

Northeastern Pennsylvania Alliance

NEPA



November 3, 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
Vacant		

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
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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
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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
NOVEMBER 3, 2021**



AGENDA

- I. **Call to Order** – *Joe Sebelin, Board Chairperson*

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

- III. **Board Discussion & Action Items**
 - * September 16, 2021 Meeting Minutes - *Joe Sebelin, Board Chairperson* 1-2

 - * Treasurer's Report - *Wendi Holena, VP & CFO* 3-4

 - * Affiliate/Committee/Division Reports
 - Appalachian Regional Commission (ARC) Project Update - *Kurt Bauman*
 - Community & Economic Development Services - *Kurt Bauman*
 - Business Development Services - *Steve Ursich*
 - Communications & Membership - *Alex Stark/Donna Hritz*
 - Transportation Services - *Alan Baranski*

- IV. **President & CEO Report** – *Jeffrey Box* 5-17

- V. **Presentations** - *Year in Review Video/Client Testimonials – Jeffrey Box & Donna Hritz*
 - *NEPA Launch - Regional Aerospace Alliance - Jeffrey Box & Kurt Bauman*

- VI. **Open Discussion** - *Joe Sebelin, Board Chairperson*

**Board of Directors Report
Minutes of
Thursday, September 16, 2021
Kalahari Resorts & Conventions**

OFFICERS

Joseph Sebelin, Board Chairperson
Mary Beth Wood, 1st Vice-Board Chairperson
Mary Frances Postupack, Assistant Treasurer
Alex Stark, Assistant Secretary
Philip Condrón, Past Board Chairperson

CARBON

No Attendees

LACKAWANNA

Dr. Katie Leonard
Brenda Sacco

LUZERNE

Michelle Mikitish

MONROE

Marynell Strunk

PIKE

Cynthia DeFebo

SCHUYLKILL

Micah Gursky

WAYNE

Comm. Joe Adams
Mike Rollison

AT-LARGE

Chris Doherty
Alana Roberts

EX-OFFICIO

Jeffrey Box
Maria Montero-Edwards

STAFF

Alan Baranski
Kurt Bauman
Wendi Holena

Board of Directors Report
Minutes of
Thursday, September 16, 2021
Kalahari Resorts & Conventions

The NEPA Alliance held a Board of Directors Meeting on Thursday, September 16, 2021, at Kalahari Resorts and Conventions Pocono Manor, PA. Board Chairperson Joe Sebelin called the meeting to order at 4:00pm.

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

Jeff asked everyone to introduce themselves and their business affiliation. Jeff welcomed new Board members Dr. Katie Leonard, Mike Rollison and Chris Doherty.

ACTION ITEMS

Minutes - A motion was made by Michelle Mikitish and seconded by Mike Rollison to accept the minutes from the Board of Directors Meeting of June 30, 2021, as presented. **Motion carried**

Treasurers Report – Wendi reported that on the Statement of Activities as of July 31, 2021, NEPA has total revenues and total expenses of approximately \$240,000. She noted that there is an increase in net assets of \$175. Wendi further noted that NEPA is only one (1) month into the new fiscal year, but is off to a good start. She stated that NEPA has a healthy cash balance of approximately \$800,000.

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

President & CEO Report

Jeff reported that the 2021 Annual Report will be available at the Networking Reception detailing the program metrics on how well the staff performed over the past year. He noted that many of NEPA's core programs have seen an increase in performance. He encouraged everyone to take a report.

Jeff stated that the economic development partners from around the region are looking to secure a Build Back Better grant from the Economic Development Administration (EDA) to start an initiative to support the aerospace advance manufacturing sector in northeast Pennsylvania. He noted that three (3) committees have been created (entrepreneurship, workforce and innovative agriculture).

Jeff reported that Appalachian Regional Commission (ARC) has a lot of money for projects. He noted that area development, POWER and INSPIRE are seeing an increase in funds. Jeff further reported that Carbon County is receiving a \$50,000 ARC grant for a broadband study and the Outreach Center in Scranton received \$175,000 ARC grant.

Jeff reported that NEPA is anticipating passing of the bipartisan infrastructure bill by the end of the month, which will result in additional dollars for the Commonwealth for transportation projects.

There being no further business Board Chairman Joe Sebelin adjourned the meeting at 4:23pm. He noted that the next meeting will be November 3, 2021.

