Ron’s Service Station received a $90,000 loan through the NEPA Alliance Tri-District loan fund as part of a total project costing $200,000 for the purchase of land & building.
**CARBON COUNTY**

<table>
<thead>
<tr>
<th>Name</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kathy Henderson</td>
<td>610-379-5000</td>
<td><a href="mailto:khenderson@carboncountychamber.org">khenderson@carboncountychamber.org</a></td>
</tr>
<tr>
<td>Jerry McAward</td>
<td>610-377-1230</td>
<td><a href="mailto:jerrymac@ptd.net">jerrymac@ptd.net</a></td>
</tr>
<tr>
<td>Wayne Nothstein (County Commissioner)</td>
<td>570-325-3611</td>
<td><a href="mailto:waynenothstein@carboncounty.net">waynenothstein@carboncounty.net</a></td>
</tr>
<tr>
<td>Harold Pudliner</td>
<td>570-427-8640</td>
<td><a href="mailto:weatherlyboro@gmail.com">weatherlyboro@gmail.com</a></td>
</tr>
<tr>
<td>Joseph Sebelin <em>(Executive Committee-1st Vice-Board Chairperson)</em></td>
<td>570-325-2462</td>
<td><a href="mailto:jsebelin@ptd.net">jsebelin@ptd.net</a></td>
</tr>
</tbody>
</table>

**LACKAWANNA COUNTY**

<table>
<thead>
<tr>
<th>Name</th>
<th>Phone</th>
<th>Email</th>
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</thead>
<tbody>
<tr>
<td>Philip Condron <em>(Executive Committee-Board Chairperson)</em></td>
<td>570-344-6888</td>
<td><a href="mailto:phil.condron@condronandcompany.com">phil.condron@condronandcompany.com</a></td>
</tr>
<tr>
<td>Tom Donohue</td>
<td>570-347-2056</td>
<td><a href="mailto:tdonohue@lamar.com">tdonohue@lamar.com</a></td>
</tr>
<tr>
<td>John McNulty</td>
<td>570-963-4605</td>
<td><a href="mailto:jomcnulty@pa.gov">jomcnulty@pa.gov</a></td>
</tr>
<tr>
<td>Patrick O’Malley (County Commissioner)</td>
<td>570-963-6800</td>
<td><a href="mailto:omalleyep@lackawannacounty.org">omalleyep@lackawannacounty.org</a></td>
</tr>
<tr>
<td>Alex Stark</td>
<td>570-558-5112</td>
<td><a href="mailto:aastark@kanesicable.com">aastark@kanesicable.com</a></td>
</tr>
<tr>
<td>VACANT</td>
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**LUZERNE COUNTY**

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<thead>
<tr>
<th>Name</th>
<th>Phone</th>
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</thead>
<tbody>
<tr>
<td>Stephen Barrouk <em>(Executive Committee-2nd Vice-Board Chairperson)</em></td>
<td>570-814-9114</td>
<td><a href="mailto:sbarrouk@citybrokersllc.com">sbarrouk@citybrokersllc.com</a></td>
</tr>
<tr>
<td>Ron Carter</td>
<td>888-506-3770</td>
<td><a href="mailto:carter@performancebio.com">carter@performancebio.com</a></td>
</tr>
<tr>
<td>Mary Malone</td>
<td>570-455-1509</td>
<td><a href="mailto:mmalone@hazletonchamber.org">mmalone@hazletonchamber.org</a></td>
</tr>
<tr>
<td>Tim McGinley (County Council)</td>
<td>570-825-1500</td>
<td><a href="mailto:tim.mcginley@luzernecounty.org">tim.mcginley@luzernecounty.org</a></td>
</tr>
<tr>
<td>(Eugene Kelleher - Alternate)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Michelle Mikitis</td>
<td>570-655-1424</td>
<td><a href="mailto:mmikutish@pittstonchamber.org">mmikutish@pittstonchamber.org</a></td>
</tr>
<tr>
<td>Kevin O’Donnell</td>
<td>570-455-1508</td>
<td><a href="mailto:kodonnell@hazletoncando.com">kodonnell@hazletoncando.com</a></td>
</tr>
<tr>
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**MONROE COUNTY**

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<thead>
<tr>
<th>Name</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chris Barrett</td>
<td>570-421-5791</td>
<td><a href="mailto:cbarrett@poconos.org">cbarrett@poconos.org</a></td>
</tr>
<tr>
<td>Chuck Leonard</td>
<td>570-839-1992</td>
<td><a href="mailto:cleonard@pmedc.com">cleonard@pmedc.com</a></td>
</tr>
<tr>
<td>John Moyer (County Commissioner)</td>
<td>570-420-3450</td>
<td><a href="mailto:jmooyer@monroecountypa.gov">jmooyer@monroecountypa.gov</a></td>
</tr>
<tr>
<td>(Charles Garris - Alternate)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mary Frances Postupack <em>(Executive Committee-Assistant Secretary)</em></td>
<td>570-422-7920</td>
<td><a href="mailto:mpostupack@esu.edu">mpostupack@esu.edu</a></td>
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**PIKE COUNTY**

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<thead>
<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Derek Bellinger</td>
<td>570-409-0057</td>
<td><a href="mailto:Derek.Bellinger@waynebank.com">Derek.Bellinger@waynebank.com</a></td>
</tr>
<tr>
<td>William Kerstetter <em>(Executive Committee-Assistant Treasurer)</em></td>
<td>570-832-1578</td>
<td><a href="mailto:cobk@ptd.net">cobk@ptd.net</a></td>
</tr>
<tr>
<td>Matthew Osterberg (County Commissioner)</td>
<td>570-296-7613</td>
<td><a href="mailto:mosterberg@pikepa.org">mosterberg@pikepa.org</a></td>
</tr>
<tr>
<td>Peter Wulfhorst</td>
<td>570-296-3405</td>
<td><a href="mailto:ptw3@psu.edu">ptw3@psu.edu</a></td>
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**SCHUYLKILL COUNTY**

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<thead>
<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Robert Carl</td>
<td>570-622-1942</td>
<td><a href="mailto:rcarl@schuylkillchamber.com">rcarl@schuylkillchamber.com</a></td>
</tr>
<tr>
<td>Micah Gursky</td>
<td>570-645-8118</td>
<td><a href="mailto:micah.gursky@sluhn.org">micah.gursky@sluhn.org</a></td>
</tr>
<tr>
<td>George Halcovage (County Commissioner)</td>
<td>570-628-1202</td>
<td><a href="mailto:ghalcovage@co.schuylkill.pa.us">ghalcovage@co.schuylkill.pa.us</a></td>
</tr>
<tr>
<td><em>(Executive Committee-Secretary)</em></td>
<td></td>
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<tr>
<td>Michael McCord</td>
<td>570-773-3075</td>
<td><a href="mailto:mmccord@pahouse.net">mmccord@pahouse.net</a></td>
</tr>
<tr>
<td>Bud Quandel <em>(Executive Committee-Past Board Chairperson)</em></td>
<td>570-544-4775</td>
<td><a href="mailto:bquadel@quandel.com">bquadel@quandel.com</a></td>
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**WAYNE COUNTY**

