

**TEXAS WORKFORCE COMMISSION**  
**TWC Main Building – Room 244**  
**101 East 15th Street**  
**Austin, Texas 78778**

**(See Notes section for virtual access instructions.)**

**COMMISSION MEETING AGENDA**  
**December 9, 2025**  
**10:00 a.m.**  
**Docket 48, 49, and 50**

**THE FOLLOWING AGENDA ITEMS MAY NOT NECESSARILY BE CONSIDERED IN THE ORDER THEY APPEAR**

1. Call to Order
2. Public Comment  
Les Trobman
3. Discussion, Consideration and Possible Action Regarding Whether to Assume Continuing Jurisdiction on Tax Liability Cases, Fair Housing Cases, Child Labor Cases, Wage Claim Cases, and/or Unemployment Compensation Cases and Reconsideration of Tax Liability Cases, Fair Housing Cases, Child Labor Cases, Wage Claim Cases, and/or Unemployment Compensation Cases, if any  
Sherri Miller and Hugh Daniel
4. Discussion, Consideration and Possible Action Regarding Tax Liability Cases Listed on the Texas Workforce Commission Dockets 48, 49, and 50 (No cases will be heard on Dockets 48, 49, and 50.)  
Hugh Daniel
5. Discussion, Consideration and Possible Action Regarding Fair Housing Cases Listed on the Texas Workforce Commission Dockets 48, 49, and 50 (No cases will be heard on Dockets 48, 49, and 50.)  
Hugh Daniel
6. Discussion, Consideration and Possible Action Regarding Child Labor Cases Listed on the Texas Workforce Commission Dockets 48, 49, and 50 (No cases will be heard on Dockets 48, 49, and 50.)  
Sherri Miller
7. Discussion, Consideration and Possible Action Regarding Higher Level Appeals in Wage Claim Cases Listed on the Texas Workforce Commission Dockets 48, 49, and 50 (Cases will be heard on Dockets 48, 49, and 50.)  
Sherri Miller

8. Discussion, Consideration and Possible Action Regarding Higher Level Appeals in Unemployment Compensation Cases Listed on the Texas Workforce Commission Dockets 48, 49, and 50 (Cases will be heard on Dockets 48, 49, and 50.)  
Sherri Miller
9. Discussion, Consideration and Possible Action Regarding an Order under Sections 204.067 and 203.105 of the Texas Unemployment Compensation Act to Adjust Rate Components of the 2026 Unemployment Insurance Tax Rate  
Chris Nelson and Lowell Keig
10. Discussion, Consideration and Possible Action Regarding Submission of the Fiscal Year 2025 Texas Workforce Commission's Hiring Practices Annual Report to the Governor and the Legislative Budget Board, Pursuant to Texas Labor Code, Section 21.504  
Kathie Nguyen and Robert Gonzalez  
TAB 10
11. Discussion, Consideration and Possible Action Regarding the Approval of the Internal Audit Charter  
Ashley Sagebiel  
TAB 11
12. Discussion, Consideration and Possible Action Regarding the Approval of the Fiscal Year 2026 Internal Audit Plan  
Ashley Sagebiel  
TAB 12
13. Discussion, Consideration and Possible Action Regarding Publication for Public Comment of Proposed Amendments to 40 Texas Administrative Code, Chapter 803, Skills Development Fund (SDF), to Add the Texas A&M Engineering Experiment Station as an Eligible SDF Applicant, as Mandated by Senate Bill 856, 89th Texas Legislature, Regular Session, 2025  
Reed O'Brien and Kris Hogan  
TAB 13
14. Discussion, Consideration and Possible Action Regarding Submission of the Apprenticeship Related Instruction Cost Study, Fiscal Years 2023-2024, to the Texas Workforce Investment Council, Pursuant to Texas Education Code, Section 133.006(b)  
Mahalia Baldini and Courtney Dezendorf  
TAB 14

