September 2, 2020

Board of Directors Report

- Focus 81
- Local Gov. Assistance
- LTAP
- NEPA MPO
- Business Finance
- BFC 504
- International Business Dev.
- PTAC
- ARC
- Blue Ribbon Task Force
- Engage!
- NCAC
- Research & Information
NEPA’s Board of Directors 2020-2021

CARBON COUNTY
Kathy Henderson 610-379-5000 khenderson@carboncountychamber.org
Marilyn Kissner 570-421-4433 marlyn@lehightownchamber.org
Wayne Nothstein (County Commissioner) 570-325-3611 waynenothstein@carboncounty.net
Harold Pudilner 570-427-8640 weatherlyboro@gmail.com
Joseph Sebelin (Executive Committee-Board Chairperson) 570-657-8205 jsebelin@ptd.net

LACKAWANNA COUNTY
Ida Castro 570-504-9647 icastro@som.geisinger.edu
Philip Condron (Executive Committee-Past Board Chairperson) 570-344-6888 phil.condron@condronandcompany.com
Tom Donohue 570-347-2056 tdonohue@lamar.com
John McNulty 570-963-4605 jomcnulty@pa.gov
Jerry Notarianni (County Commissioner) 570-963-6800 notariannij@lackawannacounty.org
(Brenda Sacco - Alternate) 570-963-6830 saccob@lackawannacounty.org
Alex Stark (Executive Committee-Assistant Secretary) 570-558-5112 astark@kaneisable.com

LUZERNE COUNTY
Stephen Barrouk (Executive Committee-2nd Vice-Board Chairperson) 570-814-9114 sbarrouk@citybrokersllc.com
Mary Malone 570-455-1509 mmalone@hazletonchamber.org
Tim McGinley (County Council) 570-517-3102 jchristy@monroecountypa.gov
(Alternate - Vacant)
Mary Frances Postupack (Executive Committee-Assistant Treasurer) 570-422-7920 mpostupack@esu.edu
Marynell Strunk 570-476-3629 marynell.strunk@lvhn.org

PIKE COUNTY
Derek Bellinger 570-409-0057 derek.bellinger@waynebank.com
Cynthia DeFebo 570-296-2909 cdefebo@pikepa.org
William Kerstetter (Executive Committee-Secretary) 570-832-1578 cobk@ptd.net
Matthew Osterberg (County Commissioner) 570-296-7613 mootserberg@pikepa.org
Juliette McKerrell 570-832-4260 jmckerrell@thedimebank.com
Peter Wullhorst 570-296-3405 ptw3@psu.edu

SCHUYLKILL COUNTY
Robert Carl 570-622-1942 rcarl@schuylkillchamber.com
Micah Gursky 570-645-8118 micah.gursky@sluhn.org
George Halcovage (County Commissioner) 570-628-1202 ghalcovage@co.schuylkill.pa.us
(Executive Committee-Treasurer)
Michael McCord 570-773-3075 mmccord@pahouse.net
Bud Quandel 570-544-4775 bquandel@quandel.com

WAYNE COUNTY
Joseph Adams (County Commissioner) 570-253-5970 jwadams@waynecountypa.gov
Mark Graziatedio (Executive Committee-1st Vice-Board Chairperson) 570-253-5289 mgraz@ptd.net
David Hoff 570-253-8274 hoff@wmh.org
Craig Rickard 570-253-5970 crickard@waynecountypa.gov
Mary Beth Wood 570-253-2537 mbw@wedcorp.org

AT-LARGE
Carl Beardsley 570-602-2000 cbeardsley@flyavp.com
Anthony Carlucci 570-831-2149 acarlucci@mohegansunpocono.com
Matthew Connell 570-369-1938 mconnell@northampton.edu
Ricky Durst 570-646-2300 rdurst@poconoraceway.com
Vincent Galko 570-759-7876 vgalko@mercuryllc.com
Larry Malski 570-963-6676 lmalski@pnra.org
Alana Roberts 570-348-1622 aroberts@pplweb.com
Vacant

EX-OFFICIO
Charles Barber (NCAC Board Chair) 570-714-1570 charles@luzfdn.org
Jeffrey Box 570-655-581 jbox@nepa-alliance.org
Michelle Bising (PNE Board Chair)
(John Augustine - Alternate) 570-883-0504 jaugustine@pennsnortheast.com

EMERITUS
David Donlin 570-624-1796 dadmatd515p@comcast.net
Paul Maher 570-825-7872 n/a
Ernest Prete 570-558-5970 eprete@comcast.net
I. **Call to Order** – *Joe Sebelin, Board Chairperson*

II. **Pledge of Allegiance** - *Joe Sebelin, Board Chairperson*

III. **Welcome New Board Members** - *Joe Sebelin, Board Chairperson*
   Anthony Carlucci, Juliette McKerrell & Marynell Strunk

IV. **Board Discussion & Action Items**
   * June 23, 2020 Meeting Minutes - *Joe Sebelin, Board Chairperson* 1-6
   * Treasurer’s Report - *Wendi Holena, VP & CFO* 7-8
   * Appointment of Pike County Commissioner Matt Osterberg to the MPO Policy Board - *Jeff Box/Alan Baranski*
   * Affiliate/Committee/Division Reports
     - Appalachian Regional Commission (ARC) Project Update - *Kurt Bauman* 9-19
     - Business Development Services - *Steve Ursich*
     - Communications & Membership - *Alex Stark/Donna Hritz*
     - Community & Economic Development Services - *Kurt Bauman*
     - Transportation Services - *Alan Baranski*

V. **President & CEO Report** - *Jeff Box*

VI. **Presentation** – Engage! Program Ecommerce Training – *Holly Pilcavage, Coal Creative & Kurt Bauman*

VII. **Open Discussion** - *Joe Sebelin, Board Chairperson*
Board of Directors Report
Minutes of
Tuesday, June 23, 2020
Conference Call/Zoom Meeting

OFFICERS
Philip Condron, Board Chairperson
Joseph Sebelin, 1st Vice-Board Chairperson
Stephen Barrouk, 2nd Vice-Board Chairperson
Mark Graziadio, Treasurer
Comm. George Halcovage, Secretary

CARBON
Kathy Henderson
Marlyn Kissner
Comm. Wayne Nothstein

LACKAWANNA
Ida Castro
John (Jack) McNulty
Brenda Sacco
Alex Stark

LUZERNE
Mary Malone
County Council Tim McGinley
Michelle Mikitish
Kevin O’Donnell
Theodore Wampole

MONROE
Christopher Barrett
Charles Leonard

PIKE
Cynthia DeFebo
Comm. Matthew Osterberg
Peter Wulfhorst

SCHUYLKILL
Robert Carl
Micah Gursky
Michael McCord

WAYNE
Comm. Joseph Adams
Craig Rickard
Mary Beth Wood

AT-LARGE
Matthew Connell
Ricky Durst
Vincent Galko
Larry Malski
Alana Roberts

EX-OFFICIO
Jeffrey Box

STAFF
Alan Baranski
Kurt Bauman
Wendi Holena
Donna Hritz
Steve Ursich

GUESTS
Ray Daffner Appalachian Investor Alliance (AIA)
Steve Mercil Appalachian Investor Alliance (AIA)
Schuylkill County Comm. Barron Hetherington
The NEPA Alliance held a Board of Directors Meeting on Tuesday, June 23, 2020, via Conference Call/Zoom Meeting. Board Chairperson Phil Condron called the meeting to order at 1:00pm.

