NEPA’s Board of Directors 2020-2021

CARBON COUNTY
Kathy Henderson 610-379-5000 kohenderson@carboncountychamber.org
Marilyn Kissner 570-421-4433 marilyn@lehighvalleychamber.org
Wayne Nothstein (County Commissioner) 570-325-3611 waynenothstein@carboncounty.net
Harold Pudliner 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 stevebarrouk@gmail.com
Mary Malone 570-455-1509 mmalone@hazletonchamber.org
Tim McGinley (County Council) 570-825-1500 tim.mcginley@luzernecounty.org
Michelle Mikitish 570-655-1424 mmikitish@pittstonchamber.org
Theodore Wampole 888-905-2872 theodore.wampole@luzernecounty.org
Vacant

MONROE COUNTY
Christopher Barrett 570-421-5791 cbarrett@poconos.org
Charles Leonard 570-839-1992 cleonard@pmecd.com
John Christy (County Commissioner) 570-517-3102 jchchristy@monroecounty.org
Mary Frances Postupack (Executive Committee-Assistant Treasurer) 570-422-7920 mpostupack@esu.edu
Marynell Strunk 570-476-3629 marynell.strunk@lvhn.org

PIKE COUNTY
Cynthia DeFebo 570-296-2909 cdefebo@pikepa.org
William Kerstetter (Executive Committee-Secretary) 570-832-1578 cobk@ptd.net
Juliette McKerrell 570-832-4260 jmckerrell@thedimebank.com
Matthew Osterberg (County Commissioner) 570-296-7613 mosterberg@pikepa.org
Peter Wulfhorst 570-296-3405 ptw3@psu.edu

SCHUYLKILL COUNTY
Robert Carl 570-622-1942 rcarl@schuylkillchamber.com
Micah Gursky 570-645-8118 mgursky@sluhn.org
George Halcovage (County Commissioner) 570-628-1202 ghalconvage@co.schuylkill.pa.us
(Executive Committee-Treasurer) Michael McCord 570-490-8369 adz095@ptd.net
Bud Quandel 570-544-4775 bqandell@quandel.com

WAYNE COUNTY
Joseph Adams (County Commissioner) 570-253-5970 jadams@waynecountypa.gov
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
Vacant

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@poconoracingway.com
Vincent Galko 570-751-3798 vgalko@mercurylc.com
Larry Malski 570-963-6676 lmalski@pnrra.org
Alana Roberts 570-348-1622 aroberts@pplweb.com
Vacant

EX-OFFICIO
Michelle Bising (PNE Board Chair) 570-839-1992 mbising@pmecd.com
(John Augustine - Alternate) 570-883-0504 jaugustine@pennsnortheast.com
Jeffrey Box 570-655-5581 jbox@nepa-alliance.org
María Montoro Edwards (NCAC Board Chair) 570-826-1777 mmcedwards@fmhs.org

EMERITUS
David Donlin 570-624-1796 dadmatd515p@comcast.net
Ernest Prete 570-558-5970 eprete@comcast.net
BOARD OF DIRECTORS REPORT
MARCH 3, 2021

AGENDA

I. **Call to Order** – *Joe Sebelin, Board Chairperson*
   * A moment of silence for Mark Graziadio and Paul Maher

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

III. **Board Discussion & Action Items**
   * January 6, 2021 Meeting Minutes - *Joe Sebelin, Board Chairperson* 1-5
     * Review of the FY2020 Audit Report –*Phil Keaney, J.H. Williams & Wendi Holena* Handout
     * Treasurer’s Report - *Wendi Holena, VP & CFO* 6-7
     * Resolution 2021-1 - Adopting the Comprehensive Economic Development Strategy (CEDS) Annual Performance Report for the Years 2019-2020 - *Jeff & Kurt* 8
     * Resolution 2021-2 – NEPA’s Hotel Fauchere RACP Application - *Kurt* 9
     * Resolution 2021-3 – NEPA’s Little Leaf Farms RACP Application - *Kurt* 10
     * Resolution 2021-4 – NEPA’s Downtown Shenandoah Inc. RACP Application - *Kurt* 11
     * Appoint Chuck Leonard to the MPO Technical Planning Committee as the NEPA Board designee representing Monroe County – *Jeff & Alan*
     * Appoint Alana Roberts and Marynell Strunk as NEPA Board representatives to the NCAC Board of Directors - *Jeff & Kurt*
     * Affiliate/Committee/Division Reports
       - Business Development Services - *Steve Ursich*
       - Communications & Membership - *Alex Stark/Donna Hritz*
       - Community & Economic Development Services - *Kurt Bauman*
       - Transportation Services - *Alan Baranski*
   12-24

IV. **President & CEO Report** – *Jeff Box*

V. **Presentation** – CED’s Annual Performance Report - *Kurt Bauman & Steve Zaricki*

VI. **Open Discussion** - *Joe Sebelin, Board Chairperson*
Board of Directors Report
Minutes of
Wednesday, January 6, 2021
Conference Call/Zoom Meeting

OFFICERS
Joseph Sebelin, Board Chairperson
Mark Graziaio, 1st Vice-Board Chairperson
Stephen Barrouk, 2nd Vice-Board Chairperson
Mary Frances Postupack, Assistant Treasurer
Alex Stark, Assistant Secretary
Philip Condron, Past Board Chairperson

CARBON
Kathy Henderson
Marlyn Kissner
Comm. Wayne Nothstein

LACKAWANNA
Ida Castro
Jack McNulty
Brenda Sacco

LUZERNE
County Chair Tim McGinley
Michelle Mikitish
Theodore Wampole

MONROE
Chris Barrett
Charles Leonard
Marynell Strunk

PIKE
Cynthia DeFebo
Juliette McKerrell
Pete Wulfhorst

SCHUYLKILL
Robert Carl
Micah Gursky

WAYNE
David Hoff
Mary Beth Wood

AT-LARGE
Carl Beardsley
Anthony Carlucci
Matt Connell
Ricky Durst
Vincent Galko
Alana Roberts

EX-OFFICIO
John Augustine
Maria Montero Edwards
Jeffrey Box

STAFF
Alan Baranski
Kurt Bauman
Wendi Holena
Donna Hritz
Michael Skowronski
Steve Ursich

GUESTS
Cassandra Coleman
Steve D’Ettorre
Neil Fowler
Tim Watcher
Bri Farrand
The NEPA Alliance held a Board of Directors Meeting on Wednesday, January 6, 2021, via Conference Call/Zoom Meeting. Board Chairperson Joe Sebelin called the meeting to order at 1:00pm.

