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Michelle Lujan Grisham • Governor  
Alicia Keyes • Cabinet Secretary

**TO:** JTIP Board

**FROM:** Patrick Gannon, JTIP Program Manager  
Job Training Incentive Program

**SUBJECT:** Monthly Board Meeting

**DATE:** November 3, 2021

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This memo is to inform you that JTIP requests will be acted upon at the next Job Training Incentive Program's Board meeting, which is scheduled for **November 12, 2021**.

#### **JTIP Virtual Board Meeting**

## Microsoft Teams meeting

**Join on your computer or mobile app**

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If you have not yet confirmed your attendance, please email me or if you have any questions, please call me at (505) 467-9655. In accordance with the JTIP Policy Manual; Board Requirements: "Actions of the Board will be binding only when a minimum of three board members and one designated proxy vote is present."

Thank you.

Patrick Gannon  
JTIP Program Manager