Board Chairperson Phil Condron welcome everyone and noted that today’s meeting is being recorded.

Board Chairperson Phil Condron asked the Board of Directors to join him in reciting the Pledge of Allegiance.

**ACTION ITEMS**

**Minutes** - A motion was made by Joe Sebelin and seconded by Kevin O’Donnell to accept the minutes from the Board of Directors Meeting of March 4, 2020. **Motion carried**

**Treasurers Report** – Wendi noted that on the Statement of Activities as of May 31, 2020, NEPA has total revenues and total expenses of approximately $3 million dollars. She further reported that there is a small increase in net assets of $1,394. Wendi stated that NEPA is eleven months through the fiscal year. She reported that on the Statement of Financial Position, NEPA has unrestricted cash of approximately $400,000 and net assets of $1,389,965.

A motion was made by Comm. Joe Adams and seconded by Matt Connell to accept the Treasurer Report as presented. **Motion carried**

**Fiscal Year 2020-2021 NEPA Budget** – Phil stated that the Executive Committee and Budget & Finance Committee met earlier today to review the proposed 2020-2021 Budget. Jeff reported that the broad picture, NEPA’s finances are healthy. He reported that NEPA will be receiving additional revenues from the Economic Development Administration through the CARES act. He noted that the money will be received from an EDA Planning Grant, which is approximately $200,000 a year for the next two (2) years. Jeff also reported that NEPA submitted an application to recapitalize the EDA Revolving Loan Fund, which will generate additional administrative fees. He noted that there are two (2) ARC POWER applications pending, which NEPA is partnering with the other six (6) LDD’s. Jeff stated that state funding will be uncertain in November. He reported that the proposed budget is balanced and solid. Wendi reported that the proposed budget is very conservative. She noted that the NEPA did not budget for an Annual Dinner. Wendi stated the proposed budget has total revenues and expenses of approximately $3.5 million dollars and a small increase in net assets of $3,034.

A motion was made by Matt Connell and second by Mary Malone to accept the proposed FY2020-2021 Budget as presented. **Motion carried.**

**Resolution 2020-10 - Interstate Building Material Redevelopment Assistance Capital Program (RACP)** – Jeff noted that the Board previously authorized NEPA to work with Penn Strategies LLC (Harrisburg). A consulting firm that assists companies to submit RACP to the Commonwealth. He stated as an LDD, NEPA is an eligible applicant for RACP funds. He noted that NEPA previously assisted Penn
Strategies and Interstate Building Materials on their grant application that was successful. Jeff noted that resolution has been modified to reflect the actual dollar amount of the RACP grant that Interstate Building Materials received.

A motion was made by Mark Graziadio and seconded by Ted Wampole to approve the revised Interstate Building Material Redevelopment Assistance Capital Program (RACP) resolution as presented. **Motion carried**

**Resolution 2020-11 approving the Appalachian Regional Commission Project Priority List for 2020-2021** – Jeff reported that the Regional Project Review Committee met virtually on June 15, 2020, to review and rank the projects for Fiscal Year 2021. He noted that this is an annual resolution, which is presented to the Board for approval. Jeff stated that the ten (10) projects will mostly likely get funded in the coming fiscal year due to their modest amounts. He noted once the resolution is passed the list will be sent to the Appalachian Regional Commission (ARC) office at the Department of Community and Economic Development (DCED), which will vet, review and then forward to ARC in Washington DC. Kurt noted that the applicants do a great job at meeting the guidelines. He further noted anything related to the pandemic might move faster. Jeff asked the Board members that are applicants to please abstain from voting on the Resolution.

A motion was made by Jack McNulty and seconded by Larry Malski to approve the Regional Project Review Priority List as presented. **Motion carried.** Matt Connell and Mary Beth Wood abstained.

**Fiscal Year 2020-2021 NEPA Work Plan Adoption** - Jeff stated that the By-Laws require that NEPA submit the Work Plan annually for the NEPA Board’s consideration and adoption. He stated that in coordination with the budget that was just adopted, the NEPA Work Plan is on pages 11-21 in the packet, which explains the five (5) operating divisions of NEPA and all the programs and activities.

A motion was made by Micah Gursky and Ted Wampole seconded by to accept the Fiscal Year 2020-2021 NEPA Work Plan as presented. **Motion carried.**

**Fiscal Year 2020-2021 Nominating Committee Recommendations for Board Membership** - Jeff presented the Nominating Committee’s recommendations for Fiscal Year 2020-2021, which was received from the respective counties and/or recommended by the Nominating Committee for **reappointment** to the Board of Directors for a 2-year term beginning July 1, 2020.

**Carbon County**  
Kathy Henderson, Director, CCEDC and Harold J Pudliner, Borough Manager, Weatherly Borough

**Lackawanna County**  
Philip Condron, CEO, Condron Media; Jack McNulty, Mediator, Pennsylvania Department of Labor & Industry and Alex Stark, Director of Marketing, Kane is Able, Inc.

**Luzerne County**  
Michelle Mikitish, Executive Vice President, Greater Pittston Chamber of Commerce and Kevin O'Donnell, President, CAN DO, Inc.
Monroe County
Chris Barrett, President/CEO, Pocono Mountains Visitors Bureau

Pike County
William Kerstetter, Retired Banker and Peter Wulfhorst, Community Development Agent, Penn State Cooperative Extension

Schuylkill County
Robert Carl, President & CEO, Schuylkill Chamber of Commerce and Michael McCord, Legislative Assistant, Representative Neal Goodman

Wayne County
Craig Rickard, Director, Wayne County Planning Commission and Mary Beth Wood, Executive Director, WEDCO

Jeff reported that there are vacancies in Monroe and Pike counties. He noted that he is waiting to hear back from the county commissioners in both counties.

Jeff also reported that the following have been recommended by the Nominating Committee to the Board Chairperson for his action to reappointment them to At Large Board Seats.