Board Chairperson Joe Sebelin welcome everyone and noted that today’s meeting is being recorded.

Board Chairperson Joe Sebelin asked the Board of Directors to join him in reciting the Pledge of Allegiance.

Board Chairperson Joe Sebelin welcomed and introduced Steve D’Ettorre, Deputy Secretary for Technology and Innovation at PA DCED and Neil Fowler, Executive Director, PA DCED Office of Technology & Innovation Ctr. for Strategic Partnerships who will be presenting later in today’s meeting.

Board Chairperson Joe Sebelin asked Board members to introduced themselves when making a motion and/or a second.

**ACTION ITEMS**

**Minutes** - A motion was made by Mark Graziadio and seconded by Chris Barrett to accept the minutes from the Board of Directors Meeting of November 4, 2020. **Motion carried**

**Treasurers Report** – Wendi noted that on the Statement of Activities as of November 30, 2020, NEPA has total revenues and total expenses are approximately $1.4 million. She further noted that there is a small increase in net assets of $1,343. Wendi reported that NEPA received good news from Department of Community & Economic Development (DCED) last month regarding the PREP contract being restored to level funding. She further reported that the Fiscal Year 2020 Audit is being finalized and will be presented to the Budget & Finance Committee and Board of Directors at the March meeting. Wendi stated that on the Statement of Financial Position, NEPA has a healthy Cash Balance of approximately $900,000 and accounts receivable are also approximately $900,000.

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

**Approval of an MOU between BRTF, NEPA & NCAC** - Jeff reported that the MOU is between the Blue Ribbon Task Force (BRTF), NEPA Alliance and the Nonprofit Community Assistance Center (NCAC), which is an informal agreement between the three entities regarding receipt of fundraising dollars that NEPA will be using in the future to support the Tobyhanna Army Depot. He noted that the initiative started many months ago when NEPA secured grant funds from the PA Military Community Enhancement Commission (PMCEC) to startup a fundraising campaign to support activities regarding the Depot. Jeff noted that for many years NEPA has managed approximately $150,000 - $155,000 of funds from previous fundraising efforts that is in the bank under the American Federation of Government Employees Union at the Depot. He stated that the new fundraising endeavour, which NEPA will be undertaking is being spearheaded by consultants Edwards and Strunk. Jeff noted that they will be managing the fundraising campaign. Jeff further noted that NEPA plans to establish a second funding account to support the Depot. He noted that NEPA believes this is a better option for those dollars if they are coming in as fundraising because under NCAC because as a (501C3) charitable organization donors
can receive a tax deduction. Jeff noted that NEPA is waiting for feedback from the Depot’s legal staff. He stated that NEPA’s auditors have approved the proposed MOU.

A motion was made by Phil Condran and seconded by Mark Graziado to approved the proposed MOU between BRTF, NEPA and NCAC as presented contingent upon review by the Depot’s legal staff. **Motion carried.**

**Committee/Affiliate Reports**

**Appalachian Regional Commission (ARC) Project Update** – Kurt reported that each year NEPA submits pre-applications to DCED and in the fall DCED invites full applications to be submitted in January. He noted that this year’s list is NEPA’s longest list in the past ten years that have been approved for full applications. Kurt stated that he and Athena are working with clients to develop full applications for eight projects and there are a few additional projects that might also filter in. He noted that there is good representation throughout the region. Kurt further noted that he is hopeful some of these projects will be awarded some time in March. He stated that on April 1st NEPA will open a new round of solicitations for ARC projects. Kurt noted that he is hopeful another round of ARC POWER will open again in the Spring.

**Business Development Services** - Steve Ursich stated that the Business Development Services staff has had an outstanding year in review considering the pandemic and staff changes. He noted that Frank Migneco took over as Senior Government Procurement Manager, Paula Terpak took on additional workload and responsibilities and PTAC added two new employees Kara Smith and Tyler Day. Steve noted Debbie Langan, Senior International Business Development Manager returned from maternity leave. He reported that the Business Finance team Dave Nat, Ken Doolittle and Donovan Klem saw an 40% increase in loan volume.

**Communications & Membership** – Alex reported as of December 31, 2020, NEPA had 406 members for a total of $273,855 (6 members and $3,929 less than the previous year). He noted that the previous year’s campaign ended with 412 members for a total of $277,784. Alex noted that NEPA’s goal for 2021 is 450 members.

Donna reported that as NEPA continues to work remotely staff has been very busy on social media. She noted that Face Book for the month of December NEPA had 1,057 followers with 874 page likes, which is down due to holidays. Donna further noted that NEPA had 918 posts and 1217 followers on Instagram and on Twitter NEPA had 1,583 followers. She reported that since May, 2014 NEPA tweeted 5,751 times. Donna stated that since the November 4th meeting there were 1,558 people that visited NEPA’s website, of which 87.6% were new visitors and 12.4% were returning visitors.

**Community & Economic Development Services** - Kurt thanked Brenda Sacco and the Lackawanna County Commissioners for allowing NEPA to assist twenty-five businesses in Lackawanna County with the Get Connected Program. He noted that NEPA spoke with approximately seventy-five to hundred potential clients and enrolled twenty-five businesses in Lackawanna County to receive free Ecommerce platforms to be able to sell their products and services online. He noted that the project was funded through Lackawanna County by the CARES Act. Kurt reported that NEPA’s second application for an allocation regarding the New Markets Tax Credit program was submitted on November 16th. He noted that the total request is for $52million from the U.S. Department of Treasury. Kurt thanked DCED and ARC for their
support in funding the application and especially Neil Fowler for his assistance in both allocation requests. He reported that he and Steve Ursich have been busy meeting with potential clients investing in the Angel Fund. Kurt noted that NEPA will be soliciting the Board for their assistance in identifying potential investors. He further noted that because of the work on the NMTC initiative NEPA was successful working with RCAP grants. Kurt stated numerous clients working on NMTC also wanted to apply for RCAP grants.

Transportation Services – Alan reported that PennDOT is currently facing an imminent project funding shortfall. He stated that the reductions in road traffic due to the COVID-19 pandemic will cost the department $500 million to $600 million in lost fuel tax revenue this year. Alan stated that Governor Wolf has agreed to shift money to continue funding projects in the short-term until a long-term solution can be agreed to in the new year. He reported that PennDOT is currently requesting feedback on its Pathways Program, an extensive initiative to examine possible near and long-term funding solutions and how they could potentially work in Pennsylvania. Alan stated that PennDOT is accepting feedback on transportation funding options through December 17th. He noted that staff continues to meet it’s benchmarks with other programs within the Transportation Division. Alan stated that staff will be launching new program activities in the next quarter.