Respectfully submitted:
Wendi Holena, Vice President/CFO
September 21, 2021

Statement of Activities

September 30, 2021

	Prior YTD	Current YTD	Budget	Percentage of Budget
Revenues:				
Grants/Projects	\$ 661,045	\$ 668,318	\$ 3,557,394	19%
Membership Fees	56,250	55,964	223,855	25%
Rental Income	7,230	8,176	30,329	27%
RLF Admin. Fees	3,155	4,079	15,000	27%
Match from Other Sources	500	30,254	60,000	50%
Other Receipts	5,822	3,351	13,900	24%
Contributed Services	-	5,512	16,000	34%
Total Revenues	<u>734,002</u>	<u>775,654</u>	<u>3,916,478</u>	<u>20%</u>
Expenses:				
Personnel	401,746	430,901	1,803,906	24%
Benefits	161,788	177,366	811,758	22%
Contractual	76,159	55,983	731,955	8%
Professional Fees	1,552	1,950	32,000	6%
Travel and Per Diem	371	452	25,632	2%
Meetings and Seminars	3,287	28,347	70,879	40%
Postage	265	1,522	5,200	29%
Supplies	10,173	3,884	61,419	6%
Publications and Memberships	7,577	10,538	57,810	18%
Printing	350	2,630	5,100	52%
Advertising	4,907	5,766	22,000	26%
Occupancy	6,816	13,322	67,300	20%
Equipment Rental & Maintenance	1,817	3,290	9,364	35%
Depreciation	16,459	14,404	65,617	22%
Telephone/Internet	5,151	5,121	26,280	19%
Insurance	-	-	24,600	0%
Interest	10,829	10,419	41,027	25%
Other Costs	24,405	3,607	36,016	10%
Contributed Services	-	5,512	16,000	34%
Total Expenses	<u>733,652</u>	<u>775,014</u>	<u>3,913,863</u>	<u>20%</u>
		-		
Increase (Decrease) in Net Assets	<u>\$ 350</u>	<u>\$ 640</u>	<u>\$ 2,615</u>	

Net Assets	
Beginning Balance	\$ 1,470,408
Increase (Decrease)	640
Current Balance	<u>\$ 1,471,048</u>

Statement of Financial Position

September 30, 2021

Assets	Prior Year	Current Year	Liabilities	Prior Year	Current Year
Unrestricted Cash Invested	\$ 618,747	\$ 790,813	Accounts Payable	111,799	53,813
Restricted Funds Invested	51,571	73,402	Deferred Project Funds	51,571	73,402
Membership Fees Receivable	6,250	14,275	Employee Benefits Payable	161,999	184,475
Advances/Deposits/Prepays	33,754	39,828	Payroll Withholdings	3,516	4,732
Accounts Receivable-Projects	975,038	886,370	Deferred Membership Fees	109,005	119,011
Loan Receivable - NEPABFC	-	-	Capital Lease Payable	589,724	567,024
Depreciable Assets (Net)	732,139	668,817	Total Liabilities	1,027,614	1,002,457
			Net Assets *	1,389,885	1,471,048
Total Assets	\$ 2,417,499	\$ 2,473,505	Total Liabilities & Net Assets	\$ 2,417,499	\$ 2,473,505

*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 November 3, 2021



Dear Board Members,

We are closing in on the completion of another calendar year and we have completed the first quarter of the NEPA Fiscal Year. We are very busy looking at new programming and demonstrating solid results in our existing programs. Here is a small sample of the numerous programs we are working on.

NEPA Launch – Regional Aerospace Alliance - The Economic Development Administration (EDA) announced a few months ago that they would have \$3 billion dollars for economic development. The largest program is Build Back Better Regional Challenge. This program will offer an initial \$500,000 grant to plan for the second phase. There will be only 50 - 60 initial grants and 30 +/- phase 2 grants in the range of \$25 - \$75 million per region.

We have brought together numerous partners within our region to support a regional application to enhance the aerospace supply chain in Northeast Pennsylvania. We have partnered with the Scranton Chamber and Northeastern Pennsylvania Industrial Resource Center (NEPIRC) to pay for a consultant to craft the initial application. NEPA, the Scranton Chamber and Northeastern Pennsylvania Industrial Resource Center will be the lead agencies on the project, but all partners in the region are included. If approved, the project will work with all aerospace, advanced manufacturing companies in the region to help them expand their aerospace and space businesses.

