



MINUTES

REGULAR MEETING OF WEST VIRGINIA JOBS INVESTMENT TRUST

December 18, 2025

A meeting of the West Virginia Jobs Investment Trust was held at 11:54 a.m. on December 18, 2025, at the WV Economic Development Authority Conference Room, Northgate Business Park, 180 Association Drive, Charleston, WV. Those participating were:

WVEDA BOARD MEMBERS:

Todd Johnston, Chairman (videoconference)
Matthew Irby
Eric Hall (videoconference)
David Lorenze (videoconference)
Richard Brown (videoconference)
Steve Bohman (proxy for Larry Pack) (videoconference)

WVJIT STAFF:

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

ABSENT MEMBERS:

Douglas Ritchie
Joe Canterbury
Roberta Robinson Olejasz
Treasurer Larry Pack
* Delegate Clay Riley
* Senator Glenn Jeffries

* Non-voting Members

OTHERS:

Taylor Cole, WVEDA Associate Director (videoconference)
Samantha Batten, WVEDA Operations Manager
Sarah Hartwell, WVEDA Financial Specialist
Terri Helmick, WVEDA and WVJIT General Counsel

MEMBERS OF THE PUBLIC:

None

Chairman Johnston 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. Bohman to approve the minutes of the October 16, 2025 meeting of the WVJIT. The motion was seconded by Mr. Hall and unanimously carried.

II. TREASURER’S REPORT

A motion was made by Mr. Bohman to approve the WVJIT treasurer’s report for November 30, 2025. The motion was seconded by Mr. Irby and unanimously carried.

III. EXECUTIVE SESSION

Mr. Irby 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. Lorenze and unanimously carried.

IV. RETURN TO GENERAL SESSION

A motion was made by Mr. Bohman to return to general session. The motion was seconded by Mr. Irby and unanimously carried.

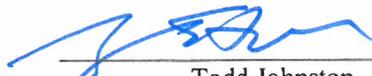
V. OTHER BUSINESS

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 December 9, 2025, 123 transactions have been approved, representing 713.5 jobs created and 1,309.5 jobs retained across 29 counties in West Virginia.

VI. ADJOURN

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



Todd Johnston
Chairman



Courtney Lewis
WVJIT Executive Assistant