Presentation – Steve D’Ettorre, Deputy Secretary for Technology and Innovation at PA DCED thanked everyone for the warm welcome. He noted that today is their first opportunity to put faces with names and have an open dialogue with the NEPA Board and DCED. He stated that it’s productive to have the opportunity to share any thoughts. Steve thanked Jeff and the NEPA staff and the other LDD Directors for doing a great job and not missing a beat during the pandemic. Steve noted that the Commonwealth was fortunate to have level funding the Fiscal Year 2019-2020. He thanked Jeff and the other LDD Directors for their patience and cooperation level with DCED during the uncertainties regarding the budget prior to it being passed. He stated that DCED is hoping for level funding in the upcoming budget. Steve noted that it is his understanding that there won’t be any budget increase requests from DCED that he is aware of.

Neil Fowler, Executive Director, PA DCED Office of Technology & Innovation Center for Strategic Partnerships noted that his office oversees some of the programs that have already been reported on. He stated that the PREP program funds not only NEPA, but also the Economic Development Corporations and the Small Business Development Centers. Neil reported it is important for many of the partners that level funding was secured. He noted that he wants to acknowledge the advocacy of many of the partner groups help to get there. Neil also noted that the ENGAGE! Program funding through DCED, which is a proactive business calling program and showed it’s importance over the past year. He noted that DCED shared the information with the Department of Labor and the Governor’s Office. Neil noted that Kurt does a great job getting a lot of potential projects to them for the ARC program. Neil further noted that DCED will continue to work from home through June, 2021. Steve D’Ettorre reported that Dennis Davin, Secretary DCED will be joining the LDD Directors monthly call next week. Jeff thanked Steve D’Ettorre and Neil Fowler for their professionalism within DCED.

Presentation – Cassandra Coleman, Executive Director, America250Pa provided a power point regarding the Act28-2018, the Commission, Advisory & County Members, Commonwealth Partners, Co-Chairs, the Launch, #PaProud Pennsylvania and #ServiceMembershipSpotlight, Memorial Flag Donations, Bells Across PA, How to get Involved, Non-profit Affiliates, American250PA Semiquincentennial Founders, American250PA Supporters and #BecomeAPartofHistory. Cassandra noted that the video is available on America250Pa website. A copy of Cassandra’s power point is available upon request.
President & CEO Report – Jeff thanked all the presenters for their presentations. He noted that all things are well in hand at NEPA. He noted that staff is meeting all of their program objectives and funder requirements while continuing to work remotely. Jeff stated that if anyone has any questions to please feel free to reach out to him.

Board Chairperson Joe Sebelin thanked Jeff, Michael and Donna for their continued assistance.

There being no further business Board Chairman Joe Sebelin adjourned the meeting at 2:08pm.

Respectfully submitted:
Donna Hritz
Communications & Operations Manager
January 21, 2021
# Statement of Activities

**January 31, 2021**

<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>$1,632,914</td>
<td>$1,745,123</td>
<td>$3,177,212</td>
<td>55%</td>
</tr>
<tr>
<td>Membership Fees</td>
<td>132,412</td>
<td>131,250</td>
<td>225,000</td>
<td>58%</td>
</tr>
<tr>
<td>Rental Income</td>
<td>16,409</td>
<td>16,871</td>
<td>28,921</td>
<td>58%</td>
</tr>
<tr>
<td>RLF Admin. Fees</td>
<td>24,950</td>
<td>4,405</td>
<td>15,000</td>
<td>29%</td>
</tr>
<tr>
<td>Match from Other Sources</td>
<td>62,398</td>
<td>1,893</td>
<td>6,000</td>
<td>32%</td>
</tr>
<tr>
<td>Other Receipts</td>
<td>10,237</td>
<td>7,126</td>
<td>14,300</td>
<td>50%</td>
</tr>
<tr>
<td>Contributed Services</td>
<td>19,805</td>
<td>7,056</td>
<td>29,000</td>
<td>24%</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>1,899,125</td>
<td>1,913,724</td>
<td>3,495,433</td>
<td>55%</td>
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</table>

<table>
<thead>
<tr>
<th>Expenses:</th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel</td>
<td>921,322</td>
<td>960,517</td>
<td>1,690,639</td>
<td>57%</td>
</tr>
<tr>
<td>Benefits</td>
<td>359,381</td>
<td>397,399</td>
<td>710,068</td>
<td>56%</td>
</tr>
<tr>
<td>Contractual</td>
<td>296,667</td>
<td>332,312</td>
<td>447,071</td>
<td>74%</td>
</tr>
<tr>
<td>Professional Fees</td>
<td>15,103</td>
<td>27,502</td>
<td>29,000</td>
<td>95%</td>
</tr>
<tr>
<td>Travel and Per Diem</td>
<td>23,889</td>
<td>546</td>
<td>32,681</td>
<td>2%</td>
</tr>
<tr>
<td>Meetings and Seminars</td>
<td>53,413</td>
<td>4,275</td>
<td>51,145</td>
<td>8%</td>
</tr>
<tr>
<td>Postage</td>
<td>4,203</td>
<td>965</td>
<td>4,950</td>
<td>19%</td>
</tr>
<tr>
<td>Supplies</td>
<td>27,236</td>
<td>14,715</td>
<td>81,537</td>
<td>18%</td>
</tr>
<tr>
<td>Publications and Memberships</td>
<td>21,196</td>
<td>25,205</td>
<td>57,586</td>
<td>44%</td>
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<tr>
<td>Printing</td>
<td>3,686</td>
<td>2,463</td>
<td>4,300</td>
<td>57%</td>
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<tr>
<td>Advertising</td>
<td>4,840</td>
<td>5,407</td>
<td>17,000</td>
<td>32%</td>
</tr>
<tr>
<td>Occupancy</td>
<td>26,720</td>
<td>20,219</td>
<td>67,200</td>
<td>30%</td>
</tr>
<tr>
<td>Equipment Rental &amp; Maintenance</td>
<td>8,622</td>
<td>3,499</td>
<td>14,464</td>
<td>24%</td>
</tr>
<tr>
<td>Depreciation</td>
<td>41,143</td>
<td>38,405</td>
<td>66,903</td>
<td>57%</td>
</tr>
<tr>
<td>Telephone/Internet</td>
<td>12,025</td>
<td>12,719</td>
<td>23,420</td>
<td>54%</td>
</tr>
<tr>
<td>Insurance</td>
<td>5,884</td>
<td>6,305</td>
<td>32,236</td>
<td>20%</td>
</tr>
<tr>
<td>Interest</td>
<td>26,010</td>
<td>25,111</td>
<td>41,027</td>
<td>61%</td>
</tr>
<tr>
<td>Other Costs</td>
<td>26,279</td>
<td>28,111</td>
<td>92,172</td>
<td>30%</td>
</tr>
<tr>
<td>Contributed Services</td>
<td>19,805</td>
<td>7,056</td>
<td>29,000</td>
<td>24%</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td>1,897,424</td>
<td>1,912,731</td>
<td>3,492,399</td>
<td>55%</td>
</tr>
</tbody>
</table>

