

**JOB TRAINING INCENTIVE PROGRAM
MONTHLY BOARD MEETING**

Joseph M. Montoya Building
Bid Room (Lobby)
1100 S. St. Francis Drive
Santa Fe, NM

MEETING SUMMARY OF February 8, 2019

ATTENDEES:

Board Members

Therese Rivera, ED Division Director – Board Chair
Frances Bannowsky – NM Higher Education Department
Michelle Doran - NM Department of Workforce Solutions
Paul DiPaola – US Bank, Private Sector
Louise Williams - NM Public Education Department

Board Members Absent

Brian Tremko – Organized Labor
Marcos Martinez - NM Department of Workforce Solutions

JTIP Staff Present

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

Guests

Peter W. Gilroy, Splitter Designs
Matias Roybal, Ridgeline Manufacturing & Engineering, Inc.
Megan Roybal, Ridgeline Manufacturing & Engineering, Inc.
Steve Ayer, Rhodes Group, Inc.
James Brown, Rhodes Group, Inc.
Greg Dye, NMC, Inc.
Lindsey Taylor, RDC
Val Alonzo, RDC
Lauren Kornick, NM Solar Group, LLC
Pentington Carter, NM Solar Group, LLC
Sandra Bosben, Marty's Meals, Inc.
Albert Ohara, DWS - Santa Fe Workforce Connection
Ron Seidel, DWS - Taos
Marti McDonald, Paradise Power Company, Inc.
Jennifer Sinsabaugh, NM Manufacturing Extension Partnership
John Ellis, Cummins Natural Gas Engines, Inc. (via conference call)
Peter Mitchell, EDD
Myriah Tomar, EDD

I. Introductions

The meeting convened at 9:03 am. The introduction of board and staff followed.

II. Approval of the Agenda

There was a request to amend the agenda to remove Carenet Healthcare Services due to the company's request to delay the application until March. Ms. Williams made a motion to approve the agenda as amended. Ms. Bannowsky seconded the motion. Motion passed.

III. Proposals

a) Splitter, LLC – Taos

The company requested \$12,136.00 for 1 trainee at an average wage of \$14.50 per hour. Total request of \$12,136.00 includes \$1,000.00 for audit fees. This is the first time the company has applied for JTIP.

Peter Mitchell, EDD Regional Representative expressed support of the company and its positive regional impact. The company provided a description of their products, operations, current client base and projected expansion into markets in the NW and NE; outlined plans to work with CNM to recruit CNC machinists and with NM Workforce Connection.

A motion to approve the request in the amount of \$12,136.00 to hire and train 1 employee was made by Ms. Williams and seconded by Mr. DiPaola. Motion passed.

b) Ridgeline Manufacturing & Engineering, Inc. - Albuquerque

The company requested \$22,120.00 for 2 trainees at an average wage of \$22.00 per hour. Total request of \$22,120.00 includes \$1,000.00 for audit fees. This is the first time the company has applied for JTIP.

The company provided an update on their current employment level and future hiring plans; described their use of Computer Numerically Controlled (CNC) machines; described their current, primarily local, client base and plans to expand into national and international markets.

A motion to approve the request in the amount of \$22,120.00 to hire and train 2 employees was made by Ms. Bannowsky and seconded by Ms. Doran. Motion passed.

c) Rhodes Group, Inc. – Albuquerque

The company requested \$39,038.00 for 2 trainees at an average wage of \$33.25 per hour. Total request of \$39,038.00 includes \$1,000.00 for audit fees. The company has been approved for JTIP on one previous occasion.

The company provided an update on its current employment levels since the last time they were approved for JTIP; recent investments in new technology; their plans to expand into other markets; estimated positive cash flow in 2019; and its plans to stay in NM.

A motion to approve the request in the amount of \$39,038.00 to hire and train 2 employees was made by Mr. DiPaola and seconded by Ms. Doran. Motion passed.

d) NMC, Inc. – Los Alamos

The company requested \$403,410.08 for 20 trainees at an average wage of \$36.72 per hour. Total request of \$403,410.08 includes \$1,500.00 for audit fees. The company has been approved for JTIP on seven previous occasions.

The company expressed appreciation for JTIP, described their current expansion plans and described the types of positions being requested. Ms. Williams commented on their hiring success, retention and promotions from within.

A motion to approve the request in the amount of \$403,410.08 to hire and train 20 employees was made by Ms. Williams and seconded by Mr. DiPaola. Motion passed.

e) NM Solar Group, LLC – Berino

The company requested \$139,940.00 for 10 trainees at an average wage of \$21.73 per hour. Total request of \$139,940.00 includes \$1,250.00 for audit fees. The company has been approved for JTIP on four previous occasions.

