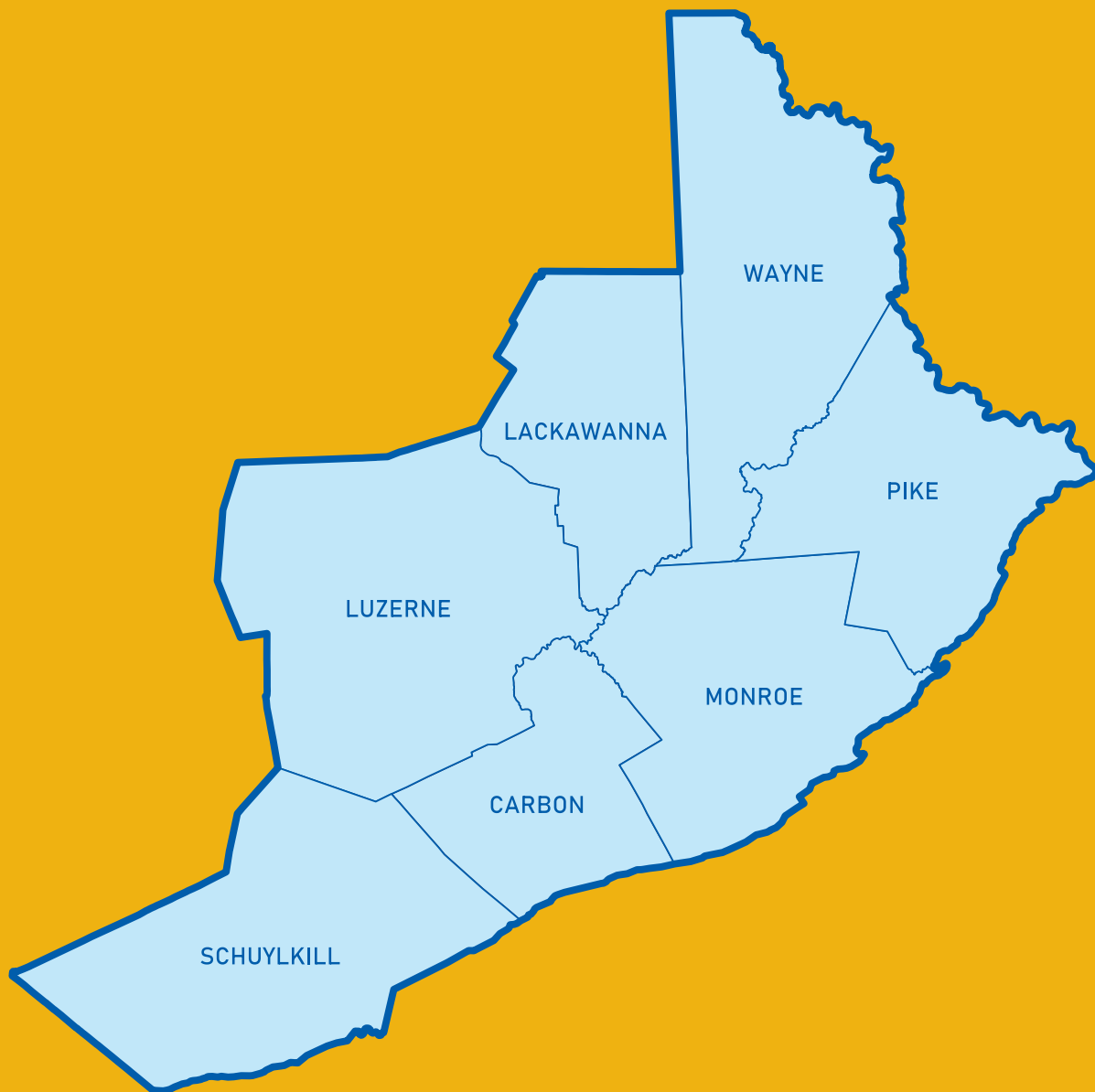


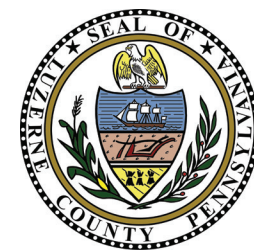
Northeastern Pennsylvania Alliance

NEPA



September 16, 2021

Proudly Serving



WAYNE COUNTY, PA
NORTHERN POCONO MOUNTAINS

NEPA's Board of Directors 2021-2022

CARBON COUNTY

Kathy Henderson	610-379-5000	khenderson@carboncountychamber.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
Garry Wentz	570-325-2462	gawentz@ptd.net

LACKAWANNA COUNTY

Philip Condron (Executive Committee-Past Board Chairperson)	570-344-6888	phil.condron@condronandcompany.com
Tom Donohue	570-347-2056	tdonohue@lamar.com
Dr. Katie Leonard	570-702-8903	kleonard@johnson.edu
John McNulty	570-561-6961	jackie6741@gmail.com
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	alex.stark@kanelogistics.com

LUZERNE COUNTY

Stephen Barrouk (Executive Committee-2nd Vice-Board Chairperson)	570-814-9114	stevebarrouk@gmail.com
Joseph Lettiere	570-455-1508	jlettieri@hazletoncando.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

MONROE COUNTY

Christopher Barrett	570-421-5791	cbarrett@poconos.org
Charles Leonard	570-839-1992	cleonard@pmedc.com
John Christy (County Commissioner)	570-517-3102	jchristy@monroecountypa.gov
Mary Frances Postupack (Executive Committee-Assistant Treasurer)	570-422-7920	mpostupack@esu.edu
Marynell Strunk	570-460-4772	read4fun@ptd.net

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 Wulforth	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	570-490-8369	adz095@ptd.net
Bud Quandel	570-544-4775	bquandel@quandel.com

WAYNE COUNTY

Joseph Adams (County Commissioner)	570-253-5970	jwadams@waynecountypa.gov
James Hockenbury	570-251-6680	hockenbury@wmh.org
Craig Rickard	570-253-5970	crickard@waynecountypa.gov
Michael Rollison	570-253-8571	mike.rollison@waynebank.com
Mary Beth Wood (Executive Committee-1st Vice-Board Chairperson)	570-253-2537	mbw@wedcorp.org

AT-LARGE

Carl Beardsley	570-602-2000	cbeardsley@flyavp.com
Matthew Connell	570-369-1938	mconnell@northampton.edu
Christopher Doherty	570-815-4918	chrisdoherty250@gmail.com
Ricky Durst	570-646-2300	rdurst@poconoraceway.com
Vincent Galko	570-751-3798	vgalko@mercuryllc.com
Larry Malski	570-963-6676	lmalski@pnrra.org
Alana Roberts	570-348-1622	aroberts@pplweb.com
Vacant		

