

## Hope Scholarship Committee on Appeals Minutes

Microsoft TEAMS

September 18, 2024 at 2:00 P.M.

The meeting of the Hope Scholarship Committee on Appeal was called to order by Anthony Woods, Chair, on Wednesday, September 18 2024 at 2:00 P.M. after determination that a quorum of members was present through a silent roll call. Committee members attending the meeting: Anthony Woods and Charles Russell, and Jonathan “Zak” Ritchie.

The following West Virginia State Treasurer’s Office (WVSTO) staff members attended the meeting: Amy Willard, Michelle Penaloza, Lindsay Marchio, Mindy Parsley, Amy Constable, Christian White, Kayla McNair, and Elizabeth Liston.

The agenda for the meeting consisted of the following:

- I. Welcome – Introductions/Roll Call – Call to Order
- II. Approval of Minutes from the August 5, 2024 meeting
- III. Review and Consideration of Applicant Appeals
- IV. Review and Consideration of Amendments to Procedures for Termination and Disqualification Appeals
- V. Future Meetings
- VI. Adjournment

### Approval of the Minutes

Anthony Woods, Chair, indicated the first item on the agenda was the approval of the minutes of the August 5, 2024 meeting, which were distributed to the members prior to the meeting. The Chair asked if there were any additions or corrections to the minutes and none were noted. Mr. Woods moved to approve the minutes and the motion was seconded by Zak Ritchie. The Chair asked for discussion and there was none. The Chair polled the members and the motion to approve the minutes was adopted.

### Review and Consideration of Applicant Appeals

Anthony Woods, Chair, indicated the next item on the agenda of the meeting was the review and consideration of applicant of appeals pursuant to W.Va. CSR 112-19-11. Charlie Russell made a motion to enter Executive Session as provided in *[West Virginia Code, Chapter 6, Article 9A, Section (4), Subsection (b), Subdivision (12)]*, which states a public agency may hold an Executive Session if there is discussion of “...any matter which, by express provision of federal law or state statute or rule of court is rendered confidential, or which is not considered a public record within the meaning of the freedom

of information act.” Zak Ritchie seconded the motion. No discussion was heard. The Chair polled the members, and the motion was approved to move into Executive Session.

The Committee entered Executive Session at 2:03 P.M. There were only board members and board staff in attendance.

The Board returned to order at 2:15 P.M. The Chair issued a reminder that no action was taken during the Executive Session.

Charlie Russell made the following motions regarding applicant appeals:

- For appeals #282 through #287, I hereby move the appeals be denied and that the Hope Scholarship Board staff notify the applicant of the Board’s determination.

The Chair asked if any members wished to vote separately on any of the student application appeals and the offer was declined. Zak Ritchie seconded the motion. No discussion was heard. The Chair polled the members and the motion carried.

### **Review and Consideration of Amendment to Procedures for Termination and Disqualification Appeals.**

The Chair indicated that the next order of business was the review and consideration of a proposed amendment to the procedures for termination and disqualification appeals. The Chair recognized Associate Counsel, Mindy Parsley, to provide a summary of the amendment.

Ms. Parsley advised that she had been tasked with reviewing the document prior to Ms. Canterbury’s departure. The edits made are to help make the process more clear for participants. A red-line version with edits was provided in advance of the meeting.

The Chair asked if there were any questions for Ms. Parsley. None were heard. The Chair asked if there were any additional proposed amendments to the Procedures for Termination and Disqualification Appeals, as recommended by Board staff. None were heard. The Chair asked for a motion to adopt the proposed amendment to the Procedures for Termination and Disqualification Appeals, as presented by Board Staff. Mr. Russell made the motion, Mr. Ritchie seconded the motion. No discussion was heard. The Chair polled the members and the motion carried.

### **Future Meetings**

The Chair indicated that the next order of business was to discuss future meetings. He stated that the Committee on Appeals will meet as needed depending on eligibility appeals received by staff. Staff will coordinate with Committee members on the need for meetings when appeals are received. The date and time of any meetings will be announced later in accordance with the Open Meetings Act.

No additional discussion was heard regarding future meetings.

## **Adjournment**

The Chair asked if there was any other business to come before the Committee on Appeals. Hearing none, Mr. Woods made a motion to adjourn the meeting. Mr. Russell seconded the motion. Upon hearing no discussion, the Chair polled the members and the motion to adjourn the meeting passed. The meeting was adjourned at 2:20 P.M.

Minutes prepared by Elizabeth Liston

**Minutes approved by the Committee on October 3, 2024**



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**Anthony Woods**  
**Chair of Hope Scholarship Committee on Appeals**