

**JOB TRAINING INCENTIVE PROGRAM
MONTHLY BOARD MEETING**

Joseph M. Montoya Building
Bid Room (Lobby)
1100 S. St. Francis Drive
Santa Fe, NM 87505

MEETING SUMMARY OF May 10, 2019

ATTENDEES:

Board Members

Jon Clark – EDD Deputy Cabinet Secretary – Acting Board Chair
Brian Tremko – Organized Labor
Louise Williams - NM Public Education Department
Michelle Doran – Department of Workforce Solutions

Board Members Absent

Frances Bannowsky – NM Higher Education Department
Paul DiPaola – US Bank, Private Sector
Marcos Martinez - NM Department of Workforce Solutions

JTIP Staff Present

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

Guests

Pennington Carter, NM Solar Group, LLC
Phil Ferguson, 3D Glass Solutions, Inc.
Mark Popovich, 3D Glass Solutions, Inc.
Adam Gushard, 3D Glass Solutions, Inc.
Scott Lewis, Indica Labs, Inc.
Julianna Lopez, Indica Labs, Inc.
Brad Boister, Sendero Midstream Partners, LP
Michael Calhoun, Red River Brewing Company
Guy DeYoung, Universal Sheets, LLC
Eric Montgomery, Mesilla Valley EDD (via telephone)
Teresa Johansen, Affordable Solar Installation, Inc.
Angela Valdez, Affordable Solar Installation, Inc.
Christine Boyer, Banyan Botanicals
Dennis Houston, AED
Wendy Ederer, AED
Andy Carrabus, Taos Mountain Energy Bars
John Williamson, KiloNewton, LLC
Amy Suarez, KiloNewton, LLC
Chris Hilkert, Solar Works Energy, LLC
Lydia Craig, Century Automotive Service Corporation
Steve Pino, Century Automotive Service Corporation

I. Introductions

The meeting convened at 9:01 am. The introduction of board and staff followed.

II. Approval of the Agenda

A motion was made to move the Amendment request for NM Solar Group, LLC to the top of the agenda and 3D Glass Solutions, Inc. next. Ms. Doran made a motion to approve the agenda. Mr. Tremko seconded the motion. Motion passed.

III. Amendment(s)

a) NM Solar Group, LLC – Berino

The company discussed the need for a Marketing Manager position; thanked the Board for consideration and mentioned that Lauren Komnick was no longer with the company.

A motion to approve the request in the amount of \$24,960.00 to hire and train 1 employee was made by Ms. Williams and seconded by Mr. Tremko. Motion passed.

IV. Proposals

a) 3D Glass Solutions, Inc. - Albuquerque

The company requested a total of \$151,660.00 for 9 trainees at an average wage of \$33.50 per hour. Total request includes \$1,250.00 for audit fees. The company has been approved for JTIP on six previous occasions.

The company expressed gratitude for EDD's continued support, which has been a great benefit to the company. The company mentioned that it is growing quickly and has outgrown their current space; they are working with UNM and other colleges; they have received 50 applications. Ms. Doran mentioned that the wages for the Process Engineer and CAD Designer were somewhat low and recommended they consider increasing them if they encounter problems with recruitment or retention.

A motion to approve the request in the amount of \$151,660.00 to hire and train 9 employees was made by Ms. Doran and seconded by Ms. Williams. Motion passed.

b) Indica Labs, Inc. - Corrales

The company requested a total of \$181,657.36 for 8 trainees at an average wage of \$35.59 per hour and 2 interns at an average wage of \$20.19 per hour. Total request includes \$1,250.00 for audit fees. The company has been approved for JTIP on one previous occasion.

The Company expressed appreciation for the program; spoke of the company's growth; and how their move to a new location affected hiring the last time; rolled out their 401k program in October 2018; the company attends career fairs and works with new graduates; commented on skill sets they look for in applicants that include problem solving and communication skills; are happy to train. Their internship program is becoming a long-term initiative.

A motion to approve the request in the amount of \$181,657.36 to hire and train 8 employees and 2 interns was made by Mr. Tremko and seconded by Ms. Williams. Motion passed.

c) Sendero Midstream Partners, LP – Loving

The company requested a total of \$187,490.00 for 6 trainees at an average wage of \$40.42 per hour. Total request includes \$1,250.00 for audit fees. The company has been approved for JTIP on three previous occasions.

The company expressed appreciation for the program; gave a description of operations and spoke of their growth; are in the process of finishing their processing plant. They were encouraged to use NM local contractors. Apprenticeship programs and working with technical programs at local High Schools in the area were also encouraged.

A motion to approve the request in the amount of \$187,490.00 to hire and train 6 employees was made by Ms. Williams and seconded by Mr. Tremko. Motion passed.

d) Red River Brewing Company – Red River

The company requested a total of \$21,160.00 for 2 trainees at an average wage of \$14.00 per hour. Total request includes \$1,000.00 for audit fees. This is the first time the company has applied for JTIP.

The company provided a description of distribution and distillery operations and provided an overview of their business expansion plans; they plan to add health care benefits and a retirement plan in the near future; one candidate has been identified from Cimarron and is willing to re-locate to Red River and one other potential candidate is from ENMU in Portales. The company plans to produce Craft Cider as new legislation will permit it as of July 1st.

A motion to approve the request in the amount of \$21,160.00 to hire and train 2 employees was made by Ms. Williams and seconded by Ms. Doran. Motion passed.

e) Universal Sheets – Santa Teresa

The company requested a total of \$308,682.00 for 41 trainees at an average wage of \$14.97 per hour. Total request includes \$1,500.00 for audit fees. The company has been approved for JTIP on one previous occasion.