ARC Federal Co-Chair Visit -The new ARC Federal Co-Chair, Gayle Manchin will be visiting Northeast Pennsylvania on November 8th and 9th. She was invited by Congressman Matt Cartwright to tour ARC projects in our region. We are actively engaged in planning the visit along with our partners, the State ARC Office, and Congressman Cartwright's office. We will share more details when the itinerary is finalized.

Pittston Chamber Presentation - We will be presenting at the Pittston Chamber fall breakfast meeting in November. Thanks to Michelle Mikitish for inviting NEPA to present!

Staffing Issues - We are in the hiring mode at NEPA. We have hired a new accountant to replace a retiring employee. The new individual will start in early November.

We continue to review applicants for a Community and Economic Development Manager. This is another replacement for a position vacated a few months ago. If we receive funding from the several grant applications, we have submitted we will have funding for additional positions.

Website Re-Build - We are working with our website consultant to reconstruct our website. We hope to complete that process this fall.

Please contact me anytime with any questions about anything at NEPA.

Thank you for your continued support!

Respectfully,
Jeff

Board of Directors Report November 3, 2021



COMMUNITY & ECONOMIC DEVELOPMENT SERVICES DIVISION

EDA

As the designated Economic Development District (LDD) for the Economic Development Administration (EDA), NEPA provides technical assistance to those organizations seeking EDA grant assistance.

Organization	Project	CO	EDA Grant Request Amount	Funding Leveraged	Status
SEDCO	Water Feasibility Study	SC	\$70,000	\$35,000	Approved
Downtown Shenandoah Inc.	Shenandoah Innovation Center	SC	\$3.5M	\$4M	Will be submitted in Nov,
NEPA	NEPA Launch: Regional Aerospace Alliance	RE	\$500,000	\$0	Submitted

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	Approved
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	Approved
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

Board of Directors Report November 3, 2021



ENGAGE!

On behalf of the Northeast Pennsylvania Partnerships for Regional Economic Performance (PREP) partners, NEPA annually applies for the *Engage!* initiative. *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 and to help them grow and expand by building solid relationships with business owners or key decision makers and economic development partners. NEPA received \$180,900 for *Engage!* for FY 21-22 and we will be subcontracting with 13 partners 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 50 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
Red Leaf Salad Company	Richard Samanas	Coal Creative	Luzerne
Stately Pet Supply	Rebecca Martino	Coal Creative	Lackawanna
Move Better (Move Fitness, LLC)	Hilary Greenberg	Design Done Right	Luzerne
Eastern Penn Supply Company	Rick Timchack, Sr.	Design Done Right	Lackawanna

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 is actively seeking tax credits on behalf of three clients. We were unsuccessful in securing a NMTC allocation from the 2020 and 2021 rounds. NEPA is soliciting projects from the Commonwealth of PA with capital costs ranging from \$5M-\$60M 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 December 2021. Official Launch will occur in 2022.

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.

Board of Directors Report November 3, 2021



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
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 is planning a Fall Leadership meeting and a Winter Forum.

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.

Board of Directors Report November 3, 2021



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.

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	CO	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	MO	Jun-21	O/C/V

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#	Client	Contact	Project	County	Month - Year	Studies
			2020			

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.

