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Date: March 4, 2026
To: Workforce Solutions East Texas Board
From:  Douglas G. Shryock - Director of Regional Workforce & Economic Development
Subject: Meeting of March 11, 2026

The next meeting of the Workforce Solutions East Texas Board will be at **Workforce Solutions East Texas – Longview Center, 1905 W. Loop 281, Suite 40, Longview, Texas 75604 on Wednesday, March 11, 2026 at 11:30 AM and Via Conference Call.** Items of business will include:

- Update on the deliberations of the East Texas Child Care Advisory Group;
- Update on new Tyler Workforce Center facility;
- Renewal of contract with Dynamic Workforce Solutions for Workforce Center Services;
- Approval of performance incentives for Dynamic Workforce Solutions;
- Unemployment Insurance Weekly Work Search Requirement;
- Discussion of Workforce Solutions East Texas Board and Committees membership;
- Update on participation in the National Association of Workforce Boards Forum the week of March 23, 2026;
- Update on Texas Workforce Commission Annual Monitoring Visit scheduled for the week of April 20th, 2026;
- Reminder of the May 13th meeting of the Workforce Solutions East Texas Board to be held at the Longview Workforce Center;
- Announcement on the Grand Opening of the new Tyler Workforce Center facility will be in conjunction with the July 8th Workforce Solutions East Texas Board Meeting;
- Consider Workforce Solutions East Texas Board Dashboard;
- Update on Teacher's Externships Program Grant;
- Update on Workforce Centers Services; and
- Update on Child Care Services.

If you should have questions regarding any items on this agenda, Staff will be happy to respond. If any attendee has any special requirements due to disabilities, reasonable arrangements will be made upon request. Please contact the ETCOG office at (903) 218-6400. Telephone inquiries can be made at (800) 735-2989 (TDD) or (800) 735-2988 (Voice).

DGS/GA/kv
Enclosures

EAST TEXAS WORKFORCE DEVELOPMENT AREA

Workforce Solutions East Texas Board

Wednesday, March 11, 2026 - 11:30 a.m.

Workforce Solutions East Texas – Longview Center

1905 W. Loop 281, Suite 40

Longview, TX 75604

And Virtually

Via Conference Call

To join the meeting by telephone please call the number below and enter the meeting ID. If you do not have a participant ID, just stay on the line and you will be entered into the meeting without one.

Join from PC, Mac, Linux, iOS or Android: <https://v.ringcentral.com/join/604876378>

Phone: +1 (650) 4191505

Meeting ID: 604876378#

AGENDA

1. Chair’s Opening Remarks: Chairman Keenon

- Call to Order (Chairman Keenon)
- Invocation and Pledge of Allegiance (Chairman Keenon)
- Items from Board Members (Chairman Keenon)
This agenda item shall allow any member of the Board the opportunity to discuss minor, non-action items such as recognitions, attendance at relevant events, upcoming relevant events, etc. that are not listed on this agenda, and which require no action by the Board.
- Consider Public Comments (Chairman Keenon)
Time Limit: 3 Minutes. Interested Parties have an opportunity to address the Board, which has no obligation to respond in any manner to comments or questions asked of them by the speaker. If multiple speakers wish to address the same topic, a spokesperson will be selected. Any response by a member of the Board is limited by Texas law to a statement of specific factual information, a recitation of existing policy, or a proposal to place the subject on the agenda for a future WSET Board meeting.
- Consider Declarations of Conflicts of Interest (Chairman Keenon)

2. Consent Agenda: Chairman Keenon

The consent Agenda is considered to be self-explanatory and will be enacted with one motion. There will not be separate discussion of these items. However, any Consent Agenda item may be removed for individual consideration pursuant to a request by a WSETB member.

- A. Consider approval of November 12, 2025, Meeting Minutes (Enclosure #1)
- B. *Board financial status including review of HB-1 Budget: Monty Scroggins (Enclosure #2)
- C. Status of Program Performance: Doug Shryock and Adam Martin (Enclosure #3)
- D. *Consider review and approval of Program and Fiscal Monitoring Reviews: Doug Shryock, Monty Scroggins, Gini Blackwell, and Adam Martin (Enclosure #4)
- E. Consider and take appropriate action regarding ratification of a letter of support for the application submitted by Lindale Independent School District for the Texas Regional Pathways Network Grant: Doug Shryock (Enclosure #5)
- F. *Consider and take appropriate action regarding approval of renewal of contract with Unique HR: Doug Shryock and Monty Scroggins (Enclosure #6)

- G. *Consider and take appropriate action regarding ratification of submission of application for the Texas Workforce Commission High Demand Job Training Program and approval of agreements with project partners – Jacksonville Economic Development Corporation and Jacksonville ISD: Doug Shryock and Adam Martin (Enclosure #7)
- H. *Consider and take appropriate action regarding ratification of Request for Proposals for the Workforce Innovation and Opportunity Act Youth Stand Alone Projects (Enclosure #8)
- I. *Consider and take appropriate action regarding approval of Funding to Purchase Playground Artificial Turf and Installation for Child Care Program in Marion County: Doug Shryock and Kristti Brown (Enclosure #9)

3. Consider Report from the Child Care Advisory Group Chair Camille Brown

- A. Consider and take appropriate action regarding update on the deliberations of the East Texas Child Care Advisory Group: Chair Brown

4. Consider Report from the Workforce Centers CommitteeChair Robert Haberle

- A. *Consider and take appropriate action regarding update on new Tyler Workforce Center facility: Chair Haberle, Doug Shryock and Adam Martin
- B. *Consider and take appropriate action regarding renewal of contract with Dynamic Workforce Solutions for Workforce Center Services: Chair Haberle, Doug Shryock, Adam Martin and Monty Scroggins (Enclosure #10)
- C. *Consider and take appropriate action regarding approval of performance incentives for Dynamic Workforce Solutions: Doug Shryock and Adam Martin (Enclosure #11)
- D. *Consider and take appropriate action regarding Unemployment Insurance Weekly Work Search Requirement: Doug Shryock and Adam Martin (Enclosure #12)

5. Consider Executive Director’s Report: Doug Shryock

- Consider discussion of Workforce Solutions East Texas Board and Committees membership
- *Consider update on participation in the National Association of Workforce Boards Forum the week of March 23, 2026
- *Consider update on Texas Workforce Commission Annual Monitoring Visit scheduled for the week of April 20th, 2026
- Consider reminder of the May 13th meeting of the Workforce Solutions East Texas Board will be held at the Longview Workforce Center
- Consider announcement on the Grand Opening of the new Tyler Workforce Center facility will be in conjunction with the July 8th Workforce Solutions East Texas Board Meeting
- Consider and take appropriate action regarding Workforce Solutions East Texas Board Dashboard: Doug Shryock and Adam Martin
- Consider update on Teacher’s Externships Program Grant: Adam Martin
- *Consider and take appropriate action regarding update on Workforce Centers Services: Doug Shryock and Angelia Snow
- *Consider and take appropriate action regarding update on Child Care Services: Doug Shryock and Rhonda McGrath

6. Chairman’s Concluding Remarks: Chairman Keenon

- Announcements

- New Business
- Adjournment

*Denotes an item on Agenda that will have fiscal implications.

Members with a Conflict of Interest on any agenda items must refrain from taking part in the discussion and abstain from voting.

MINUTES

Workforce Solutions East Texas Board
Wednesday, November 12, 2025 - 11:30 a.m.
Workforce Solutions East Texas – Tyler Center, Room 4
4100 Troup Highway
Tyler, Texas 75703

And Virtually
Via Conference Call

To join the meeting by telephone please call the number below and enter the meeting ID. If you do not have a participant ID, just stay on the line and you will be entered into the meeting without one.

Join from PC, Mac, Linux, iOS or Android: <https://v.ringcentral.com/join/623990788>

Phone: +1 (650) 4191505 Meeting ID: 623990788#

1. Chair’s Opening Remarks: Chairman Keenon

• Call to Order: (Chairman Keenon)

Chair Gene Keenon called the meeting to order at 12:00 p.m.

The following people were present:

Members

- Chair Gene Keenon
- ShaLonda Adams
- Claretta Allen
- Fay Booker
- Camille Brown
- Brandi Clark
- Todd Clifton
- Gaylon Davis
- Claude Figueroa
- Bonnie Geddie
- Jill McCartney
- Travis O’Brien
- Joe Parker
- Pam Pearson
- April Spears
- Joleen Wallace

Staff

- Doug Shryock
- Gary Allen
- Brandy Brannon
- David Cleveland
- Dylan Cook
- Rita Hitt
- Kelly Horn
- Adam Martin
- Terri Ray
- Dylan Savage
- Kitty Vickers
- Christine Weems
- Sonia White

Visitors

- Michelle Blanchard, WSET/DWFS
- Peggy Balsizer, CCS
- Chictadra Carey, WSET/CCS
- Anthony Easton, Guest
- Madelyn Eaton, Guest
- Necole Eaton, Guest
- Neil Hanson, BakerRipley CCS
- Katherine Kirpatrick, KEDCO
- Dennis Kutach, TWC VRS
- Dorothy Langley, Jarvis Christian Univ.
- Oscar Loeza, VRC

Jordan Locke, TWC VRS
Michelle Nations, TWC VRS
Cheryl Newton, WSET/DWFS
Rita Portz, WSET/BakerRipley, CCS
Timothy Smith, LEDCO
Angelia Snow, WSET/DWFS
Kim Stacy, WSET/DWFS
Stormie Tolar, WSET/CCS
Cesilia Viramontes, WSET/CCS

• **Invocation and Pledge of Allegiance: (Chairman Keenon)**

Joe Parker delivered the Invocation and Chair Gene Keenon led the group to recite the Pledge of Allegiance.

• **Items from Board Members: (Chairman Keenon)**

This agenda item shall allow any member of the Board the opportunity to discuss minor, non-action items such as recognitions, attendance at relevant events, upcoming relevant events, etc. that are not listed on this agenda, and which require no action by the Board.

There were no Items from Board Members.

• **Consider Public Comments: (Chairman Keenon)**

Time Limit: 3 Minutes. Interested Parties have an opportunity to address the Board, which has no obligation to respond in any manner to comments or questions asked of them by the speaker. If multiple speakers wish to address the same topic, a spokesperson will be selected. Any response by a member of the Board is limited by Texas law to a statement of specific factual information, a recitation of existing policy, or a proposal to place the subject on the agenda for a future WSET Board meeting.