The company expressed appreciation for program; explained their hiring plans, issues with delayed hiring due to delay in shipment of equipment from Italy; that they are the only corrugator in New Mexico; their new technology is cutting edge - higher quality, less fiber; are currently shipping digital products; have an agreement with Dona Ana Community College so that high school students get college credit for completing the training program; are targeting recruiting efforts close to the Sunland Park area and are working with Workforce partners in the region.

A motion to approve the request in the amount of \$308,682.00 to hire and train 41 employees was made by Mr. Tremko and seconded by Ms. Williams. Motion passed.

f) Affordable Solar Installation, Inc. – Albuquerque

The company requested a total of \$218,420.80 for 22 trainees at an average wage of \$22.99 per hour. Total request includes \$1,250.00 for audit fees. The company has been approved for JTIP on six previous occasions.

The company thanked JTIP for the opportunity; spoke of the shortage of electricians and challenges in finding installers and skilled personnel, was advised to consider working with an apprenticeship program and partnering with CNM; was encouraged to use union electricians since the Company can use them only when needed; they have been using Workforce and are also participating with San Juan Community College on the curriculum; batteries are scarce with a 16 month lead time; tariffs on steel and solar panels last year have impacted the company, they have to get these from non-tariff countries, but they are still very expensive. They now provide family benefits.

A motion to approve the request in the amount of \$218,420.80 to hire and train 22 employees was made by Ms. Doran and seconded by Ms. Williams. Motion passed.

g) Banyan Botanicals – Albuquerque

The company requested a total of \$71,146.00 for 5 trainees at an average wage of \$29.45 per hour. Total request includes \$1,000.00 for audit fees. The company has been approved for JTIP on one previous occasion.

The company expressed appreciation for JTIP; reported that they are growing at a fast pace; spoke of warehouse expansion plans; filling of positions the last time was rough, but they are confident they will be able to fill this time around; are looking at someone who has a PhD in Phytochemistry for the Director of Operations, but it is not a priority right now as research and development positions are higher priority at this time; increase in expenses in 2018 were due to an increase in hiring.

A motion to approve the request in the amount of \$71,146.00 to hire and train 5 employees was made by Ms. Doran and seconded by Mr. Tremko. Motion passed.

h) Taos Mountain Energy Bars – Questa

The company requested a total of \$285,283.04 for 35 trainees at an average wage of \$15.41 per hour. Total request includes \$1,500.00 for audit fees. The company has been approved for JTIP on one previous occasion.

The company gave an overview of their growth since the first time they applied – all 10 positions have been hired as team leads; they have purchased production equipment; word of mouth has been a great source for marketing, will probably have all production positions in place by next week; are in the process of re-branding and will launch in June. Ingredients used are locally sourced as much as possible.

A motion to approve the request in the amount of \$285,283.04 to hire and train 35 employees was made by Ms. Williams and seconded by Mr. Tremko. Motion passed.

i) KiloNewton, LLC – Albuquerque

The company requested a total of \$66,419.76 for 3 trainees at an average wage of \$34.86 per hour and 1 intern at an average wage of \$17.50 per hour. This is the first time the company has applied for JTIP.

The company expressed gratitude; gave an overview of what they do and background in the industry; increased workflow is impacting the need to expand; they are actively working on developing products for a company they've previously worked with and that there is a great interest in the industry.

A motion to approve the request in the amount of \$66,419.76 to hire and train 3 employees and 1 intern was made by Ms. Doran and seconded by Mr. Tremko. Motion passed.

j) Solar Works Energy, LLC – Albuquerque

The company requested a total of \$79,550.08 for 7 trainees at an average wage of \$25.27 per hour. Total request includes \$1,000.00 for audit fees. This is the first time the company has applied for JTIP.

The company expressed gratitude; gave a description of what they do and the company's culture; their projected growth over the next 5 years; they are currently 100% residential but plan on focusing on smaller commercial projects in the next 6 months; are all in-house employees, no sub-contractors; customers can finance solar through property taxes (Property Assessed Clean Energy); are actively shopping for benefits in order to be competitive and are not concerned with being able to hire.

A motion to approve the request in the amount of \$79,550.08 to hire and train 7 employees was made by Ms. Williams and seconded by Ms. Doran. Motion passed.

k) Century Automotive Service Corporation – Albuquerque

The company requested a total of \$117,803.48 for 8 trainees at an average wage of \$27.67 per hour. Total request includes \$1,250.00 for audit fees. The company has been approved for JTIP on two previous occasions.

The company expressed appreciation and gave an overview of what they do; 100% of their revenue comes from out of state; they have moved to a bigger location since the last application; have promoted from within with the last application and are confident that they can fill all the positions this time around.

A motion to approve the request in the amount of \$117,803.48 to hire and train 8 employees was made by Ms. Williams and seconded by Ms. Doran. Motion passed.

V. Recess

The board took a 5-minute recess at 10:27 am, meeting reconvened at 10:32 am.

VI. Approval of the Minutes

- a. April 12, 2019 – JTIP Board Meeting

A motion to approve the minutes for the meeting on April 12, 2019 was made by Ms. Doran and seconded by Ms. Williams. Motion passed.

VII. Fiscal Update – Ms. Gutiérrez reviewed the fiscal report and the projects in the pipeline.

VIII. Other (Discussion Items)

- a. Next Board Meeting – June 14, 2019, 9:00 am-12:00 pm; Albuquerque, CNM Workforce Training Center.

IX. Adjourn

A motion to adjourn was made by Ms. Doran and seconded by Ms. Williams. The motion passed and the meeting adjourned at 11:34 am.