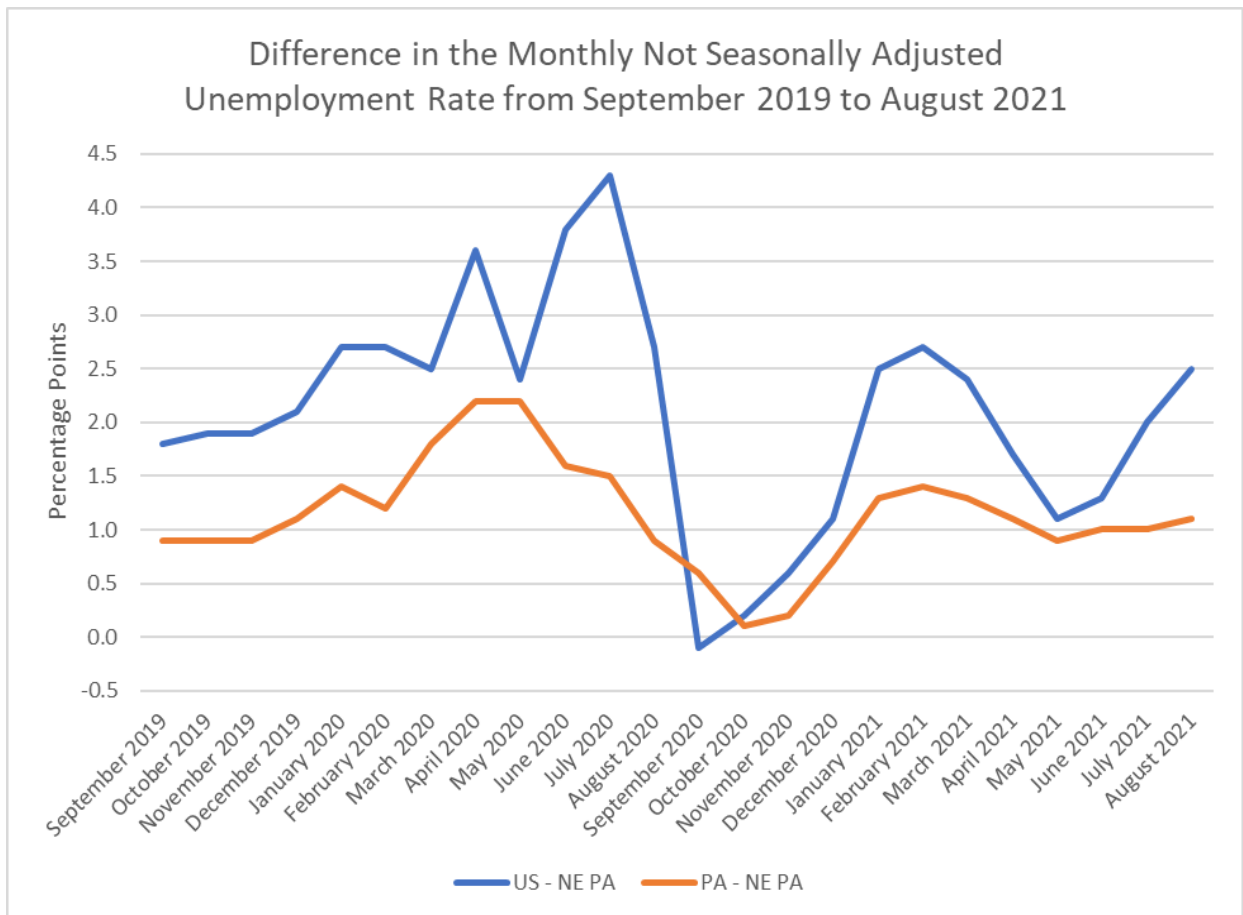
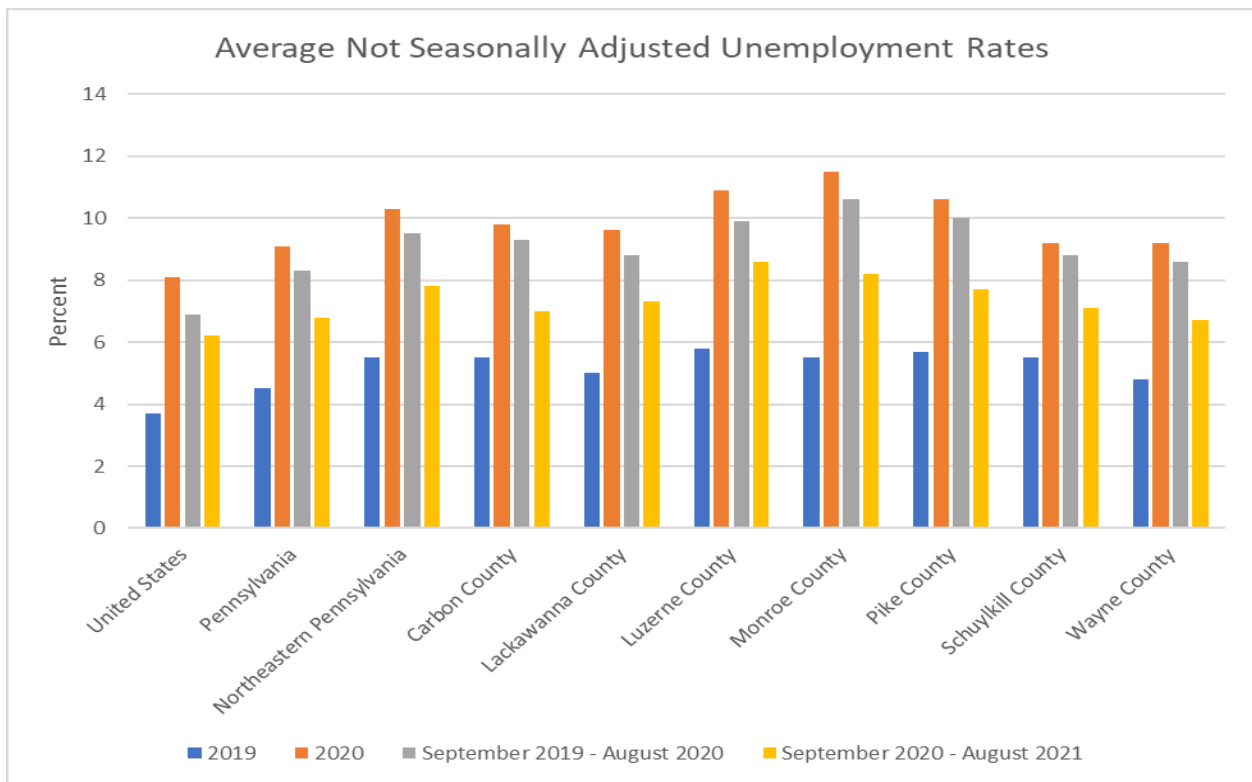
Not Seasonally Adjusted Unemployment Rates

