

GENEDGE BOT Meeting Minutes
New College Institute; 191 Fayette Street Martinsville VA 24112
Friday, March 21, 2025
11:00 AM – 2:30 PM

Members Present

Dr. Marcia Conston (v)
Dr. Tracy Fitzsimmons (v)
Dr. John Gaskins (v)
Dr. Quentin Johnson
Gabriel LaMois (Gabe)
Mr. Alexander Marcus (Alex)
Dr. Andre Marshall
Mr. Denny McDermott
Mr. Wesley Reid (Wes)
Ms. Cathy Roberts
Hon. G. Bryan Slater (v)
Ms. Karen Sorber (v)
Dr. Eileen Van Aken (v)
Mr. Kaushik Vashee (v)

Members Absent

Mr. Joseph Benevento
Mr. Matthew Clarke
Hon. Aimee Guidera
Mr. Jeffrey Jaycox
Mr. Abdelkarim Moharram
Ms. Lisa Papini

Representatives Present

Ms. Flora Hezel (GA) (v)

Representatives Absent

Mr. Andrew Nobleman (NIST)

Others Present: Ms. Brenda Bowman, Mr. Tony Cerilli, Mr. Josh Dawson, Ms. Cindy DeOms, Mr. Bill Donohue, Ms. Valerie Frazier, Mr. Doug Frost (v), Mr. Teddy Martin, Ms. Jeanette Stevens-Cunningham, and Mr. Joe Sumner (NCI).

~Call to Order~

Mr. LaMois welcomed everyone and thanked them for attending. Next, he declared the meeting a virtual meeting. He then introduced the two new board members, Dr. Andre Marshall and Dr. Marica Conston. Next, Mr. LaMois asked Ms. Frazier to call the roll to establish a quorum. Ms. Frazier verified that there was a quorum, and Mr. LaMois called the meeting to order at 11:07 A.M.

~Approval of Minutes

Mr. Donohue stated that there had been last-minute changes to the minutes and was doubtful that the board members had reviewed them. Mr. LaMois asked that we table the minutes until later in the meeting. Mr. LaMois revisited the minutes at 1:40. He made a motion to accept the minutes. Both Mr. Reid and Ms. Sorber seconded the motion unanimously, and the minutes were accepted.

~Meeting Dates for 2025~

Ms. Frazier presented the remaining meeting dates for 2025. The dates are as follows:

June 13 (The Boars Head)

September 19

December 5

Ms. Frazier concluded by stating that the June meeting will be held at the Boars Head and the September and December venues are to be determined. The board asked Ms. Frazier to reach out to the Boars Head to see if they may accommodate the September and December meetings.

~Board Review of Optimization & Succession Plan~

Mr. Frost began stating that the three-year optimization plan remains relevant and now is even more important to GENEDGE's future. He then stated that the Trump administration's desire to increase U.S. manufacturing presents a paradox when contrasted with proposed budget cuts to the National Institute for Standardize Technology (NIST) and the Manufacturing Extension Partnership (MEP) program, which funds GENEDGE. While budget reductions could limit direct Federal support, other policy changes supporting domestic production will create opportunities for GENEDGE to thrive.

Next, Mr. Frost reviewed the following five likely positive outcomes for GENEDGE from 2025 to 2030:

1. New Federal Funding Opportunities from Defense and Infrastructure Spending
2. Expansion of Private Sector Partnerships
3. Boost to Advanced Manufacturing Technology Services
4. Workforce Development Expansion
5. Increased Demand for U.S. Made Products

Mr. Frost next stated that while NIST budget cuts could challenge GENEDGE's current funding model, the Trump administration's push for U.S. manufacturing growth presents significant opportunities. GENEDGE should follow the plan, pivoting toward alternative Federal grants, private-sector funding subsidies (MEP) and position itself as a leading force in Virginia's industrial transformation over the next three years.

Mr. Frost concluded by reviewing the GENEDGE organization chart with the board members. Next, Mr. LaMois called for a motion to approve the plan. A motion was made by Mr. Reid, seconded by Secretary Slater and the Succession Plan was approved.

~Financial Update~

Mr. Dawson reviewed the Operating Metrics YTD FY25 (eight months). He stated that Gross bookings were \$2,734,451. Gross billings totaled \$3,177,294. Net billings were \$1,463,713. The backlog was \$4,108,788 and the net cash position was \$615,792.

Mr. Dawson next reviewed the billings by program for YTD FY25 (eight months), the bookings by program YTD FY 25 (eight months), and the Proposal Pipeline YTD FY25 (eight months). He stated that the number of proposals was 138, the number of contracts booked was 109, and the number of new manufacturers booked was 13. Next, he reviewed the results of operations on a cash basis for FY 2025 YTD (eight months).

Mr. Dawson then informed the board members that we are carefully monitoring our cash position as we approach the end of the fiscal year, and currently we anticipate a decrease in our overall ending net cash position by the end of the fiscal year. To address this, we are taking proactive steps to improve GENEDGE's financial position for FY26.

Mr. Dawson concluded by informing the board members that the FY24 Auditor of Public Accounts (APA) review kicked off last week. He stated that this happens every three years and it is not a full audit. This review is typically focused on a particular aspect of the organization. Most of the focus will be on our last completed fiscal year (FY24). The review should be concluded within a couple of months.