EX-OFFICIO

Jeffrey Box	570-655-5581	jbox@nepa-alliance.org
Maria Montoro Edwards (NCAC Board Chair)	570-826-1777	mmedwards@mfhs.org
Andy Reilly (PNE Board Chair)	570-824-7214	andy.reilly@luzernecounty.org
(John Augustine - Alternate)	570-883-0504	jaugustine@pennsnortheast.com

EMERITUS

David Donlin	570-624-1796	dadmatd515p@comcast.net
Ernest Preate	570-558-5970	epreate@comcast.net

**BOARD OF DIRECTORS REPORT
SEPTEMBER 16, 2021
4:00PM**



AGENDA

- I. **Call to Order** - Joe Sebelin, Board Chairperson
- II. **Pledge of Allegiance** - Joe Sebelin, Board Chairperson
- III. **Board Discussion & Action Items**
 - * June 30, 2021 Meeting Minutes - Joe Sebelin, Board Chairperson 1-5
 - * Treasurer's Report - Wendi Holena, CFO 6-7
 - * President & CEO Report - Jeffrey Box 8-21
- IV. **Open Discussion** - Joe Sebelin, Board Chairperson
- V. **Adjournment to Networking Reception** - Joe Sebelin, Board Chairperson
- VI. **Next Meeting** - November 3, 2021

**Board of Directors Report
Minutes of
Wednesday, June 30, 2021
Conference Call/Zoom Meeting**

OFFICERS

Joseph Sebelin, Board Chairperson
Mary Beth Wood, 1st Vice-Board Chairperson
Stephen Barrouk, 2nd Vice-Board Chairperson
Comm. George Halcovage, Treasurer
William Kerstetter, Secretary
Mary Frances Postupack, Assistant Treasurer
Alex Stark, Assistant Secretary
Philip Condron, Past Board Chairperson

CARBON

Kathy Henderson
Comm. Wayne Nothstein

LACKAWANNA

Tom Donohue
Jack McNulty
Brenda Sacco

LUZERNE

Michelle Mikitish

MONROE

Chuck Leonard

PIKE

Cynthia DeFebo
Comm. Matt Osterberg
Peter Wulfhorst

SCHUYLKILL

Micah Gursky

WAYNE

Comm. Joe Adams
Dave Hoff
Craig Rickard

AT-LARGE

Carl Beardsley
Matt Connell
Vince Galko

EX-OFFICIO

Jeffrey Box

STAFF

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

GUEST

Mike Brown
Chris Chapman
Ryenne Jennings
Matt Jones
Kim Walker
Comm. Chris Lukasavage

**Board of Directors Report
Minutes of
Wednesday, June 30, 2021
Conference Call/Zoom Meeting**

The NEPA Alliance held a Board of Directors Meeting on Wednesday, June 30, 2021, in person and via Conference Call/Zoom Meeting. Board Chairperson Joe Sebelin called the meeting to order at 1:00pm.

Board Chairperson Joe Sebelin welcomed 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.

ACTION ITEMS

Minutes - A motion was made by Bill Kerstetter and seconded by Michelle Mikitish to accept the minutes from the Board of Directors Meeting of March 3, 2021 as presented. **Motion carried**

Treasurers Report – Wendi reported that on the Statement of Activities as of May 31, 2021, NEPA has total revenues and total expenses of approximately \$4.6 million. She noted that there is an increase in net assets of \$3,260. Wendi further reported that NEPA has exceeded its budgeted revenues and expenses due to an influx of revenue that was unbudgeted. She noted that NEPA received approximately \$1.6 million from Schuylkill County to administer their COVID Hospitality Industry Recover Program (CHIRP). Wendi also noted that NEPA received additional COVID related grants that increased the revenue and corresponding expenses. She reported that NEPA's Statement of Financial Position shows a very healthy unrestricted cash balance of approximately \$900,000 and total net assets of \$1.4 million,

A motion was made by Michelle Mikitish and seconded by Jack McNulty to accept the Treasurer Report as presented. **Motion carried**

Fiscal Year 2021-2022 NEPA Budget Adoption – Jeff reported that the FY2021-2022 budget has been prepared conservatively in terms of revenues and expenditures. He noted that NEPA has a solid financial footing going into the new fiscal year. Jeff stated that the proposed budget does have additional revenue for a COVID Response Pandemic Recovery Coordinator position. He noted that he is unsure if it will be funded by ARC. Jeff stated another position in the proposed budget is for an accountant for part of the year to replace Kevin Kwiatek when he retires in December. Wendi noted it is a balanced conservative budget assuming there is level funding. She noted total revenues are \$3.9 million and corresponding expenses of \$3.9 million. Wendi noted that there is a small increase in net assets of \$2,615. Wendi noted that there are 2 vacancies in the budget for a total of 25 staff positions. She reported that a couple new items from last year are in the budget (ie. COVID-19 response and CDBG). Wendi noted that NEPA adjusted some of the expenses to reflect post pandemic (ie. travel expenses). Jeff noted that the PREP Program received level funding. He also noted that the Budget & Finance and Executive Committee reviewed the proposed budget prior to today's Board meeting.

A motion was made by Bill Kerstetter and seconded by Steve Barrouk to accept the proposed adoption of the FY2021-2022 Budget as presented. **Motion carried**

Fiscal Year 2021-2022 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

**Board of Directors Report
Minutes of
Wednesday, June 30, 2021
Conference Call/Zoom Meeting**

coordination with the budget that was just adopted, the NEPA Work Plan is on pages 9-18 in the packet, which explains the five (5) operating divisions of NEPA and all the programs and activities.

Comm. George Halcovage thanked NEPA for their evaluation, administration and distribution of the Schuylkill County CHIRP funds to businesses in Schuylkill County. Jeff noted that NEPA will be also assisting with the administration of the Schuylkill County with their CDBG program.

A motion was made by Comm. George Halcovage and Phil Condrone seconded by to accept the Fiscal Year 2021-2022 NEPA Work Plan as presented. **Motion carried.**

Resolution 2021-06 - Approving the Appalachian Regional Commission Project Priority List for 2021-2022 – Jack McNulty thanked the Committee for their participation. He noted that there were 9 area development projects and 3 local access road projects. Jack stated that the ranking was unanimous among the Committee. He noted that 2 projects were not ready and were placed at the bottom of the list. Jeff noted that this is an annual resolution, which is presented to the Board for approval. He reported that NEPA is still accepting applications. Kurt noted any new projects received will be added to the list. He further noted NEPA will be submitting the list to Department of Community and Economic Development (DCED) in July for evaluation. Kurt stated that staff is still wrapping up last year's full application.

A motion was made by Michelle Mikitish and seconded by Phil Condrone to approve the Regional Project Review Priority List as presented. **Motion carried.** Mary Beth Wood abstained.

