

GENEDGE Board of Trustees (BOT) Meeting Minutes
Boar's Head Resort 200 Ednam Dr Charlottesville, VA 22903
Friday, September 19, 2025
11:00 AM – 2:30 PM

Members Present

Dr. Marcia Conston (v)
Dr. Tracy Fitzsimmons
Dr. John Gaskins
Dr. Quentin Johnson
Mr. Gabriel LaMois (Gabe)
Mr. Alexander Marcus (Alex)
Dr. Andre Marshall
Mr. Denny McDermott
Mr. Wesley Reid (Wes)
Ms. Cathy Roberts
Ms. Susan Schonning
Ms. Karen Sorber
Dr. Eileen Van Aken (v)
Mr. Scott Watson (v)

Members Absent

Mr. Joseph Benevento
Mr. Matthew Clarke
Hon. Aimee Guidera
Mr. Abdelkarim Moharram
Hon. G. Bryan Slater
Mr. Kaushik Vashee

Representatives Present

Mr. Andrew Nobleman (NIST: National Institute of
Standards and Technology)
Ms. Flora Hezel (Attorney General's Office)

Representatives Absent

Others Present: Mr. David Bartlow, Mr. Tony Cerilli, Mr. Josh Dawson, Mr. Bill Donohue, Mr. Teddy Martin,
Mr. Dan Miemczewski, Mr. Scott Schein, and Mr. Jeff Shook.

~Call to Order~

Mr. LaMois welcomed everyone and thanked them for attending. Next, Mr. LaMois asked Mr. Martin to call the roll to establish a quorum. Mr. Martin verified that there was a quorum, and Mr. LaMois called the meeting to order at 11:11 A.M.

~Approval of Minutes~

Mr. LaMois asked the board members to review the minutes of the June meeting. Mr. LaMois next asked for any additions, corrections, changes, or discussion regarding the minutes. It was noted that Ms. Sorber sent grammatical corrections to Mr. Donohue. Mr. Donohue stated that the corrections had been made, and an updated copy was included in the meeting packet. There was additional discussion of clarification concerning meeting dates and spelling out acronyms such as the Tobacco Region Revitalization Commission (TRRC) and Sub Recipient Agreement (SRA). Following discussion, Mr. LaMois then called for a motion to accept the minutes. Dr. Johnson made the motion to accept the minutes with edits as discussed, they were properly seconded by Mr. Reid, and the minutes were approved unanimously.

~Virtual Participation Policy~

Mr. Donohue noted the need for the Virtual Participation Policy to be reviewed annually was brought to his attention by Attorney General representative Flora Hezel. Mr. Donohue requested Ms. Hezel present on the matter. Ms. Hezel confirmed that there were no changes to the policy other than the Board must review and readopt it annually in accordance with new Code of Virginia requirements since the Board's adoption of the policy last year. Mr. Marcus asked and it was confirmed by Ms. Hezel this is an annual requirement going forward. A motion to adopt the Virtual Participation Policy as presented was made by Dr. Fitzsimmons, seconded by Dr. Johnson, and passed unanimously.

~Upcoming Meeting Dates for 2025-2026~

Mr. Martin presented the remaining meeting dates for 2025 and dates for the first three meetings in 2026. The dates are as follows:

December 5

March 27

June 5

September 11th

Mr. Martin confirmed the December board date for the Boar's Head and later the availability of March 27th to also be at the Boar's Head. Mr. Martin relayed that the Boar's Head stated they do not reserve more than 6 months ahead so they were unable to confirm for the June or September dates. Therefore, those dates would need to be revisited once within 6 months if the Boar's Head is the desired venue. In discussion, Ms. Sorber raised consideration of having board meetings in conjunction with visits at client facilities and consideration of combining with the Strategic Planning committee off-site session.

~Recruiting Update~

Mr. Martin reported that the selection committee had concluded the interview process and was bringing forth recommendations for the Executive Director and MEP (Manufacturing Extension Partnership) Center Director roles to be discussed in and acted on in closed session. Additionally, a Business Services Director-Advanced Manufacturing position to be based out of the new headquarters and high bay facility in Martinsville had been posted with a pool of several strong candidates received to date. Finally, there were requisitions in development for Project Manager and Modeling and Simulation Engineering positions in support of defense/shipbuilding work as well as an Industrial and Chemical Engineer in support of the pharma industry work. Mr. Donohue spoke to the market demand justifying these new positions and that Mr. Bartlow would address that in his update later in the meeting. Mr. LaMois asked university partners to provide potential referrals for recruitment for these positions. There was discussion from Mr. Donohue and Dr. Van Aken regarding the partnerships for student teams and beyond particularly in the chemical engineering/pharma space and for that position.