**Increase (Decrease) in Net Assets**  

<table>
<thead>
<tr>
<th>Percentage of Budget</th>
<th>Prior YTD</th>
<th>Current YTD</th>
<th>Budget</th>
<th>Percentage of Budget</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Net Assets</th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Beginning Balance</td>
<td>$1,389,535</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Increase (Decrease)</td>
<td>$ 993</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Current Balance</td>
<td>$1,390,528</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Statement of Financial Position

January 31, 2021

<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>$387,815</td>
<td>$959,689</td>
<td>Accounts Payable</td>
<td>$158,776</td>
<td>$58,385</td>
</tr>
<tr>
<td>Restricted Funds Invested</td>
<td>46,893</td>
<td>100,472</td>
<td>Deferred Project Funds</td>
<td>46,893</td>
<td>100,472</td>
</tr>
<tr>
<td>Membership Fees Receivable</td>
<td>26,650</td>
<td>43,200</td>
<td>Employee Benefits Payable</td>
<td>137,940</td>
<td>161,999</td>
</tr>
<tr>
<td>Advances/Deposits/Prepaids</td>
<td>40,138</td>
<td>34,626</td>
<td>Payroll Withholdings</td>
<td>4,175</td>
<td>4,069</td>
</tr>
<tr>
<td>Accounts Receivable-Projects</td>
<td>1,097,090</td>
<td>533,018</td>
<td>Deferred Membership Fees</td>
<td>114,597</td>
<td>83,405</td>
</tr>
<tr>
<td>Loan Receivable - NEPABFC</td>
<td>81,321</td>
<td>-</td>
<td>Capital Lease Payable</td>
<td>603,965</td>
<td>582,340</td>
</tr>
<tr>
<td>Depreciable Assets (Net)</td>
<td>776,711</td>
<td>710,193</td>
<td>Total Liabilities</td>
<td>1,066,346</td>
<td>990,670</td>
</tr>
</tbody>
</table>

Net Assets *                        | 1,390,272  | 1,390,528    |

Total Assets                        | $2,456,618 | $2,381,198   |

Total Liabilities & Net Assets      | $2,456,618 | $2,381,198   |

*Net Assets represents NEPA’s equity. It is the surplus of Total Assets less Total Liabilities. Net Assets is not equivalent to cash.
NORTHEASTERN PENNSYLVANIA ALLIANCE
RESOLUTION FYE 2021-01


WHEREAS, the Northeastern Pennsylvania Alliance (NEPA), as the Economic Development District for the seven-county region of Northeastern Pennsylvania, is required to submit an Annual Performance Report on its Comprehensive Economic Development Strategy (CEDS) to the United States Department of Commerce, Economic Development Administration; and

WHEREAS, the CEDS Annual Performance Report documents the progress achieved on economic development activities, adjusts the 2019 - 2024 CEDS Five-Year Plan and reports on the changing economic conditions in the region.

NOW, THEREFORE, BE IT RESOLVED, that

1. The CEDS Annual Performance Report for the period July 1, 2019 - June 30, 2020 is hereby adopted.

2. The President & CEO of the Northeastern Pennsylvania Alliance is authorized to transmit the report to the Philadelphia Regional Office of the United States Department of Commerce, Economic Development Administration, and share the report with Economic and Community Development organizations within the region.

This resolution is hereby adopted by the Northeastern Pennsylvania Alliance Board of Directors on the 3rd Day of March 2021.

ATTEST:

__________________________________  __________________________________
Jeffrey K. Box, President & CEO         Joseph J. Sebelin, Board Chairperson
Resolution to Approve Submitting a Redevelopment Assistance Capital Program Grant Application to the Commonwealth of Pennsylvania Office of the Budget and for NEPA to serve as a fiscal sponsor on behalf of Hotel Fauchere

WHEREAS, the Pennsylvania Capital Facilities Debt Enabling Act authorizes funding for eligible economic development capital projects through the Redevelopment Assistance Capital Program (RACP); and

WHEREAS, the Commonwealth of Pennsylvania Office of the Budget recently opened a funding round for this program; and

WHEREAS, a condition of receiving RACP funding is the submission of a Post-award Grant Application to the Pennsylvania Office of the Budget; and

WHEREAS, based on the Pre-award RCAP Grant Application, Governor Wolf authorized the release of $500,000 to NEPA for the Hotel Fauchere Expansion project in Pike County; and

WHEREAS, NEPA has agreed to serve as a fiscal sponsor for Hotel Fauchere; and

WHEREAS, the Pennsylvania Local Development Districts are authorized to submit applications for RACP funding; and

WHEREAS, NEPA Alliance supports community and economic development in our seven-county service area of Northeastern Pennsylvania; and

NOW THEREFORE BE IT RESOLVED, that NEPA is authorized to file the required Post-award RACP Grant Application on behalf of Hotel Fauchere for a project in the amount of $500,000. The Northeastern Pennsylvania Alliance, by and through it's President and CEO, is further authorized to execute all necessary documents as required by the Commonwealth of Pennsylvania.

This Resolution is hereby approved by the Executive Committee of the Northeastern Pennsylvania Alliance on the 3rd Day of March 2021.