Resolution 2021-07-Supporting the Senate and House bipartisan bills to protect the current status of designated Metropolitan Statistical Areas (MSA) – Jeff reported the issue effects the 4 MPO counties (Carbon, Monroe, Pike and Schuylkill). He noted that the U.S. Census Bureau and the U.S. Office of Management and Budget (OMB) were looking to tinker with the formulas of the population size and what would be allowed for an MPO. He noted currently it is 50,000 in populated density. Jeff stated the 2 agencies wanted to raise the population to 100,000, which has created tremendous push back from other MPO's across the Commonwealth and across the country. He noted that there are 9 MPO's in the Commonwealth and approximately 144 MPO's across the country affected.

A motion was made by Steve Barrouk and seconded by Mary Beth Wood to support the Senate and House bipartisan bills to protect the current status of designated Metropolitan Statistical Areas as presented. **Motion carried.**

Comm. George Halcovage requested a copy of the resolution.

Fiscal Year 2021-2022 Committee Memberships - Jeff 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 2021-2022 Board Meeting Schedule - Jeff stated that on page 27 is the Board Meeting schedule for next fiscal year. Jeff noted that the next meeting will be September 16th and will be combined with the Networking Reception at Kalahari Resorts and Conventions.

**Board of Directors Report
Minutes of
Wednesday, June 30, 2021
Conference Call/Zoom Meeting**

Committee/Affiliate Reports

Appalachian Regional Commission (ARC) Project Update – Kurt reported on page 34 of the packet includes a project update that was reviewed last year by the Regional Project Review Committee and forwarded to DCED. He noted that Orwigsburg Borough, City of Scranton, Johnson College, tecBRDIGE and Earth Conservancy projects have been approved since the last Board meeting. Kurt reported that NEPA is also assisting, Downtown Shenandoah Inc., the City of Hazleton, Wyoming Valley Chamber of Commerce, and Pike County with EDA requests.

Community & Economic Development Services - Kurt reported that NEPA is waiting for a response from the U.S. Treasury to announce its allocation of New Market Tax Credits for 2021. He noted that last year's pot was \$3.5 billion and this year's pot is \$5 billion. Kurt noted that NEPA is working with 3 clients to secure an allocation. He noted that the 2 projects in the NEPA region are Pocono YMCA and the Shenandoah Innovation Center. Kurt also noted that the project outside the region is the Da Vinci Science Center (Allentown, PA). He reported that NEPA has raised \$500,000 in support of the Angel Fund initiative and continues to meet with potential investors and expects to be at \$600,000 by July, 2021. Kurt reported that NEPA's CED's was recently acknowledge as a best practice on the StatsAmerica website. He also noted that NEPA and NCAC recently participated in the NEPA Gives by helping get new community foundation partners.

Business Development Services - Steve Ursich reported that the Bring the World to Pennsylvania (BTWPA) will be held virtual again this year. He noted that the proposed dates are September 13th - 24th. Steve noted that additional information on the webinars is forthcoming.

Steve reported that the PTAC program worked with Congressman Matt Cartwright to expand access to the NASA SpaceX Program with manufacturers in the NEPA region. He noted that NEPA will be a host organization on a virtual manufacturing matching making event on October 27th and 28th. Steve further reported that additional information will be sent out shortly.

Steve reported that through the Schuylkill County CHIRP Program, NEPA assisted 64 businesses and deployed approximately \$1.6 million to businesses in Schuylkill County.

Steve noted that NEPA received confirmation that the first of 2 EDA Defederalization requests were approved. He noted that he expects the second approval any day.

Steve reported that NEPA's total portfolio as of May 31, 2021, is \$32 million (\$11 million internal funds and \$21 million in the SBA portfolio). He noted that the loan volume as hole, NEPA has been doing more loans than ever before. Steve reported that Dave Nat has been busy with the PEDDA program. He reported to date NEPA has 14 SBA approvals with another quarter remaining, which surpassed last years.

Communications & Membership – Donna reported that the NEPA Annual Dinner will be a networking reception this year. She noted that the event is scheduled for Thursday, September 16th at Kalahari Resorts in the Poconos. Donna further noted that sponsorship information will be sent out shortly. Donna reported that the NEPA Year in Review Video will be produced by the Pocono Mountains Visitors Bureau. Jeff

**Board of Directors Report
Minutes of
Wednesday, June 30, 2021
Conference Call/Zoom Meeting**

reported that NEPA received 3 proposals for redesigning of the multiple NEPA websites. He noted out of the proposals and after an internal discussion the staff selected Design Done Right based out of Lake Ariel. He noted that NEPA is in the process of executing an agreement.

Alex reported as of May 31, 2021, NEPA has 331 members for a total of \$250,900. He noted that last year at this time NEPA had 350 members for a total of \$254,730, therefore NEPA is behind 19 members and \$3,830. Alex reported that NEPA received 33 memberships for \$8,975 in June. He noted that NEPA's goal remains 450 members.

Transportation Services – Alan encouraged all counties to pass a similar resolution supporting the Senate and House bipartisan bills to protect the current status of designated Metropolitan Statistical Areas (MSA). He also reported PennDOT is currently developing its Pathways Program, an extensive initiative to examine possible near and long-term funding solutions. Alan reported Governor Wolf has established the Transportation Revenue Options Commission (TROC) to develop funding recommendations for replacing the state gas tax. He noted that 2 representatives from MPO/RPO agencies are on the commission. Alan reported that the House and Senate committees are drafting transportation reauthorization legislation to extend transportation programs and funding for the next 5 years. He further reported that the House and Senate are expected to consider the legislation this summer. He stated that the House and Senate bills will include funding for member-designated projects. Alan noted that the 2023 Transportation Improvement Program (TIP) development has begun. He also noted that the development of a regional freight study has been identified as a task in the current UPWP. Alan reported that five MPOs have agreed to conduct a joint freight plan as the Eastern Pennsylvania Freight Alliance (NEPA MPO, Lehigh Valley MPO, Lackawanna-Luzerne MPO, Reading MPO and Lebanon MPO). He further reported that the group has developed a framework and submitted an application to Central Office for supplemental planning funds for the initiative and was awarded \$280,000 in supplemental planning funds to be leveraged by a \$70,000 match provided by the participating MPOs.

Presentation – A multi-county Broadband discussion by Comm. Chris Lukasavage (Carbon County), Michael Brown (Lackawanna County), Chuck Leonard (Monroe County), Comm. George Halcovage (Schuylkill County) and Mary Beth Wood (Wayne County) discussed many issues in their respective counties including, broadband deficiencies, internet deficiencies, lack of service providers, connectivity to low density areas, affordability to low income families, the need of a feasibility study, high fees and successes in the public/private partnerships.

There being no further business Board Chairman Joe Sebelin adjourned the meeting at 2:35pm.

