

## **JOB TRAINING INCENTIVE PROGRAM MONTHLY BOARD MEETING**

Central New Mexico Community College  
Workforce Training Center  
5600 Eagle Rock Ave. NE  
NW Corner of I-25 & Alameda  
Albuquerque, NM

### **MEETING SUMMARY OF October 11, 2019**

#### **ATTENDEES:**

##### **Board Members**

Sara Gutierrez – EDD JTIP Program Manager – Acting Board Chair  
Frances Bannowsky – NM Higher Education Department  
Michelle Doran – Department of Workforce Solutions  
Brian Tremko – Organized Labor  
David Matthews – Acting Representative for EDD  
Mark Duske, NM Public Education Department  
Marcos Martinez - NM Department of Workforce Solutions

##### **Board Members Absent**

Mark Roper – EDD Division Director - Board Chair

##### **JTIP Staff Present**

Sara Gutiérrez, Program Manager  
Patrick Gannon, Marketing Coordinator  
Jennifer Prada, Program Administrator

##### **Guests**

Cristin Heyns-Bousliman – Human Resources Experience  
Peter Gilroy – Splitter, LLC  
Celeste Melchor – The Verdes Foundation  
Dot Cook-Simmons – The Verdes Foundation  
David Oddo – Scada Products dba Eagle Automation  
Jessie Pasco – Scada Products dba Eagle Automation  
Lydia Gonzalez – Carenet Healthcare Services  
Lorraine Ruggles – NM Workforce Connection  
Dennis Houston – AED  
Waldy Salazar – DWS  
Aimee Abby – Flow Science  
Liseth Garay – UbiQD, Inc.

## **I. Introductions**

The meeting convened at 9:00 am. The introduction of board and staff followed.

## **II. Approval of the Agenda**

Mr. Martinez made a motion to approve the agenda. Mr. Tremko seconded the motion. Motion passed.

## **III. Proposals**

### **a) Splitter Designs – Taos**

*The company requested a total of \$24,700.00 for 2 trainees at an average wage of \$15.75 per hour. Total request includes \$1,000.00 for audit fees. The company has been approved for JTIP on one previous occasion.*

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The company expressed gratitude for EDD's continued support; gave an overview of the company's growth since the previous application and anticipates several new accounts in the next few months.

A motion to approve the request in the amount of \$24,700.00 to hire and train 2 employees was made by Mr. Martinez and seconded by Mr. Tremko. Motion passed.

### **b) Scada Products, LLC dba Eagle Automation – Carlsbad**

*The company requested a total of \$301,137.52 for 12 trainees at an average wage of \$38.47 per hour. Total request includes \$1,500.00 for audit fees. The company has been approved for JTIP on one previous occasion.*

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The company expressed gratitude for EDD's continued support and stated that they will be coming back to JTIP for another request in the future.

A motion to approve the request in the amount of \$301,137.52 to hire and train 12 employees was made by Mr. Martinez and seconded by Mr. Tremko. Motion passed.

### **c) Flow Science, Inc. – Santa Fe**

*The company requested a total of \$117,134.20 for 5 trainees at an average wage of \$41.61 per hour. Total request includes \$1,250.00 for audit fees. The company has been approved for JTIP on two previous occasions.*

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The company expressed gratitude for EDD's continued support and gave an overview of the company's growth since the last approval.

A motion to approve the request in the amount of \$117,134.20 to hire and train 5 employees was made by Ms. Doran and seconded by Ms. Bannowsky. Motion passed.

### **d) UbiQD, Inc. – Los Alamos**

*The company requested a total of \$49,169.68 for 2 trainees and 1 intern at an average wage of \$38.47 per hour for trainees and \$13.00 per hour for interns. Total request includes \$1,000.00 for audit fees. The company has been approved for JTIP on four previous occasions.*

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The company expressed gratitude for EDD's continued support; spoke of their first commercial product called UbiGro and the success of it; and their expansion and facility improvement plans in the near future.

A motion to approve the request in the amount of \$49,169.68 to hire and train 2 employees and 1 intern was made by Ms. Bannowsky and seconded by Mr. Duske. Motion passed.

### **e) The Verdes Foundation – Albuquerque**

*The company requested a total of \$20,920.00 for 3 trainees at an average wage of \$17.50 per hour. Total request includes \$1,000.00 for audit fees. This is the first time the company has applied for JTIP.*

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The company expressed gratitude for EDD's support; the company is very successful and prides itself on the fact that they meet all the quality and regulatory requirements for their products.

A motion to approve the request in the amount of \$20,920.00 to hire and train 3 employees was made by Mr. Tremko and seconded by Ms. Bannowsky. Motion passed.

**f) Carenet Healthcare Services – Albuquerque**

*The company requested a total of \$85,600.00 for 45 trainees at an average wage of \$11.75 per hour. Total request includes \$1,000.00 for audit fees. The company has been approved for JTIP on one previous occasion.*

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The company expressed gratitude for EDD's continued support and mentioned their plans to hire several hundred new employees over the next several years.

A motion to approve the request in the amount of \$85,600.00 to hire and train 45 employees was made by Ms. Doran and seconded by Mr. Martinez. Motion passed.

**V. Approval of the Minutes**

- a. September 13, 2019 – JTIP Board Meeting

A motion to approve the minutes for the meeting on September 13, 2019 was made by Ms. Bannowsky and seconded by Mr. Tremko. Motion passed.

**VI. Fiscal Update** – Ms. Gutiérrez reviewed the fiscal report, mentioned the projects in the pipeline and gave handouts of the proposed wage changes for discussion.

**VII. Other (Discussion Items)**

- a. JTIP Policy Wage Requirements  
JTIP staff reviewed timeline for policy amendments related to wage requirements, based on the NM Register schedule and administration's wish to align JTIP policy amendments to wage requirements with statewide minimum wage changes that will become effective in January, 2020. There were ongoing discussions about wage data, potential ideas/changes and how it might be useful during the process. JTIP staff will continue research and report out at next board meeting.
- b. Next Board Meeting – November 8, 2019, 9:00 am-12:00 pm; Santa Fe, Joseph M. Montoya Building, Bid Room

**VIII. Adjourn**

A motion to adjourn was made by Ms. Gutierrez and seconded by Ms. Bannowsky. The motion passed and the meeting adjourned at 11:01 am.