completed Wichita Falls Medical Assistant School and obtained her license in February 2026. She started as a Medical Assistant with CareTeam in March 2026.

Her Case Manager, Brittany Myles, said, **“I have truly enjoyed watching Damaya grow. She has overcome barriers that were meant to discourage and hinder her, transforming those struggles into stepping stones.”**

Damaya said, **“I am thankful for my case manager, Britany. I told her my story and she resonated with me and worked even harder to make sure my dreams come true. Through all of this Brittany has been so attentive and patient and I couldn’t ask for a better case manager and for someone to ride this wave of a new chapter with me. Through this program it taught me that I can do whatever I want as long as I have a good support system by my side.”**

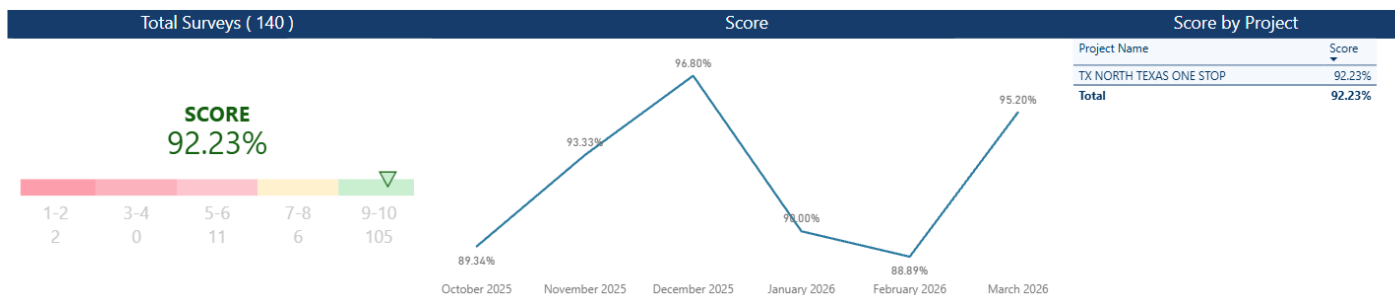


92.23% Positive October 2025-March 2026 Survey Results



Survey Date: 10/1/2025 to 3/31/2026 | Project Name: TX NORTH TEXAS ONE STOP | VP Name: All

Prior to 10/15/2025 | On or After 10/15/2025



Survey Date	What are the primary reasons for the score you gave?
02/02/26	it worked pretty good
02/02/26	Resource Assistance
02/03/26	Everyone is very sweet and welcoming very helpful in everyway
02/03/26	Mike is awesome
02/03/26	Very helpful
02/03/26	Very helpful and friendly as well as supportive with finding job contacts.
02/04/26	Helped me due to my legal dilemma; incarceration. Wanted another human being to succeed in workforce/employment.
02/06/26	I don't understand why there are Vernon College and Midwestern University in Wichita Falls. But Texas Workforce doesn't appear to be involved in any of the classes or training that's involved in those schools. Like Commercial Drivers License for driving.
02/06/26	Multiple emails from the same source which is of no help at all.
02/09/26	Since I've been unemployed I've had good reports from employers
02/11/26	Great services, great staff!
02/11/26	The Interviewing Skills instructor was knowledgeable with STARR, and other commonly used interviewing styles.
02/17/26	Great service knowledge
02/18/26	Good svrice
02/20/26	The employees are very pleasant & helpful.
02/23/26	
02/23/26	I dont know enough people to talk to them about work things.
02/24/26	Adaha made my day. She was professional and kind and also helpful. She made the process of signing up for Texas Workforce a seamless one. She exudes warmth and professionalism.



02/25/26	They help you in anything you need to get down your work resume and if you make any mistake, you are back and they help you with the same kindness
02/26/26	Everyone is just so helpful and has great customer service. They truly are a blessing to us in need.
02/26/26	I believe that its one of the best oppurtunities to find employment if struggling too
02/27/26	Good and nice customer service very resourceful and helpful
03/03/26	they were very helpful
03/05/26	I've heard how helpful it is to people
03/06/26	they were really nice and thoughtful to helpful, and I appreciated the really nice greeting at the fron
03/08/26	Simply because of the professionalism and respect given to the people and more to come in the future
03/10/26	They were very helpful and walked me through the process of what I needed to do. Jo Ann was very kind and greeted us when we entered the office. Thans again
03/11/26	She was knowledgeable and organized. Very Helpful Presentation
03/11/26	Stacey's classes were very informational and I learned things I did not know. She not only taught the class but made it inclusive, personal, & fun. It is important on keeping up with the competitive edge with AI & Resumes being sorted via a computer program. Stacey helped me beef up my resume & is very resourceful!
03/11/26	Very helpful
03/12/26	She was very professional
03/12/26	She was very professional and through
03/12/26	Very Helpful! Accommodations to every need possible.
03/16/26	Need help with the print of a letter and what an entry meant in the correspondence . Candy is awesome at answering questions and helping out!
03/18/26	Stacy radiates so much calmness, she's an amazing person with a beautiful soul. She always has a warm smile on her face
03/20/26	At workforce solutions I have been treated with respect, caring and concern. It was easy to open up and discuss how I felt after losing my job of almost 20 yrs. I received empathy and guidance for for the future. Stacey was understanding and positive concerning the possibility of my future employment opportunities. I felt reassured and enlightened by our meeting.
03/23/26	Alicia is friendly, knowledgeable and very easy to work with.
03/24/26	very nice efficient office with staff highly helpful and supportive.
03/27/26	I was helped as soon as I walked in, and she really helped me with updating my resume, emailing it for me and took extra time showing me around n Work in Texas, so helpful
03/30/26	Excellent work search n services was beyond satisfactory they were excellent