Respectfully submitted:

Donna Hritz, Communications & Operations Manager
July 28, 2021

Statement of Activities

July 31, 2021

	Prior YTD	Current YTD	Budget	Percentage of Budget
Revenues:				
Grants/Projects	\$ 222,540	\$ 217,741	\$ 3,177,212	7%
Membership Fees	18,750	18,655	225,000	8%
Rental Income	2,801	1,096	28,921	4%
RLF Admin. Fees	255	-	15,000	0%
Match from Other Sources	-	2,000	6,000	33%
Other Receipts	185	458	14,300	3%
Contributed Services	-	-	29,000	0%
Total Revenues	244,531	239,950	3,495,433	7%
Expenses:				
Personnel	133,186	141,219	1,690,639	8%
Benefits	52,497	56,201	710,068	8%
Contractual	9,500	14,383	447,071	3%
Professional Fees	-	250	29,000	1%
Travel and Per Diem	67	80	32,681	0%
Meetings and Seminars	1,912	1,941	51,145	4%
Postage	240	282	4,950	6%
Supplies	4,428	498	81,537	1%
Publications and Memberships	5,688	5,003	57,586	9%
Printing	-	-	4,300	0%
Advertising	-	3,956	17,000	23%
Occupancy	2,462	3,511	67,200	5%
Equipment Rental & Maintenance	935	1,626	14,464	11%
Depreciation	5,486	4,344	66,903	6%
Telephone/Internet	1,737	1,795	23,420	8%
Insurance	-	-	32,236	0%
Interest	3,620	3,485	41,027	8%
Other Costs	22,553	1,201	92,172	1%
Contributed Services	-	-	29,000	0%
Total Expenses	244,311	239,775	3,492,399	7%
		-		
Increase (Decrease) in Net Assets	\$ 220	\$ 175	\$ 3,034	

Net Assets	
Beginning Balance	\$ 1,465,933
Increase (Decrease)	175
Current Balance	<u>\$ 1,466,108</u>

Statement of Financial Position

July 31, 2021

Assets	Prior Year	Current Year	Liabilities	Prior Year	Current Year
Unrestricted Cash Invested	\$ 322,179	\$ 786,358	Accounts Payable	403,121	238,758
Restricted Funds Invested	65,038	65,284	Deferred Project Funds	65,038	65,284
Membership Fees Receivable	83,400	45,075	Employee Benefits Payable	161,999	184,475
Advances/Deposits/Prepays	34,732	47,773	Payroll Withholdings	3,613	4,529
Accounts Receivable-Projects	1,505,494	1,051,154	Deferred Membership Fees	137,080	144,445
Loan Receivable - NEPABFC	-	-	Capital Lease Payable	593,349	570,923
Depreciable Assets (Net)	743,112	678,878	Total Liabilities	1,364,200	1,208,414
			Net Assets *	1,389,755	1,466,108
Total Assets	\$ 2,753,955	\$ 2,674,522	Total Liabilities & Net Assets	\$ 2,753,955	\$ 2,674,522

*Net Assets represents NEPA's equity. It is the surplus of Total Assets less Total Liabilities. Net Assets is not equivalent to cash

Board of Directors Report September 16, 2021



Dear Board Members,

Greetings and I hope the summer is treating you all well!

Between Board Meetings I like to give a brief update on NEPA activities so you are informed of our progress. Please give me a call if you have any questions about the following.

Networking Reception September 16, 2021

Attendance for the event is growing daily, as is the sponsorships. We are in a good position, as I write this, for a great event!! We are somewhat concerned about the COVID resurgence, but we will monitor the COVID protocols before that day and advise if any restrictions will apply. Please contact Donna if you need assistance with registration.

End of Fiscal Year 2021 Program Numbers

I am very proud of our staff for the hard work they performed over the “pandemic year”. Our core program numbers are performing at almost record levels.

Our Fiscal year 2020-2021 Annual Report will be available at the Networking Reception in September. The Annual Report will list all of our accomplishments this year.

County Appropriations Requests

We have mailed our annual funding requests to all counties for our funding allocation for 2022. We greatly appreciate that all counties are at 100% of the 15 cents per capita that we request. We hope that continues into 2022. We need those funds to match our federal and state contracts. It should also be noted that we have never asked for an increased in the 15 cents per capita. That small number has remained constant.

American Rescue Plan Act/EDA Grant Programs

The Northeast PREP partners have come together to review and decide on how to apply for ARPA funds from the Economic Development Administration. EDA has approximately \$3 billion in ARPA funds to fund economic development projects nationally. The northeast region is reviewing the offerings and contemplating applications for funds.

Cares Act/American Rescue Plan Funding

We continue to look at the many programs within these federal initiatives for funding. We are hoping to secure additional grant dollars for the region.

Thank you for the opportunity to manage this agency and the incredible group of people we have at NEPA. Please call me with any questions!

Respectfully,
Jeff

Board of Directors Report September 16, 2021



International Business Development Program

The International Business Development staff recorded seven (7) Export Actions and generated six (6) International Projects to Pennsylvania's Authorized Trade Representatives from June 1 through 30, 2021. Staff processed two (2) Global Access Program (GAP) applications and one (1) GAP reimbursement during this timeframe. 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.

In addition, the International Business Development Program partnered with the Carbon Chamber of Commerce and Pennsylvania OIBD to host a webinar on the GAP on June 5, 2021. Unfortunately, this program was cancelled due to lack of interest.

NEPA is partnering with the PA Office of International Business Development to promote the state's annual Bringing the World to PA event. The event will be held virtually again this year and feature a series of webinars presented by the PA Authorized Trade Representatives. Events are scheduled daily, September 13-24, 2021.

PA Office of International Business Development Performance Measurements FY 2020 – 2021 Year End Report

Performance Measurement	Goal	Year End Totals
Active Clients	50	66
Export Actions	105	162
Exporting Companies	13	19
Export Sales	\$22,609,296.90	\$58,527,995.61
Projects	101	75
ATR Attributed Sales	\$9,269,811.73	\$12,530,819.06
New Clients	7	17
Total (weighted and capped measure)		116.06%

Procurement Technical Assistance Center

Counseling Activity (06-01-2021 to 07-31-2021)

New Active Clients for the Period	7
Active Clients for the Period	228
Initial Introductory Counseling Sessions for the Period	11
Follow-up Counseling Sessions for the Period	696

Board of Directors Report September 16, 2021



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 (06-01-2021 to 07-31-2021)			
Award Type	Number of Awards	Number of Clients	Total Value
Federal Prime	1,761	14	\$7,031,002
State & Local Prime	1	1	\$31,279
Sub-Contractor	0	0	\$0

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.

Business Finance Center

The Business Finance Center has been able to close one loan totaling \$100,000. Through this loan closing, the small business is expected to create 4 jobs and retain 0 jobs in the next 3 years within the 7 county region that NEPA Alliance serves. Loans closed since that last meeting include the following business sector:

- Retail Stores

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.