15. Discussion, Consideration and Possible Action Regarding Adult Education and Literacy Contracted Measures, Targets and Performance Incentive Criteria for Program Year 2025-2026  
Mahalia Baldini and Mary York  
TAB 15
16. Discussion, Consideration and Possible Action on Calendar Year 2026 Late Refund Penalty Rate for Career Schools and Colleges, Pursuant to Texas Education Code, Section 132.061(e)  
Michelle Kranes and Mary York  
TAB 16
17. Discussion, Consideration and Possible Action Regarding Additional Funds to Support Eligible and Qualified Applicants to the College Credit for Heroes Program  
James Golsan and Karol Denise Huntmoses  
TAB 17
18. Discussion, Consideration and Possible Action Regarding the Acceptance of Pledges for Board Contract Years 2025 and 2026 Child Care Matching Funds  
Steven Sager
19. Discussion, Consideration and Possible Action Regarding Approval of Local Workforce Development Board Nominees  
Kara Levy and Patricia Martinez  
TAB 19
20. Discussion, Consideration and Possible Action Regarding the Sunset Advisory Commission's Review of the Texas Workforce Commission, Including Information and Materials Developed in Support of the Agency Sunset Review  
Karen Latta and Jason Vaden
21. Discussion, Consideration and Possible Action Regarding Statewide Initiatives Funded with Workforce Innovation and Opportunity Act (WIOA), Temporary Assistance for Needy Families (TANF), Adult Education and Literacy (AEL), Child Care or Other State Level Funds  
Randy Townsend
22. Discussion, Consideration and Possible Action Regarding Enacted, Proposed or Considered Federal Regulations, Executive Orders, or Federal or State Enacted or Proposed Legislation  
Michael Britt

23. Report and Update by the Executive Director and Staff Regarding Administrative Matters, Including Internal Policies and Procedures, Customer and Board Service Issues, Status of Current or Potential Project Assignments, Organizational Matters and Responsibilities of the Agency's Divisions

Randy Townsend

24. THE FOLLOWING MAY BE DISCUSSED IN EXECUTIVE SESSION OR OPEN MEETING AND HAVE ACTION TAKEN IN AN OPEN MEETING:

- a. Government Code Section 551.074(a)(1): The Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, or Dismissal of the Executive Director, Internal Auditor, Executive Staff, and other Personnel
- b. Government Code Section 551.071(1): Pending or Contemplated Litigation
- c. Government Code Section 551.071(2): To Consult with Its Attorney Regarding Confidential Legal Matters
- d. Government Code Section 551.076: To Deliberate Regarding Security Devices or Security Audits, Specifically in Relation to (1) the Deployment, or Specific Occasions for Implementation, of Security Personnel or Devices; or (2) a Security Audit
- e. Government Code Section 551.089: To Deliberate Regarding Security Devices or Security Audits, Specifically in Relation to (1) Security Assessments or Deployments Relating to Information Resources Technology; (2) Network Security Information as Described by Section 2059.055(b); or (3) the Deployment, or Specific Occasions for Implementation, of Security Personnel, Critical Infrastructure, or Security Devices
- f. Government Code Section 551.0761(b): To Deliberate a Cybersecurity Measure, Policy, or Contract Solely Intended to Protect a Critical Infrastructure Facility Located in the Jurisdiction of the Governmental Body

25. The next Commission meeting is set for December 16, 2025, at 10:00 a.m.

26. Adjournment

Notes:

The Texas Workforce Commission Meeting may be accessed virtually at the following location. You will need to enter your name and email address to access the meeting.

<https://zoom.us/j/94852898317>

Those wishing to provide public comment virtually should contact Erin Guzman at (512) 936-3671 or [erin.guzman@twc.texas.gov](mailto:erin.guzman@twc.texas.gov) before 5:00 p.m. on Monday, December 8, 2025, to obtain a registration form and additional information.

Persons with disabilities who plan to attend this meeting and who may need auxiliary aids, services, or special accommodations should contact Conference Planning and Meeting Services at (512) 463-6389 or [conferenceplanning@twc.texas.gov](mailto:conferenceplanning@twc.texas.gov) at least two (2) working days prior to the meeting, so that appropriate arrangements can be made.

Persons with questions regarding the agenda content should contact Erin Guzman, Office of General Counsel, at (512) 936-3671.