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<thead>
<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Joseph Adams (County Commissioner)</td>
<td>570-253-5970</td>
<td><a href="mailto:jwadams@waynecountypa.gov">jwadams@waynecountypa.gov</a></td>
</tr>
<tr>
<td>Mark Graziano <em>(Executive Committee-Treasurer)</em></td>
<td>570-253-3352</td>
<td><a href="mailto:mgraz@hnbbank.com">mgraz@hnbbank.com</a></td>
</tr>
<tr>
<td>Dave Hoff</td>
<td>570-253-8274</td>
<td><a href="mailto:hoff@wmh.org">hoff@wmh.org</a></td>
</tr>
<tr>
<td>Craig Rickard</td>
<td>570-253-5970</td>
<td><a href="mailto:crickard@waynecountypa.gov">crickard@waynecountypa.gov</a></td>
</tr>
<tr>
<td>Mary Beth Wood</td>
<td>570-253-2537</td>
<td><a href="mailto:mbw@wedcorp.org">mbw@wedcorp.org</a></td>
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**AT-LARGE**

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<thead>
<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Matthew Connell</td>
<td>570-369-1938</td>
<td><a href="mailto:mconnell@northampton.edu">mconnell@northampton.edu</a></td>
</tr>
<tr>
<td>Ricky Durst</td>
<td>570-646-2300</td>
<td><a href="mailto:rdurst@poconoraceway.com">rdurst@poconoraceway.com</a></td>
</tr>
<tr>
<td>Larry Malski</td>
<td>570-963-6676</td>
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</tr>
<tr>
<td>Josh Olerud</td>
<td>570-969-2255</td>
<td><a href="mailto:jolerud@swbrrailriders.com">jolerud@swbrrailriders.com</a></td>
</tr>
<tr>
<td>Don Pleau</td>
<td>570-216-5495</td>
<td><a href="mailto:dpleau@kalahriresorts.com">dpleau@kalahriresorts.com</a></td>
</tr>
<tr>
<td>Alana Roberts</td>
<td>570-348-1622</td>
<td><a href="mailto:aroberts@pplweb.com">aroberts@pplweb.com</a></td>
</tr>
<tr>
<td>Brian Sipe</td>
<td>570-970-3501</td>
<td><a href="mailto:briansipe@mohegansunarena.com">briansipe@mohegansunarena.com</a></td>
</tr>
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**EX-OFFICIO**

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<thead>
<tr>
<th>Name</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Charles Barber <em>(NCAC Board Chair)</em></td>
<td>570-714-1570</td>
<td><a href="mailto:charles@luzfdn.org">charles@luzfdn.org</a></td>
</tr>
<tr>
<td>Jeffrey Box</td>
<td>570-655-5581</td>
<td><a href="mailto:jbox@nepa-alliance.org">jbox@nepa-alliance.org</a></td>
</tr>
<tr>
<td>Michelle Bisbing <em>(PNE Board Chair)</em> (John Augustine - Alternate)</td>
<td>570-839-1992</td>
<td><a href="mailto:mbisbing@pmedc.com">mbisbing@pmedc.com</a></td>
</tr>
<tr>
<td><em>(John Augustine - Alternate)</em></td>
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**EMERITUS**

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<tr>
<th>Name</th>
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</thead>
<tbody>
<tr>
<td>Phyllis Brandwene</td>
<td>570-288-3121</td>
<td>n/a</td>
</tr>
<tr>
<td>David Donlin</td>
<td>570-624-1796</td>
<td><a href="mailto:dadmatd515p@comcast.net">dadmatd515p@comcast.net</a></td>
</tr>
<tr>
<td>Mahmoud Fahmy</td>
<td>570-675-0247</td>
<td><a href="mailto:fahmy30@comcast.net">fahmy30@comcast.net</a></td>
</tr>
<tr>
<td>Paul Maher</td>
<td>570-825-7872</td>
<td>n/a</td>
</tr>
<tr>
<td>Ernest Preate</td>
<td>570-558-5970</td>
<td><a href="mailto:epreate@comcast.net">epreate@comcast.net</a></td>
</tr>
</tbody>
</table>
I. **Call to Order** - Phil Condon, Board Chairperson

II. **Pledge of Allegiance** - Phil Condon, Board Chairperson

III. **Board Discussion & Action Items**
- * November 7, 2018 Meeting Minutes - Phil Condon, Board Chairperson 1-4
- * Treasurer’s Report - Wendi Holena 5-6
- * Review of 2018 Audit Report – Phil Keaney, CPA, J.H. Williams & Co/ Wendi Holena Handout
- * Committee/Affiliate Reports
  - Appalachian Regional Commission (ARC) Project Update - Jeffrey Box/Kurt Bauman
  - Blue Ribbon Task Force (BRTF) - Jeffrey Box/Kurt Bauman
  - Communications & Membership – Alex Stark/Donna Hritz
  - Metropolitan Planning Organization (MPO)/Transportation - Alan Baranski
  - NEPA Business Finance Corporation (BFC)/Business Development Services - Steve Ursich
  - Nonprofit & Community Assistance Center (NCAC) - Kurt Bauman

IV. **President & CEO Report** - Jeffrey Box 7-37

V. **Presentation** - Kurt Bauman & Steve Ursich - New Markets Tax Credits

VI. **Open Discussion** - Phil Condon, Board Chairperson

VII. **Next Meeting** - May 1, 2019

VIII. **Adjournment to MPO Policy Board Meeting**
OFFICERS
Phil Condron, Board Chairman
Joe Sebelin, 1st Vice-Board Chairperson
Steve Barrouk, 2nd Vice-Board Chairperson
Mark Graziadio, Treasurer
Commissioner George Halecovage, Secretary
Bill Kerstetter, Assistant Treasurer
Mary Frances Postupack, Assistant Secretary

CARBON
Kathy Henderson
Comm. Wayne Nothstein
Harold Pudliner

LACKAWANNA
Jack McNulty
George Kelly
Alex Stark

LUZERNE
Michelle Mikitish

MONROE
No Attendees

PIKE
Derek Bellinger
Peter Wulfhorst

SCHUYLKILL
Bob Carl (via conf. call)
Micah Gursky (via conf. call)
Mike McCord

WAYNE
Comm. Joe Adams
Dave Hoff
Craig Rickard
Mary Beth Wood (via conf. call)

AT-LARGE
Matt Connell
Ricky Durst (via conf. call)
Larry Malski

EX-OFFICIO
Jeffrey Box

STAFF
Alan Baranski
Kurt Bauman
Wendi Holena
Donna Hritz
Kate McMahon
Steve Ursich
The NEPA Alliance held a Board of Directors Meeting on Wednesday, November 7, 2018, at the NEPA office in Pittston. Board Chairman Phil Condron called the meeting to order at 1:00pm.

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

**ACTION ITEMS**

**Minutes** - A motion was made by Matt Connell and seconded by Michelle Mikitish to accept the minutes from the Board of Directors Meeting of September 26, 2018. **Motion carried**

**Treasurers Report** – Wendi reported that on the Statement of Activities as of September 30, 2018, NEPA has total revenues and total expenses of approximately $655,000. She also reported that there is a small increase in net assets of $1,224. Wendi stated that on the Statement of Financial Position, NEPA has unrestricted cash of approximately $540,000. She further stated that NEPA has receivables of $1.2 million, however, approximately $700,000 has been received. Wendi reported that the auditors have finalized the 2017 audit and will be presenting at the next Board meeting. She noted that the auditors had no findings and offer a clean opinion.