ATTEST:

Jeffrey K. Box, President & CEO

Joseph Sebelin, Chairperson, Board of Directors
NORTHEASTERN PENNSYLVANIA ALLIANCE
RESOLUTION FYE 2021-3

Resolution to Approve Submitting a Redevelopment Assistance Capital Program Grant Application to the Commonwealth of Pennsylvania Office of the Budget and for NEPA to serve as a fiscal sponsor on behalf of Little Leaf Farms

WHEREAS, the Pennsylvania Capital Facilities Debt Enabling Act authorizes funding for eligible economic development capital projects through the Redevelopment Assistance Capital Program (RACP); and

WHEREAS, the Commonwealth of Pennsylvania Office of the Budget recently opened a funding round for this program; and

WHEREAS, a condition of receiving RACP funding is the submission of a Post-award Grant Application to the Pennsylvania Office of the Budget; and

WHEREAS, based on the Pre-Award RCAP Grant Application, Governor Wolf authorized the release of $2,000,000 to NEPA for the Little Leaf Farms McAdoo Industrial Park project in Carbon County; and

WHEREAS, NEPA has agreed to serve as a fiscal sponsor for Little Leaf Farms; and

WHEREAS, the Pennsylvania Local Development Districts are authorized to submit applications for RACP funding; and

WHEREAS, NEPA Alliance supports community and economic development in our seven-county service area of Northeastern Pennsylvania; and

NOW THEREFORE BE IT RESOLVED, that NEPA is authorized to file the required Post-award RACP Grant Application on behalf of Little Leaf Farms for a project in the amount of $2,000,000. The Northeastern Pennsylvania Alliance, by and through it's President and CEO, is further authorized to execute all necessary documents as required by the Commonwealth of Pennsylvania.

This Resolution is hereby approved by the Executive Committee of the Northeastern Pennsylvania Alliance on the 3rd Day of March 2021.

ATTEST:

Jeffrey K. Box, President & CEO

Joseph Sebelin, Chairperson, Board of Directors
Resolution to Approve Submitting a Redevelopment Assistance Capital Program Grant Application to the Commonwealth of Pennsylvania Office of the Budget and for NEPA to serve as a fiscal sponsor on behalf of Downtown Shenandoah Inc.

WHEREAS, the Pennsylvania Capital Facilities Debt Enabling Act authorizes funding for eligible economic development capital projects through the Redevelopment Assistance Capital Program (RACP); and

WHEREAS, the Commonwealth of Pennsylvania Office of the Budget recently opened a funding round for this program; and

WHEREAS, a condition of receiving RACP funding is the submission of a Post-award Grant Application to the Pennsylvania Office of the Budget; and

WHEREAS, based on the Pre-award RCAP Grant Application, Governor Wolf authorized the release of $1,500,000 to NEPA for the Downtown Shenandoah project in Schuylkill County; and

WHEREAS, NEPA has agreed to serve as a fiscal sponsor for Downtown Shenandoah Inc.; and

WHEREAS, the Pennsylvania Local Development Districts are authorized to submit applications for RACP funding; and

WHEREAS, NEPA Alliance supports community and economic development in our seven-county service area of Northeastern Pennsylvania; and

NOW THEREFORE BE IT RESOLVED, that NEPA is authorized to file the required Post-award RACP Grant Application on behalf of Downtown Shenandoah Inc. for a project in the amount of $1,500,000. The Northeastern Pennsylvania Alliance, by and through it’s President and CEO, is further authorized to execute all necessary documents as required by the Commonwealth of Pennsylvania.

This Resolution is hereby approved by the Executive Committee of the Northeastern Pennsylvania Alliance on the 3rd Day of March 2021.

ATTEST:

Jeffrey K. Box, President & CEO

Joseph Sebelin, Chairperson, Board of Directors
Dear Board Members,

I hope everyone is doing well and staying safe during the pandemic. As we approach the first anniversary of the COVID-19 crisis, I assure you that the NEPA staff is working hard administering our programs and some new initiatives to assist our business community through the pandemic.

**Appalachian Regional Commission**
The ARC will get a new leader at some point in the coming months with the change in administrations. The ARC Federal Co-Chair is a presidential appointee confirmed by the U.S. Senate. There are always changes in ARC priorities when a new Co-Chair is appointed.

We are fortunate that through the efforts of Congressman Cartwright and the Pennsylvania Congressional Delegation, Pennsylvania will receive an additional $1.5 million in ARC funding this year for projects in the Commonwealth.

**CHIRP Program**
The Commonwealth has authorized approximately $150 million in funding for grants for the hospitality industry. These are grant dollars allocated to each county. The counties must then utilize a CDFI or CEDO for administration of the funds to eligible businesses. We will have more details at the Board Meeting and NEPA will be assisting Pike and Schuylkill counties with this program.

**MPO Urbanized Area**
The federal Office of Management and Budget is proposing new guidelines that would increase the population threshold of an Metropolitan Planning Organization (MPO) from 50,000 to 100,000. We are unsure what, if any the impacts on our four (4) county MPO (Carbon, Monroe, Pike and Schuylkill) might be. We are working toward a conference call with the other eight (8) affected MPO’s in Pennsylvania and PennDOT.

**Nominating Committee**
The Nominating Committee has begun work on the Board Officer and Member recommendations for the upcoming fiscal year on July 1st. Thank you to all of you who wish to continue to serve!

There are numerous other program activities that we will discuss at the upcoming virtual Board Meeting.

Thank you all for serving on the NEPA Alliance Board!

Respectfully,
Jeff
Procurement Technical Assistance Center

Counseling Activity (12-01-2020 to 01-31-2021)

<table>
<thead>
<tr>
<th>Service</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Active Clients for the Period</td>
<td>25</td>
</tr>
<tr>
<td>Active Clients for the Period</td>
<td>204</td>
</tr>
<tr>
<td>Initial Introductory Counseling Sessions for the Period</td>
<td>14</td>
</tr>
<tr>
<td>Follow-up Counseling Sessions for the Period</td>
<td>702</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 (12-01-2020 to 01-31-2021)

<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>82</td>
<td>8</td>
<td>$6,667,335</td>
</tr>
<tr>
<td>State &amp; Local</td>
<td>0</td>
<td>0</td>
<td>$0</td>
</tr>
<tr>
<td>Prime 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. Contract award reporting follows Defense Logistics Agency terms.

International Business Development Program

The International Business Development staff recorded twenty-six (26) Export Actions and generated fourteen (14) International Projects to Pennsylvania’s Authorized Trade Representatives from January 1, 2021 through February 18, 2021. Staff also processed two (2) Global Access Program (GAP) applications and one (1) GAP reimbursement during this time frame. GAP is an export promotion grant administered by the Pennsylvania Office of International Business Development (OIBD) under a State Trade Expansion Program (STEP) award from the U.S. Small Business Administration.

