

**JOB TRAINING INCENTIVE PROGRAM  
MONTHLY BOARD MEETING**

**Virtual Meeting**

**MEETING SUMMARY of December 13, 2024**

**ATTENDEES:**

**Board Members**

Sara Gutierrez, Acting Board Chair  
Kelley Allen, OPEIU Local 251  
Karen Huladek, DWS  
Marc Duske, PED  
Monica Sandoval-Johnson

**Board Members Absent**

Kathleen Sena  
Marcos Martinez, DWS

**JTIP Staff Present**

Patrick Gannon, JTIP Program Manager  
Avelina Borrego, JTIP Marketing Coordinator  
Lynette King, JTIP Program Administrator

**Guests**

Richard Valdez, People Operations Manager – Gridworks, Inc.  
Shelby Cullen, Owner – Broken Arrow Glass Recycling  
Dennis Carter, Advisor – Broken Arrow Glass Recycling  
Jordan Creel, Talent Development Director – AerSale, Inc.  
Vicky Ho, Recruiter – Kairos Power LLC  
Susie Nieto, HR Generalist – Arcosa Wind Towers  
Robert Ritter, Founder & Owner – Knight Scientific Systems, LLC  
Roxanna Myers, President – Century Sign Builders  
Eliza Carter, Accounting Manager – Century Sign Builders  
Peter Wegner, CEO – BlackVe, Inc.  
Shanon Jaramillo, Authorized HR Representative – Mindscape Ventures, LLC

**I. Introductions**

The meeting was called to order at 9:02 am. The introduction of the board and staff followed.

**II. Approval of the Agenda**

A motion to approve the agenda was made by Monica Sandoval - Johnson and seconded by Kelley Allen. Motion passed unanimously.

### **III. Consideration of Proposals and Amendments**

#### **a) Gridworks, Inc. – (Step-Up)**

*The company is requesting \$17,715.10 for 8 trainees. The training programs meet the requirements for Step-Up. Gridworks will implement a wage increase for the employees who successfully complete the training*

A motion to approve this request was made by Monica Sandoval - Johnson and seconded by Mark Duske. Motion passed unanimously.

#### **b) Broken Arrow Glass Recycling**

*The company is requesting \$60,513.36 for 3 trainees. The Material Distribution manager and trainer -Glass Manufacturing positions are high wage jobs and are eligible for an additional 5% reimbursement.*

A motion to approve this request was made by Mark Duske and seconded by Kelley Allen. Motion passed unanimously.

#### **c) AerSale, Inc.**

*The company is requesting \$564,904.00 for 32 trainees and 5 apprentices. AerSale has been approved for JTIP on three previous occasions and Step-Up on two previous occasions. The positions are high wage jobs and are eligible for an additional 5% reimbursement.*

A motion to approve this request was made by Kelley Allen and seconded by Karen Huladek. Motion passed unanimously.

#### **d) Kairos Power, LLC.**

*The company is requesting \$344,378.00 for 10 trainees. Kairos Power has been approved for JTIP on thirteen previous occasions. Kairos is actively recruiting for the positions approved in February 2024 and April 2024 and September 2024. The positions are high wage jobs and are eligible for an additional 5% reimbursement. Two of the positions are reapplications that were not filled within the previous applications' six-month hiring period.*

A motion to approve this request was made by Mark Duske and seconded by Kelley Allen. Motion passed unanimously.

**e) Knight Scientific Systems, LLC.**

*The company is requesting \$85,677.20 for 2 full-time trainees and 2 interns.*

*Knight Scientific Systems has been approved for JTIP on one previous occasion. The interns were converted into two full time JTIP approved positions. Since these employees were hired mid-2024, neither have the opportunity yet for raises or promotions.*

A motion to approve this request was made by Marc Duske and seconded by Kelley Allen. Motion passed unanimously.

**f) Arcosa Wind Towers**

*The company is requesting \$520,511.36 for 42 trainees. Arcosa has been approved for JTIP on two previous occasions. The positions are high wage jobs and are eligible for an additional 5% reimbursement.*

A motion to approve this request was made by Mark Duske and seconded by Kelley Allen. Motion passed unanimously.

**g) Century Sign Builders**

*The company is requesting \$29,438.16 for 1 trainee. Century Sign Builders has been approved for JTIP on four previous occasions. The company is requesting funds for training one employee for Operations Manager.*

A motion to approve this request was made by Kelley Allen and seconded by Mark Duske. Motion passed unanimously.

**h) BlackVe, Inc.**

*The company is requesting \$525,208.40 for 15 trainees. BlackVe has been approved for JTIP on one previous occasion. The positions are high wage jobs and are eligible for an additional 5% reimbursement.*

A motion to approve this request was made by Mark Duske and seconded by Kelley Allen. Motion passed unanimously.

**i) Mindscape Ventures, LLC**

*The company is requesting \$77,673.36 for 10 trainees. This is Mindscape Ventures' first JTIP application. The Manufacturing Manager position is a high wage job and is eligible for an additional 5% reimbursement.*

A motion to approve this request was made by Marc Duske and seconded by Kelley Allen. Motion passed unanimously.

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**IV. Approval of Minutes**

- a. JTIP Board meeting minutes for November 8, 2024, set for approval - a motion was made by Kelley Allen and seconded by Karen Huladek. Motion passed unanimously.

**V. Other Items**

- a. Financial/ Fiscal Update by Patrick Gannon
- b. Next Board Meeting
  - i. January 10, 2025; 9:00 am -12:00 pm; Virtual

**VI. Adjourn**

A motion to adjourn was made by Madam Chair. The motion passed unanimously, and the meeting adjourned at 11:37 am.