



## **MINUTES**

### **REGULAR MEETING OF WEST VIRGINIA JOBS INVESTMENT TRUST**

**April 16, 2026**

A meeting of the West Virginia Jobs Investment Trust was held at 11:36 a.m. on April 16, 2026, 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  
Matthew Irby  
Douglas Ritchie (videoconference)  
Joe Canterbury (videoconference)  
David Lorenze (videoconference)  
Karl Shanholtzer (proxy for Larry Pack) (videoconference)

#### **WVJIT STAFF:**

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

#### **ABSENT MEMBERS:**

Roberta Robinson Olejasz  
Treasurer Larry Pack  
Eric Hall  
Richard Brown  
\* Delegate Clay Riley  
\* Senator Glenn Jeffries

\* Non-voting Members

#### **OTHERS:**

Taylor Cole, WVEDA Associate Director  
Sarah Hartwell, WVEDA Financial Reporting Specialist  
Samantha Chapman, WVEDA Accountant  
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. Irby to approve the minutes of the February 19, 2026 meeting of the WVJIT. The motion was seconded by Mr. Ritchie and unanimously carried.

**II. TREASURER’S REPORT**

A motion was made by Mr. Shanholtzer to approve the WVJIT treasurer’s report for March 31, 2026. The motion was seconded by Mr. Canterbury and unanimously carried.

**III. EXECUTIVE SESSION**

Mr. Canterbury 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. Ritchie and unanimously carried.

No action was taken during executive session.

**IV. RETURN TO GENERAL SESSION**

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

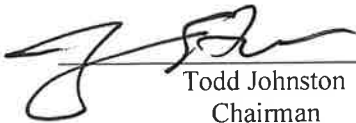
**V. OTHER BUSINESS**

**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 April 7, 2026, 129 transactions have been approved, representing 760.5 jobs created and 1,350 jobs retained across 30 counties in West Virginia.

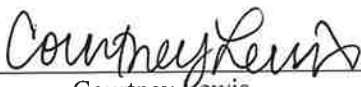
**VI. ADJOURN**

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



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Todd Johnston  
Chairman



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Courtney Lewis  
WVJIT Executive Assistant