Carl Beardsley, Executive Director, Wilkes-Barre/Scranton International Airport; Matt Connell, Dean, Northampton Community College Monroe Campus; Ricky Durst, Senior Director Marketing & Ticketing, Pocono Raceway; Vince Galko, Senior Vice President, Mercury Public Affairs; Larry Malski, Executive Director, PA NE Regional Railroad Authority and Alana Roberts, Regional Affairs Director, PPL Electric Utilities. There currently is one (1) vacancy

Jeff reported that Anthony (Tony) Carlucci, President, Mohegan Sun Pocono has been recommended by the Nominating Committee to the Board Chairperson for his appointment to an At Large Board Seat.

Jeff reported that the following have been recommended by the Nominating Committee to be reappointed to Ex-Officio Seats. Charles Barber, The Luzerne Foundation (Representing NCAC); Jeffrey Box, NEPA Alliance and Michelle Bisbing, Penn’s Northeast (John Augustine alt.)

Jeff reported that the following have been recommended by the Nominating Committee to be reappointed to Emeritus Seats. Dave Donlin, Paul Maher and Ernie Preate

Jeff reported that the following have been recommended by the Nominating Committee to serve as Officers for the coming year beginning July 1, 2020.

Joe Sebelin, Board Chairperson
Mark Graziado, 1st Vice-Board Chairperson
Steve Barrouk, 2nd Vice-Board Chairperson
Commissioner George Halcovage, Treasurer
Bill Kerstetter, Secretary
Mary Frances Postupack, Assistant Treasurer
A motion was made by Matt Connell and seconded by Michelle Mikitish to accept the Nominating Committee recommendations for Board Membership as presented. **Motion carried.**

**Fiscal Year 2020-2021 Committee Memberships** - Phil noted that the Committee Membership Report is located on pages 24-26. He stated that each Board Member has been assigned to a Committee. He noted that if you wish to serve on a different committee, please call Jeff and/or Donna.

**Fiscal Year 2020-2021 Board Meeting Schedule** - Phil stated that on page 27 is the Board Meeting schedule for next fiscal year. Jeff noted that the September meeting will be determined at a later date.

**Committee/Affiliate Reports**

*Appalachian Regional Commission (ARC) Project Update* – Kurt reported that almost all the projects from last fiscal year were funded except for two (2). He noted that NEPA is assisting three (3) off cycle projects get funded, which DCED has requested. Kurt reported in total there are eight (8) projects that were funded last year and three (3) more that have potential of getting funded this summer. He noted that with the pandemic DCED and ARC in partnership are accepting pre-applications throughout the year.

*Business Development Services* - Steve Ursich reported that the loan volume has spiked during the pandemic. He reported that since the last meeting the 504 program has approved five (5) loans, closed three (3) and there are 17 loans outstanding for an approximate total of $22 million dollars.

Steve further reported that the PIDA programs had two (2) loans approved, two (2) loans closed and there are ten outstanding loans for a total of approximately $4 million dollars.

Steve noted that NEPA’s Internal Loan Funds had five (5) loans approved, three (3) loans closed and there are 81 outstanding loans for a total of approximately $5.2 million dollars.

Steve stated the that the PIDA CWCA closed 78 loans for a balance of approximately $6.2 million dollars. He noted that NEPA was able to assist businesses in all seven (7) counties.

Steve reported that Debbie is out on maternity leave and will be returning in July. He noted that Staff held three (3) webinars that were well received.

Steve reported that the PTAC team continues to be busy. He noted that he and Jeff have completed the interview process for the vacant specialist position and hope to make an offer shortly.

*Communications & Membership* – Alex reported as of May 31, 2020, NEPA has 350 members for a total of $254,730. He further reported that last year at this time NEPA had 361 members for a total of $256,879. Alex stated that NEPA is behind 11 members and $2,149. He noted that NEPA has received three (3) memberships in June. Alex further noted that the goal is 450 members.

Donna reported that all media events in March, April and May were cancelled due to COVID19 and will be looking at rescheduling them later in the year. Donna further reported that NEPA assisted Misericordia
University and Coaldale Borough in receiving ARC assistance and will be scheduling media events with them as well.

**Community & Economic Development Services** - Kurt reported that NEPA has been assisting Pike County, and SEDCO with EDA grant pre-applications. He noted that NEPA is redeveloping the pipeline for the NMTC for next year’s funding source. Kurt stated that he expects to hear any day regarding the $36 million request from the U.S. Department of Treasury. He noted that he and Steve Ursich have prepared a list of projects from around the region to enhance the application. Kurt reported that the funding for this year is $3.5 billion and is expected to grow to $5 billion next year. He noted that information sessions will be held over the next three (3) months to collect projects from across the state in distressed communities.

**Transportation Services** – Alan reported that the Long Range Transportation Plan has been completed. He noted that the plan has been submitted to the Federal Highway Administration, Federal Transit Administration and the Environmental Protection Agency. Alan also reported that the 2021-2024 TIP was adopted by the NEPA MPO committees on June 16, 2020, and will be submitted to PennDOT Central Office. He noted that the Jim Thorpe Parking Analysis and Complete Streets Study is completed. Alan stated that the final report has been delivered to the steering committee, local officials and stakeholders. He also reported that PennDOT has submitted applications for funding for the Route 61 Reconstruction Project through the U.S. DOT’s Infrastructure for Rebuilding America (INFRA) program and the Better Utilizing Investments to Leverage Development (BUILD) program. Alan noted that NEPA helped secure letters of support for the applications.

**President & CEO Report** - Jeff reported that NEPA is in the process of considering reopening the office. He noted that the tentative plan is to bring back 50% of the staff starting on July 6th. Jeff stated that staff will be working every other day in the office and working remotely on Fridays until the end of July. He noted that he continues to monitor county, state and federal guidelines. Jeff thanked the Board and staff for persevering through the shutdown. He noted that NEPA has met all its obligations. Jeff stated that NEPA is considering the potential of work from home option in the future. He stated that all meetings will have the virtual option going forward.

**Presentation** – Ray Daffner, former ARC staff member, provided the background on the Appalachian Investment Alliance (AIA) and his work history. Steve Mercil provided a power point presentation regarding Boosting the Entrepreneurial Ecosystem through the creation of an Angel Fund. He discussed experiences and results, the AIA recent portfolio activity, steps to fund the formation, benefits, roles and responsibilities and a work plan guide. A copy of their power point is available upon request.

A motion was made by Mark Graziadio and seconded by Comm. George Halcovage for NEPA to enter into an agreement with AIA. **Motion carried**

Commissioner George Halcovage introduced Schuylkill County Commissioner Barron Hetherington

Jeff thanked Phil for his guidance and leadership over the past two (2) years.

There being no further business Board Chairman Phil Condron adjourned the meeting at 2:15pm.