There were no Public Comments.

• **Consider Declarations of Conflicts of Interest: (Chairman Keenon)**

There were no Declarations of Conflicts of Interest.

• **Consider update on impact of government shutdown (Chairman Keenon and Doug Shryock)**

Doug Shryock gave an update on impact of government shutdown. It looks promising since the senate has opened the government back up and are waiting for the house of representatives to do the same.

2. Consent Agenda: Chairman Keenon

The consent Agenda is considered to be self-explanatory and will be enacted with one motion. There will not be separate discussion of these items. However, any Consent Agenda item may be removed for individual consideration pursuant to a request by a WSETB Member.

- A. Consider approval of September 10, 2025, Meeting Minutes (Enclosure #1)**
- B. *Board financial status including review of HB-1 Budget: Monty Scroggins (Enclosure #2)**

- C. **Status of Program Performance: Doug Shryock and Adam Martin (Enclosure #3)**
- D. ***Consider review and approval of Program and Fiscal Monitoring Reviews: Doug Shryock, Monty Scroggins, Gini Blackwell, and Adam Martin (Enclosure #4)**
- E. **Consider and take appropriate action regarding ratification of a letter of support for the grant proposal submitted by the Tyler Area Business Education Council of the Greater Texas Foundation: Doug Shryock (Enclosure #5)**
- F. ***Consider and take appropriate action regarding approval of funding to purchase mud kitchens for all 216 Texas Rising Star programs: Doug Shryock and MJ Wagner (Enclosure #6)**
- G. ***Consider and take appropriate action regarding approval of funding for Texas Rising Star Program Director Retreat: Doug Shryock and MJ Wagner (Enclosure #7)**
- H. ***Consider and take appropriate action regarding approval of funding for Texas Rising Star Program staff providing CPR and First Aid Training for TRS programs: Doug Shryock and MJ Wagner (Enclosure #8)**
- I. ***Consider and take appropriate action regarding approval of Bass Engineering’s 2nd year participation in the Incumbent Worker Training Program: Doug Shryock and Adam Martin (Enclosure #9)**
- J. ***Consider and take appropriate action regarding approval of purchase of Virtual Reality headsets for participant use: Doug Shryock and Monty Scroggins (Enclosure #10)**
- K. ***Consider and take appropriate action regarding approval of Program Year 2025-2026 Participant Planning Summary for Dynamic Workforce Solutions: Doug Shryock and Adam Martin (Enclosure #11)**

Camille Brown moved to approve the consent agenda. The motion was seconded by Claude Figueroa and passed with no opposition.

3. Consider Report from the Economic Development Committee Chair Pam Pearson

- A. ***Consider and take appropriate action regarding approval of proposed Grant Routing Process for Open-Ended/Rolling Submission for the High Demand Job Training Program, the Incumbent Worker Training Program and other applicable programs, and a request for the Workforce Solutions East Texas Board to delegate to the Economic Development Committee authority to approve submission of applications subject to ratification by the Board: Chair Pearson, Doug Shryock and Adam Martin (Enclosure #12)**

Pam Pearson reviewed proposed Grant Routing Process for Open-Ended/Rolling Submission for the High Demand Job Training Program, the Incumbent Worker Training Program and other applicable programs, and a request for the Workforce Solutions East Texas Board to delegate to the Economic Development Committee Chair the authority to approve submission of applications subject to ratification by the Board enclosed in the agenda packet.

State-issued grants without set submission deadlines—like HDJT and Incumbent Worker—still require formal open/close dates due to local policy. This outdated process slows things down and adds unnecessary steps. On average, it takes over 7 months from submission to funding. With these open-ended grants that are available to all 28 boards, funding could become unavailable before a decision is made under the current process.

Staff propose streamlining the process to improve timeliness and reduce delays. A more efficient system would better serve grant applicants.

Proposed Process for Open-Ended Grants:

Step 1: Open Grant Window and Sent Notification Out

Step 2: Rolling Submissions: Applicants submit throughout the year

There could be a need to establish a cutoff for reconciliation and will be determined by grant.

Step 3: Staff Review: Grant Manager initiates internal staff review

Step 4: Economic Development Committee Notification:

- Grant Manager emails summary to Economic Development Committee Chair
- Chair has 5 business days to raise concerns or request a meeting
- If no response or all responses are “no concern,” proceed

Step 5: Submit to TWC for Approval

Step 6: TWC Decision:

- If denied, notify grant applicant and EDC
- If approved, proceed

Step 7: Grant Management Begins:

- ETCOG Grant Manager notifies grantee and starts management

As with any grant, the final award, implementation, and continuation of the program are contingent upon the availability of funding.

The recommendation of staff and the Economic Development Committee is for approval to implement the proposed grant application approval process as described above.

Gaylon Davis moved to approve the recommendation of staff and the Economic Development Committee. The motion was seconded by Camille Brown and passed with no opposition.

B. *Consider and take appropriate action regarding additional Target and In-demand Occupations: Chair Pearson, Doug Shryock and Adam Martin (Enclosure #13)

Pam Pearson reviewed additional Target and In-demand Occupations enclosed in the agenda packet. Staff has received a request from Rasheeda Arterberry of American Manicure School of Art® in Tyler to add Nail Technician to the Board’s list of Target Occupations. The Economic Development Committee requested more information about the medical schools which are going through Nail Technician training. They raised the question about a state credential separating a medical Nail Technician from a regular Nail Technician. The challenges are lack of East Texas labor market data, difficulty tracking wages (previously tip-based), and no recognized regulatory body for certification. They requested Rasheeda Arterberry provide them with a list of doctors in East Texas, hourly wage, and salary information. They will revisit adding Nail Technician to the Target Occupation list in future meetings.

Staff has also received a request from Jarvis Christian University for consideration of Remote Aircraft (Drone) Pilot as a Target Occupation. There are several drone programs, and they have become more widespread. There are strong in-demand indicators for drones with Amazon, real estate, law enforcement, military, and several universities offering the program. This is credential-based, W-2 employment, and measurable performance. An emerging occupation, there is not yet a Standard Occupation Classification

Code specifically for Remote Aircraft (Drone) Pilot. Electro-Mechanical and Mechatronic Technologists and Technicians (SOC Code 17-3024) includes operation of remote aircraft.

The recommendation of staff and the Economic Development Committee is not adding the Nail Technician to the target list yet due to data needed but adding Remote Aircraft Pilot (Electro-Mechanical and Mechatronic Technologists and Technicians) with a target of 5 slots for this coming year by using the limited quota system approved by the full Board for new or other occupations they might be concerned with.

Joleen Wallace moved to approve the recommendation of staff and the Economic Development Committee. The motion was seconded by Fay Booker and passed with no opposition.

4. *Consider Report from the Workforce Centers CommitteeChair Robert Haberle

A. *Consider and take appropriate action regarding lease for the Palestine Workforce Center: Chairman Keenon, Doug Shryock and Brandy Brannon (Enclosure #14)

Brandy Brannon reviewed the lease for the Palestine Workforce Center enclosed in the agenda packet. The Workforce Solutions East Texas (WSET) location in Palestine, 500 E. Murchison Street, is currently in the second lease renewal option year. The lease provides three one-year renewal options, with a 2% increase annually as each option year is exercised.

The cost comprises the base lease cost plus triple net fees, including tax escrow payment and common area maintenance (CAM). Currently, the CAM fee is a monthly set fee, but should the maintenance fees exceed this set amount, we could be responsible for any difference.

To exercise this 3rd option year, we must provide at least 90 days' notice to the landlord by February 1, 2025. Below is an illustration of the lease costs from year to year with the 2nd option year cost details highlighted below:

PALESTINE	Years	Base Rent Costs:	NNN Costs:	Total Monthly Cost	Total Annual Cost
Original Lease:	5/1/22 – 4/30/24	\$3,778.96	\$1,176.50	\$4,955.46	\$59,465.52
-Option Year 1:	5/1/24 – 4/30/25	\$3,854.54	\$1,176.50	\$5,031.04	\$60,372.48
-Option Year 2:	5/1/25 – 4/30/26	\$3,931.63	\$1,176.50	\$5,108.13	\$61,297.56
-Option Year 3:	5/1/26 – 4/30/27	\$4,010.26	\$1,176.50	\$5,186.76	\$62,241.12

Staff and the Workforce Centers Committee are requesting the WSET Board’s approval to exercise the third one-year lease renewal option, which has a total annual cost of \$62,241.12.

Jill McCartney moved to approve the recommendation of staff and the Workforce Centers Committee. The motion was seconded by Pam Pearson and passed with no opposition.

B. *Consider and take appropriate action regarding update on new Tyler Workforce Center facility, including additional renovation costs: Chairman Keenon, Doug Shryock and Brandy Brannon (Enclosure #15)

Brandy Brannon reviewed an update on new Tyler Workforce Center facility, including additional renovation costs enclosed in the agenda packet. As part of the lease agreement for the new Workforce Solutions East Texas (WSET) center in Tyler, the original total build-out cost was set at \$1,756,484, with the landlord investing \$781,484 toward these renovations. The remaining cost was to be amortized through the lease payments. A special provision in the lease sets this renovation amount as the maximum cost, requiring the landlord to notify us if expenses exceed it. Upon notice, we then had 10 business days to either terminate the lease or assume the additional cost either as a lump sum or through re-amortization in the lease.

On October 6, we received notice that the renovation cost would exceed the maximum allowance. We negotiated an extension to November 14 to allow additional review of the overage costs and allow time to obtain necessary board approvals if needed. During this time, our team has worked closely with the landlord to review the details.

Through this review process the updated total renovation costs are now \$2,002,800, which is \$246,175 over the original total build-out. The landlord has agreed to absorb an additional \$187,612 and is asking us to pay the remaining \$58,563.00 to cover added costs in the connectivity infrastructure required for the center which includes:

- Cable trays and conduit for data cabling
- In-floor data and power for the conference room
- Data and power for training room televisions and ceiling-mounted projectors

After several years of evaluating potential locations, this property remains the best overall solution for our Workforce programs. We have confirmed that funds are available within their current budget to cover these remaining renovation expenses, with the recommendation to pay our portion, \$58,563, in a lump sum rather than amortize it through the lease. We respectfully request the Workforce Solutions East Texas Board's approval to proceed with the lease under these revised terms to bring this critical facility online for the East Texas region.

