

Minutes
Finance and Audit Committee Meeting
Board of Directors of the Virginia Economic Development Partnership
September 16, 2026
2:00 p.m. to 3:00 p.m.

Virginia Museum of Fine Arts
Claiborne Robertson Room
Richmond, Virginia

Welcome and Call to Order

The meeting was called to order at 2:20 p.m. by Chair Rick Harrell. A quorum was present.

Committee Members In-Person: Chair Rick Harrell, April Kees and Steven Stone

Committee Members Absent:

Other Board Members Present: Secretary Carrie Chenery, Rick Harrell, John Hewa, Connie Loughhead, Christopher Lu, Bo Machayo, Sarah McCoy, Emily O'Quinn, Anne Oman, David Ramadan, Secretary Mark Sickles, and Bill Sudow

Public Comment Period

Chair Harrell solicited public comments. There were none.

Approval of Minutes for June 3, 2026, Meeting

Chair Harrell asked for approval of the minutes from the June 3, 2026, Committee meeting. Upon motion by Mr. Stone, seconded by Mr. Hewa, the minutes were unanimously approved.

VEDP Fractional CFO Project Update

Stephanie Agee provided an update on VEDP's Chief Financial Officer initiative, noting that the project has progressed from assessment to implementation. Ms. Agee reported that interim financial leadership is in place to strengthen financial planning, reporting, and budgeting processes while supporting the transition to a long-term strategic finance function. She also noted that VEDP has initiated a search for a permanent Chief Financial Officer and is working with an executive search firm to identify and evaluate candidates.

VEDP FY25 Audit Report by Auditor of Public Accounts

Staci Henshaw, Auditor of Public Accounts, presented the results of VEDP's FY2025 performance audit. Ms. Henshaw noted that, following recent legislation, the audit focused on VEDP's operations rather than financial statements. The audit identified three internal control findings related to information security and IT governance, bank reconciliations, and capital asset tracking. While significant progress has been made in strengthening information security controls, the bank reconciliation and capital asset findings were largely attributed to staffing shortages and turnover and are being addressed by management. Ms. Henshaw reported that

no fraud, illegal acts, or disagreements with management were identified during the audit.

Audit Update: Lead Generation

Diana Muñoz-Scaggs of FORVIS Mazars presented the results of the FY2026 Lead Generation Audit, which received a satisfactory rating with exceptions. The audit identified four low-risk control deficiencies and four best-practice recommendations related to Salesforce documentation, opportunity management, cultivation activities, project vetting, cross-divisional coordination, and the alignment of team goals. Ms. Muñoz-Scaggs noted that no high or medium risk findings were identified, and management has developed corrective action plans to address all recommendations.

VEDP FY26 Financial Results (thru 6.30.2026)

Bob Grenell, VEDP Controller, presented the financial results for the three-month period ending June 30, 2026. He shared that all VEDP divisions are close to or below budget.

Chair Harrell asked for acceptance of the VEDP FY26 Financial Results through June 30, 2026. Upon motion by Mr. Stone, seconded by Mr. Hewa, the financial results were unanimously accepted.

A copy of Mr. Grenell's presentation is available in the meeting materials.

IT Security Update

Chris Hughes, VP of Information Technology, provided a security update that included a review of the five-year IT audit plan and an update on the status of audit findings.

A copy of Mr. Hughes' presentation is available in the meeting materials.

Clawback Updates

Ms. Goodwin, Senior VP of Business Investment and Incentives, presented an update on clawback activity, which is summarized below:

- Two COF closeouts in process
- One data center closeout is in process

Semi-annual Report on Incentive Performance

Ms. Goodwin presented the semi-annual report on incentive performance as of June 30, 2026. A copy of the report is available in the meeting materials.

Incentives Administration Policy and Procedural Guidelines Update:

Ms. Goodwin presented recommended changes to the Incentives Administration Policy and Procedural Guidelines

Chair Harrell asked for a motion to accept the clawback report, the incentive performance report, the semi-annual report on incentive performance, and the recommended changes to the Incentives Administration Policy and Procedural Guidelines. Mr. Stone made a motion to accept the clawback report, the incentive performance report, the semi-annual report on incentive performance, and the recommended changes to the Incentives Administration Policy and Procedural Guidelines, seconded by Mr. Hewa, and the motion passed unanimously.

Copies of Ms. Goodwin's presentations are available in the meeting materials.

Other Topics, Next Meeting, and Adjournment

The next meeting of the Finance and Audit Committee has not yet been scheduled. The meeting was adjourned at 3:07 p.m.