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 9.5 percent from September 2019 to August 2020 and 7.8 percent from September 2020 to August 2021. The average national unemployment rate from September 2019 to August 2020 was 6.9 percent and 6.2 percent from September 2020 to August 2021. The average state unemployment rate from September 2019 to August 2020 was 8.3 percent and 6.8 percent from September 2020 to August 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 September 2019 before fluctuating to its maximum of 4.3 percentage points in July 2020. It then decreased to its minimum of -0.1 percentage points in September 2020 before fluctuating to 2.5 percentage points in August 2021. During the 24-month period, the average not seasonally adjusted unemployment rate was 6.6 percent in the nation and 8.7 percent in the region.

In September, October and November 2019, the difference in the monthly not seasonally adjusted unemployment rates between the region and state was 0.9 percentage points before fluctuating to its maximum of 2.2 percentage points in April and May 2020. It then decreased to its minimum of 0.1 percentage points in October 2020 before fluctuating to 1.1 percentage points in August 2021. During the 24-month period, the average not seasonally adjusted unemployment rate in Pennsylvania was 7.5 percent.

Board of Directors Report November 3, 2021



Board of Directors Report

November 3, 2021



LDD CUSTOMER SATISFACTION SURVEY FORMS

Thirty one (31) out of thirty-two (32) 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 2021-2022 which represented an 97% response rate. Thirty-one (31) 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 2021-2022.**

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	12	12	12
Procurement	16	16	16
International	4	4	4

Procurement Technical Assistance Center

Counseling Activity (06-01-2021 to 09-30-2021)

New Active Clients for the Period	40
Active Clients for the Period	241
Initial Introductory Counseling Sessions for the Period	27
Follow-up Counseling Sessions for the Period	1,321

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 09-30-2021)

Award Type	Number of Awards	Number of Clients	Total Value
Federal Prime	7,995	23	\$215,326,268
State & Local Prime	2	1	\$99,914
Sub-Contractor	0	0	\$0

Board of Directors Report November 3, 2021



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.

The PTAC worked with clients during this period on either SBA or CVE certifications for their business.

Certification Activity (06-01-2021 to 09-30-2021)		
Certification Type	Applications Submitted	Certifications Approved
SD/VOSB	5	5
WOSB	12	2
HUBZone	10	0

International Business Development Program

The International Business Development staff recorded fifty-four (54) Export Actions and generated twenty-four (24) International Projects to Pennsylvania's Authorized Trade Representatives from July 1 – September 30, 2021. Staff processed five (5) Global Access Program (GAP) applications and two (2) GAP reimbursements 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.

NEPA partnered with the Pennsylvania Department of Community & Economic Development, Office of International Business Development to promote Bringing the World to PA 2021. This year Bringing the World to PA was held virtually as a series of seventeen (17) webinars that took place September 13 – 24, 2021. Webinars were presented by the Pennsylvania Authorized Trade Representatives and by local, state, and federal trade assistance partners.