~Client Services~

Mr. Cerilli began by updating the board members on the MedMMAP III program. He stated that the Phase III period of the performance began on September 1, 2023, and runs through August 31, 2025. A change of scope was submitted in November 2024 and was approved in March of 2025, to expand scope to cover medical device, medical instrument, and Pharmaceutical manufacturing supply chains, any service an MEP center performs, and 75% subsidy level, regardless of performing a MedAccred defined Critical Process.

Mr. Cerilli concluded by stating that the current MEP award to GENEDGE ends on June 30, 2025. Any funding that would normally be rolled over into the fiscal year cannot be done at the end of the award. This provides a unique opportunity to apply these funds towards the cost to clients on third-party deliveries. Therefore, GENEDGE is offering a discount to clients. The cost for clients is 50% (third-party cost + indirect overhead rate). GENEDGE Discount = project value – cost to client. This is available on a first-come, first-served basis, and projects will be invoiced upon proposal acceptance to qualify. Once the available funds are allocated, standard pricing will apply.

~Introduction to New College Institute (NCI)~

Mr. Sumner began by introducing himself to the GENEDGE board members. He then stated that NCI was established in 2006 and its mission is to be a premier center of learning that provides access to academic degrees, credentials, and professional learning experiences in high-quality learning environments to prepare students for regional and statewide career opportunities and participation in collaborative, positive community change, promoting regional economic prosperity and community transformation.

Next, Mr. Sumner stated that NCI offers the following: Wind Industry Training, Fiber Optic Technician Training, a Training center for customized technology education, manufacturing training, and consulting services, University Programs, Life – Learning is Forever, Career Exploration & K-12 Programming, an Innovation Lab, and they rent spaces for meetings and events.

Mr. Sumner concluded by taking the board members on a tour of the facility.

~HR and Compensation Plan Update~

Mr. Marcus began by giving the board members an update on the performance management system stating that it is reviewed on an annual cycle each March. Mr. Marcus then turned the floor over to Mr. Martin.

Mr. Martin began by stating that the fundamentals of the base plan are unchanged; what is updated is the dates and position titles to reflect the current year, the alignment of the base Performs Rating / Increase with the state projections, and the change to the previous plan is the sentence that states that “the 2% inflation adjustment built-in to the salary increase matrix”, has been removed.

Next, Mr. Martin stated that future year considerations for alignment with the growth plan are the adjustment of the Increase Matrix for Outstanding performers and for core competencies inclusion (supervisory / behavioral).

Mr. Martin next gave the board members a recruitment update status on the Deputy Director position. He stated that we had received 41 candidate resumes as of March 19, 2025. However, the Deputy Director title, along with the current landscape impacts, has led to more governmental / administrative candidates. Mr. Martin then stated that the committee would like to take the following action of retitling the position to the prior title of Chief Operating Officer and emphasizing the operational roles and responsibilities in order to vet candidates of more of a manufacturing / business background aligning with GENEDGE values. However, Mr. Martin is proceeding with the initial screening of the top candidates received to date to refer to the board committee (HR Chair, Alex Marcus, and Karen Sorber). Additionally, Mr. Martin is working with Mr. Dawson to put out a Request for Proposal (RFP) for contingent recruiting support. This process is expected to take 4 to 6 weeks but will occur simultaneously to the above.

Mr. Marcus concluded by stating that the recommendation from the HR committee is to approve the plan revisions.

Mr. Marcus called for a motion to approve the HR and Compensation Plan revisions. The motion was seconded by Mr. Reid and the revisions were approved.

~State, Federal Matter~

Mr. Donohue began with the General Assembly (GA) update. He stated that his team members were Gabe LaMois, Teddy Martin, and Jeanette Stevens-Cunningham. They met with the Senate and House budget staff to make them aware of our projections and how that could influence budget additions because both had downturns forecast for FY2026. They also informed the Senate and House members that a strategy for the Virginia Smart Manufacturing Alliance (VSMA) had been developed.

Next, Mr. Donohue informed the board members of the Federal Team that accompanied him on Capitol Hill. The team members were John Gaskins, Teddy Martin, and Josh Dawson. He stated that they first informed the Senate and House of Representative members of the Cygnal Polling. This polling was done with voters who voted for both parties and independents, in the November 2024 election. Next, he informed the board members of his behind-the-scenes team who are Valerie Frazier, Connie Sharpless and Cindy DeOms.

Mr. Donohue concluded by presenting the DOGE Impacts regarding the MEP and GENEDGE. He stated that MEP funding is \$175 MM in CR through September 30, 2025, and that funds for our new state award are expected in May (appx \$2.2 MM per year, \$11 MM Federal over five years), and Disaster Relief funds are pending signature (appx \$750 K). VSMA Department of Energy (DOE) is now budgeting for an April release, VSMA DOE years three and four are still active (\$2.6 MM) but are not in our backlog yet and Defense opportunities are in play for over \$25 MM).

Mr. LaMois stated that the board members needed to select a second board member for the VSMA committee. Ms. Roberts accepted the position and was so appointed.

~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. Mr. LaMois made a motion to adjourn the meeting. The motion was properly seconded, and the meeting was adjourned.