A motion was made by Bill Kerstetter and seconded by Harold Pudliner to accept the Treasurer’s Report as presented. **Motion carried**

**Committee/Affiliate Reports**

**Appalachian Regional Commission (ARC) Project Update** – Jeff reported that he and Kurt met with ARC Washington and the state Appalachian Office in Harrisburg on Thursday, November 1, 2018, for a daylong session presenting on the projects that the NEPA Board advanced in the summer to be reviewed. He stated that the new Federal Co-Chair, Tim Thomas, has made some significant changes on how ARC funds access road projects and is taking a hard look at other projects that ARC has funded over the years. Jeff noted that two (2) access road projects in Luzerne County (Hanover and Hazleton) were cancelled by the new Co-Chair. He also noted that NEPA was able to get additional funding for the Stauffer Industrial Park project in Lackawanna County. Kurt reported that NEPA submitted fifteen (15) projects and DCED agreed to review eleven (11) of the projects. He also noted that NEPA had the largest number of projects submitted from across the state. Kurt stated that five (5) of the six (6) projects from the last year, are currently under contract totaling $1.5 million, which includes access road projects. Kurt reported that NEPA received an $80,000 grant to become a Community Development Entity or CDE. He noted that NEPA will submit an application for an allocation request for New Market Tax Credit program. He noted that the dollars will be used to invest in low income communities for various projects. Kurt stated that NEPA plans to market the program to developers, bankers and city/county officials. George Kelly thanked Jeff and Kurt for his assistance with the application on the Stauffer Industrial Park.

**Blue Ribbon Task Force (BRTF)** – Jeff reported that the Tobyhanna Army Depot hosted DCED Secretary Dennis Davin on September 27th. He also reported that General Frank Sullivan, Executive Director, PA Military Community Enhancement Commission was also in attendance. Jeff stated that staff is working with consultant Meyers & Associates (Washington DC) to prepare a SWOT analysis of the strengths, weaknesses, opportunities and threats of the Depot to be compared to other Depots in and outside of the Commonwealth. Kurt noted that there is an open tour scheduled for November 29, 2018, if anyone on the
Board of Directors Meeting
Minutes of
Wednesday, November 7, 2018

Board would like to attend. Jeff stated that it’s NEPA’s intention to present the findings of the strategic plan and SWOT analysis to Blue Ribbon Task Force (BRTF) Management Group in December and to have a full Blue Ribbon Task Force Meeting some time in the winter to present the finds, kickoff the fundraising campaign and engage a fundraising consultant. Jeff noted that BRTF Fund has approximately $150,000 in the bank.

Communications & Membership – Alex Stark reported as of October 31, 2018, NEPA has 403 members for a total of $269,577. He noted that last year at this time NEPA had 408 members for a total of $281,143. Alex stated that the decrease of $11,566 is primarily due to PPL donating $10,000 to NEPA’s 501c3 affiliate organization NCAC (Northeastern Nonprofit Assistance Center).

Donna thanked everyone for their support of the NEPA Annual Dinner. She noted that their sponsorship and attendance is always greatly appreciated. Donna reported that ten (10) attendees took advantage of the $159 overnight room rate. She also reported that there were 333 reservations, 285 attendees, 53 no shows and 5 walk ins. Donna noted that NEPA’s total sponsorship was $37,100, from the 56 sponsors and a total net positive of $21,180. Phil noted that the Annual Dinner was a great success.

Donna reported that NEPA participated in the following photo ops: October 1st - Vinney’s Bagel (Wayne County) was held in conjunction with WEDCO & SBDC. They received a $35,000 loan that will be used for startup machinery and equipment. October 18th - Johnson College (Lackawanna College) received a $77,974 ARC grant that will be used to update the technical training system. She further reported that NEPA is scheduled for a photo op on November 30th with Stokers Brewing Company (Schuylkill County) who received $50,000 from the NEPA Tri District Loan Fund to purchase land, building and equipment.

Metropolitan Planning Organization (MPO)/Transportation - Alan reported that the Transportation Improvement Project (TIP) was submitted to the state as part of the many MPO’s in the Commonwealth. He noted that the TIP was approved by the federal agencies and is effective October 1, 2018. Alan noted that the next TIP update process will begin in the next two (2) weeks. He stated that the value of the program is approximately $600-$700 million, for four (4) years, which includes interstates. Alan noted that NEPA has prepared and RFP/RFQ for a transportation planning consultant to assist the MPO in preparing a Long-Range Transportation Plan update and a Strategic Plan for the communities involved in operations of the MPO. He noted that NEPA received three (3) RFP/RFQ and will be reviewing them and looking to engage them after the new year. Alan also reported that NEPA signed a contract for specialized services Geographic Information System (GIS) with the CEO/Weinberg, which includes mapping out their food bank distribution network as it relates to transit stops. He also reported that the Jim Thorpe parking study is in the final phase. Alan noted that NEPA secured planning dollars last year through PennDOT. Alan reported that NEPA is gathering needs within the agency in regard to upgrades of our various websites and looking for expertise in event planning, media strategies social media integration, graphics and various other related assistance in those disciplines. He noted that the Communications/Membership Committee will review and make the final decision on the consultant.

NEPA Business Finance Corporation (BFC)/Business Development Services – Steve reported that Michael Horvath will official retire on November 30th and Deborah Langan will transition to the Senior International Business Development Manager. He also reported that Frank Migneco has returned to NEPA in the Procurement Technical Assistance Center (PTAC). Steve further reported that Donovan Klem was hired as a Business Finance Specialist starting in December. He noted that Donovan is currently the intern for the Business Development Division.
Steve noted that the SBA 504 portfolio funded a $5.5 million venture in Philadelphia, which is the largest NEPA has funded to date. He reported that NEPA’s loan portfolio is at $8.5 million. Steve stated that currently there is $8.4 million in authorizations or commitments outstanding. He noted that the staff is vigorously working to fund $6.5 million in December and approximately another $1.5 million in January. Steve stated that there are $13.5 million in projects that the staff is currently working on. He further reported that there was $290,000 approved and deployed in closings. He also noted that there are commitments currently for $580,000. Steve stated that NEPA is out of internal money. Jeff stated that this is historic for NEPA to have that much money on the street. Steve stated that NEPA submitted an application to USDA for a $500,000 micro loan program, which is pending approval. Jeff stated that NEPA is open to suggestions on new programming.

Nonprofit & Community Assistance Center (NCAC) - Kurt noted that a website was launched in September dedicated to assist nonprofits to better understand foundations and grantmaking within the Commonwealth of Pennsylvania. Kurt reported that NCAC is getting ready to launch a Request for Qualifications and proposals regarding strategic planning services. He noted that he is looking for a kick off between January 1st – February 2nd. Kurt noted that the NCAC Board of Directors will be meeting tomorrow at the NEPA office.

President & CEO Report – Jeff noted that there is an increase in Procurement Technical Assistance (PTAC) funding pending July, 2019. He further noted that this is the first increase in a number of years, which is primarily due to the Defense Authorization Act that was passed by Congress and signed by the President.

Jeff noted that there is an Interstate Steering Committee Update handout prepared by PennDOT in today’s packet. He encouraged the Board members to review the handout. Jeff noted that Pennsylvania is woefully underfunding its infrastructure and the interstate highway network. Alex Stark noted that raising awareness to the increased truck traffic on I81 is a step in the right direction. Jeff stated that NEPA is hosting a Focus 81 Freight Subcommittee on Monday, December 3rd at the NEPA Office. Alan stated that the purpose of the meeting is to address the various freight needs and regulations that are impacting the industry. Discussion followed among the Board Members regarding stress on the highways, lack of support, possible expansion of intermodal centers, big box centers, rail service and future infrastructure.