~Closed Session~

Mr. LaMois motioned at 11:35 for “Members of the GENEDGE Board of Trustees to convene in closed session for the purpose of discussion and consideration of prospective candidates for employment and the terms and conditions of hiring same, including salary, as authorized by Section 2.2-3711(A)(1) of the Code of Virginia; that the Board allow Teddy Martin, the GENEDGE Director of Human Resources and Joshua Dawson, the GENEDGE Chief Financial Officer, to attend the closed session, as their presence will reasonably aid the Board in its consideration of the terms and conditions of such proposed employment as authorized by Section 23.1-3104 of the Code of Virginia; and that the Board allow Flora Hezel, Senior Assistant Attorney General and counsel to GENEDGE, to attend the closed session as their presence will reasonably aid the Board in its consideration of the legal implications of the proposed employment as authorized by Section 2.2-3712(F) of the Code of Virginia.” This motion was seconded by Mr. Reid and approved unanimously.

~Return to Regular Session~

Mr. LaMois motioned at 12:32 to return to regular session, seconded by Mr. Reid, and approved unanimously.

~Certification~

Mr. Martin led a certification by roll call that each individual board member to state his or her vote as to whether only such public business matters lawfully exempted from open meeting requirements under this chapter, and only such public business matters as were identified in the motion by which the closed meeting was concerned, were heard, discussed, or considered during the close session.

Dr. Marcia Conston (v)- Yes
 Dr. Tracy Fitzsimmons - Yes
 Dr. John Gaskins- Yes
 Dr. Quentin Johnson - Yes
 Mr. Gabriel LaMois (Gabe) -Yes
 Mr. Alexander Marcus (Alex) -Yes
 Dr. Andre Marshall - Yes
 Mr. Denny McDermott- Yes
 Mr. Wesley Reid (Wes)- Yes
 Ms. Cathy Roberts - Yes
 Ms. Susan Schonning - Yes
 Ms. Karen Sorber - Yes
 Dr. Eileen Van Aken (v)- Yes

*Mr. Scott Watson was no longer present at the time of certification.

~Executive Director and MEP Center Director Hires~

Mr. Marcus motioned, seconded by Dr. Johnson, and approved unanimously to appoint Mr. Scott Schein as Executive Director as recommended.

Mr. Marcus motioned, seconded by Ms. Sorber, and approved unanimously to appoint Mr. Tony Cerilli as MEP Center Director as recommended.

~Priorities for Next 90 Days & Beyond~

Mr. Schein thanked the Board for their support in confirming him as the new Executive Director and thanked retiring Executive Director Mr. Donohue for his years of service and especially his recent efforts to stabilize the organization amid funding turbulence. Mr. Schein presented his priorities for the next 90 days and beyond as the incoming Executive Director. In addition to his transition activities from his existing role as Executive-in-Residence and fulfilling client commitments, Mr. Schein discussed his management style, the need for a refreshed detailed Operations Plan, the importance of goals and financial incentives related thereto, and his planned team approach. Mr. Schein noted his open door policy and plan to institute quarterly meetings with every employee to drive connectivity and continuous improvement.

Mr. Schein mentioned recent Capitol Hill visits to introduce himself and keep GENEDGE's value proposition and messaging in front of key stakeholders. Mr. Schein described the campaign approach he used as COO (Chief Operating Officer) as well as the importance of scaling via partnerships including outside-the box partnerships such as private equity, banks, brokers, and venture capital that align with GENEDGE's efforts. Mr. Schein noted a growth opportunity in intentional grant and proposal development including replicating the success of MedMMAP (Medical Manufacturers MedAccred Assistance Program) and VEDP SCOP (Virginia Economic

Development Partnership Supply Chain Optimization Program) and bringing in expert assistance to identify and assist with the grant process.