Staff and the Workforce Centers Committee are requesting the WSET Board's approval with an update on the new Tyler Workforce Center facility, including additional renovation costs.

Gaylon Davis moved to approve the recommendation of staff and the Workforce Centers Committee. The motion was seconded by Claude Figueroa and passed with no opposition.

C. *Consider and take appropriate action regarding authorization of Information Technology purchases for the Tyler Workforce Center: Chair Haberle, Doug Shryock and Adam Martin (Enclosure #16)

Adam Martin reviewed authorization of Information Technology purchases for the Tyler Workforce Center enclosed in the agenda packet.

The new Tyler Workforce building totals 28,500 square feet, with a 2,400-square-foot large conference room designed to host public Workforce Board Meetings and other large-scale events. To support these functions, the room requires comprehensive video conferencing capabilities, including multiple microphones, speakers, cameras, and display equipment.

The audio/video system for the large conference room was designed in collaboration with a local vendor and the ETCOG IT Department. The system is modeled after the Longview Workforce Board Room and is built to accommodate events of various sizes. Recommended equipment includes:

Ceiling-mounted speakers
Projectors
PTZ (pan-tilt-zoom) cameras
In-ceiling and in-room microphones

Three quotes were received for the AV equipment, which includes all necessary components: racks, mounts, cabling, installation, and programming. The lowest bid was \$62,908.48. This project will also begin once walls and ceilings are installed and is expected to be completed within three weeks, allowing sufficient time before occupancy.

Additionally, structured IT cabling is essential throughout the facility. This low-voltage wiring supports computer networks, security cameras, televisions, and access control systems such as card readers and electronic locks.

The cabling project includes:

350 desktop/laptop drops and printer connections
8 Wireless Access Points (WAPs) with cabling and installation
22 security cameras with cabling and installation
13 access-controlled doors with card readers
10 conference room TVs with audio/video installation

An RFP was issued for this project, and three bids were received. The lowest bid was **\$54,150**. Work is scheduled to begin once walls and cubicles are installed and will be completed within three weeks, ensuring readiness before move-in.

Board Room: \$62,908.48
IT Cabling: \$54,150.00
Total: \$117,058.48

The recommendation of staff and the Workforce Centers Committee is for approval to purchase Information Technology equipment as described above totaling: \$117,058.48.

Camille Brown moved to approve the recommendation of staff and the Workforce Centers Committee. The motion was seconded by Joe Parker and passed with no opposition.

D. *Consider and take appropriate action regarding authorization of renewal criteria for contract with Dynamic Workforce Solutions for Workforce Center Services: Chair Haberle, Doug Shyock and Adam Martin (Enclosure #17)

Adam Martin reviewed authorization of renewal criteria for contract with Dynamic Workforce Solutions for Workforce Center Services enclosed in the agenda packet. This was information only and no action was taken.

In 2024, Dynamic Workforce Solutions (DWFS) was awarded a two-year contract as Workforce Center Services Provider, with three optional one-year renewals. Criteria for the next renewal (October 1, 2026–September 30, 2027) are required. Staff responses to these criteria, based on performance as of January 31, 2026 (or the most recent available data), will be reviewed at the March 2026 WSETB meeting.

1) Has the project attained an acceptable level of performance toward all TWC Performance measures?

- 2) Is the contractor on any significant technical assistance or corrective action plans?
- 3) Do participant support expenditures incurred for WIOA grants equal a minimum of twenty-five percent (25%) of the budgeted total of the subawards?
- 4) Did the Contractor maintain Workforce Innovation and Opportunity Act (WIOA) Training expenditures as closely aligned to the Participant Cost Allocation by County per the Statements of Work, as amended?
- 5) Did the Contractor expenditures meet or exceed the minimum required for the participant Work Experience budget by January 31, 2026, and/or enroll at least the minimum of required out-of-school youth participants in WIOA Youth Work Experience activities?
- 6) Are the results of the most recent fiscal integrity review/fiscal monitoring satisfactory?

1. These renewal criteria questions will be considered for final approval by the WSETB.

2. An affirmative response to all six of the questions does not oblige the Workforce Solutions East Texas Board to renew the existing contracts. Also, a negative response(s) would not automatically preclude renewal. Renewal of a contract shall be subject to the availability of funding.

The recommendation of staff and the Workforce Centers Committee is for approval to utilize the questions above as renewal criteria for DWFS’s first option year.

Jill McCartney moved to approve the recommendation of staff and the Workforce Centers Committee. The motion was seconded by Gaylon Davis and passed with no opposition.

5. Consider Executive Director’s Report: Doug Shryock

- **Consider recognition of outstanding stakeholders and staff**

Outstanding stakeholders and staff were recognized prior to the meeting to save time while waiting to achieve quorum.

- **Consider recipients of Workforce Solutions East Texas Spotlight awards**

Recipients of Workforce Solutions East Texas Spotlight awards were also recognized prior to the meeting to save time while waiting for quorum.

- **Consider and take appropriate action regarding Workforce Solutions East Texas Board Dashboard: Doug Shryock and Adam Martin (Enclosure #18)**

Adam Martin reviewed the Workforce Solutions East Texas Board Dashboard enclosed in the agenda packet. This was information only and no action was taken

Financial funding as of 9/2025:

- The overall financial status is satisfactory at 88% spent for the year.
- 7.8 million remaining in the budget. Most of the funds were carried over.
- DWFS spent 56% of their participant budget.
- DWFS is 83% Expended with 17% Unspent.
- BakerRipley is 82% Expended with 18% Unspent.

Performance funding as of 9/2025:

- TRS obtains 23 two stars, 96 three stars, and 62 four stars.
- WSET Contracted Measures are: 2 +P, 7 MP, 9 -P,3 N/A.
- ETLC is at 60% at 41.6% in the Program Year.
- East Texas WDA Average is at 5.1%.

Childcare Services as of 11/2025:

- Children served per day is currently 104.90%.

• Consider Report on Red, White and You Job Fair: Angelia Snow

Anglia Snow gave an update on the Red, White and You Job Fair. The event was on Wednesday, November 5, 2025, in Longview at the Maude Cobb Center. They hosted 437 job seekers and 69 Employers. There were a lot of networking opportunities and veteran engagement. It was a very successful event.

• *Consider and take appropriate action regarding update on Workforce Centers Services: Doug Shryock and Angelia Snow

Angelia Snow gave an update on Workforce Centers Services. This was information only and no action was taken. Amazon has been in the Tyler Workforce Center. There were 558 job seekers. Various individuals have applied for different Amazon positions. They also had a Trinity Rail hiring event. There were 13 different hiring events they hosted in October with a total of 380 job seekers and 13 different Employers.

Angelia Snow shared an end of the year video regarding Dynamic Workforce Solutions awarded as the Contract for East Texas Workforce Services provided through Workforce Solutions East Texas. They have served over 30,000 customers in the past year.

• *Consider and take appropriate action regarding update on Child Care Services: Doug Shryock and Rhonda McGrath

Rhonda McGrath gave an update on Child Care Services. This was information only and no action was taken. They were able to meet the number of 100.59% exceeding performance. Currently with this new contract year, they are meeting 104.19%. They have about 5,672 children in care. There are about 1,927 families on the wait list.

**6. Consider and take appropriate action regarding adoption of meeting schedule
..... Chairman Keenon (Enclosure #19)**

Chairman Keenon agreed with the adoption of the meeting schedule encouraging everyone to come to the next meeting in January. This was information only and no action was taken.

**7. Chairman’s Concluding Remarks: Chairman Keenon
Announcements**

Chair Keenon noted there are no announcements and thanked everyone for coming to the meeting.

- **New Business**

There was no new business.

- **Adjournment**

There being no further business, the meeting adjourned at 1:05 p.m.

Workforce Solutions East Texas
Board Expenditure Report - PY25/FY26

October 1, 2025 - January 31, 2026

BOARD OPERATIONS

PERCENT OF YEAR COMPLETED 33.3%

BOARD OPERATIONS					
EXPENSE ITEMS	ORIGINAL BUDGET	REVISED BUDGET	ACTUAL EXPENDITURES	TOTAL BALANCE	Percent Expended
Salaries and Fringe	\$2,340,348	\$2,340,348	\$693,366	\$1,646,982	29.6%
Hospitalization	\$332,369	\$332,369	\$100,614	\$231,755	30.3%
Pension, SSI & Medicare	\$436,689	\$436,689	\$137,973	\$298,716	31.6%
TOTAL PERSONNEL COSTS	\$3,109,406	\$3,109,406	\$931,953	\$2,177,453	30.0%
Staff In-Region Travel	\$13,912	\$13,912	\$14,208	-\$296	102.1%
Fleet Vehicle Usage	\$3,455	\$3,455	\$2,588	\$867	74.9%
Staff Out-of-Region Travel	\$68,310	\$68,310	\$20,251	\$48,059	29.6%
Committee Travel	\$26,900	\$26,900	\$10,831	\$16,069	40.3%
TOTAL TRAVEL EXPENSES	\$112,577	\$112,577	\$47,879	\$64,698	42.5%
Professional Contract Services	\$5,750	\$5,750	\$511	\$5,239	8.9%
Insurance, Bonding & Workmans Comp	\$28,025	\$28,025	\$0	\$28,025	0.0%
TOTAL PROFESSIONAL SERVICES	\$33,775	\$33,775	\$511	\$33,264	1.5%
Public Education	\$3,850	\$3,850	\$3,294	\$556	85.5%
Communications & Postage	\$2,895	\$2,895	\$907	\$1,988	31.3%
Youth Committee (Youth Prof. Conference)	\$0	\$0	\$0	\$0	0.0%
Meetings & Conferences	\$12,975	\$12,975	\$3,331	\$9,644	25.7%
TOTAL COMMUNICATION EXPENSES	\$19,720	\$19,720	\$7,531	\$12,189	38.2%
Supplies	\$45,614	\$45,614	\$3,284	\$42,330	7.2%
Copier Costs	\$300	\$300	\$2,936	-\$2,636	978.7%
Training Costs	\$25,300	\$25,300	\$14,488	\$10,812	57.3%
Membership Dues	\$12,500	\$12,500	\$4,550	\$7,950	36.4%
Equipment Purchases	\$9,700	\$9,700	\$149	\$9,551	1.5%
TOTAL OTHER PROGRAM EXPENSES	\$93,414	\$93,414	\$25,407	\$68,007	27.2%
Human Resources Cost Pool	\$151,178	\$151,178	\$45,882	\$105,296	30.3%
Computers & Software; IT Pool	\$307,585	\$307,585	\$85,283	\$222,302	27.7%
Facilities - Stone Rd Building & Allocated Space	\$273,355	\$273,355	\$67,481	\$205,874	24.7%
TOTAL INTERNAL EXPENSES	\$732,118	\$732,118	\$198,646	\$533,472	27.1%
Total Shared Costs	\$659,206	\$659,206	\$197,490	\$461,716	30.0%
RESERVED FUNDS	\$873,519	\$873,519	\$0	\$873,519	0.0%
TOTAL BOARD OPERATIONS	\$5,633,735	\$5,633,735	\$1,409,416	\$4,224,319	25.0%