The International Business Development Program partnered with The Greater Scranton Chamber of Commerce and Pennsylvania OIBD to host a webinar on the GAP on January 22, 2021. Fourteen (14) individuals registered for the webinar. Staff also held a webinar on Certificates of Origin webinar on January 27, 2021. Forty-three (43) individuals participated in this webinar.
Board of Directors Report  
March 3, 2021

<table>
<thead>
<tr>
<th>PA Office of International Business Development Performance Measurements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Performance Measurement</td>
</tr>
<tr>
<td>Active Clients</td>
</tr>
<tr>
<td>Export Actions</td>
</tr>
<tr>
<td>Exporting Companies</td>
</tr>
<tr>
<td>Export Sales</td>
</tr>
<tr>
<td>Projects</td>
</tr>
<tr>
<td>ATR Attributed Sales</td>
</tr>
<tr>
<td>New Clients</td>
</tr>
<tr>
<td>Total (weighted and capped measure)</td>
</tr>
</tbody>
</table>

Business Finance Center

The Business Finance Center has been able to close twenty-one (24) loans totaling $4,525,750. Through these loan closings, the small businesses are expected to create 43 jobs and retain 95 jobs within the 7 county region that NEPA Alliance serves. Loans closed since that last meeting include the following business sectors:

- Breweries
- Hotels
- Medical Offices
- Veterinary Offices

NEPA BFC continues to work with their internal loan clients on current deferments for borrowers as the COVID-19 pandemic. For the SBA 504 loan portfolio, there continues to be ongoing servicing actions to restructure debts on the hardest hit industries within the portfolio. Continued aid and relief efforts are being routinely announced at the state and federal level to allow NEPA BFC to assist existing clients and new clients looking for assistance.

<table>
<thead>
<tr>
<th>SBA 504</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number</td>
</tr>
<tr>
<td>Approved Loans</td>
</tr>
<tr>
<td>Closed Since Last Meeting</td>
</tr>
<tr>
<td>Outstanding Loans</td>
</tr>
<tr>
<td>Total</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PIDA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number</td>
</tr>
<tr>
<td>Approved Loans</td>
</tr>
<tr>
<td>Closed Since Last Meeting</td>
</tr>
</tbody>
</table>
Outstanding Loans | 91 | $9,233,545.00
---|---|---
Total | 1825000 | $11,058,545.00

### Internal Funds

<table>
<thead>
<tr>
<th>Approved Loans</th>
<th>Number</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>$325,000.00</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Closed Since Last Meeting</th>
<th>Number</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>$0.00</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Outstanding Loans</th>
<th>Number</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>87</td>
<td>$5,085,942.00</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Total</th>
<th>Number</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>90</td>
<td>$5,410,942.00</td>
<td></td>
</tr>
</tbody>
</table>

### EDA COVID-19 Working Capital Relief Loan Program

<table>
<thead>
<tr>
<th>Loans Closed</th>
<th>Number</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>19</td>
<td>$845,000.00</td>
<td></td>
</tr>
</tbody>
</table>

**LDD CUSTOMER SATISFACTION SURVEY FORMS**

Twenty-two (22) out of thirty (30) 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 1st quarter of 2020-2021 which represented an 73% response rate. Twenty-two (22) clients indicated they were very satisfied/satisfied with the assistance they received through NEPA. **This gives an overall satisfaction rate of 100% from surveys received for the 1st quarter of 2020-2021.**

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>*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>7</td>
</tr>
<tr>
<td>Procurement</td>
<td>12</td>
<td>12</td>
</tr>
<tr>
<td>International</td>
<td>4</td>
<td>4</td>
</tr>
</tbody>
</table>
COMMUNITY & ECONOMIC DEVELOPMENT SERVICES DIVISION

EDA

NEPA has assisted SEDCO with EDA grant full application for a $35,000 technical assistance for the water line expansion feasibility study for the Hegins exit off I-81. NEPA is also assisting, Downtown Shenandoah Inc., the City of Hazleton, Wyoming Valley Chamber of Commerce, and Pike County with EDA requests. Pike County is awaiting design approval prior to applying for constructive funds for the Blooming Grove Sewer Expansion project.

NEPA has been approved to receive its annual $70,000 planning grant from EDA. The “2019 - 2020 Comprehensive Economic Development Strategy Annual Performance Report for Northeastern Pennsylvania” will be submitted later this month.

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 following projects have been invited to submit full applications:

<table>
<thead>
<tr>
<th>Organization</th>
<th>Project</th>
<th>CO</th>
<th>ARC Grant Request Amount</th>
<th>Funding Leveraged</th>
</tr>
</thead>
<tbody>
<tr>
<td>City of Scranton</td>
<td>OECD Strategic Plan</td>
<td>LA</td>
<td>$25,000</td>
<td>$25,000</td>
</tr>
<tr>
<td>Orwigsburg Borough</td>
<td>Orwigsburg Industrial Park – (Industrial Drive and Long Avenue)</td>
<td>SC</td>
<td>$891,441,22</td>
<td>$167,240</td>
</tr>
<tr>
<td>Johnson College</td>
<td>Mobile Training Laboratory</td>
<td>LA</td>
<td>$75,000</td>
<td>$75,000</td>
</tr>
<tr>
<td>East Stroudsburg University</td>
<td>Entrepreneurial Launchpad: Developing a Regional Ecosystem of Student Entrepreneurs</td>
<td>MO</td>
<td>$70,000</td>
<td>$70,000</td>
</tr>
<tr>
<td>Northampton Community College</td>
<td>Expanding the Regional Sustainable Energy Workforce</td>
<td>MO</td>
<td>$87,700</td>
<td>$87,700</td>
</tr>
<tr>
<td>tecBRIDGE</td>
<td>Launch NEPA</td>
<td>RE</td>
<td>$300,000</td>
<td>$300,000</td>
</tr>
<tr>
<td>Schuylkill County</td>
<td>Feasibility Study for Schuylkill County Water Service Extension</td>
<td>SC</td>
<td>$35,000</td>
<td>$100,000</td>
</tr>
<tr>
<td>City of Carbondale</td>
<td>Torch Property Revitalization Project Study</td>
<td>LA</td>
<td>$25,000</td>
<td>$25,000</td>
</tr>
<tr>
<td>Earth Conservancy</td>
<td>Solar Feasibility Study for Earth Conservancy Lands</td>
<td>LU</td>
<td>$21,000</td>
<td>$21,000</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. Funding in the amount of $75,000 has been approved for the first five months of FY 20-21 and $105,900 in funding for the remaining seven months has been approved.

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 22 businesses receiving assistance from the program. NEPA is also coordinating a similar program to businesses in Lackawanna County. This program was made available by CARES Act funding that was provided by the Lackawanna County Department of Planning & Economic Development. There are 25 firms receiving assistance from this 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 (NMTC) from the U.S. Department of the Treasury. NEPA submitted a request for $52M in NMTC in November 2020. NEPA is soliciting projects from the Commonwealth of PA with capital costs ranging from $5M-$50M that are in need of NTMC subsidies to make the project viable.