The City of Pottsville has received an allocation of Community Development Block Grant (CDBG) funds related to the CARES Act for addressing the Covid Pandemic. CDBG program principally targets funds towards activities and programs that serve lower-income residents of a community, meeting the “Benefiting Low- and Moderate-Income Persons” national objective. NEPA Alliance has received over 47 applications for the program and has been working to process and fund project as efficiently as possible.

SBA 504		
	Number	Balance
Approved Loans	21	\$ 7,749,000.00
Closed Since Last Meeting	0	\$ 0.00

Board of Directors Report September 16, 2021



Outstanding Loans	23	\$ 20,996,223.72
Total	43	\$ 28,745,223.72
PIDA		
	Number	Balance
Approved Loans	5	\$ 4,493,750.00
Closed Since Last Meeting	0	\$ 0.00
Outstanding Loans	84	\$ 8,388,231.89
Total	89	\$ 12,881,981.89
Internal Funds		
	Number	Balance
Approved Loans	4	\$ 197,500.00
Closed Since Last Meeting	1	\$ 100,000.00
Outstanding Loans	133	\$ 6,911,799.00
Total	138	\$ 7,209,299.00

LDD CUSTOMER SATISFACTION SURVEY FORMS

As of 8/20/21, twelve (12) out of twenty-two (22) 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 4th quarter of 2020-2021 which represented an 55% response rate. Twelve (12) 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 to date for the 4th 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:

	*Timeliness of Assistance	*Quality of Assistance	*Value of Assistance
Loans			
Procurement	12	12	12
International			

Comments:

"Thanks for your help" – Datom Products, Inc. – PTAC Client

"Kara is the greatest as well as the whole team. Very supportive and knowledgeable" – Four Story Hill Farms, Inc. – PTAC Client

"While we haven't been able to offer many bids, which may be due to current economic status and/or needs, we've been very satisfied with the service and communication offer to this point. Thank you." – Land and Lake Patio – PTAC Client

"Frank is always helpful, courteous and knowledgeable. We know he will answer our questions timely and offer resources" – Three Points Automation – PTAC Client

Board of Directors Report

September 16, 2021



COMMUNITY & ECONOMIC DEVELOPMENT SERVICES DIVISION

EDA

NEPA assisted SEDCO with securing a \$70,000 EDA grant for a water line expansion feasibility study for the I-81 Hegins exit interchange. NEPA is also assisting, Downtown Shenandoah Inc. (\$3,000,000), the City of Hazleton, Wyoming Valley Chamber of Commerce, and Pike County with EDA requests.

Appalachian Regional Commission

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.

2021 Full Application List Update

Organization	Project	CO	ARC Grant Request Amount	Funding Leveraged	Status
City of Scranton	OECD Strategic Plan	LA	\$50,000	\$50,000	Approved
Orwigsburg Borough	Orwigsburg Industrial Park – (Industrial Drive and Long Avenue)	SC	\$891,441	\$167,240	Approved
Johnson College	Mobile Training Laboratory	LA	\$75,000	\$75,000	Approved
East Stroudsburg University	Entrepreneurial Launchpad: Developing a Regional Ecosystem of Student Entrepreneurs	MO	\$70,000	\$70,000	Under review at ARC
Northampton Community College	Expanding the Regional Sustainable Energy Workforce	MO	\$87,700	\$93,664	Approved
tecBRIDGE	Launch NEPA	RE	\$300,000	\$300,000	Approved
Schuylkill County	Feasibility Study for Schuylkill County Water Service Extension	SC	\$35,000	\$65,000	Under review at ARC
City of Carbondale	Torch Property Revitalization Project Study	LA	\$25,000	\$25,000	Under review at ARC
Earth Conservancy	Solar Feasibility Study for Earth Conservancy Lands	LU	\$21,000	\$21,000	Approved

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

Board of Directors Report September 16, 2021



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. NEPA received \$180,900 for *Engage!* for FY 21-22 and we will be subcontracting with 13 to complete the project deliverables.

In response 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. Thus far NEPA has assisted over 40 businesses. Phase III business recipients are listed below. Each client received \$3,500 in consulting support for their business and e-commerce platform.

Business	Contact	Consultant Assigned	County
Crazy for Closeouts	Judy Paterson	Coal Creative	Carbon
Kathryn the Younger	Kathryn Kelly	Design Done Right	Lackawanna
Platform Industries	Chris Murray	Design Done Right	Wayne
Stutz Specialty Prep Shop	Michael Stuchlak	Design Done Right	Lackawanna
The Columbia Shade Company	Heather Isaac	Coal Creative	Luzerne

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 need NMTC subsidies to make the project viable.

StartUp NEPA

NEPA has raised \$500,000 in support of our Angel Fund initiative. We continue to meet with potential investors and expect to be at \$600,000 by October 2021.

Capital Financing Services 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.

Client	Location	NMTC Request	RACP Request	Status
2022 (Application March 13, 2021)				
Mid Valley School District*	Throop, PA	NA	\$2,400,000	Under State Review
Jim Thorpe Area School District*	Jim Thorpe, PA	NA	\$1,000,000	Under State Review

Board of Directors Report September 16, 2021



Keystone Human Services	TBD, Luzerne County	NA	\$2,700,000	Under State Review
Little Leaf Farms, LLC*	McAdoo, PA	NA	\$2,000,000	Under State Review
2021 (Application August 13, 2020)				
Downtown Shenandoah, Inc.*	Shenandoah, PA	\$8,000,000	\$3,000,000	Awarded \$1.5M RACP
Keystone Human Services	TBD, Luzerne County	NA	\$2,700,000	Unfunded – resubmitted in 2022
Da Vinci Science Center	Allentown, PA	\$30,000,000	NA	Awaiting final \$4-\$6M is capital funding
Hotel Fauchere – Milford*	Milford, PA	NA	\$2,000,000	Awarded \$500k RACP
Hyatt Place - Wilkes-Barre	Wilkes-Barre, PA	\$7,000,000	NA	Awaiting Financing
Little Leaf Farms, LLC*	McAdoo, PA	NA	\$3,000,000	Awarded \$2M RACP
2020				
Ball Manufacturing*	Jenkins Township, PA	NA	\$4,000,000	Awarded \$2M RACP

*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.

Scranton Area Foundation - NEPA Learning Conference: NCAC staff served as guest host for a plenary session with guest speaker Dr. Barbara Lawson from Northeastern University. The session focused on remote work best practices and challenges. Over 200 nonprofits attended the conference.

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).

The NEPA Alliance received several grants from the Pennsylvania Military Community Enhancement Commission to support the Depot. The funding was used to develop a SWOT Analysis of the TYAD as compared to other installations. NEPA is currently working with a consultant, Edwards+Strunk, Inc., a consulting firm based in Madison Township, Lackawanna County, to develop and implement a fundraising plan.