Ms. Sorber raised bringing in Board support in pursuing these initiatives. Mr. Schein noted the importance of the Board in participating in the strategic planning process as well as his desire to involve them in asking for feedback for related regional or industry work as a voice of the customer as well as legislative advocacy support. Mr. Marcus asked what resources may be needed. Mr. Schein said resources would be based on the operations planning. Mr. Schein noted the grant proposal resource and third party resource manager as ideas. Mr. Marcus asked what barriers may be faced. Mr. Schein noted he felt brand awareness is an issue and that the partnership model is a way to address that to extend beyond a small organization's footprint and ameliorates the potential expense of a large marketing campaign. Mr. Marcus called on the board members to support the organization by highlighting their personal involvement with GENEDGE whether via their personal or business connections. Mr. LaMois concluded by thanking Mr. Schein and asked for expansion on these thoughts arising from the Operations Planning at the December meeting.

~MEP and DOE Status Update~

Mr. Donohue reported that GENEDGE received its new award as Virginia's MEP Center on June 28th. However, to date, the organization had not yet received funding from that award. Additional general terms and conditions were provided that were outside the typical process and a revised budget was required to be able to draw down funding. GENEDGE has complied with the requirements. NIST reported that it does not anticipate continued funding beyond the coming fiscal year. Mr. Rao (NIST MEP Acting Director) assured that prior to September 30, all centers would receive notice of the funding release. A new requirement for the MEP Center Director position to be working 100% on the MEP program was included, which led to the creation of that position. Mr. Donohue noted GENEDGE has received support in the House and Senate budget, with noted support from Congressmen Cline and Griffith for continued funding and authorization by Congress.

Mr. Donohue updated the Board on the Department of Energy (DOE)'s funding for the Virginia Smart Manufacturing Accelerator (VSMA) program. GENEDGE is one of the first to go through the review process in moving into second year of funding. While this process is ongoing, GENEDGE will continue using its state funding in support of the program. Partners would be proceeding at risk following October 1st if approval is not received for DOE funding. Ms. Roberts asked when it may be known when funding may be received. Mr. Donohue indicated this is unknown as it is a new process.

~Legislative Priorities~

Mr. Donohue noted the desire to remove reference to Patrick & Henry Community College as the organization's current fiscal agent in the budget bill. Both Patrick & Henry and GENEDGE would like that change. Mr. Donohue said this clarification is needed in order to be able to pursue a different fiscal agent, such as potentially in coordination with New College Institute, where GENEDGE's new headquarters is located. No other political subdivision has their fiscal agent so specified in the budget bill. He expects to engage finance and appropriations committee staff and legislators to position this change, and then patronage. Delegate Betsy Carr and Senator Ghazala Hashmi were GENEDGE's patrons last year for the budget amendment for VSMA funding and are anticipated to continue to support.

Mr. Donohue noted the need to similarly remove the budgetary reference that ties GENEDGE's state award of \$1.86 million to the Department of Commerce grant given the potential impacts of ongoing NIST funding status issues and potential changes to the program.

~Financial Update~

Mr. Dawson reviewed the Operating Metrics for FY25 as well as the first 2 months of FY26. For FY25, gross bookings were \$5,353,892. Gross billings were \$5,279,281. Net billings were \$2,363,965. The backlog was \$4,156,188 and the net cash position was \$435,534.

Mr. Dawson concluded by stating that the number of proposals submitted was 206, the number of contracts booked was 172, and the number of new manufacturers booked was 27. Next, he reviewed the results of operations on a cash basis for FY 2025.

For the FY26 Operating YTD Metrics (2 months), gross bookings were \$107,035. Gross billings were \$278,140. Net billings were \$191,916. The contract backlog was \$4,088,473, and the net cash position was \$1,294,914. Additionally, he reviewed the results of operations on a cash basis for FY26 to date.

In comparing FY25 and FY26 year-over-year, Mr. Dawson noted the positive impacts of the reduction in force earlier this year, as well in reduction of costs and receipt of full state funding upfront. He additionally noted the impacts of being unable to drawdown MEP funding.

For the Proposal Pipeline for FY 26 (2 months), the number of proposals submitted was 16, the number of contracts booked was 14, and the number of new manufacturers booked at this point was 1.

~Audit Committee~

Mr. Dawson requested an audit committee member with vacancy caused by Ms. Papini's resignation from the Board. He did note this committee member would be responsible for meeting with auditors and reporting out at the December board meeting. Ms. Sorber volunteered if no one else volunteered. Mr. Wesley Reid volunteered and was appointed by Mr. LaMois.