PA Office of International Business Development Performance Measurements FY 2021 – 2022 Q1 Report		
Performance Measurement	Goal	Q1 Totals
Active Clients	50	21
Export Actions	105	54
Exporting Companies	13	1
Export Sales	\$22,609,296.90	\$356,000.00
Projects	101	24
ATR Attributed Sales	\$9,269,811.73	\$14,000.00
New Clients	7	4
Total (weighted and capped measure)		24.07%

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Business Finance Center

The Business Finance Center has been able to close nine loans totaling \$2,601,200. Through these loan closings, the small businesses are expected to create 64 jobs and retain 49 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:

- Self-Storage Facilities
- Nursing Care Facilities
- Piling Manufacturer
- Daycare Centers

NEPA Alliance BFC continues to monitor those borrowers that were affected the most with COVID-19. Borrowers are still navigating the new normal and adjusting business models to reflect the changes. NEPA BFC continue to work with those affected to best maintain and monitor all outstanding credits.

NEPA Alliance continues to work with Schuylkill County on the CDBG program. NEPA Alliance will also be working with the CGBD program to cover the 7-county region that NEPA Alliance serves on a regional allocation.

SBA 504		
	Number	Balance
Approved Loans	20	\$ 7,057,000.00
Closed Since Last Meeting	3	\$ 947,200.00
Outstanding Loans	23	\$ 20,940,705.76
Total	46	\$ 28,944,905.76
PIDA		
	Number	Balance
Approved Loans	4	\$ 2,743,750.00
Closed Since Last Meeting	2	\$ 1,500,000.00
Outstanding Loans	88	\$ 8,465,416.00
Total	94	\$ 12,709,166.00
Internal Funds		
	Number	Balance
Approved Loans	2	\$ 64,000.00
Closed Since Last Meeting	4	\$ 154,000.00
Outstanding Loans	120	\$ 6,574,045.00
Total	126	\$ 6,792,045.00
Schuylkill County CDBG		
Applications Received	62	
Total Dollars Applied For		\$868,076
Total Dollars Approved		\$247,524

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TRANSPORTATION PLANNING SERVICES DIVISION

Federal Transportation Funding

- The federal transportation authorization was set to expire on September 30th. A short-term extension was passed at the end of September to extend transportation funding. The House and Senate are continuing to consider 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.
- Several member-designated projects were included in the House-passed transportation legislation. NEPA sent letters to Senator Casey and Senator Toomey urging their support for the projects in the final version of the 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 this past summer. The funding shifts to the Interstate Highway System are fully implemented during the 2023 TIP, resulting in lower funding for the regional TIP projects.
- Initial meetings with PennDOT Districts and county planners occurred in early October. The meetings included a review of the status of current projects and a discussion of which projects will carry over into the next TIP. Without additional state or federal funding, very few new projects will be added to the 2023 TIP. In September, PennDOT Central Office asked each Planning Partner to identify their top priority projects to be advanced or expanded in the event that additional funding is provided.

2022-2024 Unified Planning Work Program (UPWP) Development

- Guidance for the development of the 2022-2024 UPWP was provided 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 NEPA MPO UPWP work group on August 17th at which the current work program and the status of priority tasks were reviewed. A second meeting of the UPWP Work Group was held on September 21st to discuss priorities for the next two years.
- A draft of the UPWP has been shared with the Technical Committee for their review. The draft will be submitted to FHWA and PennDOT at the beginning of November for a 45-day review. Final adoption of the UPWP must occur by the end of January 2022.

Request for Qualifications for Consulting Services

- NEPA staff has developed a Request for Qualification (RFQ) for a consultant for the update of the Long Range Transportation Plan for the NEPA MPO. The RFQ is also a solicitation for an

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open end agreement for a consultant to assist in the update/development of other planning initiatives as deemed necessary.

- The NEPA MPO Technical Committee reviewed the RFQ at the September 21st meeting and the RFQ was advertised on Thursday, September 23rd, with a deadline of October 22nd. Two proposals were received. Each consultant will present at the November 16th Technical Committee Meeting and a consultant will be selected by the end of December.

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. Completion of the study is expected by next June.

Rt. 61 Reconstruction Project INFRA Grant Application

- PennDOT applied for 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.

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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.

