

Meeting of the Board  
**PENNSYLVANIA HIGHER EDUCATIONAL FACILITIES AUTHORITY**  
December 18, 2025  
Room 515 North Office Building  
11:56 a.m. Prevailing Time

MINUTES

1. Call to Order
  - A. Filing of Proof of Sunshine Notice and of Sending Notice of the Meeting
2. Roll Call and Announcement of Quorum
3. Adoption of the Agenda
4. Approval of the Minutes of the Meeting of July 31, 2025
5. Audit Committee Report & Audit Charter
6. Old Business
7. New Business
8. Adjournment

## **1. CALL TO ORDER**

- A. Chairperson McLendon called the public meeting of the Pennsylvania Higher Educational Facilities Authority Board to order at 11:56 a.m. in Room 515 of the North Office Building in Harrisburg, PA. She said that the meeting was being recorded and that by staying in the meeting, attendees were consenting to the recording and retention of the meeting. Although it included the option for Teams or conference call, the meeting was a live in person meeting open to the public in accordance with the Sunshine Act.
- B. The proof of the Sunshine Advertisement and certification regarding sending of the notice of the meeting are attached to these minutes.

## **2. ROLL CALL AND ANNOUNCEMENT OF A QUORUM**

A quorum of board members was present. There were no members of the public on the call.

### **Board Members Present**

Brandy McLendon, Proxy for Governor Josh Shapiro  
Leo Knepper, Proxy for Senator Jarrett Coleman (via Teams)  
Senator Lindsey M. Williams (via Teams)  
Representative Bryan Cutler (via Teams)  
Jennifer Langan, Proxy for State Treasurer Stacy Garrity (via Teams)  
Christal Pike-Nase, Proxy for Auditor General Timothy L. DeFoor  
Secretary of General Services Reggie McNeil (via Teams)  
Patrick Lord, Proxy for Secretary of Education Carrie Rowe (via Teams)

### **Members Absent**

Representative Peter G. Schweyer

### **Authority Personnel Present**

Jennifer Sheffield, Executive Director  
David Player, Comptroller & Director of Financial Management

### **Also Attending**

Sean Frederick, Authority Counsel, Barley Snyder LLP (via Teams)  
Cheryl Kleiman, Executive Director, Senate Education Committee (via Teams)  
Joshua Funk, PA Treasury (via Teams)

Ms. Sheffield said that the Authorities planned for this to be the first board meeting for the new Board Chair, Dustin Bailey. Mr. Bailey is the Director of the Bureau of Redevelopment, Capital, and Debt. Unfortunately, he was unable to attend the meeting. Ms. Sheffield said that the Authorities appreciated Ms. McLendon attending in his absence.

### **3. ADOPTION OF THE AGENDA**

Chairperson McLendon asked if the agenda for the meeting was posted on the Authority's website at least 24 hours in advance in accordance with Section 709 of the Sunshine Act.

Ms. Sheffield confirmed that the agenda was posted on the website in accordance with the Sunshine Act.

A copy of the agenda for the meeting was distributed to Board Members prior to this meeting. It is therefore recommended that consideration be given to the adoption of the following Resolution:

**RESOLVED** That the agenda of the PHEFA meeting of December 18, 2025, be adopted as presented.

Upon **MOTION** by Ms. Pike-Nase, **SECONDED** by Secretary McNeil, and approved by the PHEFA Board, it was **RESOLVED** that the Board adopted the Agenda for the December 18, 2025, Board Meeting.

### **4. APPROVAL OF THE MINUTES OF THE MEETING OF JULY 31, 2025**

A copy of the minutes of the meeting of July 31, 2025, was distributed to the Board Members prior to this meeting. It is therefore recommended that consideration be given to the adoption of the following Resolution:

**RESOLVED** That the minutes of the PHEFA meeting of July 31, 2025, be and hereby are approved as presented.

Upon **MOTION** by Ms. Pike-Nase, **SECONDED** by Secretary McNeil, and after full discussion, the above Resolution was approved at the PHEFA Board Meeting of December 18, 2025.

### **5. AUDIT COMMITTEE REPORT AND AUDIT CHARTER**

Chairperson McLendon asked Ms. Pike-Nase to provide a summary of the audit exit conference.

Ms. Pike-Nase said that on Friday, October 3, 2025, the Audit Committee conducted the audit exit conference to review this year's audited financials with our independent auditors, Maher Duessel. Auditor General DeFoor is the chair of the five member Audit Committee. The new Board Chair, Dustin Bailey, was introduced at the audit committee meeting. The Audit Committee was glad to have him. In addition, the Audit Committee was pleased to have Treasurer Stacy Garrity participate in the Teams call.