**Workforce Solutions East Texas
Board Expenditure Report - PY25/FY26**

October 1, 2025 - January 31, 2026

SERVICE DELIVERY, PASS THRU, GRAND TOTAL

PERCENT OF YEAR COMPLETED 33.3%					
SERVICE DELIVERY					
EXPENSE ITEMS	ORIGINAL BUDGET	REVISED BUDGET	ACTUAL EXPENDITURES	TOTAL BALANCE	Percent Expended
Individual Training Accounts	\$434,081	\$434,081	\$57,030	\$377,051	13.1%
On-The-Job Training	\$111,829	\$111,829	\$45,346	\$66,483	40.5%
Work Readiness	\$80,425	\$80,425	\$0	\$80,425	0.0%
Transportation	\$187,880	\$187,880	\$7,719	\$180,161	4.1%
Work Related & Other Participant Support	\$10,000	\$10,000	\$1,528	\$8,472	15.3%
Incentives (Youth & TANF)	\$58,000	\$58,000	\$8,138	\$49,862	14.0%
Work Experience	\$635,540	\$635,540	\$144,677	\$490,863	22.8%
Special Projects (RWY, Career Expo, Rural Svcs)	\$168,988	\$168,988	\$6,571	\$162,417	3.9%
CC Quality	\$2,833,241	\$2,833,241	\$404,736	\$2,428,505	14.3%
TOTAL PARTICIPANT COSTS	\$4,519,984	\$4,519,984	\$675,744	\$3,844,240	15.0%
WFC Office Lease	\$1,163,516	\$1,163,516	\$272,647	\$890,869	23.4%
WFC Utilities	\$135,000	\$135,000	\$38,272	\$96,728	28.3%
WFC Security	\$183,055	\$183,055	\$38,870	\$144,185	21.2%
WFC Repairs, Maintenance & Supplies	\$1,172,625	\$1,172,625	\$281,189	\$891,436	24.0%
TOTAL WFC FACILITIES EXPENSES	\$2,654,196	\$2,654,196	\$630,978	\$2,023,218	23.8%
ES/TAA Staff Travel & Cell Phone Reimb.	\$14,000	\$14,000	\$1,781	\$12,219	12.7%
WFC Marketing/Public Ed	\$33,835	\$33,835	\$5,489	\$28,346	16.2%
WFC Supplies	\$192,438	\$192,438	\$16,226	\$176,212	8.4%
WFC Postage	\$11,800	\$11,800	\$6,871	\$4,929	58.2%
TOTAL OTHER EXPENSES	\$252,073	\$252,073	\$30,367	\$221,706	12.0%
WFC Equip Maintenance & Rentals	\$80,145	\$80,145	\$12,780	\$67,365	15.9%
WFC Equipment Purchase	\$195,000	\$195,000	\$93,104	\$101,896	47.7%
WFC Communications	\$106,042	\$106,042	\$33,939	\$72,103	32.0%
WFC Internet, Software & Licensing	\$202,248	\$202,248	\$83,863	\$118,385	41.5%
WFC ICT Service/Change Mgmt Contractor	\$0	\$0	\$0	\$0	0.0%
TOTAL WFC IT EXPENSES	\$583,435	\$583,435	\$223,685	\$359,750	38.3%
RESERVED FUNDS	\$0	\$0	\$0	\$0	0.0%
TOTAL SERVICE DELIVERY	\$8,009,688	\$8,009,688	\$1,560,775	\$6,448,913	19.5%
TOTAL CONTRACTOR PASS-THROUGH	\$49,071,129	\$49,071,129	\$16,317,876	\$32,753,253	33.3%
GRAND TOTAL BOARD OPERATIONS, SERVICE DELIVERY & CONTRACTOR PASS-THROUGH	\$62,714,552	\$62,714,552	\$19,288,067	\$43,426,485	30.8%

Month: January 2026

Workforce Solutions East Texas Board
Grant Financial Analysis

CONTRACT #	PROGRAM / FUNDING	Begin Date	End Date	Duration (Months)	Contract Amount	Year-To-Date Expenditures	Outstanding PO Encumbrances	Contract Balance	Percent Expended (incl. Enc.)	Overall Status
0824WQOA001	Workforce Innovation Opportunity Act - Adult	7/1/2024	6/30/2026	24	\$ 2,405,104	\$ 2,396,100	\$ -	\$ 9,004	100%	✓
0825WOAO001	Workforce Innovation Opportunity Act - Adult	7/1/2025	6/30/2027	24	\$ 2,124,010	\$ 730,661	\$ 8,007	\$ 1,385,342	35%	✓
0824WOYO001	Workforce Innovation Opportunity Act - Youth	7/1/2024	6/30/2026	24	\$ 2,288,752	\$ 1,687,964	\$ -	\$ 600,788	74%	✓
0825WOYO001	Workforce Innovation Opportunity Act - Youth	7/1/2025	6/30/2027	24	\$ 2,001,908	\$ 353,792	\$ 4,095	\$ 1,644,021	18%	✓
0824WODD001	Workforce Innovation Opportunity Act - Dislocated Worker	7/1/2024	6/30/2026	24	\$ 2,273,379	\$ 1,602,973	\$ -	\$ 670,406	71%	✓
0825WODD001	Workforce Innovation Opportunity Act - Dislocated Worker	7/1/2025	6/30/2027	24	\$ 2,106,903	\$ 482,525	\$ 1,699	\$ 1,622,679	23%	✓
0825WOR0001	Workforce Innovation Opportunity Act - Rapid Response	7/1/2025	6/30/2026	12	\$ 31,312	\$ 5,471	\$ -	\$ 25,841	17%	✓
0825TRA0001	Trade Adjustment Assistance	10/1/2025	9/30/2026	12	\$ 5,000	\$ 5	\$ -	\$ 4,995	0%	✓
0825WPA0001	Employment Services (Wagner-Peyser Act)	3/1/2025	12/31/2025	10	\$ 303,554	\$ 244,378	\$ -	\$ 59,176	81%	✓
0826WPA0001	Employment Services (Wagner-Peyser Act)	10/1/2025	12/31/2026	15	\$ 200,611	\$ 23,027	\$ -	\$ 177,584	11%	✓
0826WC0001	Workforce Commission Initiatives	10/1/2025	9/30/2026	12	\$ 55,353	\$ 7,408	\$ -	\$ 47,945	13%	✓
0825SREA001	Reemployment Services and Eligibility Assessment	10/1/2024	2/28/2026	17	\$ 1,036,665	\$ 803,764	\$ -	\$ 232,901	78%	✓
0826SREA001	Reemployment Services and Eligibility Assessment	10/1/2025	9/30/2026	12	\$ 773,599	\$ 361,855	\$ -	\$ 411,744	47%	✓
0824HJT002	High Demand Job Training - Kilgore College	8/6/2024	12/31/2025	17	\$ 71,706	\$ 68,320	\$ -	\$ 3,386	95%	✓
0825HJT001	High Demand Job Training - Henderson Campus	10/7/2024	12/31/2025	15	\$ 30,788	\$ 30,078	\$ -	\$ 710	98%	✓
0825HJT002	High Demand Job Training - TVCC	10/14/2024	4/30/2026	19	\$ 380,163	\$ 7,473	\$ -	\$ 372,690	2%	✓
0825HJT003	High Demand Job Training - MISD	4/14/2025	4/30/2026	13	\$ 150,000	\$ -	\$ -	\$ 150,000	0%	✓