The company commented it has struggled to find workforce in Roswell with the oil fields as competition, but they have a couple of good candidates; they are on track with growth and are rapidly expanding; hope to expand benefits to include dental and vision soon; they have purchased Roswell building instead of leasing; Ms. Doran expressed that the entry wage for electric and solar installers is slightly low for the area and suggested that they work with Workforce Solutions and Independent Contractors of Southern NM if they are having a hard time hiring for those positions; the company is making adjustments to the wages in the last request; Ms. Williams suggested Alta Vista High School in Berino for solar installer candidates and advisory committee participation.

A motion to approve the request in the amount of \$139,940.00 to hire and train 10 employees was made by Ms. Doran and seconded by Ms. Bannowsky. Motion passed.

f) Marty's Meals, Inc. – Santa Fe

The company requested \$24,838.00 for 3 trainees at an average wage of \$18.00 per hour. Total request of \$24,838.00 includes \$1,000.00 for audit fees. The company has been approved for JTIP on one previous occasion.

The company provided an update on its expansion into the new facility, equipment and new freeze-dried line which makes shelf life indefinite, reduces shipping costs and adds convenience; the company's revenue is up 40% from the previous year; online sales will launch at the end of March; they are the only non-GMO Certified pet food company in the country; provided estimated sales for 2019; are being featured in "Pet Fooled 2.0" documentary to come out between spring and fall of 2019.

A motion to approve the request in the amount of \$24,838.00 to hire and train 3 employees was made by Ms. Williams and seconded by Ms. Doran. Motion passed.

g) Paradise Power Company, Inc. – Taos

The company requested \$10,513.75 for 11 trainees. Total request of \$10,513.75 includes \$1,000.00 for audit fees. The company has been approved for JTIP on four previous occasions and Step-Up on two previous occasions.

The company expressed appreciation for JTIP and STEP-UP and stated that they have been around for 40 years; gave a description of training courses, the bulk are solar battery based online classes; the funds are for operation and maintenance for large scale solar arrays and NAPCEP certifications.

A motion to approve the request in the amount of \$10,513.75 to hire and train 11 employees was made by Mr. DiPaola and seconded by Ms. Williams. Motion passed.

h) NM Manufacturing Extension Partnership - Albuquerque

The company requested \$23,040.00 for 10 trainees. The company has been approved for JTIP on one previous occasion.

The company mentioned that the funding is for training to help manage Quality Management Systems, the training is 3 days in the classroom and 3 days of individual onsite training; Ms. Sinsabaugh read past participation testimonials and gave a description of their partnership with the Department of Commerce.

A motion to approve the request in the amount of \$23,040.00 to hire and train 10 employees was made by Ms. Doran and seconded by Ms. Williams. Motion passed.

i) NM Manufacturing Extension Partnership - Albuquerque

The company requested \$44,400.00 for 20 trainees. The company has been approved for JTIP on one previous occasion.

The company mentioned that the training session is 5 days total, 2 class room and 3 onsite days and that trainees are mentored for 16 hours under certified auditors.

A motion to approve the request in the amount of \$44,400.00 to hire and train 20 employees was made by Ms. Rivera and seconded by Mr. DiPaola. Motion passed.

IV. Amendments

a) Cummins Natural Gas Engines, Inc. – Clovis – PRJ-2019-0018

The discussion included hiring, retention and low wages. The company stated that they have hired all JTIP approved jobs; have a low turn-over rate, last year only one person left due to retirement.

A motion to approve the request in the amount of \$15,232.00 to hire and train 2 employees was made by Ms. Williams and seconded by Ms. Doran. Motion passed.

V. Approval of the Minutes

a. January 11, 2019 – JTIP Board Meeting

A motion to approve the minutes for the meeting on January 11, 2019 was made by Ms. Bannowsky and seconded by Ms. Doran. Motion passed.

VI. Fiscal Update – Ms. Gutiérrez reviewed the fiscal report and the projects in the pipeline. Ms. Rivera provided a legislative update, explaining the JTIP budget recommendations by LFC and the Executive at \$10M and \$11M respectively.

VII. Other (Discussion Items)

- a. Next Board Meeting**
- b. March 8, 2019, 9:00 am-12:00 pm; Santa Fe, Joseph M. Montoya Bldg., Bid Room.**

VIII. Adjourn

A motion to adjourn was made by Ms. Rivera and seconded by Ms. Doran. The motion passed and the meeting adjourned at 10:37 am.