NEPA annually prepares an Economic Impact Analysis of the Depot. In the last update, which is for FY 2020, it was established that the total impact of the Depot is an estimated \$2.9 billion in economic activity, an estimated 10,168 jobs, and an estimated \$729.8 million in labor income within an eleven (11) county region in Northeast Pennsylvania.

Board of Directors Report

September 16, 2021



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.

#	Client	Contact	Project	County	Month - Year	Studies
1	Production Systems Automation, LLC	Michael McHale	G-PSA	LA	Jan-21	O
2	Downtown Shenandoah, Inc.	Karen Kenderdine		SC	Jun-20	O/C/V
3	Keystone Human Services	Charles Hooker		LU	Aug-20	O/C/V
4	Pocono YMCA	Scot Peckins		MO	Dec-20	O/C/V
5	Allied Services	Jim Brogna		LU	Dec-20	O/C/V
6	Da Vinci Center			LE	Nov-20	O/C/V
7	Wilkes-Barre Gateway Center			LU	Nov-20	O/C
8	Lackawanna College		200 Adams Avenue	LA	Nov-20	O/C
9	Irem Temple			LU	Nov-20	V
10	Northern Tier RP&DC		Regional Export Network - Annually			
11	Northern Tier RP&DC		Quarterly			
12	North Central RP&DC		Regional Export Network - Annually			
13	North Central RP&DC		Quarterly			
14	Northwest RP&PC		Regional Export Network - Annually			
15	Northwest RP&PC		Quarterly			
16	Susquehanna Data, LLC	Julie D. LaBella		LU	May-21	O/C/V
17	Wayne Co. Manufacturing Facility	Mary Beth Wood		WA	May-21	O/C
18	Tobyhanna Army Depot		Economic Impact Analysis for FY 2019	MO	Oct-20	O/C/V
19	Tobyhanna Army Depot		Economic Impact Analysis for FY 2020	MO	Jun-21	O/C/V

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

Board of Directors Report September 16, 2021



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.

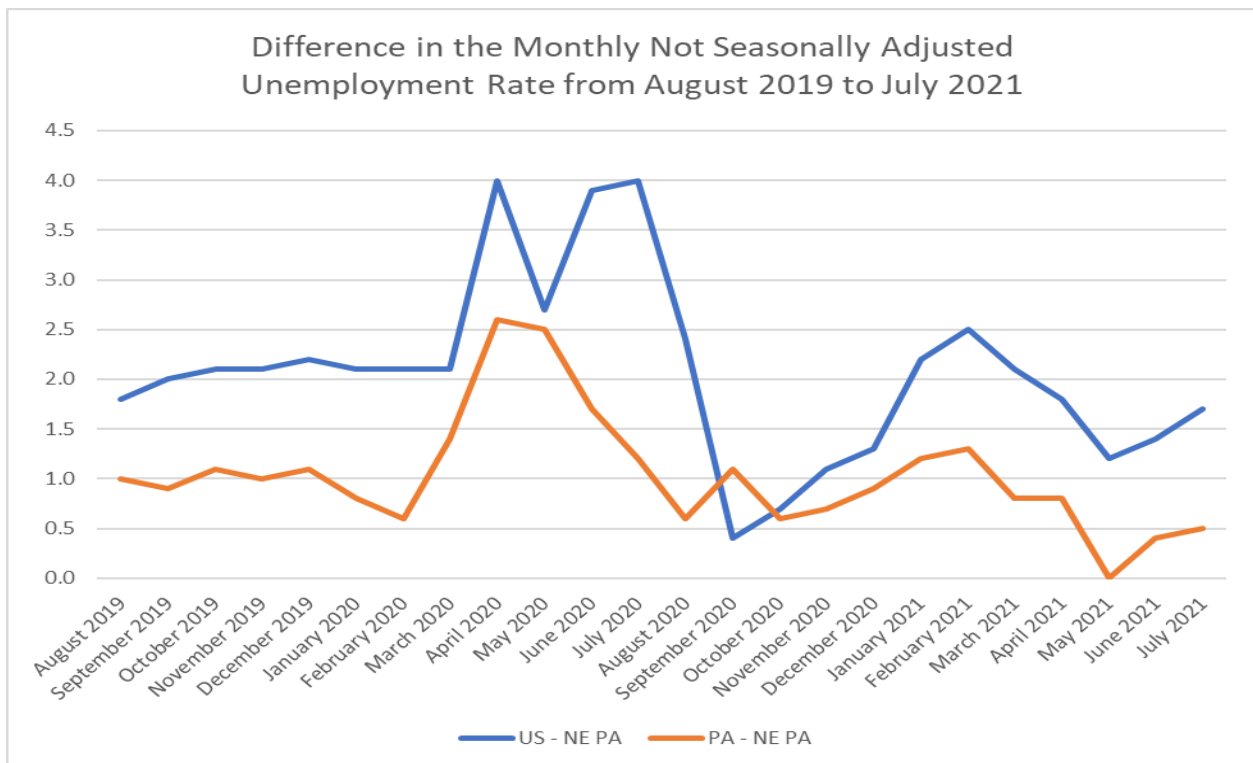
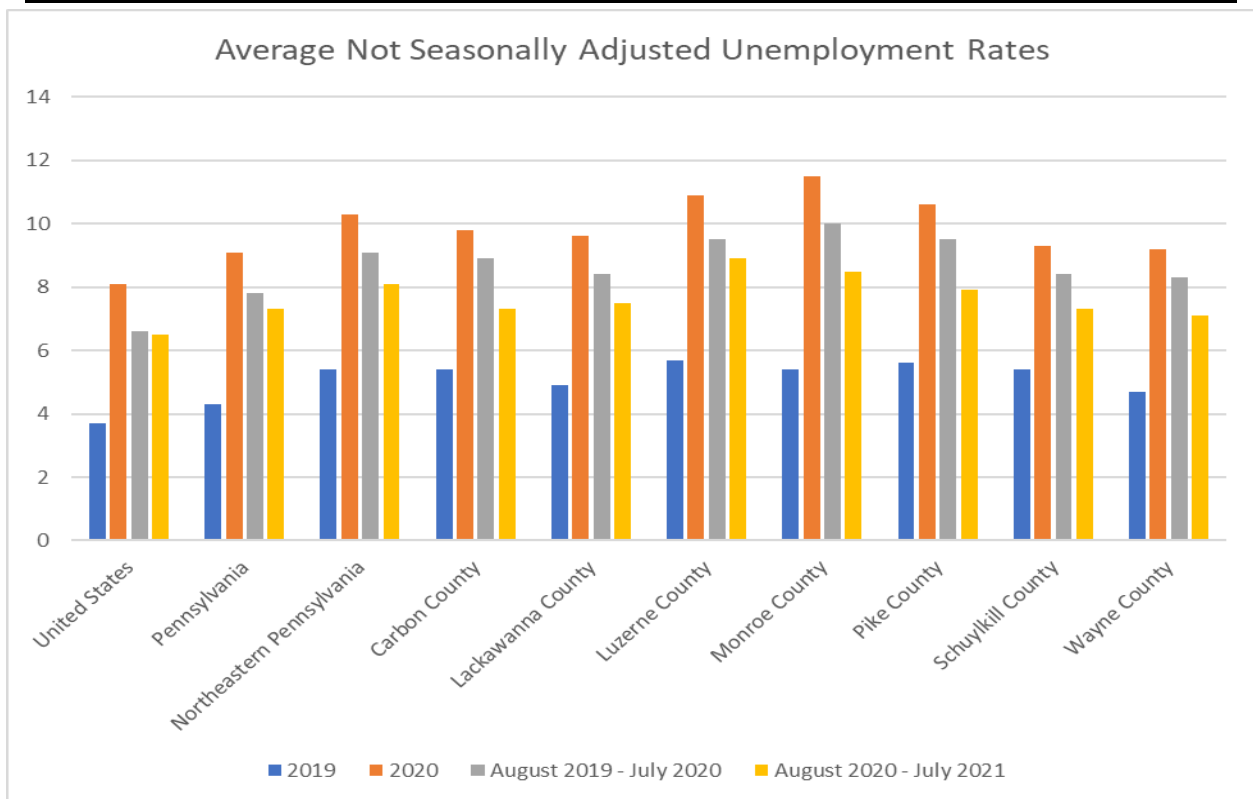
Not Seasonally Adjusted Unemployment Rates