Month: January 2026

Workforce Solutions East Texas Board
Grant Financial Analysis

CONTRACT #	PROGRAM / FUNDING	Begin Date	End Date	Duration (months)	Contract Amount	Year-To-Date Expenditures	Outstanding PO Encumbrances	Contract Balance	Percent Expended (incl. Inc)	Overall Status
0826TAF002	Temporary Assistance for Needy Families CHOICES	10/1/2025	10/31/2026	13	\$ 1,959,733	\$ 389,076		\$ 1,570,657	20%	✓
0826SNE001	Supplemental Nutrition Assistance Program - E&T	10/1/2025	9/30/2026	12	\$ 370,310	\$ 123,129		\$ 247,181	33%	✓
0826NCP001	Non-Custodial Parent Choices Program	9/1/2025	9/30/2026	13	\$ 474,433	\$ 117,414		\$ 357,019	25%	✓
0825CCF001	Child Care Services - Formula Allocation (Discretionary-Mandatory)	10/1/2024	10/31/2025	13	\$ 39,866,589.00	\$ 39,866,589		\$ -	100%	✓
0826CCF002	Child Care Services - Formula Allocation (Discretionary-Mandatory)	10/1/2025	10/31/2026	13	\$ 38,968,296.00	\$ 9,256,998		\$ 29,711,308	24%	✓
0825CCM001	Child Care Services - Local Match	10/1/2024	12/31/2025	15	\$ 2,464,832	\$ 2,464,832		\$ -	100%	✓
0826CCM001	Child Care Services - Local Match	10/1/2025	12/31/2026	15	\$ 2,435,318	\$ -		\$ 2,435,318	0%	✓
0826CCP001	Child Care Services - Department of Family and Protective Services (final expenditures equals final budget)	9/1/2025	8/31/2026	12	\$ 1,792,513	\$ 780,437		\$ 1,012,076	44%	✓
0826CCQ001	Child Care Services - Quality Improvement/TRS	10/1/2025	10/31/2026	13	\$ 1,819,247	\$ 240,182		\$ 1,579,065	13%	✓
0826CQF001	Child Care Services - Quality Improvement/TRS	10/1/2025	10/31/2026	13	\$ 1,752,213	\$ 276,249		\$ 1,475,964	16%	✓
n/a	Child Care Recoup		n/a		\$ 1,398,506	\$ 1,268,104		\$ 130,402	91%	✓
0826TVG001	Texas Veterans Commission - Resource Administration Grant	10/1/2025	9/30/2026	12	\$ 42,515	\$ 13,208		\$ 29,307	31%	✓
0826COL001/002	VR Infrastructure Cost Reimbursement (ISS) - Marshall, Athens & Palestine WFCS	9/1/2025	8/31/2026	12	\$ 616,665	\$ 92,964		\$ 523,701	15%	✓
3024VRS044	VR Student Hireability Navigator	9/1/2025	8/31/2027	24	\$ 226,000	\$ 58,855		\$ 167,145	26%	✓
3024VRS099	VR Wage Service for Work Experience	10/1/2025	9/30/2027	24	\$ 354,166	\$ 52,338		\$ 301,828	15%	✓
3024VRS033	VR SEAL (Summer Earn and Learn)	10/1/2025	9/30/2027	24	\$ 560,000	\$ 779		\$ 559,221	0%	✓
n/a	W/F Pay for Performance Profits		n/a		\$ 181,315	\$ 30,526		\$ 150,789	17%	✓
5500-15-EI461 (Am 5)	SSA Ticket To Work	3/1/2015	2/28/2025	122	\$ 206,917	\$ 103,404		\$ 103,513	50%	✓

PARTICIPANT PLANNING SUMMARIES OF ENROLLMENTS

Program Year 2025/Fiscal Year 2026

WIOA Participant Planning Summary of Enrollments			
Workforce Solutions East Texas	Oct 1, 2025 thru September 30, 2026		
DWFS - Contractor BCY25	Planned New Enrollments	Performance Y-T-D	Percent Served
WIOA Youth Registrants Fund 30			
Youth Work Experience Training Participants	45	6	13%
OJT	3	1	33%
OST	1	1	100%
OR - Any combination of both	49	8	16%
As of: 2/26/2026			
WIOA Adult Registrants Fund 10			
Occupational Skills Training Participants and (300)	32	6	19%
On-the-Job Training Participants (301)	15	3	20%
Work Experience Training Participants	3	2	67%
OR - Any combination of both	50	11	22%
As of: 2/26/2026			
WIOA Dislocated Worker Registrants Fund 20			
Occupational Skills Training Participants and (1)	13	2	15%
On-the Job Training Participants (3) + (121)	8	0	0%
OR - Any combination of both	21	2	10%
As of: 2/26/2026			

Board 8. East Texas

Board Summary

Report

FINAL RELEASE

As Originally Published
2/10/2026



Year-to-Date
Performance Periods

WIOA Outcome Measures	Status	% Cur Tgt	Cur Tgt	EOY Tgt	Cur Perf	1 Yr Prior	2 Yr Prior	Num	Den	Q1	Q2	Q3	Q4	From	To	Notes
Employed Q2 Post Exit - Adult (DOL)	MG	101.61%	75.99%	75.99%	77.21%	70.53%	72.62%	105	136	81.01%	77.21%	-	-	7/24	12/24	
Employed Q4 Post Exit - Adult (DOL)	MG	98.52%	73.75%	73.75%	72.66%	72.13%	72.35%	101	139	66.13%	72.66%	-	-	1/24	6/24	
Measurable Skills Gains - Adult (DOL)	EX	112.67%	70.70%	70.70%	79.66%	62.07%	62.14%	47	59	45.76%	79.66%	-	-	7/25	12/25	
Median Earnings Q2 Post Exit - Adult (DOL)	AR	93.26%	\$7,000.00	\$7,000.00	\$6,527.88	\$5,897.24	\$6,554.85	N/A	105	\$6,332.72	\$6,527.88	-	-	7/24	12/24	
Credential Rate - Adult (DOL)	MG	104.66%	75.55%	75.55%	79.07%	64.29%	66.67%	34	43	78.95%	79.07%	-	-	1/24	6/24	
Employed Q2 Post Exit - DW (DOL)	AR	94.46%	77.78%	77.78%	73.47%	78.26%	71.77%	36	49	65.52%	73.47%	-	-	7/24	12/24	
Employed Q4 Post Exit - DW (DOL)	NM	88.32%	79.26%	79.26%	70.00%	79.09%	76.84%	21	30	66.67%	70.00%	-	-	1/24	6/24	
Measurable Skills Gains - DW (DOL)	AR	90.46%	76.00%	76.00%	68.75%	68.97%	65.96%	11	16	50.00%	68.75%	-	-	7/25	12/25	
Median Earnings Q2 Post Exit - DW (DOL)	MG	96.45%	\$9,600.00	\$9,600.00	\$9,238.77	\$8,426.71	\$9,429.94	N/A	36	\$7,456.40	\$9,238.77	-	-	7/24	12/24	
Credential Rate - DW (DOL)	EX	129.87%	77.00%	77.00%	100.00%	76.74%	74.29%	8	8	100.00%	100.00%	-	-	1/24	12/24	
Employed/Enrolled Q2 Post Exit - Youth (DOL)	MG	97.98%	75.60%	75.60%	74.07%	80.62%	81.56%	40	54	69.70%	74.07%	-	-	7/24	12/24	
Employed/Enrolled Q4 Post Exit - Youth (DOL)	MG	97.92%	76.26%	76.26%	74.67%	78.47%	80.15%	56	75	68.00%	74.67%	-	-	1/24	6/24	
Measurable Skills Gains - Youth (DOL)	NM	89.33%	65.30%	65.30%	58.33%	66.67%	69.57%	7	12	22.22%	58.33%	-	-	7/25	12/25	
Median Earnings Q2 Post Exit - Youth (DOL)	EX	141.15%	\$4,420.00	\$4,420.00	\$6,238.78	\$5,316.51	\$4,781.75	N/A	40	\$6,104.68	\$6,238.78	-	-	7/24	12/24	
Credential Rate - Youth (DOL)	MG	103.31%	67.47%	67.47%	69.70%	15.69%	16.35%	23	33	62.50%	69.70%	-	-	1/24	6/24	
Credential Rate - All C&I	MG	103.33%	75.00%	75.00%	77.50%	46.28%	42.31%	62	80	76.67%	77.50%	-	-	1/24	6/24	

Exceeding Performance (EX): 4
Meeting Performance (MG, AR): 12
Not Meeting Performance (NM): 3

% Meeting/Exceeding
(EX, MG, AR): 84.21 %

Status Definitions:

- EX: Exceeding Performance
- MG: Meeting Performance
- AR: Meeting Performance - At Risk*
- NM: Not Meeting Performance
- * In the bottom quarter of the Meeting Performance range.

Program Participation Measures	Status	% Cur Tgt	Cur Tgt	EOY Tgt	Cur Perf	1 Yr Prior	2 Yr Prior	Num	Den	Q1	Q2	Q3	Q4	From	To	Notes
Avg # Children Served Per Day - Combined	N/A	N/A	N/A	-	5,618	5,817	5,569	370,784	66	5,618	-	-	-	10/25	12/25	11, 13
Childcare Initial Job Search Success Rate	NM	89.96%	58.36%	58.36%	52.50%	53.62%	-	21	40	52.50%	-	-	-	6/25	8/25	
Choices Full Engagement Rate - All Family	N/A	N/A	50.00%	50.00%	N/A	-	43.16%	N/A	N/A	N/A	-	-	-	10/25	12/25	5
Total																

Notes

- 5. [13] is finalizing the visualization for this measure to ensure accuracy.
- 11. Beginning in BCY'26 with the October 2025 monthly performance, an updated methodology will be used for Avg # Children Served Per Day - Combined.
- 13. Methodology updates beginning October 2025 to account for TX3C payment data variability results in greater accuracy for current performance. Refresh of targets are in development for consideration.

December 2025

Board 8. East Texas

Board Summary

Report

FINAL RELEASE

As Originally Published
2/10/2026



Year-to-Date
Performance Periods

Status Summary

(Number of Measures)

Exceeding Performance (EX): 4
Meeting Performance (MG, AR): 12
Not Meeting Performance (NM): 3

% Meeting/Exceeding
(EX, MG, AR): 84.21 %

Status Definitions:

EX: Exceeding Performance

MG: Meeting Performance

AR: Meeting Performance - At Risk*

NM: Not Meeting Performance

* *In the bottom quarter of the Meeting Performance range.*

Notes

5. IJ3 is finalizing the visualization for this measure to ensure accuracy.
11. Beginning in BCY'26 with the October 2025 monthly performance, an updated methodology will be used for Avg # Children Served Per Day - Combined.
13. Methodology updates beginning October 2025 to account for TX3C payment data variability/ results in greater accuracy for current performance. Refresh of targets are in development for consideration.

Reemployment/Employer Engagement Measures	Status	% Cur Trgt	Cur Trgt	EOY Trgt	Cur Perf	1 Yr Prior	2 Yr Prior	Num	Den	Q1	Q2	Q3	Q4	From	To	Notes
Claimant Reemployment within 10 Weeks	AR	95.60%	61.11%	61.11%	58.42%	60.57%	64.79%	1,672	2,862	58.42%	-	-	-	7/25	9/25	
Employers Receiving Texas Talent Assistance	EX	122.74%	1,016	3,180	1,247	3,180	4,439	N/A	N/A	1,247	-	-	-	10/25	12/25	



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Date: March 11, 2026
To: Workforce Solutions East Texas Board
From: *AM*
Adam Martin, Senior Program and Projects Manager
Subject: Status of Workforce System Improvement Team (WSIT) Reports and Texas Rising Star (TRS)

The Workforce System Improvement Team (WSIT) completed the following Workforce System Improvement and /or Technical Assistance (TA) reviews since the last Workforce Board meeting.

Also included is an update on the status of TRS Providers in the region.

Dynamic Workforce Solutions (DWFS) – Workforce

RESEA:

A RESEA Case file Review for the period of September 2025-October 2025 has been completed. The final report has been completed.