Presentation – Steve Ursich provided a power point presentation on the NEPA SBA 504 Loan Program. Steve highlighted on the advantages of the SBA 504, potential projects, sample project and partner referral fee opportunity. A copy of Steven’s power point is available upon request.

Kate McMahon provided a power point presentation of REAL ID in Pennsylvania. Kate provided a brief overview on the background of REAL ID, what it means, when will REAL ID be available in Pennsylvania, what documents are needed, cost and REAL ID resources. A copy of Kate’s power point is available upon request. Jeff stated that the Wilkes-Barre/Scranton Airport has the REAL ID mobile unit on November 8th, December 13th and January 17th from 5pm – 8pm.

Phil stated that staff will be sending out a Doodle Survey regarding rescheduling the January Board of Directors meeting, due to the holidays.

There being no further business Board Chairman Phil Condron adjourned the meeting at 1:55pm.

Respectfully submitted:
Donna Hritz, Communications & Operations Manager
January 3, 2019
# Statement of Activities

## January 31, 2019

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<td>Rental Income</td>
<td>3,231</td>
<td>14,461</td>
<td>21,289</td>
<td>63%</td>
</tr>
<tr>
<td>RLF Admin. Fees</td>
<td>34,823</td>
<td>15,159</td>
<td>15,000</td>
<td>101%</td>
</tr>
<tr>
<td>Match from Other Sources</td>
<td>37,230</td>
<td>56,980</td>
<td>62,667</td>
<td>91%</td>
</tr>
<tr>
<td>Other Receipts</td>
<td>7,907</td>
<td>8,878</td>
<td>9,000</td>
<td>99%</td>
</tr>
<tr>
<td>Contributed Services</td>
<td>12,341</td>
<td>14,723</td>
<td>39,000</td>
<td>38%</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td><strong>1,594,597</strong></td>
<td><strong>1,625,063</strong></td>
<td><strong>3,747,329</strong></td>
<td><strong>43%</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenses:</th>
<th>Prior</th>
<th>Current</th>
<th>Budget</th>
<th>Percentage of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel</td>
<td>848,826</td>
<td>876,793</td>
<td>1,533,901</td>
<td>57%</td>
</tr>
<tr>
<td>Benefits</td>
<td>325,176</td>
<td>323,618</td>
<td>644,238</td>
<td>50%</td>
</tr>
<tr>
<td>Contractual</td>
<td>156,038</td>
<td>156,374</td>
<td>1,000,468</td>
<td>16%</td>
</tr>
<tr>
<td>Professional Fees</td>
<td>15,181</td>
<td>11,169</td>
<td>32,400</td>
<td>34%</td>
</tr>
<tr>
<td>Travel and Per Diem</td>
<td>17,759</td>
<td>23,090</td>
<td>44,921</td>
<td>51%</td>
</tr>
<tr>
<td>Meetings and Seminars</td>
<td>45,859</td>
<td>46,631</td>
<td>73,350</td>
<td>64%</td>
</tr>
<tr>
<td>Postage</td>
<td>3,273</td>
<td>3,901</td>
<td>7,650</td>
<td>51%</td>
</tr>
<tr>
<td>Supplies</td>
<td>14,534</td>
<td>13,472</td>
<td>38,921</td>
<td>35%</td>
</tr>
<tr>
<td>Publications and Memberships</td>
<td>20,981</td>
<td>23,438</td>
<td>37,025</td>
<td>63%</td>
</tr>
<tr>
<td>Printing</td>
<td>4,938</td>
<td>3,980</td>
<td>10,200</td>
<td>39%</td>
</tr>
<tr>
<td>Advertising</td>
<td>7,130</td>
<td>9,657</td>
<td>24,000</td>
<td>40%</td>
</tr>
<tr>
<td>Occupancy</td>
<td>35,717</td>
<td>31,906</td>
<td>62,300</td>
<td>51%</td>
</tr>
<tr>
<td>Equipment Rental &amp; Maintenance</td>
<td>7,297</td>
<td>9,956</td>
<td>21,200</td>
<td>47%</td>
</tr>
<tr>
<td>Depreciation</td>
<td>38,334</td>
<td>32,543</td>
<td>51,909</td>
<td>63%</td>
</tr>
<tr>
<td>Telephone/Internet</td>
<td>8,913</td>
<td>9,908</td>
<td>16,720</td>
<td>59%</td>
</tr>
<tr>
<td>Insurance</td>
<td>78</td>
<td>-</td>
<td>26,000</td>
<td>0%</td>
</tr>
<tr>
<td>Interest</td>
<td>23,373</td>
<td>26,846</td>
<td>49,834</td>
<td>54%</td>
</tr>
<tr>
<td>Other Costs</td>
<td>7,929</td>
<td>5,580</td>
<td>31,347</td>
<td>18%</td>
</tr>
<tr>
<td>Contributed Services</td>
<td>12,341</td>
<td>14,723</td>
<td>39,000</td>
<td>38%</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td><strong>1,593,677</strong></td>
<td><strong>1,623,585</strong></td>
<td><strong>3,745,384</strong></td>
<td><strong>43%</strong></td>
</tr>
</tbody>
</table>

| Increase (Decrease) in Net Assets | $920       | $1,478      | $1,945   |

<table>
<thead>
<tr>
<th>Net Assets</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beginning Balance</td>
</tr>
<tr>
<td>Increase (Decrease)</td>
</tr>
<tr>
<td>Current Balance</td>
</tr>
</tbody>
</table>
Statement of Financial Position  
January 31, 2019

<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>$364,575</td>
<td>$521,186</td>
<td>Accounts Payable</td>
<td>$107,507</td>
<td>102,919</td>
</tr>
<tr>
<td>Restricted Funds Invested</td>
<td>18,474</td>
<td>4,492</td>
<td>Deferred Project Funds</td>
<td>18,474</td>
<td>4,492</td>
</tr>
<tr>
<td>Membership Fees Receivable</td>
<td>30,400</td>
<td>30,400</td>
<td>Employee Benefits Payable</td>
<td>130,581</td>
<td>122,157</td>
</tr>
<tr>
<td>Advances/Deposits/Prepids</td>
<td>19,702</td>
<td>28,245</td>
<td>Payroll Withholdings</td>
<td>3,062</td>
<td>3,687</td>
</tr>
<tr>
<td>Accounts Receivable - Projects</td>
<td>1,004,478</td>
<td>908,061</td>
<td>Deferred Membership Fees</td>
<td>107,543</td>
<td>107,494</td>
</tr>
<tr>
<td>Loan Receivable - NEPABFC</td>
<td>79,593</td>
<td>80,670</td>
<td>Capital Lease Payable</td>
<td>538,046</td>
<td>519,628</td>
</tr>
<tr>
<td>Depreciable Assets (Net of Deprec.)</td>
<td>713,900</td>
<td>661,673</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Liabilities</strong></td>
<td></td>
<td></td>
<td></td>
<td>905,213</td>
<td>860,377</td>
</tr>
</tbody>
</table>

**Net Assets**

| Net Assets * | 1,325,909 | 1,374,350 |

**Total Assets**

| Total Assets | $2,231,122 | $2,234,727 |

**Total Liabilities & Net Assets**

| Total Liabilities & Net Assets | $2,231,122 | $2,234,727 |

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

**New Market Tax Credits Program (NMTC)**
We are moving forward with the establishment of the NMTC program at NEPA. The program will bring tax credits for development in certain distressed areas throughout the region. We have secured an ARC grant to assist with startup costs. We have received proposals from consultants to assist us in writing the application. The Executive Committee and a committee of stakeholders will soon review the proposals and select a consultant. The benefits to this program are tax breaks to incentivize private investment in the region. The program also expands NEPA’s value to the region and we will earn fees for sustainability of NEPA.