Jennifer CruverKibi, engagement partner, provided an excellent summary of the audited financials. Ms. CruverKibi answered several questions from Treasury's Chief Counsel, Christopher Craig, about the decline in PHEFA fee revenue. As in prior years, the Authority received an unmodified opinion, commonly known as a clean opinion. Ms. CruverKibi indicated that, as usual, the Authority was very cooperative and very well organized.

The Audit Committee made a minor edit to the audit charter as part of the annual review. Ms. Pike-Nase asked Mr. Player to provide a brief explanation.

Mr. Player said that the minor edit was made to the audit charter to account for the Authority's new pa.gov website.

Ms. Pike-Nase said that the Audit Committee recommended the Board accept the audited financials and audit charter.

Chairperson McLendon asked if the Board had any questions, and hearing none, asked for a motion to accept the audited financials and audit charter.

It is recommended that consideration be given to the adoption of the following Resolution:

**RESOLVED** That the 6/30/25 audited financials and audit charter be approved and accepted by the Board.

Upon **MOTION** by Secretary McNeil, **SECONDED** by Ms. Langan, and after full discussion, the above Resolution was unanimously approved at the PHEFA Board Meeting of December 18, 2025.

## **6. OLD BUSINESS**

Chairperson McLendon asked if there was any old business to come before the Board, and hearing none, she moved to new business.

## **7. NEW BUSINESS**

Chairperson McLendon asked if there was any new business to come before the Board.

Ms. Sheffield said that she attended the annual meeting of the Pennsylvania Chapter of Women in Public Finance in November. The meeting was held in Philadelphia and was a great opportunity to talk with bond counsels, financial advisors, underwriters, and other governmental issuers.

Chairperson McLendon asked if there was any other new business to come before the Board, and hearing none, she moved to adjourn the meeting.

## **8. ADJOURNMENT**

There being no further business to come before the Board at this time, upon **MOTION** by Ms. Pike-Nase, **SECONDED** by Secretary McNeil, the PHEFA Board Meeting was adjourned at 12:00 p.m.

## SUNSHINE ACT PUBLIC MEETING NOTICES - Thursday, November 13, 2025

Please utilize the Contacts name/phone # listed in each notice for reasonable accommodation due to a disability; to check on the meeting status; to inquire about phone/online participation options; etc. Note: some mtgs. may be recorded.

HRC November Commission Meeting, 11/17/2025, 3 PM, Link To Agency WebSite: [www.pa.gov/agencies/PHRC](http://www.pa.gov/agencies/PHRC), Conf. Call: 267-332-8737, Access Code: 324-397-626#, Additional Info: Call 717-787-4410 or visit [www.pa.gov/en/agencies/phrc/about-phrc/public-commission-meetings](http://www.pa.gov/en/agencies/phrc/about-phrc/public-commission-meetings) a week before a scheduled meeting to obtain an agenda and link to the virtual meeting. Email [PHRC@pa.gov](mailto:PHRC@pa.gov) if you want to address the commission or require accommodations for language translation or a disability. Please allow at least 5 business days for us to arrange accommodations, Contact: Debbie Walters 717-787-9536.

State Conservation Commission Briefing session, 11/18/2025, 9 AM Location: PDA Lobby Conf. Rm., 2301 N. Cameron St., Hbg., PA, Conf. Call: 267-332-8737, Access Code: 417-938-151, Additional Info: This meeting is in person and via MS Teams. Please contact Rebecca Vigil at [rvigil@pa.gov](mailto:rvigil@pa.gov) with any questions or concerns, Contact: Rebecca Vigil 223-666-2554.

State Conservation Commission Public Meeting, 11/18/2025, 10 AM, Location: PDA Lobby Conf. Rm., 2301 N. Cameron St., Hbg., PA, Conf. Call: 267-332-8737, Access Code: 417-938-151, Additional Info: This meeting is in person and via MS Teams. Please contact Rebecca Vigil at [rvigil@pa.gov](mailto:rvigil@pa.gov) with any questions, Contact: Rebecca Vigil 223-666-2554.

PCCD Childrens Advocacy Center Advisory Committee Meeting, 11/18/2025, 10 AM, 3101 N. Front Street, Hbg., PA, Room Num: Commission, Conf. Call Number: 267-332-8737, Access Code: 690 726 613#, Contact: Elizabeth Locke 717-265-8470.