Respectfully submitted: Donna Hritz, Communications & Operations Manager - July 7, 2020
# Statement of Activities

**June 30, 2020**

<table>
<thead>
<tr>
<th>Revenues:</th>
<th>Prior YTD</th>
<th>Current YTD</th>
<th>Budget</th>
<th>Percentage of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grants/Projects</td>
<td>$2,884,390</td>
<td>$3,167,220</td>
<td>$3,117,764</td>
<td>102%</td>
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<td>Membership Fees</td>
<td>227,302</td>
<td>226,934</td>
<td>227,000</td>
<td>100%</td>
</tr>
<tr>
<td>Rental Income</td>
<td>26,973</td>
<td>28,921</td>
<td>28,921</td>
<td>100%</td>
</tr>
<tr>
<td>RLF Admin. Fees</td>
<td>22,144</td>
<td>33,520</td>
<td>20,000</td>
<td>168%</td>
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<tr>
<td>Match from Other Sources</td>
<td>76,504</td>
<td>127,945</td>
<td>39,667</td>
<td>323%</td>
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<tr>
<td>Other Receipts</td>
<td>16,016</td>
<td>33,461</td>
<td>10,200</td>
<td>328%</td>
</tr>
<tr>
<td>Contributed Services</td>
<td>40,200</td>
<td>32,812</td>
<td>38,000</td>
<td>86%</td>
</tr>
</tbody>
</table>

**Total Revenues**

<table>
<thead>
<tr>
<th>Prior YTD</th>
<th>Current YTD</th>
<th>Budget</th>
<th>Percentage of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>3,293,529</td>
<td>3,650,813</td>
<td>3,481,552</td>
<td>105%</td>
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<table>
<thead>
<tr>
<th>Expenses:</th>
<th>Prior YTD</th>
<th>Current YTD</th>
<th>Budget</th>
<th>Percentage of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel</td>
<td>1,522,326</td>
<td>1,616,476</td>
<td>1,601,078</td>
<td>101%</td>
</tr>
<tr>
<td>Benefits</td>
<td>576,780</td>
<td>635,287</td>
<td>672,453</td>
<td>94%</td>
</tr>
<tr>
<td>Contractual</td>
<td>672,063</td>
<td>775,696</td>
<td>663,498</td>
<td>117%</td>
</tr>
<tr>
<td>Professional Fees</td>
<td>21,467</td>
<td>23,188</td>
<td>19,500</td>
<td>119%</td>
</tr>
<tr>
<td>Travel and Per Diem</td>
<td>43,337</td>
<td>35,226</td>
<td>32,531</td>
<td>108%</td>
</tr>
<tr>
<td>Meetings and Seminars</td>
<td>70,187</td>
<td>56,984</td>
<td>65,412</td>
<td>87%</td>
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<tr>
<td>Postage</td>
<td>5,438</td>
<td>5,047</td>
<td>5,750</td>
<td>88%</td>
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<tr>
<td>Supplies</td>
<td>30,332</td>
<td>51,012</td>
<td>47,171</td>
<td>108%</td>
</tr>
<tr>
<td>Publications and Memberships</td>
<td>38,050</td>
<td>51,788</td>
<td>39,225</td>
<td>132%</td>
</tr>
<tr>
<td>Printing</td>
<td>4,953</td>
<td>4,362</td>
<td>6,800</td>
<td>64%</td>
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<tr>
<td>Advertising</td>
<td>12,022</td>
<td>21,659</td>
<td>18,500</td>
<td>117%</td>
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<tr>
<td>Occupancy</td>
<td>54,612</td>
<td>45,945</td>
<td>66,340</td>
<td>69%</td>
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<tr>
<td>Equipment Rental &amp; Maintenance</td>
<td>17,287</td>
<td>12,629</td>
<td>18,282</td>
<td>69%</td>
</tr>
<tr>
<td>Depreciation</td>
<td>59,123</td>
<td>69,256</td>
<td>64,507</td>
<td>107%</td>
</tr>
<tr>
<td>Telephone/Internet</td>
<td>18,072</td>
<td>20,990</td>
<td>21,320</td>
<td>98%</td>
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<tr>
<td>Insurance</td>
<td>23,487</td>
<td>31,712</td>
<td>26,500</td>
<td>120%</td>
</tr>
<tr>
<td>Interest</td>
<td>45,729</td>
<td>44,274</td>
<td>44,275</td>
<td>100%</td>
</tr>
<tr>
<td>Other Costs</td>
<td>22,365</td>
<td>115,550</td>
<td>27,797</td>
<td>416%</td>
</tr>
<tr>
<td>Contributed Services</td>
<td>40,200</td>
<td>32,812</td>
<td>38,000</td>
<td>86%</td>
</tr>
</tbody>
</table>

**Total Expenses**

<table>
<thead>
<tr>
<th>Prior YTD</th>
<th>Current YTD</th>
<th>Budget</th>
<th>Percentage of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>3,277,830</td>
<td>3,649,893</td>
<td>3,478,939</td>
<td>105%</td>
</tr>
</tbody>
</table>

**Increase (Decrease) in Net Assets**

<table>
<thead>
<tr>
<th>Prior YTD</th>
<th>Current YTD</th>
<th>Budget</th>
<th>Percentage of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>$15,699</td>
<td>$920</td>
<td>$2,613</td>
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<table>
<thead>
<tr>
<th>Net Assets</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Beginning Balance</td>
<td>$1,388,571</td>
</tr>
<tr>
<td>Increase (Decrease)</td>
<td>920</td>
</tr>
<tr>
<td>Current Balance</td>
<td>$1,389,491</td>
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# Statement of Financial Position

**June 30, 2020**

<table>
<thead>
<tr>
<th>Assets</th>
<th>Prior Year</th>
<th>Current Year</th>
<th>Liabilities</th>
<th>Prior Year</th>
<th>Current Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unrestricted Cash Invested</td>
<td>$ 800,182</td>
<td>$ 329,280</td>
<td>Accounts Payable</td>
<td>$ 393,628</td>
<td>473,913</td>
</tr>
<tr>
<td>Restricted Funds Invested</td>
<td>5,000</td>
<td>8,350</td>
<td>Deferred Project Funds</td>
<td>5,000</td>
<td>8,350</td>
</tr>
<tr>
<td>Membership Fees Receivable</td>
<td>84,200</td>
<td>81,700</td>
<td>Employee Benefits Payable</td>
<td>137,940</td>
<td>161,999</td>
</tr>
<tr>
<td>Advances/Deposits/Prepays</td>
<td>29,676</td>
<td>34,704</td>
<td>Payroll Withholdings</td>
<td>3,203</td>
<td>3,446</td>
</tr>
<tr>
<td>Accounts Receivable - Projects</td>
<td>930,207</td>
<td>1,583,541</td>
<td>Deferred Membership Fees</td>
<td>158,614</td>
<td>153,830</td>
</tr>
<tr>
<td>Loan Receivable - NEPABFC</td>
<td>81,101</td>
<td>-</td>
<td>Capital Lease Payable</td>
<td>615,871</td>
<td>595,143</td>
</tr>
<tr>
<td>Depreciable Assets (Net of Deprec.)</td>
<td>772,461</td>
<td>748,597</td>
<td>Total Liabilities</td>
<td>1,314,256</td>
<td>1,396,681</td>
</tr>
</tbody>
</table>

