

**JOB TRAINING INCENTIVE PROGRAM  
MONTHLY BOARD MEETING**

**Virtual Meeting**

**MEETING SUMMARY OF March 8, 2024**

**ATTENDEES:**

**Board Members**

Sara Gutierrez, EDD Deputy Division Director, Acting Board Chair  
Monica Sandoval-Johnson, STEM Boomerang  
Kathleen Sena, HED  
Marcos Martinez, Department of Workforce Solutions  
Michelle Doran, Department of Workforce Solutions  
Marc Duske, NM Public Education Department  
Karla Melendez, PED

**Board Members Absent**

Mark Roper, EDD Acting Cabinet Secretary

**JTIP Staff Present**

Patrick Gannon, JTIP Program Manager  
Avelina Borrego, JTIP Marketing Coordinator  
Jennifer Prada, JTIP Program Administrator

**Guests**

Robert Ritter, Knight Scientific Systems, LLC  
Tim Morgan, Albuquerque Regional Economic Alliance  
Antonio Granillo, Albuquerque Regional Economic Alliance  
Beth Waldrip, NMEDD Regional Representative  
Yuriria Morales, NMEDD Regional Representative  
Joseph Beck, Advanced Manufactured Power Solutions  
Samantha Brendible, Franklin Mountain Packaging, LLC  
Yolanda Chavez, Franklin Mountain Packaging, LLC  
John Perullo  
JessicaLyn Robles, MVEDA  
Louise Marquez, NMEDD Regional Representative  
Julia Brown, NMEDD Regional Representative  
Leigh Ann Johnson, F5 Theming & Design 2, LLC  
Pam Price, F5 Theming & Design 2, LLC  
Ndidiamaka Okpareke, Olive Tree Pharmacy Co.  
Fred Shepherd, SEA  
Lorraine Ruggles, NMEDD Regional Representative  
Keegan McKenzie- Chavez, NMEDD Regional Representative

**I. Introductions**

The meeting convened at 9:04 am. The introduction of the board and staff followed.

**II. Approval of the Revised Agenda**

A motion to approve the revised agenda was made by Ms. Sandoval-Johnson and seconded by Mr. Martinez. Motion passed unanimously.

**III. Consideration of Amendment Proposal**

**a) Knight Scientific Systems, LLC – Los Ranchos/Albuquerque**

*The company requested a total of \$12,800.00 for 1 intern at an average wage of \$40.00 per hour. The company has been approved for JTIP on one previous occasion.*

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The company expressed appreciation and stated that the UNM intern that they hired was doing great. They have one more UNM student identified, who will graduate this summer. Mr. Ritter gave a background on how the company came to fruition. Madame Chair recommended SBIR and stated that she will make the connections. Ms. Sandoval-Johnson stated that CNM internship program has a portal. Ms. Morales and Mr. Granillo spoke on behalf of the company and fully support this request.

A motion to approve this request was made by Ms. Sandoval-Johnson and seconded by Ms. Sena. Motion passed unanimously.

**IV. Consideration of Proposals**

**a) Advanced Manufactured Power Solutions – Albuquerque**

*The company requested a total of \$24,627.64 for 1 trainee at an average wage of \$40.87 per hour. The company has been approved for JTIP on four previous occasions.*

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The company expressed appreciation and stated that that history summary is old, a lot has happened since then and they will update it. Mr. Martinez congratulated the company on its retention, raises and promotions. Madame Chair commended the company for its remarkable benefits package. Mr. Morgan and Ms. Waldrip spoke on behalf of the company and fully support this request.

A motion to approve this request was made by Mr. Martinez and seconded by Mr. Duske. Motion passed unanimously.