SNAP E&T:

A SNAP E&T Case file Review-Non-Cooperation Testing is in progress.

WIOA Dislocated Worker

The WIOA Dislocated Workers Program Compliance Review, conducted from October 2024 to October 2025, was completed in November 2025. WSIT is awaiting DWFS's responses to the final report, including the outstanding findings.

WIOA Youth

The WIOA Youth Program Eligibility Review, conducted from July 2025 to January 2026, was completed in February 2026. DWFS submitted their responses. WSIT is in the process of finalizing the final report.

WIOA Adult

The WIOA Adult Program Eligibility Review, conducted from July 2025 to January 2026, was completed in February 2026. The draft report has been submitted to DWFS, and WSIT is currently awaiting their response.

TAA Program Review:

A TAA Program Review covering June 2025 through December 2025 has been completed. The final report indicates no significant findings.

BakerRipley

A Childcare Case File Review-Eligibility/Improper Payments for the period of November-December 2025 was conducted and completed. There were no findings in this review.

East Texas Literacy Council (ETLC) Stand-Alone WIOA Youth Contractor

An in-person technical assistance training was held on November 25th with the Literacy Council team to ensure their progress, confidence, and understanding of the WIOA program. In addition, a weekly meeting is scheduled on Tuesdays to cover any issues that have come up during the previous week. 3 participants start school in March and will test in April for certification.

Texas Rising Star (TRS) Update

There are 186 TRS certified programs in the region. The “Star” ratings are as follows:

Twenty-four (24) - 2 star

Ninety-seven (97) - 3 star

Sixty-seven (67) - 4 star

There are currently 34 programs beginning the certification process, and we 1 program that will be closing March 1st.

I will be happy to answer any questions you may have.

AM/kv



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November 7, 2025

To Whom It May Concern

Re: Letter of Support for Texas Regional Pathways Network (TPRN) Grant

The Workforce Solutions East Texas Board supports the application for a Texas Regional Pathways Network Grant being submitted by Lindale Independent School District and Partners. We understand that there will be a focus on health science and welding programs, which are critical for the East Texas economy.

The Workforce Development Board agrees to the following:

- Actively participate in the regional pathways team, contributing and performing duties that are consistent with membership on the team.
- Participate in coordinated employer engagement efforts and support building connections between industry and education partners.
- Provide local labor market information and analysis to inform the development, design and implementation of the pathway(s) aligned to the targeted industry.
- Coordinate with the pathways team facilitator on a sustainability strategy, leveraging WIOA and other workforce development dollars to support opportunity youth and at-risk students to and through career and education pathways.

The Workforce Solutions East Texas Board is pleased to provide this letter of support and looks forward to the opportunity to work with Lindale ISD and their partners to train students for promising careers.

Sincerely,

Douglas G. Shryock
Deputy Director for State Support

Douglas G. Shryock
Director of Workforce and Economic Development
Workforce Solutions East Texas Board
East Texas Council of Governments



Agenda Item for Consideration

Workforce Development Board • March 11, 2026

 Presented by: Doug Shryock, Executive Director

ITEM DETAILS

Agenda Item: Approval of renewal of contract with Unique HR

A: New issue, project, or purchase Routine, regularly scheduled item Follow-up
 Special item requested by Board member Other

Total estimated cost: \$354,166

Source of funds: Vocational Rehabilitation (VR)

STAFF REPORT & REQUESTED ACTION

The Texas Workforce Commission (TWC) maintains a fee-for-service contract with Local Workforce Development Boards to provide wage payments for Vocational Rehabilitation (VR) participants placed in paid work experience (PWE) positions. The current TWC contract renewal covers a two-year period from October 1, 2025, through September 30, 2027, in the amount of \$354,166, with one additional two-year renewal option remaining.

PWE placements are for VR participants with disabilities for whom paid work experience is identified as a required service in their individualized plan for employment, as developed by TWC VR staff. Workforce Boards receive established fees to administer payroll services for these participants.

In 2023, staff issued an RFP, and Unique HR was awarded the contract to serve as the Employer of Record (EOR) for Workforce Solutions East Texas VR paid work experience. The initial contract term runs through December 31, 2025. Unique HR processes payroll and issues weekly wage payments to VR PWE participants. In addition to participant wages, Unique HR receives a service fee of 21.5% per \$100 of gross payroll processed, which covers taxes and workers' compensation insurance.

Action Requested: Approval of the Unique HR contract renewal for an amount not to exceed \$354,166 for a two-year term beginning January 1, 2026, and ending December 31, 2027. (Note: the ETCOG Executive Committee has approved the renewal subject to approval by the Workforce Solutions East Texas Board.)

Staff Initial: DGS/MS



Agenda Item for Consideration

Workforce Solutions East Texas Board March 11, 2026

AM Presented by: Adam Martin, Senior Program and Projects Manager

ITEM DETAILS

Agenda Item: Ratification of submission of application for the Texas Workforce Commission High Demand Job Training Program and approval of agreements with project partners

This Item Represents A: New issue, project, or purchase Routine, regularly scheduled item Follow-up Special item requested by Board member Other

Total estimated cost: \$150,000

Source of funds: High Demand Job Training Program (Workforce Innovation and Opportunity Act)

STAFF REPORT & REQUESTED ACTION

In November 2025, the Workforce Solutions East Texas Board adopted a Grant Routing Process for Open-Ended/Rolling Submission for the High Demand Job Training (HDJT) Program, the Incumbent Worker Training Program and other applicable programs. The Economic Development Committee Chair has authority to approve submission of applications subject to ratification by the Board.

An application has been received and submitted to the Texas Workforce Commission on behalf of Jacksonville Economic Development Corporation (JEDCO), in partnership with Jacksonville Independent School District (JISD). JEDCO is proposing to use \$150,000 local economic development sales tax match to leverage \$150,000 of High Demand Job Training Program funds to support JISD training for welders through the purchase of Simulator welders, Fume extraction/welding booths, Computers for autocad/drafting & design and smaller tools, metals/consumables, fabrication tables, and training boards.

Action Requested: Ratification of application submission by the Workforce Solutions East Texas Board and approval of agreements with JEDCO and JISD for implementation, contingent upon approval by TWC.

Staff Initial: AM



Agenda Item for Consideration

Workforce Solutions East Texas Board • March 11, 2026

AM Presented by: Adam Martin, Senior Program and Projects Manager

ITEM DETAILS

Agenda Item: Ratification of Request for Proposals for the Workforce Innovation and Opportunity Act Youth Stand Alone Projects

This Item Represents A: New issue, project, or purchase Routine, regularly scheduled item Follow-up Special item requested by Board member Other

Total estimated cost: \$150,000

Source of funds: Workforce Innovation and Opportunity Act (WIOA) Youth Funding

STAFF REPORT & REQUESTED ACTION

In addition to the Workforce Innovation and Opportunity Act (WIOA) services offered by the Workforce Centers Services Provider, the Workforce Solutions East Texas Board contracts for youth services through projects which operate independently of the Workforce Centers and are considered “stand alone” projects. A Request for Proposals (RFP) conducted in 2022 resulted in East Texas Literacy Council being awarded a contract. Following the initial one-year contact period, the Workforce Solutions East Texas Board exercised the option to extend the contract for three one- year periods as allowed through the RFP - (July 1, 2023, to June 30, 2024) (July 1, 2024, to June 30, 2025) and (July 1, 2025, to June 30, 2026).

To continue the Youth Stand Alone Projects initiative after June 30, 2026, a Request for Proposals is required. In January, 2026, a Request for Proposals was released, subject to ratification by the Workforce Solutions East Texas Board. Two proposals were received, but one proposer subsequently withdrew their proposal. When only one proposal is received, the local procurement procedures require a rerelease of the RFP, which occurred February 25, 2026. Proposals are due on March 27, 2026.

Approval of the RFP by the Workforce Solution East Texas Board is needed. The RFP document is available upon request and on the Board website - <https://www.easttexasworkforce.org/procurements> .

A summary of key elements of the RFP is included below.



Agenda Item for Consideration

Performance Term

The period of performance is July 1, 2026, to June 30, 2027. It is expected the subaward term will be one (1) year with options for three (3) additional one-year periods.

Purpose

The Workforce Solutions East Texas Board (WSETB) is soliciting proposals to provide WIOA Youth Stand Alone Services specifically focused on a medical career pathway that leads to a self-sufficient wage for a single person in the East Texas Workforce Development Area. The proposed program must provide a comprehensive training pipeline designed for youth who either possess no prior skills or who have some relevant experience but are not currently earning a self-sufficient wage. The program should deliver foundational skill development, industry-recognized medical training, and clearly defined career pathways that lead to credentials and employment in medical occupations paying a self-sufficient wage. Services must support participants from initial enrollment through training completion, credential attainment, and job placement in roles that offer long-term career growth and economic stability.

Scope Of Proposal

Proposals for projects are requested that will help out-of-school youth achieve academic and employment success. Stand Alone Youth Project proposers are allowed to offer proposals covering any location within the Workforce Development Area.

Stand Alone projects are expected to operate completely independent of the Workforce Centers and are allowed to offer any combination of Workforce Innovation and Opportunity Act allowable activities which support the Texas Workforce Performance Measures attainment. Services a youth participant receives must be based on each participant's objective assessment and individual service strategy.

Program elements (allowable services) are listed below:

Tutoring, study skills training, instruction, and evidence-based dropout prevention and recovery strategies

Alternative secondary school services, or dropout recovery services, as appropriate.

Paid and unpaid work experiences

Occupational skills training



Agenda Item for Consideration

Education offered concurrently with and in the same context as workforce preparation activities and training for a specific occupation, occupational cluster, or career pathway.

Leadership development opportunities

Support services

Adult mentoring

Follow-up services

Comprehensive guidance and counseling

Financial literacy education

Entrepreneurial skills training

Services that provide labor market and employment information about

Activities that help youth prepare for and transition to postsecondary education and training.

Program Funding

Up to \$150,000 is available through this Request for Proposals for the first contract year, and at each renewal. Proposers can request up to \$150,000. It is anticipated the proposer with the highest ranked proposal meeting program qualifications will be fully funded for the amount requested. Any remaining funds will be allocated to other proposers in order of ranking as funding permits. However, WSETB reserves the right to vary funding awards if deemed in the best interest of the East Texas Workforce Development Area.