**Net Assets** *

<table>
<thead>
<tr>
<th>Prior Year</th>
<th>Current Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>1,388,571</td>
<td>1,389,491</td>
</tr>
</tbody>
</table>

**Total Assets**

<table>
<thead>
<tr>
<th>Prior Year</th>
<th>Current Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>$ 2,702,827</td>
<td>$ 2,786,172</td>
</tr>
</tbody>
</table>

**Total Liabilities & Net Assets**

<table>
<thead>
<tr>
<th>Prior Year</th>
<th>Current Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>$ 2,702,827</td>
<td>$ 2,786,172</td>
</tr>
</tbody>
</table>

*Net Assets represents NEPA's equity. It is the surplus of Total Assets less Total Liabilities. Net Assets is not equivalent to cash.*
Greetings to all Board Members! We have been quite busy over the summer despite the extraordinary circumstances of dealing with remote working and the COVID19 pandemic. I personally wish we could get back to normal. The following is a brief update on some of our activities at NEPA. The staff reports that follow this demonstrate that we have continued to move forward during the pandemic.

**Re-Opening Policy**
I am planning another attempt at re-opening the office on a 50% capacity basis starting on September 8th after Labor Day, this will, of course, be in keeping with any federal and state guidance. We will work from home 3 days per week. We have sought legal advice on the re-opening policy, and we will make revisions that they suggested.

**New Federal EDA Contracts**
We have received our contracts from EDA for the additional planning funds and for the RLF recapitalization that I previously reported on. Both of these grants give us additional funds for programming. We also have additional funds for lending so please continue to refer loan clients.

**Annual Report**
Donna is leading the preparation of our FY2020 Annual Report document. This is required by the bylaws and our funding agencies. Our program impacts continue to be impressive.

**Pennsylvania State Budget**
We remain concerned about the remaining seven (7) month state budget, which has yet to be passed by the General Assembly. We are also concerned about FY2022 state budget and the potential affects on economic development at the state level.

We continue to develop new program areas. The staff reports in this Board Meeting Packet explains the details, but we are growing our services in NMTC, RACP, and the angel fund creation, as well as our core programs.

**Meeting event with Congressman Meuser**
We were scheduled to have our first out of the office media event since COVID19, however, it was cancelled when Congressman Meuser tested positive for the virus.

Please let me know if there are any questions!

Respectfully,

Jeff
BUSINESS DEVELOPMENT SERVICES

Procurement Technical Assistance Center

Counseling Activity (01-01-2020 to 05-31-2020)

<table>
<thead>
<tr>
<th>Activity</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Active Clients for the Quarter</td>
<td>43</td>
</tr>
<tr>
<td>Active Clients for the Quarter</td>
<td>177</td>
</tr>
<tr>
<td>Initial Introductory Counseling Sessions for the Quarter</td>
<td>30</td>
</tr>
<tr>
<td>Follow-up Counseling Sessions for the Period</td>
<td>2,969</td>
</tr>
</tbody>
</table>

The Procurement Technical Assistance Center (PTAC) worked with new client registrations in the PA Supplier Portal to do business with the Commonwealth and System for Award Management to be able to sell to the Federal Government. Follow-up sessions support client registration updates, and new certification applications such as but not limited to: HUBZone, 8(a), SDVOSB/VOSB, and WOSB.

Contract Awards Activity (01-01-2020 to 05-31-2020)

<table>
<thead>
<tr>
<th>Award Type</th>
<th>Number of Awards</th>
<th>Number of Clients</th>
<th>Total Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Federal Prime</td>
<td>789</td>
<td>20</td>
<td>$71,285,439</td>
</tr>
<tr>
<td>State &amp; Local Prime</td>
<td>4</td>
<td>1</td>
<td>$57,724</td>
</tr>
<tr>
<td>Sub-Contractor</td>
<td>0</td>
<td>0</td>
<td>$0</td>
</tr>
</tbody>
</table>

During this period, Active PTAC clients received contract awards primarily from Federal Agencies acting as a prime contractor, and one client received four state awards. Contract award reporting follows Defense Logistics Agency terms.

Business Finance Center

The Business Finance Center has been able to close six (6) loans totaling $641,500 and leverage $1,264,899 in private investment. In addition to the standard loan programs, NEPA BFC was able to directly assist 23 small business in applying for COVID-19 Hazard Pay Grants from the state totaling $502,560. The Business Finance Center continues to build a strong loan pipe-line with over $25 million in potential loans. Of the approved loans, the majority are expected to close by the end of the calendar year. Loans closed since that last meeting include the following business sectors:

- Crematory Services
- Automotive Repair
- Daycare
- Hydroponic Farming
Through these loan closings, the businesses are expected to create 11 full time positions across the 7 counties of Northeast Pennsylvania. Additionally, NEPA Alliance BFC worked directly with 23 companies applying for the state offered COVID-19 Hazard Pay Grant Program and referred several others. This program was established to help employers provide hazard pay to employees in life-sustaining occupations during the coronavirus (COVID-19) pandemic.

<table>
<thead>
<tr>
<th>SBA 504</th>
<th>Number</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Approved Loans</td>
<td>7</td>
<td>$4,110,000.00</td>
</tr>
<tr>
<td>Closed Since Last Meeting</td>
<td>1</td>
<td>$399,000.00</td>
</tr>
<tr>
<td>Outstanding Loans</td>
<td>18</td>
<td>$17,183,997.50</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>26</td>
<td>$21,692,997.50</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PIDA</th>
<th>Number</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Approved Loans</td>
<td>3</td>
<td>$4,000,000.00</td>
</tr>
<tr>
<td>Closed Since Last Meeting</td>
<td>0</td>
<td>$0.00</td>
</tr>
<tr>
<td>Outstanding Loans*</td>
<td>73</td>
<td>$7,493,731.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>76</td>
<td>$11,493,731.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Internal Funds</th>
<th>Number</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Approved Loans</td>
<td>3</td>
<td>$175,000.00</td>
</tr>
<tr>
<td>Closed Since Last Meeting</td>
<td>5</td>
<td>$242,500.00</td>
</tr>
<tr>
<td>Outstanding Loans</td>
<td>84</td>
<td>$5,554,509.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>92</td>
<td>$5,972,009.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>COVID-19 Hazard Pay Grant Program</th>
<th>Number</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grants Applied For</td>
<td>23</td>
<td>$502,560.00</td>
</tr>
</tbody>
</table>

*Includes PIDA CWCA Loans

The International Business Development staff recorded nineteen (19) export actions and generated five (5) International Projects to Pennsylvania’s Authorized Trade Representatives during May and June. Staff also hosted two (2) webinars. “Import Operations” was held on May 12th and generated eighteen (18) participants and “NAFTA and USMCA: What Will Change and How to Comply” was held on June 17th and generated forty (40) participants.