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- September 16th
- Schuylkill County Chamber Transportation Committee- October 14th
- Lackawanna-Luzerne MPO Meeting- October 6th
- PennDOT Planning Partners Fall Conference Sessions- September 15th, October 6th, October 21st
- Rt. 6 crosswalk meeting in Hawley on September 9th.

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 resumed in-person classes this fall. 8 in-person classes are scheduled in the NEPA region for Fall 2021. LTAP will also continue to offer courses in an online format.

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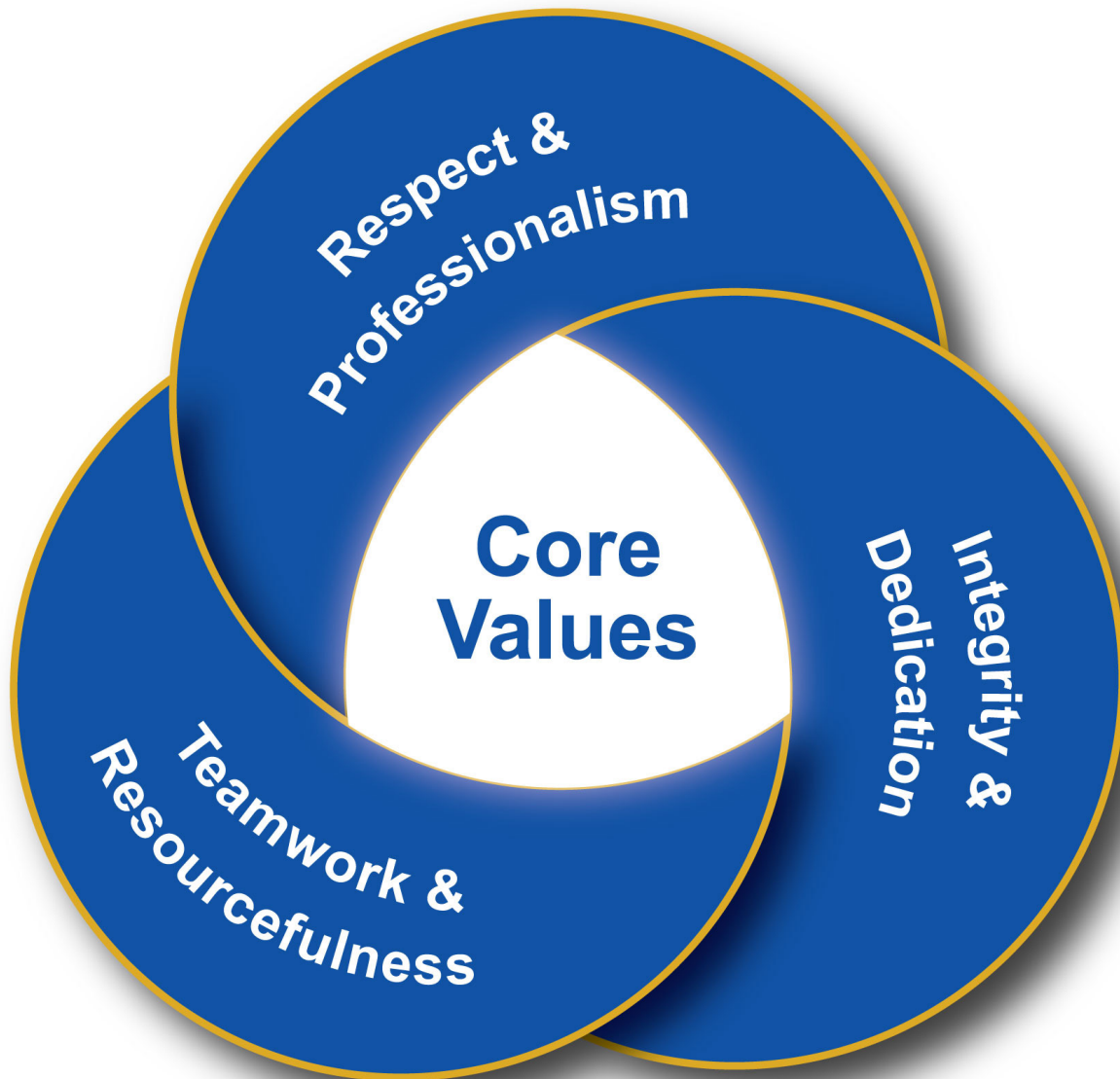
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NEPA's Mission

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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