Evaluation Criteria for Proposals

CRITERION TABLE	POINTS
<p><u>Demonstrated Effectiveness:</u></p> <ul style="list-style-type: none"> Organizational Experience <p>Past Performance (including previous years and current performance)</p> <p>(minimum required: 20 pts.)</p>	<p>25</p>



Agenda Item for Consideration

<p><u>Quality of Program Design:</u></p> <ul style="list-style-type: none"> • Strategy to Meet Performance Standards/Self Sufficient Wage • Specific Explanation of which allowable WIOA services to be offered and the number of youth to be served in each activity • Explanation of Recruitment Strategy • Service Provider Staffing <p>(minimum required: 25 pts.)</p>	<p>30</p>
<p><u>Coordination and Commitment:</u></p> <ul style="list-style-type: none"> • Demonstration of Cooperation • Service Provider Community/Social Service <p>(minimum required: 10 pts.)</p>	<p>15</p>
<p><u>Reasonableness of Cost:</u></p> <ul style="list-style-type: none"> • Organizational Capability • Service Provider Budget • Cost per Participant Served and Cost per Positive Outcome <p>(minimum required: 25 pts.)</p>	<p>30</p>
TOTAL:	100

A minimum total score of **80 points must be achieved with no exceptions.** The ratings will be based on the qualifications provided in this proposal by the closing date/time of the RFP. More than one sub-recipient may be selected to perform services to the best benefit of ETCOG and WSETB at their sole discretion.

Note: Proposer Presentations will be based on achieving the minimum score of 80.

Proposal Review Terms

1. Proposal submissions will be reviewed by ETCOG staff to determine if proposal meets program needs and if requested information and required documentation as identified throughout the RFP document has been returned with submitted proposal.
2. As a standard, an evaluation team made up of staff, outside evaluators, committee members, and/or other subject matter experts as deemed necessary to achieve the best possible results will evaluate and score submitted proposals.



Agenda Item for Consideration

3. WSETB committees review evaluation results and make award recommendation(s) to WSETB, who will award the final selection of the successful proposer(s) and will authorize subawards for services.
4. ETCOG reserves the right to contact any source regarding, but not limited to, vendor reputation, product/service quality, work history, and/or past performance to evaluate/award the bid submission(s) that best meet ETCOG program needs, and clients served.
5. The evaluation team's preferred proposal will be presented to governing bodies as a recommendation for award so the governing body(s) may make a final award decision.

Action Requested: Ratification / Approval of the Youth Stand Alone Projects Request for Proposals

Staff Initial: AM

Agenda Item for Consideration

Workforce Development Board • March 11th, 2025

 Presented by: Douglas G. Shryock, Director, Workforce & Economic Development

ITEM DETAILS

Agenda Item: Consider Approval of Funding to Purchase Playground Artificial Turf and Installation for Child Care Program in Marion County.

This Item Represents A: New issue, project, or purchase Routine, regularly scheduled item
 Follow-up Special item requested by Board member Other

Total estimated cost: \$44,547.32

Source of funds: Childcare Quality Funding

STAFF REPORT & REQUESTED ACTION

Outdoor environments for Texas Rising Star (TRS) are expected to incorporate the transference of safe and healthy indoor learning to the outside. Minimum Standards for Child-Care Centers, under the Texas Health and Human Services Commission also states that The National Association for the Education of Young Children affirms that adequate outdoor space for play is necessary for the development of gross motor (large muscle) skills and to provide children with fresh air and sunshine. TRS, Category Four, Outdoor Learning Environment, Quality Measurement P-OLE-03; states that natural and manufactured equipment and materials should motivate children to be physically active and engage in active play (such as balancing, climbing, crawling, pushing/pulling). Due to the current state of the ground cover, young children whose developmental milestone abilities are being established in correspondence to the above play activities are unable to advance their skills because of health and safety issues connected to mud, sharp rocks, and uneven ground surfaces. Several parent concerns for outdoor play safety have also been annotated, which concern, cuts, bruises, insect bites, and allergies.

The purchase and installation of the artificial turf will allow participating children to increase their gross motor skills and help motivate children to engage in activities that help to reinforce learning, skill building, small group engagement all in a safe, smooth, stable and allergy free environment.

Action Requested: Texas Rising Star staff respectfully request approval to fund the purchase of Playground Artificial Turf and the installation costs not to exceed \$44,547.32 for the Happy Hippopotamus Daycare in Jefferson.

Staff Initial: DGS/KB



Agenda Item for Consideration

Workforce Solutions East Texas Board Meeting • March 11, 2026

Am Drafted by: Adam Martin, Senior Program and Project Manager

ITEM DETAILS

Agenda Item: DWFS Option Year One (Oct 1, 2026– Sep 30, 2027) Renewal Questions

This Item Represents A: New issue, project, or purchase Routine, regularly scheduled item Follow-up

Special item requested by Board member Other

Budgetary Impact:

- **Total estimated cost:** N/A
- **Source of funds:** All WSET Grants excluding Childcare

STAFF REPORT & REQUESTED ACTION

BACKGROUND:

In 2024, Dynamic Workforce Solutions (DWFS) was awarded a two-year contract as Workforce Center Services Provider, with three optional one-year renewals. The Workforce Solutions East Texas Board approved the second renewal for October 1, 2025–September 30, 2026. Criteria for the next renewal (October 1, 2026–September 30, 2027) are required. Staff responses to these criteria, based on performance as of January 31, 2026 (or the most recent available data), will be reviewed at the March 2026 WSETB meeting.

Renewal Criteria questions for your consideration:

- 1) **Has the project attained an acceptable level of performance toward all TWC Performance measures? It is currently acceptable but not without issues.**

The project has been put on a PIA by TWC for the following measures:

Employed Q4 Post Exit- DW(DOL)

Measurable Skills Gains-Youth (DOL) – Currently being investigated by TWC for systems issues dealing with service reporting requirement. All indications suggest performance will be exceeding once the issue is resolved.

The most recent MPR (Dec 25) released shows promising results in the right direction with an overall performance rating of 84.21%, which is the highest December MPR for overall performance in recent years. Once the MSG measure is fixed then the contractor will not be meeting only one area.

2) Is the contractor on any significant technical assistance or corrective action plans?

A current PIA with TWC as mentioned above. This will only be for one measure. This is not a formal TWC corrective measure. If performance is met by the end of the year then the PIA will go away.

3) Do participant support expenditures incurred for WIOA grants equal a minimum of twenty-five percent (25%) of the budgeted total of the subawards?

No. We are currently at 33% of the Program Year. The contractor has spent 20.12% of the participant support expenditure budget. The contractor does have an expenditure plan that projects their expenditure will meet expectations by 30 September.

4) Did the Contractor maintain Workforce Innovation and Opportunity Act (WIOA) Training expenditures as closely aligned to the Participant Cost Allocation by County per the Statements of Work, as amended?

As of January, for county-by-county expenditures the contractor is ahead of expenditures, compared to where they ended last program year. 4 out of 12 rural counties are over the 33% expenditure rate.

5) Did the Contractor expenditures meet or exceed the minimum required for the participant Work Experience budget by January 31, 2026, and/or enroll at least the minimum of required out-of-school youth participants in WIOA Youth Work Experience activities?

No, as of January 31st both expenditures and enrollments are at 13%. However, the contractor has a 2 per week participant recruitment plan. These enrollments will drive up both expenditures and enrollments.

6) Are the results of the most recent fiscal integrity review/fiscal monitoring satisfactory?

Yes. A fiscal integrity review was conducted October 30, 2025. No issues were found that would cause concern for the Workforce Solutions East Texas Board or jeopardize the existing contract.

Notes: An affirmative response to all six of the questions does not oblige the Workforce Solutions East Texas Board to renew the existing contracts. Also, a negative response(s) would not automatically preclude renewal. Renewal of a contract shall be subject to the availability of funding.

Action Requested: Approve Dynamic Workforce Solutions for a 3rd year which is from 1-October 2026 through 30 September 2027.

Staff Initial: AM



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Date: March 11, 2026
To: Workforce Solutions East Texas Board (WSETB)
From:  Douglas G. Shryock, Director of Workforce and Economic Development
Subject: PY 25-26 Performance Incentives for the East Texas Workforce Services Provider

In February and March 2024, an RFP was advertised and reviewed, leading to the selection and approval of Dynamic Workforce Solutions (DWFS) as the new Workforce Services Provider in East Texas. The first program year ran from October 1, 2024, to September 30, 2025 (PY24/FY25/BCY25). We are now into the 2nd program year which runs from October 1, 2025 to September 30, 2026.

Each year, funds are reserved to incentivize for-profit contractors to exceed program goals, achieve TWC Performance Measures, and deliver superior services to job seekers and employers. Based on the status ranges for each as listed in the LWDA Contracted Performance Measure Definitions document for that specific BCY, TWC considers either 90% or 95% as the minimal standard for performance. The measures listed below require at least 95% to earn the minimum incentive and 97% to earn the maximum incentive.

The proposed performance incentives for DWFS are geared toward achieving TWC's performance measure attainment for WIOA and other specified areas. The BCY25 funds reserved for performance incentives, totaling \$300,000.00, match the amount set aside in BCY24. The funds are allocated as follows:

Funds Distribution	
Program	Total Program Amount
WIOA Adult	\$63,000.00
WIOA Dislocated Worker (DW) Funds	\$87,000.00
WIOA Youth Funds	\$66,000.00
TANF/Choices Funds	\$84,000.00
Total Amount of Funds	\$300,000.00

EQUAL OPPORTUNITY IS THE LAW

Workforce Solutions East Texas is an equal opportunity employer/program and auxiliary aids and services are available upon request to include individuals with disabilities. TTY/TDD via RELAY Texas service at 711 or (TDD) 1-800-735-2989 / 1-800-735-2988 (voice)

This document contains vital information about requirements, rights, determinations, and/or responsibilities for accessing workforce system services. Language services, including the interpretation/translation of this document, are available free of charge upon request.

Este documento contiene información importante sobre los requisitos, los derechos, las determinaciones y las responsabilidades del acceso a los servicios del sistema de la fuerza laboral. Hay disponibles servicios de idioma, incluida la interpretación y la traducción de documentos, sin ningún costo y a solicitud.