**StartUp NEPA**

NEPA has raised $250,000 in support of our Angel Fund initiative. We continue to meet with potential investors and expect to be at $300,000 by the Board meeting.

**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 for the clients in the table below.

<table>
<thead>
<tr>
<th>Client</th>
<th>Location</th>
<th>NMTC Request</th>
<th>RACP Request</th>
<th>Status</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>Awarded $1.5M RACP</td>
</tr>
<tr>
<td>Keystone Human Services</td>
<td>TBD, Luzerne County</td>
<td>NA</td>
<td>$2,700,000</td>
<td>Pending</td>
</tr>
<tr>
<td>Da Vinci Science Center</td>
<td>Allentown, PA</td>
<td>$30,000,000</td>
<td>NA</td>
<td>Pending</td>
</tr>
<tr>
<td>Hotel Fauchere – Milford*</td>
<td>Milford, PA</td>
<td>NA</td>
<td>$2,000,000</td>
<td>Awarded $500k RACP</td>
</tr>
<tr>
<td>Hyatt Place - Wilkes-Barre</td>
<td>Wilkes-Barre, PA</td>
<td>$7,000,000</td>
<td>NA</td>
<td>Pending</td>
</tr>
</tbody>
</table>
Board of Directors Report  
March 3, 2021

<table>
<thead>
<tr>
<th>Client</th>
<th>Location</th>
<th>NMTC Request</th>
<th>RACP Request</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Little Leaf Farms, LLC*</td>
<td>McAdoo, PA</td>
<td>NA</td>
<td>$3,000,000</td>
<td>Awarded $2M RACP</td>
</tr>
<tr>
<td>Ball Manufacturing*</td>
<td>Jenkins Township, PA</td>
<td>NA</td>
<td>$4,000,000</td>
<td>Awarded $2M RACP</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 will be holding a NEPA Grantmakers Forum in March 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 applied for grant funding from the Pennsylvania Military Community Enhancement Commission in support of its Keep the Best Campaign.

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 $2.9 billion in economic activity, an estimated 10,172 jobs, and an estimated $727.3 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**

NEPA provided several economic impact modeling reports, some of which were used in New Markets Tax Credit applications. The table below provides a summary of these reports during this fiscal year.

<table>
<thead>
<tr>
<th>#</th>
<th>Client</th>
<th>Contact</th>
<th>Project</th>
<th>County</th>
<th>Month - Year</th>
<th>Studies</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Production Systems Automation, LLC</td>
<td>Michael McHale</td>
<td>G-PSA</td>
<td>LA</td>
<td>Jan-21</td>
<td>O</td>
</tr>
<tr>
<td>2</td>
<td>Downtown Shenandoah, Inc.</td>
<td>Karen Kenderdine</td>
<td></td>
<td>SC</td>
<td>Jun-20</td>
<td>O/C/V</td>
</tr>
<tr>
<td>3</td>
<td>Keystone Human Services</td>
<td>Charles Hooker</td>
<td></td>
<td>LU</td>
<td>Aug-20</td>
<td>O/C/V</td>
</tr>
</tbody>
</table>
Board of Directors Report  
March 3, 2021

<table>
<thead>
<tr>
<th>#</th>
<th>Client</th>
<th>Contact</th>
<th>Project</th>
<th>County</th>
<th>Month-Year</th>
<th>Studies</th>
</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td>Pocono YMCA</td>
<td>Scot Peckins</td>
<td></td>
<td>MO</td>
<td>Dec-20</td>
<td>O/C/V</td>
</tr>
<tr>
<td>5</td>
<td>Allied Health Services</td>
<td>Jim Brogna</td>
<td></td>
<td>LU</td>
<td>Dec-20</td>
<td>O/C/V</td>
</tr>
<tr>
<td>6</td>
<td>Da Vinci Center</td>
<td></td>
<td></td>
<td>LE</td>
<td>Nov-20</td>
<td>O/C/V</td>
</tr>
<tr>
<td>7</td>
<td>Hyatt Place</td>
<td></td>
<td></td>
<td>LU</td>
<td>Nov-20</td>
<td>O/C</td>
</tr>
<tr>
<td>8</td>
<td>Lackawanna College</td>
<td></td>
<td>200 Adams Avenue</td>
<td>LA</td>
<td>Nov-20</td>
<td>O/C</td>
</tr>
<tr>
<td>9</td>
<td>Irem Temple</td>
<td></td>
<td></td>
<td>LU</td>
<td>Nov-20</td>
<td>V</td>
</tr>
<tr>
<td>10</td>
<td>Northern Tier RP&amp;DC</td>
<td></td>
<td>Regional Export Network - Annually</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>Northern Tier RP&amp;DC</td>
<td></td>
<td>Regional Export Network - Quarterly</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>North Central RP&amp;DC</td>
<td></td>
<td>Regional Export Network - Annually</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>North Central RP&amp;DC</td>
<td></td>
<td>Regional Export Network - Quarterly</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>14</td>
<td>Northwest RP&amp;PC</td>
<td></td>
<td>Economic Impact Analysis for FY 2019</td>
<td>MO</td>
<td>Oct-20</td>
<td>O/C/V</td>
</tr>
<tr>
<td>15</td>
<td>Northwest RP&amp;PC</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Note: In the Studies Column, O is for Operations, C is for Construction and V is for Visitation.

**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 5.4 percent from January 2019 to December 2019 and 10.5 percent from January 2020 to December 2020. The average national unemployment rate from January 2019 to December 2019 was 3.7 percent and it increased to 8.1 percent from January 2020 to December 2020. The average state unemployment rate from January 2019 to December 2019 was 4.3 percent and it increased to 9.2 percent from January 2020 to December 2020.

According to the second chart, the difference in the monthly not seasonally adjusted unemployment rates between the region and nation was 1.1 percentage points in January 2019 before fluctuating to its maximum of 4.3 percentage points in June 2020. It then decreased to its minimum of 1.0 percentage points in November and December 2020. During the 24-month period, the average not seasonally adjusted unemployment rate was 5.8 percent in the nation and 7.9 percent in the region.