**Procurement Technical Assistance Center (PTAC) Program Expansion**
Expansion of the NEPA Procurement Technical Assistance Center (PTAC) will take place in the new Fiscal Year starting July 1, 2019. The Defense Authorization Act passed last fall lowered the match requirement for the program and increased the program dollars. We are evaluating the options for how to utilize the additional funds.

**Local Development Districts (LDD’s) Strategic Planning Process**
The Pennsylvania LDD’s are undergoing a strategic planning process. Special thanks to the many of you who have attended the sessions and/or have volunteered for the phone interviews. The process is designed to look at the current LDD programming and suggest new areas where we may be of service. The process is moving into the phone interview phase so you may be called soon if you have volunteered for the phone interviews.

**Nominating Process**
We have commenced the 2019 nominating process. We have a number of people leaving the board this year, so the process will probably take longer. We are also looking for diversity as we look for new Board Members.

**Annual Dinner Startup**
The Annual Dinner process has begun early this year. We will continue our tradition of having the dinner at the end of September or early in October at a location to be determined. We are working with Josh Olerud, NEPA Board Member and General Manager of the RailRiders, to secure a speaker from the baseball world. The RailRiders are a significant regional enterprise here in NEPA and should be a great draw for our event. We thank Josh for his help in securing a speaker!

**DDAA Board**
The LDD’s throughout Appalachia have a nonprofit organization that provides training and other programmatic support to ARC and the districts. I have been selected to serve on the DDAA Board representing the Pennsylvania LDD’s.

**Building Renovations**
We have concluded all renovations with the new contractor. The project is complete as it applies to the contract requirements. We have, however, not had any formal conclusion to the project with the original contractor. We have not heard from him or his attorney for many months, so we believe the matter is over, but not certain.

Please review the contents of this report. We are active and engaged in all of our counties.
BUSINESS DEVELOPMENT SERVICES ACTIVITIES

The following is a summary of NEPA’s Loan Activity and the NEPA/BFC’s Loan Activities for the past four months:

Loan Approvals

Rae & Hads Market, Inc. – SBA 504

Rae and Hads Market has been approved by the SBA for a SBA 504 loan through NEPA Alliance in the amount of $260,000 to assist the borrower with the purchase of land and building, leasehold improvements, equipment, and related soft costs for the formerly named Zazzera’s Super Market located in Forest City, PA. This project will be completed in partnership with The Dime Bank who will provide the interim financing and the third-party loan.

Zazzera's Supermarket is a staple in the heart of Forest City, PA. This supermarket has been around for over 40 years. Frank Zazzera has run the market for the entirety of its existence and has brought family members in to help him over the years. As Frank is retiring, Mr. Trichilo is purchasing the business and plans to bring the town a small neighborhood market they need. Mr. Trichilo will focus on growing the food service by remodeling their deli and focusing on more grab and go meals, catering, and hot food items. Zazzera's is known for excellent customer services and a loyal customer base. New ownership can bring a better mix of groceries and food service from Mr. Trichilo's original location as well. New ownership also plans to extend hours for people who work late and others who cannot currently access the store.

The business is located at 600 Main Street, Forest City, PA 18421. New ownership also plans to help Forest City develop more of Main Street, a central "hub" in the city. With the purchase of Zazzera’s Super Market, Mr. Trichilio will keep the business at its current location. The community relies on the entity and the business has been, and will remain, a staple in the downtown Forest City community.

The project is projected to retain 10 jobs and create two additional jobs within two years of receiving SBA funding.

The Anthracite Center – RLF

The Anthracite Center has been approved for a loan in the amount of $35,000 for the purchase of a new HVAC unit as part of a total project costing $120,000. The NEPA loan program used in this transaction was ARC HLF, other funds used in the project came from CLIDO for $40,000 and owner equity injection of $45,000.

Originally built as the headquarters for the First National Bank of Carbondale, and most recently operated as a local branch by NBT Bank, The Anthracite Center has defined the skyline of “The Pioneer City” since its construction in 1928. Over the years, however, this iconic structure standing nearly 90 feet tall became increasingly vacant and underutilized – with an occupancy rate of less than 35% at the time of acquisition by Anthracite Center Holdings, LLC in January of 2016. The Anthracite Center offers a unique and historic venue for all types of events. They have on and off premise food and bar catering for any occasion as well as spaces for private dinner parties, business lunches, seminars, trainings, and festivals. The “Breaker Boys Cigar Club & Lounge” is also a good draw to the business, offering members access to another full-service bar and dining room.
The Anthracite Center is located on Main Street in Carbondale, PA. The building is 28,712 square feet and is located on a .76-acre lot. The Carbondale area will welcome the revitalization of one of the most historic and prominent figures in the area. The Anthracite Center has also applied to receive a SBA 504 refinance loan through NEPA Alliance.

The facility has created 9 jobs since inception with the help of NEPA’s financing projects and will continue to expand as the business grows. Employees include 1 bartender, 3 servers, 1 dishwasher, 1 prep cook, 1 line cook, 1 chef, and 1 hostess.

**B.T.M. Inc. – RLF**

B.T.M. Inc. has been approved for a loan in the amount of $250,000 for new machinery & equipment as part of a total project cost of approximately $600,000. Other financing in the project includes bank financing of $250,000 and an equity injection of $100,000.

BTM Incorporated (C corporation), formerly known as ‘Beers Tooling & Machining’, was established in 1988 by Dean Beers. Mr. Beers, who was previously a PA certified journeyman machinist with over 15 years of experience, at that time, within the pump industry. He formed the business with the intent to provide quality parts to said pump industry at a fair price. Nancy Beers oversees the financial accounting and office management. The Company, located in Jim Thorpe, provides both milling and turning services through computer-numerical-controlled (CNC) and conventional options. Services include milling and turning for machining singular and low volume parts up to 20” diameter, as well as prototype machining. The Company also provides CNC production runs and CNC low volume (relative to orders as small as 5 parts).

BTM Incorporated [formerly known as Beers Tooling & Machining] leases a 14,000 square foot production facility on West 12th St., Jim Thorpe PA 1822, Carbon County. The facility is situated on a site, which totals approximately one (1) acre.

The company currently employs 22 individuals. The company’s average wage is approximately $24.08/hr for a 42-hour work week. The percent of benefits is 15%. This project is based upon only job retention in the amount of 22 jobs.

**High Functional Plastic Manufacturing LLC (HFP) – RLF**

High Tech Plastics Holdings LLC dba High Functional Plastic Manufacturing LLC (HFP), a Lackawanna County start-up, has been approved for a loan in the amount of $350,000 for production related machinery and equipment through the Pennsylvania Industrial Development Authority (PIDA) as part of a total project costing $1,782,500. Other financing in the project includes $350,000 from Wayne Bank, cash equity injection of $82,500 from the majority shareholder and “quasi equity” of $1,000,000 in the form of Fully Subordinated Shareholder Investment from the minority shareholder which will be used for operating costs/working capital as well as related costs.