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 9.1 percent from August 2019 to July 2020 and 8.1 percent from August 2020 to July 2021. The average national unemployment rate from August 2019 to July 2020 was 6.6 percent and it decreased to 6.5 percent from August 2020 to July 2021. The average state unemployment rate from August 2019 to July 2020 was 7.8 percent and it decreased to 7.3 percent from August 2020 to July 2021.

According to the second chart, the difference in the monthly not seasonally adjusted unemployment rates between the region and nation was 1.8 percentage points in August 2019 before fluctuating to its maximum of 4.0 percentage points in April and July 2020. It then decreased to its minimum of 0.4 percentage points in September 2020 before increasing to 2.5 percentage points in February 2021 and then fluctuating to 1.7 percentage points in July 2021. During the 24-month period, the average not seasonally adjusted unemployment rate was 6.5 percent in the nation and 8.6 percent in the region.

In August 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 maximum of 2.6 percentage points in April 2020 and then fluctuating to its minimum of 0.0 percentage points in May 2021 and then increasing to 0.5 percentage points in July 2021. During the 24-month period, the average not seasonally adjusted unemployment rate in Pennsylvania was 7.6 percent.

Board of Directors Report September 16, 2021



Board of Directors Report

September 16, 2021



TRANSPORTATION PLANNING SERVICES DIVISION

State Transportation Funding Issues

- PennDOT was facing an imminent project funding shortfall. Reductions in road traffic due to the COVID-19 pandemic significantly reduced gasoline tax revenue this past fiscal year. Fortunately, PennDOT's received \$407 million in federal COVID relief funds. Those funds allowed 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.
- Governor Wolf has established the Transportation Revenue Options Commission (TROC) to develop funding recommendations for replacing the state gas tax. Two representatives from MPO/RPO agencies are on the commission. The TROC Report was submitted to the Governor at the end of July. It can be found here- <https://www.penndot.gov/about-us/funding/Pages/TROC-Report.aspx>.

Federal Transportation Funding

- On the federal level, the federal transportation authorization expires September 30th. The House and Senate are considering transportation reauthorization legislation to extend and expand transportation programs and funding for the next 5 years as well as funding other transportation and infrastructure needs. The House and Senate are expected to consider the legislation later in September.
- The House-passed transportation reauthorization bill included funding for member-designated projects (formerly called earmarks). NEPA staff submitted funding requests for several projects in the NEPA MPO region. Funding for four of the requested projects were included in the House version of the legislation.

County	Project Title	Project Description	Request Amount	Construction Estimate	Congressional Office	Status
Carbon	Jim Thorpe Preventative Maintenance	This is the rehabilitation of a masonry retaining wall supporting US Route 209 (Mauch Chunk Street) in Jim Thorpe Borough and Mahoning Township, Carbon County.	\$2,400,000.00	\$3,000,000.00	Rep. Meuser	Not submitted
Monroe	SR 115 Corridor Impr - Effort	This project involves safety improvements along State Route 115 in the vicinity of Astolat Road to Sugar Hollow Road including widening shoulders, adding left turn lanes, and improving sight distance in Chestnuthill Township, Monroe County.	\$4,000,000.00	\$5,448,891.00	Rep. Cartwright	Included in H.R. 3684, INVEST Act

Board of Directors Report September 16, 2021



County	Project Title	Project Description	Request Amount	Construction Estimate	Congressional Office	Status
Monroe	SR 209 & 33 NB over Appenzell Creek	This project involves the replacement of the bridge carrying US Route 209 and 33 North Bound over Appenzell Creek in Hamilton Township, Monroe County.	\$2,000,000.00	\$7,440,000.00	Rep. Wild	Included in H.R. 3684, INVEST Act
Pike	SR 590 Paving	Resurfacing on State Route 590 from the Wayne County Line to Towpath Road in Lackawaxen Township, Pike County.	\$2,400,000.00	\$3,000,000.00	Rep. Cartwright	Included in H.R. 3684, INVEST Act
Schuylkill	St. Clair to Frackville Reconstruction	This project involves highway reconstruction of PA 61 starting in St. Clair Borough at the intersection of PA 61 and Terry Rich Boulevard and continuing through New Castle, Blythe, Ryan, and West Mahanoy Townships before ending at the intersection of PA 61 and East Spruce Street in Frackville Borough, Schuylkill Co.	\$15,200,000.00	\$60,000,000.00	Rep. Meuser	Included in H.R. 3684, INVEST Act
Schuylkill	Columbia Street Arch Bridge	This project involves a replacement of the bridge carrying Columbia Street (PA 443) over the Schuylkill River in Schuylkill Haven Borough, Schuylkill County.	\$3,200,000.00	\$4,000,000.00	Rep. Meuser	Included in the House THUD Appropriations Bill

2023 Transportation Improvement Program (TIP) Development

- The 2023 Transportation Improvement Program (TIP) development has begun. The State Transportation Commission held a public comment period on transportation issues as part of the development of the Statewide Twelve Year Program. In addition, the Financial Guidance and General and Procedural Guidance Work Groups developed guidance for the development of the TIP by each Planning Partner.
- The funding formulas were shared with the Planning Partners at a statewide call on June 29th. The funding shifts to the Interstate Highway System are fully implemented during the 2023 TIP, resulting in lower funding for the regional TIP.
- Discussions with the PennDOT Districts and county planners will occur later in September. The meetings will include a review of the status of current projects and identify which projects will carry over into the next TIP. A discussion of current project needs and available funding will also occur.