The following measures require performance at $\geq 97\%$ to earn the **minimal** amount and $\geq 100\%$ to earn the **maximum** amount for that particular measure. The final year end MPR released in September 2026 by TWC will be the source document used to determine the final performance for the applicable measures. For measures with a # contractor will be responsible for tracking, reporting, and providing proof of performance in those categories via monthly meeting and at the end of year.

**Identifies Local incentives*

#Identifies adjusted TWC measures geared towards meeting future performance because the performance reported now on the MPR will be based on prior contractor performance.

ADULT		
Measure Name	$\geq 97\%$ Amount	$\geq 100\%$ Amount
#60% of Clients Exiting are employed in jobs making at least \$15 per hour(hourly wage needed for median earning incentive)	\$4,492.31 ($\geq 58.2\%$)	\$4631.25 (60%)
#75.6% of exiters are employed	\$4,492.31 ($\geq 73.33\%$)	\$4631.25 (75.6%)
# 77% - Received a certificate, credential , secondary school diploma or equivalent after training completion within 90 days of exit	\$4,261.94 (75%)	\$4,393.75 (77%)
#47 - Exceed PPS Adult OVT/OJT Goal	\$2631.13 (48)	\$2712.50 (50)
71% Measurable Skills Gained	\$4,492.31 (69%)	\$4,631.25 (71%)
*Combined Rural County Expenditure Incentive		\$21,000.00
*Individual Rural County Expenditure Incentive		\$21,000.00
TOTAL		\$63,000.00

DW		
Measure Name	$\geq 97\%$ Amount	$\geq 100\%$ Amount
Claimant Reemployment within 10 Weeks	\$12,028.00	\$12,400.00
#60% of Clients Exiting are employed in jobs making at least \$19 per hour(hourly wage needed for median earning incentive)	\$12,028.00 ($\geq 58.2\%$)	\$12,400.00 (60%)
#77.8% of exiters are employed	\$14,550.00 ($\geq 75.45\%$)	\$15,000.00 (77.8%)
#80% Received a certificate, credential , secondary school diploma or equivalent after training completion within 90 days of exit	\$14,938.00 ($\geq 77.6\%$)	\$15,400.00 (80%)
#21 - Exceed PPS DW OVT/OJT Goal	\$10,088.00 (20)	\$10,400.00 (21)
75% - Measurable Skills Gained	\$12,028.00 (73%)	\$12,400.00 (75%)
*Combined Rural County Expenditure Incentive		\$4,500.00
*Individual Rural County Expenditure Incentive		\$4,500.00
TOTAL		\$87,000.00

YOUTH		
Measure Name	≥97% Amount	≥100% Amount
#66% - of Clients Exiting are employed in jobs making at least \$11 per hour(hourly wage needed for median earning incentive)	\$11,058.00 (61.11%)	\$11,400.00 (63%)
#75.26% - of exiters are employed	\$11,058.00 (73%)	\$11,400.00 (75.26%)
#71% - Attainment of credential, degree or certificate after Training Service Completed	\$11,058.00 (69%)	\$11,400.00 (71%)
#49 - *Youth PPS Enrollments(WE/OJT/OVT)	\$11,058.00 (48)	\$11,400.00 (49)
65% - Measurable Skills Gained	\$11,058.00 (63%)	\$11,400.00 (65%)
*Combined Rural County Expenditure Incentive		\$4,500.00
*Individual Rural County Expenditure Incentive		\$4,500.00
TOTAL		\$66,000.00

Funds from Adult, DW and Youth will go towards the locally developed incentives below focused on improving areas identified by staff. These incentives are subject to change based on various areas staff feel need attention.

Rural County Expenditure Incentives:

The incentives in this area focus on spending in our 12 rural county budgets. The **Combined Rural County Budget** incentive requires a ≥ 65% expense rate across all 12 counties to earn the minimum amount of \$15,000 and ≥ 69% to earn the maximum amount of \$30,000.

The **Individual Rural County Expenditure** incentive looks at each rural county independently (12 total) and requires an ≥85% expenditure rate per county to earn the incentive for that county. \$1,500.00 per county is earned once 85% is reached plus an additional \$1000.00 per county that has a participant spotlight with a total of \$30,000.00 being available across 12 rural counties.

Measure Name	≥65% Minimum Amount	≥69% Maximum Amount
Combined Rural County Budget	\$15,000.00	\$30,000.00
Measure Name	Amount per Rural County(≥85%)	Total Available
Individual Rural County Expenditure	\$2,500.00 X 12	\$30,000.00

TANF/Choices:

The incentive for TANF/Choices requires performance to be meeting at ≥100%. This is an earn or not earn incentive with no minimum amount available.

Measure Name	Amount Available to Earn
TANF/Choices	\$84,000.00 (50%)

Reduction Consideration:

TWC CAP or Technical Assistance Plan (TAP): For any new TWC CAP or TAP actions where the performance inclusive period is on or after 1-Oct-2024 there **will** be an automatic 20% reduction within the program funds earned.

Intent to Sanction: If, by the Subrecipient's action or Subrecipient's inadequate performance, ETCOG/WSETB is sanctioned by the TWC, ETCOG may impose identical sanctions on the Subrecipient and may reduce or eliminate the payment of performance incentives earned by the Subrecipient.

Conclusion:

Incentives are awarded for **exceptional** performance in key areas identified by TWC and the board staff. All incentive areas and amounts, including the total incentive pool, are subject to change based on board direction, TWC performance adjustments, funding, and availability.

Recommendation:

The WSETB approve the performance incentives as written.

If there are any questions, staff will be happy to respond. DGS/AM



Agenda Item for Consideration

Workforce Centers Committee • March 9, 2026

AP Presented by: Adam Martin, Senior Program and Projects Manager

ITEM DETAILS

Agenda Item: Required Number of Weekly Job Searches for Unemployment Insurance Recipients

This Item Represents A: New issue, project, or purchase Routine, regularly scheduled item Follow-up Special item requested by Board member Other

Total estimated cost: No cost to Workforce Programs

Source of funds: Not Applicable

STAFF REPORT & REQUESTED ACTION

By March 31 of each year, Workforce Development Boards must review their policy for the number of job searches required for Unemployment Insurance (UI) claimants to receive benefits. When an individual files a claim, they must be able to prove they are available and looking for full-time employment.

UI claimants must make a minimum of three work Search contacts per week in order to demonstrate they are actively seeking work, unless the Board adopts a number of required weekly work search contacts by county above or below three. If the Board adopts a minimum or maximum above three, the methodology for formulating the number must be submitted to TWC.

Work Search Activities

TWC has determined that acceptable work search activities include, but are not limited to:

- Registering on WorkInTexas.com.
- Searching for jobs on WorkInTexas.com and using the Virtual Recruiter tool to receive alerts about new jobs that match their skills
- Obtaining and following up on job contacts from WorkInTexas.com or [Workforce Solutions office staff](#)
- Registering at a [public workforce office](#) in the state where one lives in if one does not live or work in Texas
- Registering for work with a private employment agency, placement service of a school/college/university, or registering with other electronic job-matching systems
- Making in-person visits, completing a job application, or interviewing employers who may reasonably be expected to have openings for suitable work.
- Mailing a job application and/or a résumé as instructed by a public job notice

- Creating a reemployment plan
- Creating or uploading a résumé to online job boards
- Participating in work-related networking events such as job clubs or job fairs, or employment-related workshops that offer instruction in improving the job seeker's skills for obtaining employment
- Taking advantage of reemployment services and resources available at the nearest Workforce Solutions office virtually. For more details, contact your local Workforce Solutions office. Reemployment resources include:
- Search for jobs using the U.S. National Labor Exchange website

Source: [Work Search Requirements - Texas Workforce Commission](#)

Summary of Locally Adopted Work Search Requirements by Workforce Development Area (WDA)

Workforce Development Board	Counties	Minimum Required Searches
Alamo	13	5
Borderplex	6	3
Brazos Valley	7	3
Cameron	1	3
Capital Area	1	3
Central Texas	3	3
	3	1
Coastal Bend	6	5
	5	4
Concho Valley	13	3
Deep East Texas	12	4
East Texas	12	3
Golden Crescent	7	4
Greater Dallas	1	5
Gulf Coast	13	3
Heart of Texas	6	3
Lower Rio Grande Valley	3	3
Middle Rio Grande	9	2
North Central Texas	14	5
North Texas	11	3
Northeast Texas	6	4
	3	3
Panhandle	26	3
Permian Basin	2	5
	15	3
Rural Capital	9	3
South Plains	18	3
South Texas	1	3
	2	1



Agenda Item for Consideration

Southeast Texas	3	5
Tarrant	1	3
Texoma	3	5
West Central Texas	13	3
	6	2

Source: [Required Number of Work Search Activities by County - Texas Workforce Commission](#)

Methodologies for changing the Work Search Requirements

Boards may consider the factors constituting appropriate guidelines described in the table below when evaluating the number of work search contacts required of UI claimants.

- Number of relevant employment opportunities
- Volume of claimants
- Economic diversification/ occupational categories
- Location and size of businesses
- Job growth and decline
- Percent of individuals employed outside the county
- Work search requirements in neighboring counties
- Civilian labor force;
- Employment and unemployment estimates by city
- County population estimates
- Population growth trends
- Commuting distance for rural residents/public transportation

Source: TWC WD 01-12 Change 1

One rationale for possibly raising the number of required searches would be the Work search requirements in neighboring counties. To varying degrees, the East Texas WDA touches 5 other WDAs, with the majority having a work search requirement exceeding 3. Adjoining Counties and accompanying Work Search requirements by WDA -

- Brazos Valley - Leon (3)
- Deep East Texas - Angelina (4), Houston (4), Nacogdoches, (4) Shelby (4)
- Heart of Texas - Freestone (3)
- North Central Texas - Ellis (5), Hunt (5), Kaufman (5), Navarro (5),
- Northeast Texas - Cass (3), Franklin (4), Hopkins (4), Morris (3), Titus (4)

With 12 of 16 counties having higher work search requirements than East Texas, raising the requirement might enhance competitiveness with other regions.

Action Requested: Staff recommends a requirement for a minimum of 5 job searches for all fourteen counties of the East Texas Workforce Development Area.

Staff Initial: DGS/AM/GA