The founder, Jerry Wagner, is a reputed global expert in the semiconductor plastics industry, as well as an expert in the techniques of plastic extrusion; having served in plastics extrusion since 1982, and the semiconductor industry since 1989. HFP founder has assembled a team; of a highly skilled and experienced engineer, and thoroughly skilled and experienced machine operators who are committed to joining HFP. Jerry Wagner is one of the most well-known authorities in the semiconductor equipment industry and has the best global database of purchasers and will have excellent access to the global market. The expected outcome of first-year sales should be $3 million +, with an expected 35-45% gross margin. HFP will initially employ ten people and will grow to potentially 20 people in 3-4 years.
HFP will purchase and install a complete plastic sheet extrusion line for the production of “clean room fire rated plastic sheets” used in the construction of semiconductor wet process equipment, and related electronics industry equipment. Their 12,000 square foot (leased) facility will be located on Dunham Drive, Dunmore, PA, 18512, Lackawanna County.

The first year of operations will provide 8 new jobs being created including management. By the end of the third year, the total employment will have increased to 16 employees.

Loans Closed

**NSS Clam House, LLC – SBA 504**

NSS Keyser, LLC, has closed on a SBA 504 loan in the amount of $340,000 for the purchase of existing land and buildings located at 101 Clam House Road, Scranton PA. Other funds in the project include bank financing of $425,000, subordinate MetroAction financing of $60,000, and an equity injection from the owner of $25,000. The total project cost is $850,000.

NSS Keyser, LLC is a self-storage facility made up of nine buildings consisting of approximately 170 outdoor drive-up storage units, ranging from 5ft x 5ft to 15ft x 30ft, located in over 17,385 square feet of buildings. The buildings were built between the mid-1990s through 2006. The overall property is 2.01 acres. The storage facility has an onsite office with a manager. Customers can access the facility 24/7 via electronic keypad and gate. Current office hours are four hours per day 5 days per week. The office is closed on Sundays and Tuesdays.

The self-storage facility entrance is located approximately 400 feet from Keyser Avenue in West Scranton. An estimated 13,000 vehicles travel on this section of Keyser Avenue daily. The facility has the potential to expand an additional 3,500 to 6,000 square feet inside the existing fence line. Scranton is currently an undeserved market in self-storage with recent supply and demand studies showing excess existing demand in a five-mile radius of the facility.

Mr. Nelson will be making certain changes to the property that will allow for higher employment numbers at the facility. A fence will be moved to allow customers to access the main lobby building without needing to pass through the gated security perimeter. This will allow for more customer service hours and better use of the front desk. The maintenance will also be better staffed in order to have a better upkeep of the property.

**Golf Car Specialties – SBA 504**

Gold Car Specialties, LLC has closed on a SBA 504 loan through NEPA Alliance in the amount of $1,065,000 to assist the borrower with the purchase of land and building, purchase improvements, associated professional fees, and related soft costs for the purchase of commercial real estate in Pottstown, PA. This project was completed in partnership with Centric Bank who provided the interim and third-part loans.

Golf Car Specialties was created in October of 1999 as a wholesale provider of all makes of used golf cars (i.e. Yamaha, Club Car and EZGO). The company actively purchased used cars directly from local golf courses and sold them to dealers throughout the region. In the winter of 2000, they were presented with the opportunity to become a Yamaha golf car distributor in S. Jersey and SE Pennsylvania. Ownership accepted this responsibility and continued to grow in both territory and market share. Within a year, they took over the responsibilities of Maryland and Northern Virginia and, shortly thereafter,
added Delaware and the Maryland Eastern Shore. Lastly, they were awarded the area of N. Jersey and NE Pennsylvania. Golf Car Specialties has also been recognized by Yamaha as their Distributor of the Year every year from 2003 through 2013.

The new location of Golf Car Specialties, LLC will be 3363 Ridge Pike, Pottstown, PA. A short drive from their previous location. This new location will allow for the business to grow and expand as it has historically done. Golf Car Specialties, LLC was quickly outgrowing their old location that they were renting and need more room for inventory, storage, and parking. This loan allowed them to purchase a building without hurting the cash flow as the debt payments replaced that of rental payments.

The project is projected to retain 15 jobs and create 3 additional jobs within two years of receiving SBA funding.

**Ye-Ro Philly South, LLC – SBA 504**

Ye-Ro Philly South, LLC has closed on a SBA 504 loan through NEPA Alliance in the amount of $494,000 to assist the borrower with the purchase of land and building, equipment, building renovations, and other soft for the purchase of commercial real estate to be used as a restaurant in Philadelphia, PA. This project was completed in partnership with Wilmington Savings Fund Society, FSB who provided the interim and third-party loans.

Ye-Ro Philly South, LLC d.b.a YEEROH is a restaurant serving traditional flavors from Greece in a modern fast casual environment. The name YEEROH refers to the phonetic spelling of the main food offering “Gyro”. YEEROH will serve gyro, souvlaki, and other Greek Grill fare in pita sandwiches as well as on trays. The concept’s benefits are its immediate service, allowing for quick service times. YEEROH will use natural/organic meats and locally sourced produce to create top quality food. YEEROH will also use authentic/traditional recipes.

The new location for YEEROH will be near the intersection of Broad Street and South Street, two of the busiest roads in Center City, Philadelphia. The demographics of the area support the business’s concept. There is high demand for ethnic food in the area. The city is currently packed with burger joints, cheesesteak shops, pizzerias, and cafés, but as Philadelphia continues to grow, so does the need for more (and diverse) eateries.

This project is projected to create 13 jobs, in addition to the already 15 jobs in existence at the entity, within two years of receiving SBA funding.

**Pinnacle Holdings II, LLC – SBA 504**

Pinnacle Holdings II, LLC has closed on a SBA 504 loan through NEPA Alliance in the amount of $4,993,000 to assist the borrower with the purchase of land, construction of a hotel, furniture and fixtures and professional fees for the development of a hotel in Media, PA. This project was completed in partnership with Crown Bank and the American Lending Center, LLC, who in combination provided interim and third-party loans.

Pinnacle Holdings II, LLC d.b.a. Hampton Inn & Suites is a 106-room hotel that was constructed from the ground up on a vacant parcel of land. The new hotel offers amenities to guest that include a fitness center, an indoor pool, meeting spaces, a business center, fax/copier/printer services, and audio and visual equipment. There is also a Dining Under the Stars program offered to guests every Wednesday night from May – October.
The hotel is located near attractions that include State Street, Media Theatre, and over 55 nearby restaurants. It is also in close proximity to the cities of Springfield, Swarthmore and Newtown Square. Also, the hotel is a short drive to Philadelphia International Airport, 30th Street Station, several universities and colleges, and business including SAP, Boeing, and the Wells Fargo Center. This project allowed for an undeveloped sector of land to become developed into a thriving hotel to help support the Media community.

This project is projected to create 30 jobs, in addition to retaining the 32 jobs in existence at the minority development enterprise, within two years of receiving SBA funding.

**The Anthracite Center – RLF**
The Anthracite Center has closed on a loan in the amount of $35,000 for the purchase of a new HVAC unit as part of a total project costing $120,000. The NEPA loan program used in this transaction was ARC HLF, other funds used in the project came from CLIDO for $40,000 and owner equity injection of $45,000.

