



MINUTES

REGULAR MEETING OF WEST VIRGINIA JOBS INVESTMENT TRUST

October 17, 2024

A meeting of the West Virginia Jobs Investment Trust was held at 11:56 a.m. on October 17, 2024, at the WV Economic Development Authority Conference Room, Northgate Business Park, 180 Association Drive, Charleston, WV. Those participating were:

WVEDA BOARD MEMBERS:

Larry Pack, Chairman
Matthew Irby
Douglas Ritchie
Robert Hartley
Roberta Robinson Olejasz
Vicki Dunn-Marshall (Video Conference)
David Lorenze

WVJIT STAFF:

C. Andrew Zulauf, Executive Director
Ben Adkins, Investment Analyst
Courtney Lewis, Administrative Assistant

ABSENT MEMBERS:

Treasurer Riley Moore
Joe Canterbury
Eric Hall
*Senator Eric Nelson
*Delegate Clay Riley

* Non-voting Members

OTHERS:

Kris Warner, WVEDA Executive Director
Steve Webb, WVEDA Associate Director
Samantha Batten, WVEDA Operations Manager
Taylor Bailey, WVEDA Administrative Assistant
Taylor Cole, WVEDA Accountant
Terri Helmick, WVEDA and WVJIT General Counsel

MEMBERS OF THE PUBLIC:

None

Chairman Pack confirmed a quorum and called the meeting to order. The agenda for the meeting and action taken consisted of the following:

I. MINUTES

A motion was made by Mr. Hartley to approve the minutes of the August 15, 2024 meeting of the WVJIT. The motion was seconded by Ms. Olejasz and unanimously carried.

II. TREASURER'S REPORT

A motion was made by Mr. Irby to approve the WVJIT treasurer's report for September 30, 2024. The motion was seconded by Ms. Dunn-Marshall and unanimously carried.

III. EXECUTIVE SESSION

Mr. Hartley made a motion to move the Board into executive session to consider certain matters involving confidential, commercial, financial and/or personal information relating to investments or prospective investments of the West Virginia Jobs Investment Trust, pursuant to West Virginia Codes §12-7-11 and §6-9A-4. The motion was seconded by Mr. Irby and unanimously carried.

IV. RETURN TO GENERAL SESSION

A motion was made by Mr. Hartley to return to general session. The motion was seconded by Ms. Dunn-Marshall and unanimously carried.

A. Approval of Spilman, Thomas, and Battle Proposal for Outside Legal Counsel

Executive Director Andrew Zulauf reviewed the proposal with the Board. A motion was made by Mr. Irby to approve the proposal. The motion was seconded by Mr. Hartley and unanimously carried.

V. OTHER BUSINESS

A. WV Capital Access Program Update

Mr. Adkins updated the Board on the progress of the SSBCI WVCAP Program. He informed the Board that as of September 30, 2024, 97 transactions have been approved, representing 505 jobs created, and 1,316 jobs retained across 27 counties in West Virginia. Mr. Adkins also discussed various SSBCI reports and applications that WVJIT is undertaking, including the 3rd Quarter Report, Semi-Annual Technical Assistance Report, and Capital Disbursement Request Application.

VI. ADJOURN

There being no further business, Ms. Olejasz made the motion to adjourn. Mr. Irby seconded the motion and without objection, the Chairman declared the meeting adjourned.



Larry Paek
Chairman



Courtney Lewis
WVJIT Administrative Assistant