**b) Franklin Mountain Packaging, LLC – Santa Teresa**

*The company requested a total of \$623,922.96 for 61 trainees at an average wage of \$19.11 per hour. The company has been approved for JTIP on three previous occasions.*

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The company expressed appreciation and stated that although they had some construction delays, they are in growth mode now. They are getting more equipment in two weeks and will be in their building by April 30<sup>th</sup>. Ms. Sandoval-Johnson asked about challenges in filling previous approved positions, to which the company replied that equipment delays and residency requirements were the reason. The company gave more of an overview of industry changing technology. Mr. Perullo stated that a town meeting occurred and an additional 5-20% incentive was discussed. Ms. Sena

recommended they investigate community colleges; Mr. Duske stated that Santa Teresa offers an engineering program for internships, he will reach out to the Dona Ana County school and get with Mr. Perullo. Ms. Robles mentioned a LEADS grant funding pilot program for 25 hours, which covers 25 different classes. Ms. Robles and Ms. Marquez spoke on behalf of the company and fully support this request.

A motion to approve this request was made by Mr. Duske and seconded by Mr. Martinez. Motion passed unanimously.

**c) F5 Theming & Design 2, LLC – Animas**

*The company requested a total of \$86,562.00 for 5 trainees at an average wage of \$21.80. This is the company's first JTIP application.*

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The company expressed appreciation and elaborated on what they produce, which is mainly for movie sets and props. They are working on a program for online classes and would love to promote high school students, which Mr. Duske will investigate and refer.

A motion to approve this request was made by Ms. Sena and seconded by Mr. Duske. Motion passed unanimously.

**d) Olive Tree Pharmacy Co. – Rio Rancho**

*The company requested a total of \$66,990.00 for 4 trainees at an average wage of \$28.40 per hour and 1 intern at an average wage of \$19.75 per hour. The company has been approved for JTIP on two previous occasions.*

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The company expressed appreciation and Ms. Okpareke stated that she never any formal training, she was self-trained; in 2022 she built a platform to train others, which she coaches, the techs must be certified and they learn sterile and non-sterile compounding. The intern would be able to move into the clinical pharmacy position about July/August. The new facility has an additional lab, they are adding new products; they have been recommended for the College Advisory Board, which has 10 slots to be able to admit women who want to become pharmacists, and they are working on new licensing. Ms. Sandoval-Johnson recommended UNM's internship program. Mr. Shepherd, Ms. McKenzie- Chavez and Ms. Ruggles spoke on behalf of the company and fully support this request.

A motion to approve this request was made by Mr. Duske and seconded by Ms. Sena. Motion passed unanimously.

**V. Approval of Minutes**

- a. JTIP Board meeting February 12, 2024 - a motion was made by Mr. Duske and seconded by Ms. Sandoval-Johnson. Motion passed unanimously.

**VI. Fiscal Update**

Mr. Gannon shared the fiscal report and the projects in the pipeline. He also stated that for FY25, we received \$6.7 million in base budget funds and nothing in Special Appropriation funds. We will also have carryover funds from FY24.

## **VII. Other Discussion Items**

- a. New Mexico Film Office – Proposed Policy Amendments for FY25. This was moved to April 2024.
- b. JTIP – Proposed Policy Amendments for FY25 – Mr. Gannon went over the proposed policy amendments and the timeline schedule for publication, etc. Regarding #1, Madame Chair elaborated more on it. Mr. Duske asked if it confers benefit to employees, does it impact wages for employees? Mr. Sandoval-Johnson replied that it benefits the company and employees regarding work, not sure about wages for employees. Ms. Doran stated that the intern pay is typically low, however, when they get promoted, the wage is better. Regarding #2, the exception to the 4 to 1 ratio was explained by Mr. Gannon (this addition was Ms. Sandoval-Johnson's.) Mr. Gannon offered a % instead of a flat \$1,000. Madame Chair and Mr. Duske agreed that the flat \$1,000 would be simpler. Regarding #3, Madame Chair stated that it was more than \$100,000 per fiscal year, so decided just to remove it.
- c. Next Board Meeting
  - i. April 12, 2024; 9:00 am -12:00 pm; Virtual

## **VIII. Adjourn**

A motion to adjourn was made by Madame Chair. The motion passed unanimously, and the meeting adjourned at 11:38 am.