Originally built as the headquarters for the First National Bank of Carbondale, and most recently operated as a local branch by NBT Bank, The Anthracite Center has defined the skyline of “The Pioneer City” since its construction in 1928. Over the years, however, this iconic structure standing nearly 90 feet tall became increasingly vacant and underutilized – with an occupancy rate of less than 35% at the time of acquisition by Anthracite Center Holdings, LLC in January of 2016. The Anthracite Center offers a unique and historic venue for all types of events. They have on and off premise food and bar catering for any occasion as well as spaces for private dinner parties, business lunches, seminars, trainings, and festivals. The “Breaker Boys Cigar Club & Lounge” is also a good draw to the business, offering members access to another full-service bar and dining room.

The Anthracite Center is located on Main Street in Carbondale, PA. The building is 28,712 square feet and is located on a .76-acre lot. The Carbondale area will welcome the revitalization of one of the most historic and prominent figures in the area. The Anthracite Center has also applied to receive a SBA 504 refinance loan through NEPA Alliance.

The facility has created 9 jobs since inception with the help of NEPA’s financing projects and will continue to expand as the business grows. Employees include 1 bartender, 3 servers, 1 dishwasher, 1 prep cook, 1 line cook, 1 chef, and 1 hostess.

**Futuristic Innovative Graphics (FIG) – RLF**
Jared & Mary-Kate McTague closed upon a loan that allowed them so receive financing for a project that included the complete asset purchase of Futuristic Innovative Graphics. The NEPA Alliance loan program utilized in this transaction was a NEPA Tri-District loan in the amount of $200,000 for the purchase of the existing machinery and equipment located at the business. Other funds used in the project include Wayne bank in the amount of $200,000, owner financing in the amount of $100,000, and an equity injection from the borrower in the amount of $250,000.

Futuristic Innovative Graphics (FIG) specializes in screen printing, embroidery, and creating promotional items. The business was founded in 1993 and has grown to be one of the leading suppliers of screen printing in Northeastern PA. Their client list includes local and national organizations, casinos, non-profits, sports leagues, high schools, and universities. FIG is fully capable of handling everything from smaller personalized orders to large corporate orders. The artwork for embroidery is created by the FIG
Art Department and can be generated from various different techniques. Art can be scanned from paper, downloaded from the internet, or transferred from a CD. FIG allows customers to use their own custom artwork or have FIG create the art for them.

Futuristic Innovative Graphics is located on South Pennsylvania Avenue in Wilkes Barre, PA. The building is 4,900 square feet in total and contains a parking lot for customers, so they are not required on the street. There is also bite signage visible from the street that makes the property attractive to customers as they approach or pass by.

The facility currently employs 12 full time workers, all of which will be retained with the new ownership. In addition, Jared and Mary-Kate plan to add 5 more employees as the business grows.

**McGregor Industries – RLF**

McGregor Industries Inc. has closed on a loan in the amount of $200,000 for the purchase of new machinery & equipment. The total project cost is $750,000. Other financing in the project includes $200,000 from NEPIRC (sister economic development agency), bank financing for $275,000 and company equity injection of $75,000.

The business has remained in the McGregor family for three generations and is currently owned and operated by Robert R. McGregor (100%). A fourth generation of family leadership helps assure McGregor Industries Inc.’s continuation. The company added another generation of family involvement in 2012 with the addition of Grace McGregor Kramer, the company's estimating and project manager. She had worked in operations positions for two national retailers before joining the family business. The company fabricates and installs the miscellaneous metal components for buildings, artistic projects, and anything requiring the cutting, bending, welding, and finishing of metal. Miscellaneous metal work generally includes stairways, railings, and other miscellaneous metal work not associated to the structural steel component of a building. McGregor’s ability to fabricate and install miscellaneous metal to tight tolerances sets it apart from their competition. Most recently, McGregor has begun to set itself apart in the fabrication and installation of tower stairs for residential and office buildings in urban areas.

The company recently was able to penetrate the stair tower market (stair cases in high-rise buildings) in Philadelphia. With this the plant has several proposals out which they expect around a 50% approval rate. Prior to this loan, McGregor Industries did not have the adequate machinery and equipment to meet the high demand that the company would soon be fabricating.

The Company currently employs 50 individuals. Within 3 years of completing the project, the firm projects that they will increase their employment by three (3) people as well as retaining the existing employees.

**Familia Barber Shop – RLF**

Familia Barber Shop Inc. dba High Class Barber Shop Inc. has closed on a loan in the amount of $130,000 for the purchase of existing land & building as part of a total project costing $260,000. Other funds in the project include MetroAction (sister economic development agency of NEPA Alliance) for $90,000 and a cash equity injection of $40,000 from the owner. This project was referred by one of NEPA’s Prep Partners, Wilkes University SBDC.

Established in late spring of 2016, Familia Barber Shop Inc., Inc. dba High Class Barber Shop caters to males of all demographics, specifically with the core services of a barbershop: namely cutting hair and
shaving such as: -Regular haircuts-Fades-blowouts-tapers-Kids cuts-Hot towel shaves-Beard trims-edge ups-skin fades-scissor cuts and much more. Hours of operation are Monday thru Saturday between 10:00 am to 7:00 pm. Presently, the business serves approximately 300 male customers per month [which averaged to $25/30 per customer for services] and with this expansion into the new location they anticipate an additional 100 customers per month.

With Mr. Familia’s barber shop “busting at the seams”, he needed to find a new location that he could move his business into. Mr. Familia found the perfect shop that was located just down the road from his current location and was already set up for a service type business, therefore minimizing the amount of renovations that would need to be completed. The business is located on the main thoroughfare, Wyoming Avenue in Kinston, PA, close to Kingston Corners and has 6 parking spaces in the rear for its customers.

Presently, they have one full-time (Mr. Familia) and two part time employees. They will be retaining the existing employee and converting the part-time into two new full-time employees as well as hiring one more barber soon.

**Valley “Super” Market Inc. – RLF**

Valley “Super” Market Inc. has closed on a loan in the amount of $235,000 for machinery & equipment, furniture, fixtures, furnishing purchases as part of an approximate total project costing $2,271,950. Other funds in the project include Landmark Community Bank for $1,710,000 and an approximate cash equity injection of $326,950 from the owner.

Prior to becoming a business owner, Nimesh Patel managed a busy retail (convenient store) location in NJ. In New Jersey, his very first business was Fine Fare Supermarket as an owner/operator. With experience from this business, he purchased 10 Convenience/Deli stores in NJ in a 10-year period. Once an opportunity became available in Northeast Pennsylvania (his wife is from the area) in 2005, he sold all of his NJ holdings and purchased a (Citgo) gas station with C-Store, in Wilkes Barre, PA. He continues to grow with new businesses and added 5 more new gas stations with C-store (Bear Creek Twp, Fairview Twp, Dallas Twp, West Nanticoke and Plains Twp) and a Restaurant in Wilkes-Barre called Hardees. Also, in 2010, he started new business, Valley Petroleum to distribute Wholesale Motor Fuel to retail gas stations in PA, NJ, and NY. They supply Motor Fuel to fifty retail locations in NEPA, branded fuel Citgo/Sunoco and unbranded fuel. Mr. Patel has been in the retail industry since 1993.

Valley “Super” Market Inc. should be opening its doors shortly. The business is located in the Scranton Retail Plaza LLC located on Jefferson Avenue in Scranton PA. This will offer the Scranton market the groceries and pharmaceutical supplies they need.

The market intends to hire 15-full time and 20-part time employees immediately. Starting wage for the full-time employees will average $11/hr for 40 hours work week with 6-month & yearly merit increases. Part-time will be approximately $10/hr.