In January 2019, the difference in the monthly not seasonally adjusted unemployment rates between the region and state was 1.0 percentage points before fluctuating to its minimum of 0.9 percentage points in
February 2019, April 2019, May 2019, June 2019, July 2019, September 2019, January 2020, February 2020, and November 2020. The difference was at its maximum of 2.5 percentage points in April 2020. During the 24-month period, the average not seasonally adjusted unemployment rate in Pennsylvania was 6.7 percent.
Difference in the Monthly Not Seasonally Adjusted Unemployment Rate from January 2019 to December 2020

Percentage Points

US - NE PA
PA - NE PA
TRANSPORTATION PLANNING SERVICES DIVISION

State Transportation Funding Issues

- PennDOT is currently facing an imminent project funding shortfall. Reductions in road traffic due to the COVID-19 pandemic have significantly reduced gasoline tax revenue this year. Fortunately, PennDOT’s received $407 million in federal COVID relief funds. These funds will allow the state to fund transportation projects for the remainder of the fiscal year.

- PennDOT is currently developing its Pathways Program, an extensive initiative to examine possible near- and long-term funding solutions – and how they could potentially work in Pennsylvania. To learn more, visit [www.penndot.gov/funding](http://www.penndot.gov/funding).

- On February 18th, PennDOT announced a P3 initiative that will help accelerate the reconstruction and rehabilitation of major bridges in partnership with the private sector. Through this program, the Pennsylvania Department of Transportation will be able to accelerate critical work on major bridges across the state through private investment and tolling. PennDOT has identified 9 such bridges, all on interstate highways. One project, the I-80 over the Lehigh River Bridges, is located in the NEPA MPO region. The tolls would be between $1-2.

OMB Potential Revisions to Metropolitan Statistical Areas

- On January 19, 2021, the U.S. Office of Management and Budget published a Federal Register Notice seeking public comment on recommendations for updating the Metropolitan and Micropolitan Statistical Areas program. The proposed changes would increase the minimum urban area population to qualify as a Metropolitan Statistical Area from 50,000 to 100,000.

- In Pennsylvania, there are 9 areas that are currently designated as Metropolitan Statistical Areas but are under the 100,000 population threshold. The East Stroudsburg Metropolitan Statistical Area in Monroe County is one of these areas. If the threshold for the designation of Metropolitan Statistical Areas is increased to 100,000 and current MSAs are not grandfathered in, these areas could lose eligibility for federal programs and funding.

- The Federal Highway Administration uses the designation of Metropolitan Statistical Areas to establish Metropolitan Planning Organizations (MPOs) for transportation planning purposes. While the proposed change does not automatically mean that MPOs with less than 100,000 in population will be eliminated, we have serious concerns that this is the first step in that process and our designation as the NEPA MPO could be impacted.

- Staff is currently working with the other affected MPOs in Pennsylvania, as well as PennDOT, to develop formal comments in response to the Federal Register Notice. Comments are due by March 19th.

Eastern PA Regional Freight Study

- The development of a regional freight study has been identified as a task in the current UPWP. Given the regional nature of freight movements, particularly due to the warehousing and distribution growth in the adjoining Lehigh Valley and Scranton/Wilkes-Barre MPOs, staff has been in discussions with neighboring Planning Partners about developing a collaborative regional freight plan.
Board of Directors Report  
March 3, 2021

- Five MPOs are currently in discussion about the joint plan proposal – NEPA MPO, Lehigh Valley MPO, Lackawanna-Luzerne MPO, Reading MPO and Lebanon MPO. The group is developing a framework and scope of services, and intends to seek supplemental planning funds for the initiative.

**PennDOT/FHWA Planning Process Review of NEPA MPO**
- PennDOT and FHWA Pennsylvania Division are jointly conducting planning process reviews of Pennsylvania’s medium- and small-sized Metropolitan and Rural Planning Organizations (MPOs/RPOs) to identify noteworthy practices and offer technical assistance and training. The NEPA MPO has been identified for the planning process review this spring.

- Staff will submit requested plans and documents for a desk review by the review team by March 1st. Following the desk review, a collaborative Planning Discussion with the NEPA staff, PennDOT and FHWA will be held. Following the discussion, the review team will prepare and share a Planning Process Review summary report with recommendations. The process will wrap up this summer.

**Meeting with New Schuylkill County State Representatives**
- Staff is holding a virtual meeting with new Schuylkill County State Representatives Joe Kerwin and Tim Twardzik on Friday, February 26th. The meeting is intended to provide an opportunity for the Schuylkill County State elected delegation, including incumbents Senator Argall and Representative Knowles, to discuss current and immerging transportation topics with key agency staff. Representative Heffley will also be joining the meeting. Short presentations from NEPA staff and PennDOT, as well as an opportunity for questions will be provided.

**Functional Classification Review**
- The functional classification review is complete and was submitted to Central Office in early February. The submission package included 84 changes, with the required mapping and spreadsheets. Concurrence letters from the PennDOT districts and neighboring planning partners were also submitted to Central Office. Once PennDOT’s review and concurrence is completed, the requested changes will be submitted to FHWA- for final approval.

**Schuylkill County Airport Business Park Feasibility Study**
- Staff participated in a meeting for the feasibility study for the development of a business park at the Schuylkill County Airport on February 1st. The study will determine the feasibility of a business park on the airport property and guide future development decisions. Staff is exploring possibilities of federal grant funding and conducting an economic impact analysis for the project.

**Milford Borough Traffic Study**
- Milford Borough Traffic Study was kicked off in January 2020. The steering committee requested that the study be delayed due to COVID-19 travel restrictions and its profound impact upon normal travel patterns. The steering committee has recently indicated that they would like to move ahead with the study this year. Staff has re-engaged Michael Baker International, the consultant on the study to discuss next steps.

**Rt. 61 Reconstruction Project INFRA Grant Application**
- PennDOT is seeking funding for the Rt. 61 Reconstruction Project through the U.S. DOT’s Infrastructure For Rebuilding America (INFRA) program. PennDOT submitted an application in
2020 but it was not awarded funding. A review committee for the 2021 application has been established to coordinate information and support for the application. Meetings of the committee were held on January 21st, January 27th and February 17th. The application is due March 19th.

**Geographic Information Systems (GIS)**

- GIS staff is continuing to complete mapping activities for the transportation program. Staff has created a HUB site for transportation programs: [https://nepa-gis-nepa-alliance.hub.arcgis.com/pages/transportation](https://nepa-gis-nepa-alliance.hub.arcgis.com/pages/transportation)

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

**Regional Meetings**

Staff attended the following regional meetings:

- Pike County Road Task Force- January 21st
- Schuylkill County Chamber Transportation Committee- January 14th and February 11th
- Lackawanna-Luzerne MPO Meeting- February 3rd
- PennDOT Planning Partners Call- January 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.
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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.