The International Business Development Program will work with the Pennsylvania Office of International Business Development to promote *Bringing the World to Pennsylvania 2020*, September 14 – 25, 2020. This year the event will be held virtually and will feature a series of online presentations designed to help companies explore new export markets. More information is available online at [https://dced.pa.gov/worldtopa/](https://dced.pa.gov/worldtopa/).
Board of Directors Report  
September 2, 2020

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PA Office of International Business Development Performance Measurements

<table>
<thead>
<tr>
<th>Performance Measurement</th>
<th>Goal</th>
<th>Fiscal Year End Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Active Clients</td>
<td>56</td>
<td>63</td>
</tr>
<tr>
<td>Export Actions</td>
<td>117</td>
<td>202</td>
</tr>
<tr>
<td>Exporting Companies</td>
<td>14</td>
<td>15</td>
</tr>
<tr>
<td>Export Sales</td>
<td>$25,121,441.00</td>
<td>$42,950,917.28</td>
</tr>
<tr>
<td>Projects</td>
<td>112</td>
<td>73</td>
</tr>
<tr>
<td>ATR Attributed Sales</td>
<td>$10,299,790.81</td>
<td>$10,688,260.76</td>
</tr>
<tr>
<td>New Clients</td>
<td>8</td>
<td>14</td>
</tr>
<tr>
<td>Total (weighted and capped measure)</td>
<td></td>
<td>107.74%</td>
</tr>
</tbody>
</table>

---

LDD CUSTOMER SATISFACTION SURVEY FORMS

Seventeen (17) out of twenty-four (24) LDD Customer Satisfaction Survey forms were completed by NEPA clients who received assistance through NEPA’s Business Financing, Procurement Technical Assistance Center and International Business programs for assistance received during the 3rd quarter of 2019-2020 which represented a 71% response rate. Sixteen (16) clients indicated they were very satisfied/satisfied with the assistance they received through NEPA. (One client did not provide an overall score.) This gives an overall satisfaction rate of 94% from surveys received for the 3rd quarter of 2019-2020.

The following represents the number of responses from clients who indicated they were very satisfied / satisfied with the specific assistance they received:

<table>
<thead>
<tr>
<th></th>
<th>*Timeliness of Assistance</th>
<th>*Quality of Assistance</th>
<th>*Value of Assistance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Loans</td>
<td>7</td>
<td>4</td>
<td>4</td>
</tr>
<tr>
<td>Procurement</td>
<td>10</td>
<td>8</td>
<td>8</td>
</tr>
<tr>
<td>International</td>
<td>5</td>
<td>5</td>
<td>5</td>
</tr>
</tbody>
</table>
COMMUNITY & ECONOMIC DEVELOPMENT SERVICES DIVISION

EDA
NEPA submitted and received an EDA CARES Act in the amount of $400,000 to assist with COVID-19 Pandemic response and recovery. The grant includes a planning component that will complement our CEDS. The remaining services include: Business/Community Finance support, International Business Development, E-Commerce Support, and support to identify and seek resource for Broadband deployment.
NEPA is assisting SEDCO and Pike County with EDA grant pre-applications.

FEDERAL GRANT ASSISTANCE
As the designated Local Development District (LDD) for the Appalachian Regional Commission (ARC) and the Pennsylvania Department of Community & Economic Development (DCED), NEPA provides technical assistance to those organizations seeking ARC grant assistance. The table below provides a list of the all of the FY 2019-2020 funded projects.

<table>
<thead>
<tr>
<th>Organization</th>
<th>Project</th>
<th>CO</th>
<th>ARC Grant Amount</th>
<th>Funding Leveraged</th>
</tr>
</thead>
<tbody>
<tr>
<td>NCAC</td>
<td>Monroe County Community Foundation Initiative</td>
<td>MO</td>
<td>$60,000</td>
<td>$60,000</td>
</tr>
<tr>
<td>Luzerne County</td>
<td>Hanover Industrial Estates Multimodal Improvements</td>
<td>LU</td>
<td>$260,000</td>
<td>$260,000</td>
</tr>
<tr>
<td>Pike County</td>
<td>Blooming Grove Complex Sewage Expansion Design</td>
<td>PI</td>
<td>$42,500</td>
<td>$42,500</td>
</tr>
<tr>
<td>AllOne Charities / NEPA Community Health Center</td>
<td>Service Before Self: Expanding Access to Care through the Andrew C. Mazza Memorial Health Center Program</td>
<td>LA</td>
<td>$50,000</td>
<td>$50,000</td>
</tr>
<tr>
<td>NEPA Alliance</td>
<td>PREP</td>
<td>RE</td>
<td>$400,000</td>
<td>$400,000</td>
</tr>
<tr>
<td>Coaldale Borough</td>
<td>Coaldale Rural Hospital Pedestrian Facilities &amp; Klines Hill Rd Pr.</td>
<td>SC</td>
<td>$423,442</td>
<td>$50,000</td>
</tr>
<tr>
<td>WEDCO</td>
<td>Wayne County Broadband Expansion Project</td>
<td>WA</td>
<td>$148,750</td>
<td>$148,750</td>
</tr>
<tr>
<td>Delaware &amp; Lehigh National Heritage Corridor</td>
<td>Healthy Trails, Healthy Towns - D&amp;L Trail Programs</td>
<td>CA</td>
<td>$80,000</td>
<td>$80,000</td>
</tr>
<tr>
<td>University of Scranton SBDC</td>
<td>StartUP</td>
<td>RE</td>
<td>$59,500</td>
<td>$59,500</td>
</tr>
<tr>
<td>Lackawanna College</td>
<td>Licensed Practical Nursing (LPN) Program at Lackawanna College</td>
<td>LA</td>
<td>$60,000</td>
<td>$60,000</td>
</tr>
<tr>
<td>Misericordia University</td>
<td>Simulation in Diagnostic Medical Sonography Education</td>
<td>RE</td>
<td>$70,000</td>
<td>$70,000</td>
</tr>
<tr>
<td>Tecbridge*</td>
<td>Strengthening the Entrepreneurial Ecosystem</td>
<td>RE</td>
<td>$50,000</td>
<td>$0</td>
</tr>
</tbody>
</table>
ENGAGE!
On behalf of the Northeast Pennsylvania Partnerships for Regional Economic Performance (PREP) partners, NEPA applied to launch the Engage! initiative within its seven-county region. Engage! is a Pennsylvania statewide business retention and expansion (BRE) program designed to interact with targeted companies regularly and proactively. The overall goal of Engage! is to retain existing businesses in a community and to help them grow and expand by building solid relationships with business owners or key decision makers and economic development partners and their representatives. DCED awarded a contract to NEPA with a total value of $341,140 for FY 19-20. An application for funding has been submitted for FY 20-21.