Board of Directors Report

September 16, 2021



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.
- Five MPOs have agreed to conduct a joint freight plan as the Eastern Pennsylvania Freight Alliance – NEPA MPO, Lehigh Valley MPO, Lackawanna-Luzerne MPO, Reading MPO and Lebanon MPO. The group has developed a framework and submitted an application to Central Office for supplemental planning funds for the initiative.
- The project was awarded \$280,000 in supplemental planning funds to be leveraged by a \$70,000 match provided by the participating MPOs. The Lehigh Valley Planning Commission has agreed to serve as the fiscal agent for this project. The development of the plan is expected to occur over a 24 month period. In the coming weeks, the freight alliance will execute an agreement between the five MPOs and solicit proposals from qualified freight plan consultants.

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. Central Office has reviewed the proposed changes and has requested additional information on several changes. Staff is working with the counties to provide the additional information and will resubmit the package to Central Office in the coming weeks.

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. A meeting with the steering committee was held on August 17th to review the traffic data collected during Music Fest in July and discuss further community engagement.

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 revised application was submitted in March of this year. An announcement about INFRA grants awards was released in June and we learned that the Rt. 61 Revitalization Project received \$21 million in competitive federal INFRA grant.

2022-2024 Unified Planning Work Program (UPWP) Development

- Guidance for the development of the 2022-2024 UPWP has been revealed to the MPOs/RPOs earlier this summer. Requirements are similar to the previous work program. Development of the new work program began with a kickoff meeting of the

Board of Directors Report September 16, 2021



NEPA MPO UPWP work group on August 17th at which the current work program and the status of priority tasks were reviewed. Development of the 2022-2024 UPWP will occur through the fall with a draft of the UPWP being shared with FHWA/PennDOT in October/November for a 30-day review. Final adoption of the UPWP must occur by the end of January 2022.

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 27-28. Staff also participated in a quality assurance field view with Central Office staff on August 25th to review the data collected over the past two years. Data collection efforts for this year are underway and must be completed by the beginning of December.

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>
- GIS staff created several online resources for the COVID-19 Response Effort and Resources.
<https://nepa-coronavirus-response-nepa-alliance.hub.arcgis.com>
<https://arcg.is/1KfSOe>
- Staff developed a NEPA Membership Hub with statistics about NEPA Members and the benefits of membership. <https://arcg.is/1vHW5z>

Regional Meetings

Staff attended the following regional meetings-

- Pike County Road Task Force- July 15th, August 19th
- Schuylkill County Chamber Transportation Committee- August 12th
- Lackawanna-Luzerne MPO Meeting- July 28th
- PennDOT Planning Partners Call- June 29th

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 will resume in-person classes in the fall. LTAP will also continue to offer courses in an online format.

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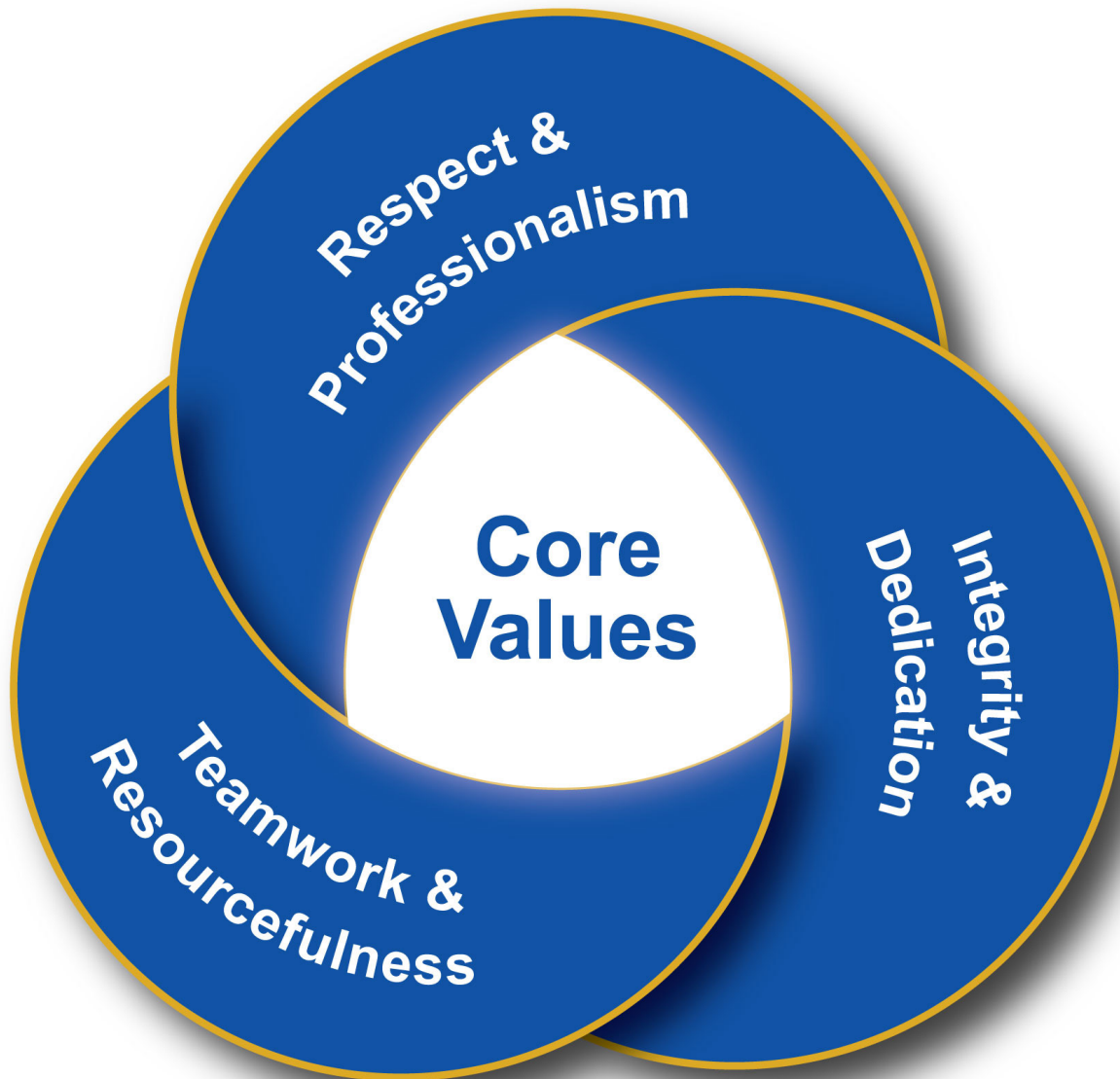
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NEPA's Mission

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.



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