Special, State Public School Building Authority & PA Higher Educational Facilities Authority Board Meeting, 12/18/2025, 11:30 AM, Link To Agency WebSite: [pa.gov/spsba](http://pa.gov/spsba) & [pa.gov/phefa](http://pa.gov/phefa), Location: State Capitol North Office Bldg., Room Num: Room 515, 401 North St, Hbg., PA, Contact: Jennifer Sheffield 717-975-2209.

PLCB Board Meeting, 1/14/2026, 11 AM, Link To Agency WebSite: <https://www.pa.gov/agencies/lcb/board-meetings>, Location: Northwest Office Bldg., Room Num: 117, 910 Capitol St., Hbg., PA, Conf. Call: 267-332-8737, Access Code: 487-165-728, Additional Info: Instructions on how to join the meeting virtually are available at <https://www.pa.gov/agencies/lcb/board-meetings>, Additional Board Meeting Dates: 2/4/26, 3/11/26, 4/1/26, 4/22/26, 5/13/26, 6/3/26, 6/24/26, 7/15/26, 8/5/26, 8/26/26, 9/16/26, 10/7/26, 10/28/26, 11/18/26, 12/16/26, Contact: Michael Vigoda 717-787-8896.

State Civil Service Commission -November Commission Meeting, 11/19/2025, 10:30 AM, Link To Agency WebSite: [scsc.pa.gov](http://scsc.pa.gov), Location: Strawberry Square, Bowman Tower, 4th Fl., Public Hearing Rm., 320 Market St., Hbg., PA, Conf. Call: 267-332-8737, Access Code: 863-534-794#, Contact: Michele Whiting 717-783- 8806.

Appeared in PennLive: on Thursday, 11/13/2025

<https://classifieds.pennlive.com/pennlive/category/legals/legal-notice>

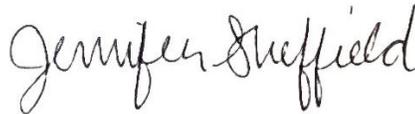
STATE PUBLIC SCHOOL BUILDING AUTHORITY  
PENNSYLVANIA HIGHER EDUCATIONAL FACILITIES AUTHORITY  
Notice of the Meetings of the Boards to be Held

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The State Public School Building Authority and the Pennsylvania Higher Educational Facilities Authority Boards will meet on **Thursday, December 18 at 11:00 a.m.** in **Room 515 North Office Building**. If you prefer to participate by phone, the call-in number is 1-267-332-8737 and the conference ID is 766 328 890#. The meetings are to: (a) approve projects for financing; and (b) consider other matters as may properly come before the Board.

Please complete the attached response and return via e-mail.

Sincerely,

A handwritten signature in black ink that reads "Jennifer Sheffield". The signature is written in a cursive, flowing style.

Jennifer Sheffield  
Executive Director

Harrisburg, PA

I CERTIFY that the notice on the previous page for the December 18, 2025, meetings was emailed to the following on November 4, 2025, at the addresses indicated, constituting all members of the Board of the Pennsylvania Higher Educational Facilities Authority.

Dustin Bailey, Proxy for Governor Shapiro  
[dubailey@pa.gov](mailto:dubailey@pa.gov)

Jarrett Coleman, Designated by the President Pro Tempore of the Senate  
[lknepper@pasen.gov](mailto:lknepper@pasen.gov)

Lindsey M. Williams, Designated by the Minority Leader of the Senate  
[lindsey.williams@pasenate.com](mailto:lindsey.williams@pasenate.com)

Peter G. Schweyer, Designated by the Speaker of the House of Representatives  
[pschweyer@pahouse.net](mailto:pschweyer@pahouse.net)

Bryan Cutler, Designated by the Minority Leader of the House of Representatives  
[bcutler@pahousegop.com](mailto:bcutler@pahousegop.com)

Stacy Garrity, State Treasurer  
[treasurergarrity@ptreasury.gov](mailto:treasurergarrity@ptreasury.gov)

Timothy L. DeFoor, Auditor General  
[cpike-nase@paauditor.gov](mailto:cpike-nase@paauditor.gov)

Reggie McNeil, Secretary of General Services  
[remcneil@pa.gov](mailto:remcneil@pa.gov)

Carrie Rowe, Acting Secretary of Education  
[carrowe@pa.gov](mailto:carrowe@pa.gov)

GIVEN under my hand and seal this 4<sup>th</sup> day of November 2025.

Jennifer Sheffield  
Executive Director  
State Public School Building Authority  
Pennsylvania Higher Educational Facilities Authority