Due to the COVID-19 Pandemic, NEPA is offering, through the “Get Connected” initiative, e-commerce technical assistance to businesses. NEPA has contracted with three web development/tech firms to assist the launch of this initiative, which offers a free suite of services to develop an online sales platform that will assist in stabilizing the business and generate new sales and clients during the pandemic. Currently, there are 19 businesses receiving assistance from the program.

NEPA Community Impact Fund
NEPA’s new affiliate organization, the NEPA Community Impact Fund, was formally certified a Community Development Entity (CDE) and is actively seeking an allocation of New Markets Tax Credits from the U.S. Department of the Treasury. NEPA is soliciting projects from the Commonwealth of PA with capital costs ranging from $5M-$50M that are in on NTMC subsidies to make the project viable.

Pennsylvania Redevelopment Assistance Capital Program (RACP)
NEPA has partnered with CBO Financial, our NMTC consultant, to offer RACP grant writing assistance and Financial Request Package support.

<table>
<thead>
<tr>
<th>Client</th>
<th>Location</th>
<th>NMTC Request</th>
<th>RACP Request</th>
<th>Client Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Downtown Shenandoah, Inc.</td>
<td>Shenandoah, PA</td>
<td>$12,000,000</td>
<td>$3,000,000</td>
<td>Karen Kenderdine</td>
</tr>
<tr>
<td>Keystone Human Services</td>
<td>TBD, Luzerne County</td>
<td>NA</td>
<td>$2,700,000</td>
<td>Charles Hooker</td>
</tr>
<tr>
<td>Di Vichi Center</td>
<td>Allentown, PA</td>
<td>$30,000,000</td>
<td>NA</td>
<td>Lin Erikson</td>
</tr>
<tr>
<td>Hotel Fauchere - Milford</td>
<td>Milford, PA</td>
<td>NA</td>
<td>$2,000,000</td>
<td>Sean Strub</td>
</tr>
<tr>
<td>Hyatt Place - Wilkes-Barre</td>
<td>Wilkes-Barre, PA</td>
<td>$7,000,000</td>
<td>NA</td>
<td>Steve Barrouk</td>
</tr>
<tr>
<td>Little Leaf Farms, LLC</td>
<td>McAdoo, PA</td>
<td>NA</td>
<td>$3,000,000</td>
<td></td>
</tr>
<tr>
<td>Ball Manufacturing</td>
<td>Jenkins Township, PA</td>
<td>NA</td>
<td>$4,000,000</td>
<td></td>
</tr>
</tbody>
</table>
*NEPA is serving as the applicant.

**NORTHEASTERN PENNSYLVANIA NONPROFIT & COMMUNITY ASSISTANCE CENTER**

**NEPA Grantmakers Forum:** In collaboration with the Harry & Jeannette Weinberg Foundation, the McGowan Charitable Trust, The Luzerne Foundation, the Scranton Area Community Foundation and the Margaret Briggs Foundation, NCAC launched the NEPA Grantmakers initiative. NCAC assisted in the development of COVID Response Funds and helped to promote the funds. NCAC also assisted in NEPA Gives Day and provided $1,600 subsidy to assist both the Wayne County Community Foundation and Greater Pike Community Foundation in program participation.

**NEPA Gives**

NCAC served as one of five hosts of the inaugural NEPA Gives, which was developed by the Scranton Area Community Foundation. On Friday, June 5th, **$534,698** was raised within **24 hours** in our region for **167 nonprofit organizations** from **2,715 donors**. Gives was proudly hosted by the Scranton Area Community Foundation, The Luzerne Foundation, the Wayne County Community Foundation, Greater Pike Community Foundation, and the Nonprofit & Community Assistance Center. NCAC will serve as host for NEPA Gives 2021.

**BLUE RIBBON TASK FORCE (BRTF) / TOBYHANNA ARMY DEPOT**

NEPA manages the Blue Ribbon Task Force (BRTF), which was organized in 1992 to provide regional community support for the preservation and protection of Tobyhanna Army Depot from the base closure process known as Base Realignment and Closure (BRAC).

NEPA received a $44,000 grant in February 2020 from the Pennsylvania Military Community Enhancement Commission.

NEPA annually prepares an Economic Impact Analysis of the Depot. In the last update, it was established that the total impact of the Depot is an estimated $2.8 billion in economic activity, an estimated 9,682 jobs, and an estimated $654.7 million in labor income within an eleven (11) county region in Northeast Pennsylvania.

Edwards+Strunk, Inc., a consulting firm based in Madison Township, Lackawanna County, has been selected to develop a fundraising plan for the Depot.

**RESEARCH & INFORMATION CENTER**

**Featured Article:** This month’s article presents the not seasonally adjusted unemployment rates for the nation, state, region and each of the seven counties within the NEPA Alliance service area.

**Not Seasonally Adjusted Unemployment Rates**

According to the first chart, the not seasonally adjusted unemployment rates, as provided by the PA WorkStats Program of the Center for Workforce Information & Analysis at the PA Department of Labor & Industry, indicate that the average regional unemployment rate was 5.0 percent from July 2018 to June 2019 and 8.4 percent from July 2019 to June 2020. The average national unemployment rate from July 2018 to June 2019 was 3.8 percent and it increased to 5.9 percent from July 2019 to June 2020. The
average state unemployment rate from July 2018 to June 2019 was 4.1 percent and it increased to 7.1 percent from July 2019 to June 2020.

According to the second chart, the difference in the monthly not seasonally adjusted unemployment rates between the region and nation was 1.4 percentage points in July 2018 before fluctuating to its minimum of 0.9 percentage points in November 2018. It then fluctuated to its maximum of 4.1 percentage points in June 2020. During the 24-month period, the average not seasonally adjusted unemployment rate was 4.9 percent in the nation and 6.7 percent in the region.