Ms. Sorber noted the importance of having packets printed in advance of meeting in order to follow along during the meeting. Mr. Donohue noted the absence of an Executive Assistant. Ms. Sorber asked about potentially replacing that position. Mr. Donohue noted that would not be his decision. Mr. Schein said it was a consideration and would be addressed going forward.

~Programs Update~

Mr. Bartlow began by presenting an overview of GENEDGE's programs including the U.S. Navy, the Shipbuilding Cobotic Alliance (SCA) Center located at partner Tabet Manufacturing, the Pharma program including the association with the Petersburg facility, and the Manufacturing Analytics with the Defense Advanced Research Projects Agency (DARPA), and opportunities with GoVirginia broadly. Mr. Bartlow presented how MODTRUSS technology had been instrumental in addressing significant issues with carriers, including referencing analogies demonstrating the size of a carrier in comparison to landmarks and how the integration has proven incredibly valuable as a connector. The SCA is a project with the National Shipbuilding Research Program to get more cobots, training, and resources in the hands of providers. GENEDGE is in partnership with many providers across the nation to standup the SCA. GENEDGE hired Koryne Andrew in May as Welding Training Supervisor. The SCA held its first classes in June 2025 and has held two more classes since then. A GoVirginia proposal has been submitted for additional funding for the center including presentations at regional and state level which has been met with positive reviews.

Mr. Bartlow requested a couple volunteers for an Advisory Committee for the SCA program. Dr. Marshall and Ms. Schonning volunteered.

~Virginia Smart Manufacturing Accelerator (VSMA) Update~

Mr. Shook presented an update on VSMA, including that to date there had been 2 webinars, 2 public workshop events, 4 delivered energy assessments, 4 developed and delivered partner workshops, as well as building out workshop demonstrations, assessment tools, and training materials. Additionally, with the new high bay facilities with GENEDGE's headquarters at the New College Institute, there are opportunities to demonstrate smart manufacturing technology capabilities on site and provide a base for operations. Mr. Shook presented on commercial partnerships in sensors that address predictive maintenance needs. Vibration monitoring

applications are expected to have revenue of \$2.1 billion by 2030 and predictive maintenance of \$71.2 billion by 2032. Mr. Shook presented on the structured VSMA assessment, which measures across 8 factors: business strategy and leadership; workforce & organizational readiness; data infrastructure & connectivity; manufacturing process digitization; IT/OT integration & cybersecurity; advanced analytics & AI readiness; digital supply chain integration; and continuous improvement and change management. The assessment assesses maturity levels on a scale of 1-5 from not started to fully integrated around 40 statements across the 8 areas in order to provide both a granular and comprehensive readiness profile.

As noted by Mr. Donohue previously, Mr. Shook spoke to the upcoming conclusion of the initial performance period (Sept 30th) and the go/no-go review process for the second round, including the submission documentation reflecting completion of the initial period and the program reviews and budgeting to be completed to proceed with the second round.

~Manufacturing Extension Services Update~

Mr. Cerilli began by thanking the Board for their support for his appointment as the MEP Center Director and discussing how the former Client Services team is now the Manufacturing Extension Services team. He presented a SWOT Analysis for the division. Mr. Cerilli noted the organization's more than 30-year reputation as Virginia's MEP Center, comprehensive service portfolio, and flexibility in delivery, market reach, and systems as strengths. Mr. Cerilli noted weaknesses and threats as reduction in internal staffing, funding risks, market volatility from tariff uncertainty, and capital access changes. He presented the push for reshoring the supply chain, increasing demand for organizational development, increasing demand for ISO and regulatory compliance support, and critical mineral industry demand as well as Virginia's overall manufacturing growth as opportunities.

Therefore, Mr. Cerilli presented his five objectives as: to grow the division's revenue and reach, enhance its delivery capacity, strengthen market awareness and demand generation, improve client outcomes and value demonstration, and support critical industry manufacturers.

Finally, Mr. Cerilli spoke to the sales strategy including the new alignments of regions as East, Central, and West for the Regional Growth Managers, who remain the primary drivers for business development and relationship management within their respective territories.

~Other Items, Public Comment and Adjournment~

Mr. LaMois called for other items and public comment. There being none, Mr. LaMois, and Mr. Donohue, thanked everyone for attending. Ms. Sorber made a motion to adjourn the meeting. The motion was properly seconded by Mr. Reid, and the meeting was adjourned at 2:31.