In July 2018, the difference in the monthly not seasonally adjusted unemployment rates between the region and state was 0.8 percentage points before fluctuating to its minimum of 0.7 percentage points in September 2018. It then fluctuated to its maximum of 2.6 percentage points in April 2020 before decreasing to 2.2 percentage points in June 2020. During the 24-month period, the average not seasonally adjusted unemployment rate in Pennsylvania was 5.6 percent.
TRANSPORTATION PLANNING & PROGRAMMING

NEPA MPO Committee Structure

- NEPA MPO Technical Committee members were appointed to a two-year term beginning on July 1, 2020 and running through June 30, 2022. At the August 18th meeting, David Bodnar, Carbon County Planning Director was selected as Chairman of the Technical Committee and Susan Smith, Schuylkill County Planning Director was selected as Vice-Chairman.

- The NEPA MPO Technical Committee has a seat for a representative from the NEPA Board of Directors which rotates between the four MPO counties. The NEPA Board of Directors need to appoint a representative from Monroe County for a two-year term.

- The NEPA MPO Policy Board has a vacancy for the representative from the NEPA Board of Directors from Pike County. An action by the NEPA Board of Directors is required to appoint a representative from Pike County for a two-year term.

2021-2024 TIP Update

- The 2021-2024 TIP was adopted by the NEPA MPO committees on June 16, 2020 and has been submitted to PennDOT Central Office. Adoption followed a 30-day public comment period from May 11th to June 12th. A virtual public hearing was held on May 19th.

- The NEPA MPO committees approved the 2021-2024 TIP at a joint meeting on June 16, 2020. Staff submitted the TIP and related documents to PennDOT Central Office in July for review and inclusion in the State Transportation Improvement Program (STIP). On August 13th, the State Transportation Commission (STC) reviewed and acted upon an approval of the STIP for submittal to the USDOT. Upon approval by USDOT, the 2021-2024 TIP will be effective October 1, 2020.

- The four-year NEPA MPO TIP totals $610 million.
  - Bridge and Highway TIP includes 95 projects, totaling $209.3 million.
  - Transit TIP includes 19 projects, totaling $16.8 million.
  - Interstate TIP includes 10 projects, totaling $384.1 million.

- PennDOT submitted competitive applications for funding for the Route 61 Reconstruction Project through the U.S. DOT’s Infrastructure For Rebuilding America (INFRA) program and the Better Utilizing Investments to Leverage Development (BUILD) program. NEPA helped to secure letters of support for the applications. The project was not awarded INFRA funding. Awards for the BUILD program are still pending.

Title VI Review

- Federal regulations require the Pennsylvania Department of Transportation (PennDOT) to conduct periodic reviews of all cities, counties, planning agencies and any other recipients of federal-aid highway funds to ensure compliance with Title VI of the Civil Rights Act of 1964. PennDOT’s Bureau of Equal Opportunity conducted a review of the NEPA MPO’s Title VI compliance and its related Programs including Limited English Proficiency (LEP) and our Public Participation Plan...
on June 30th. The NEPA MPO was found to be in full compliance with federal regulations, however, some minor actions have been recommended for implementation.

**Functional Classification Review**
- The functional classification review is wrapping up. Carbon, Monroe and Pike counties are complete and Schuylkill County is nearing completion.
- Staff has mapped the proposed changes in Schuylkill County and a virtual meeting with PennDOT District 5-0 to review the changes is scheduled for August 25th.
- Staff will then prepare the functional classification changes for the four counties and submit them to PennDOT Central Office for review. Once reviewed, they will be sent to FHWA for final approval.

**Regional Operations Plan (ROP) Update**
- PennDOT Central Office is currently updating the Regional Operations Plan (ROP) for the Eastern PA Region including the NEPA MPO counties. The ROP identifies and prioritizes projects to optimize existing roadways including the use of intelligent transportation systems such as traffic signal improvements, dynamic message boards, incident management, multimodal and other congestion relief improvements. Staff has participated in ROP development meetings in District 4-0 and 5-0.
- The draft ROP has been provided to NEPA and the Technical Committee will hear a presentation on the plan later this fall.

**Highway Performance Monitoring System (HPMS)**
- NEPA is responsible for the collection of data for the Highway Performance Monitoring System (HPMS). The HPMS is a national level highway information system that includes data on the extent, condition, performance, use and operating characteristics of the nation's highways. MPOs are required to update and confirm data included in the HPMS on an annual basis. The collection involves field work at over 90 locations within the NEPA MPO region identified by PennDOT Central Office.
- Staff attended an online HPMS workshop conducted by Central Office on July 28-29. Data collection efforts are underway and must be completed by the beginning of December.

**Milford Borough Traffic Study**
- Milford Borough Traffic Study was kicked off in January. Michael Baker International is the consultant on the plan. The steering committee requested that the study be delayed until next year because any data collected this year would not be accurate for the study due to COVID-19 travel restrictions. NEPA will work with PennDOT Central Office to extend the study funding through 2021.

**Passenger Rail Service Restoration Between New York City and the City of Scranton**
- NEPA continues to participate in planning activities for the restoration of rail service between Scranton and New York being managed by the Pennsylvania Northeast Regional Rail Authority.
Local Asset Inventory

- NEPA staff is initiating an inventory of ADA ramps and sidewalks in the four-county MPO region in the coming months. A standardized geo-data template has been developed in consultation with PennDOT. A beta test of the inventory in Tamaqua Borough, Schuylkill County is underway.

Geographic Information Systems (GIS)

- GIS staff is continuing to complete mapping activities for the transportation program. Staff has been engaged in the development of the LRTP, particularly the public outreach efforts, project selection process and the Title VI/Environmental Justice Plan.

- GIS staff created a number of online resources for the COVID-19 Response Effort and Resources. [Link](https://nepa-coronavirus-response-nepa-alliance.hub.arcgis.com) [Link](https://arcg.is/1KfSOe)

- NEPA’s Transportation Maps & Applications and can be viewed on [NEPA’s ArcGIS Online Homepage](#).

Regional Meetings

Staff attended the following regional meetings-

- Lackawanna/Luzerne MPO- July 15th
- Eastern Monroe Active Transportation Plan- June 25th
- Pike County Road Task Force- July 16th, August 20th

Local Technical Assistance Program (LTAP)

NEPA has partnered with PennDOT to deliver the LTAP training series in the Lackawanna-Luzerne Metropolitan Planning Organization (MPO) region, the NEPA MPO region and Wayne County. LTAP continues to hold courses only in an online format. LTAP is also conducting informal hour-long virtual sessions once a month.

Commuter Services

Due to funding eligibility and cutbacks, Commuter Services activities in the NEPA MPO region will cease at the end of September. There will be no direct funding support available, but commuters can still use the Commuter Services website and app to continue to engage limited services.
# NEPA’s Staff Directory

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NEPA’s Mission

The Northeastern Pennsylvania Alliance (NEPA) is a regional, multi-county, community and economic development agency providing leadership, planning, and services to businesses, communities, entrepreneurs and institutions lacking adequate access to capital and financial resources that enhance and revitalize distressed communities within the region.