**CARBON COUNTY**

**Government Procurement** - An “active client” is a U.S. business with which the PTAC has recorded at least 30 minutes of “counseling time” and/or has attended at least one “participated event” during the 12 month period that ends on the reporting period end date. A “new client” is a business that meets the standard for “active client”, which did not meet the standard for the previous reporting period and was not reported as an “active client” for that period.
• Albertini Manufacturing & Supply • AP Thermoforming, LLC • Carbon Training Center • Heritage Sign & Display • KME Fire Apparatus • KMZurawa, Inc. • Majestic Fire Apparel • S & S Plumbing, Heating & A/C • Sudpro LLC •

Export - An Export Client is a business that receives sustained technical, marketing or other assistance to sell products or services into international markets from the Northeastern Pennsylvania Alliance.

• AMETEK Chemical Products • AP Thermoforming, LLC • Architectural Polymers, Inc. • Hydra-Tech Pumps, Inc. •

Finance - A Finance Client is a business that has received a direct loan from the Northeastern Pennsylvania Alliance and has an outstanding balance.

• AP Thermoforming, LLC • Architectural Polymers, Inc. • Heritage Sign & Display • John Lalor Joyce • The Inn at Jim Thorpe •

TOTAL IMPACT - Businesses report on their total sales, government sales and export sales. Aggregate totals for these businesses from January 1, 2018 to December 31, 2018 are listed below.

<table>
<thead>
<tr>
<th>Total Sales</th>
<th>Aggregate Loan Amounts</th>
<th>Government Sales</th>
<th>Export Sales</th>
</tr>
</thead>
<tbody>
<tr>
<td>$25,768,172</td>
<td>$965,500</td>
<td>$8,692,596</td>
<td>$2,280,042</td>
</tr>
</tbody>
</table>

LACKAWANNA COUNTY

Government Procurement - An “active client” is a U.S. business with which the PTAC has recorded at least 30 minutes of “counseling time” and/or has attended at least one “participated event” during the 12 month period that ends on the reporting period end date. A “new client” is a business that meets the standard for “active client”, which did not meet the standard for the previous reporting period and was not reported as an “active client” for that period.

• Acker Drill Company Inc. • Advanced Metals Machining • American Homecare Supply Co. • American Infusion Services • Ballard Print and Design Inc. • Bedrock Technology • Benko Masonry • Carbondale Tech Transfer Center • Click Video LLC • Coccardi & Associates Inc. • Condon Media • County of Lackawanna Transit System • Dartdrones LLC • Datum Products, Inc. • Decidedly Different Interiors • Dempsey Uniform & Linen Supply • Design Done Right • Dunmore Roofing and Supply Co. • DX Dempsey Architecture • Epic Industries/Columbo Realty • F. E. Babiarz Training & Consultative Services, LLC • Facility Layouts, LLC • Fischer Brothers LLC • Galdieri Electrical Distributing Co. • General Dynamics Ordnance & Tactical Systems • Gentex Corporation • Geo-Science Engineering & Testing, LLC • Grand Array • Greenman-Pedersen, Inc. • Gregg Betti’s Landscaping • GWR LLC • Industrial Electronics Inc. • Inert Products, LLC • Inspired Design Studio, LLC • Ivy Oaks Analytics • J & E Industries • JamWorks LLC • K Star Trans, LLC • Karmic Taco PLLC dba Checkmate • Kevin's Wholesale LLC • Kimura Associates, DPC • Labella Associates, DPC • Martin Monahan • Minus 100 LLC • North American Manufacturing • R N DeMeck Roof Management Services, Inc. • RJF Enterprises Inc. • Sampaio LLC • School Power • Scranton Residence Inn • Site2 Business Centers • Starr Uniform Center Inc. • Steinmetz Tool Co. • Sun Control Plus, Inc. • TekPure Environmental LLC • Water Heater Depo • WeDoCleanouts.com LLC • Williams Industrial Supply Inc.
Board of Directors Report
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Export - An Export Client is a business that receives sustained technical, marketing or other assistance to sell products or services into international markets from the Northeastern Pennsylvania Alliance.

- Acker Drill Co., Inc.
- Batzel Engineering Inc.
- Gecco, Inc.
- Gentex Corporation
- Grasselli SSI
- Lockheed Martin
- LOH Medical, LLC
- Master Supplements, Inc.
- Material Technology & Logistics, Inc.
- MyHouse
- Noble Biomaterials
- Sampaio LLC
- Steinmetz Polymers
- Sustainable Energy Management Systems, LLC
- United Gilsonite Laboratories

Finance - A Finance Client is a business that has received a direct loan from the Northeastern Pennsylvania Alliance and has an outstanding balance.

- All American Self Storage
- AMPP Ideas, LLC
- Constantino’s Catering
- Cummings Insurance Agency
- Datom Products, Inc.
- David Elliot Poultry
- Epic Industries/Colombo
- Fireside Martini Grill
- Galaxy Manufacturing Co., Inc.
- J & E Industries, Inc.
- Marwen, Inc.
- McGregor Industries, Inc.
- PA Bedding, Inc.
- Roots & Shoots Daycare
- The Anthracite Center
- Valley Supermarket Inc.

TOTAL IMPACT - Businesses report on their total sales, government sales and export sales. Aggregate totals for these businesses from January 1, 2018 to December 31, 2018 are listed below.

<table>
<thead>
<tr>
<th>Total Sales</th>
<th>Aggregate Loan Amounts</th>
<th>Government Sales</th>
<th>Export Sales</th>
</tr>
</thead>
<tbody>
<tr>
<td>$278,333,534</td>
<td>$2,698,400</td>
<td>$118,745,636</td>
<td>$15,585,296</td>
</tr>
</tbody>
</table>

LUZERNE COUNTY

Government Procurement - An “active client” is a U.S. business with which the PTAC has recorded at least 30 minutes of “counseling time” and/or has attended at least one “participated event” during the 12 month period that ends on the reporting period end date. A “new client” is a business that meets the standard for “active client”, which did not meet the standard for the previous reporting period and was not reported as an “active client” for that period.

- A & E Group
- A. M. Drilling Services Inc.
- Accessibility Advantage Inc.
- Acton Technologies Inc.
- Adhesives & Chemicals
- American Asphalt Paving Co.
- American Silk Mills
- Amish Furniture by David
- AMP Global Strategies
- Arris Engineering Group Ltd.
- Aviation Technologies Inc.
- B and B Products Mfg., LLC
- Belrick Corp.
- Benco Dental
- Best Equipment Solutions
- Borton Lawson
- Bradigan Woodworking LLC
- C.E. Ankiewicz Construction & Excavation Inc.
- Capie Sprinkler Inspections
- Caribbean Mist
- Central Air Freight Services, Inc.
- Century Security Services Inc.
- Circle Bolt & Nut
- Cleaning with a Purpose
- Corcoran Printing Inc.
- Custom Seats, Inc.
- D & R Murphy Co.
- Data Makes the Difference
- Don Cooper Plumbing & Heating
- Dupont Tool & Machine Company
- EthosGen LLC
- Fantom Materials Inc.
- Finch Manufacturing & Technology
- Georgetti Painting & Sons, Inc.
- Green Rhino Builders LLC
- Greenway Solutions Inc.
- Guyette Communications Ind.
- Hawk Mountain Lab Inc.
- Independent Chemical & Supply
- InnaVenture
- IntegriTec, Inc.
- James Ford
- Jane Media LLC
- KEM-TEK Chemical LLC
- Keystone Automation
- Leadership in Action
- Legion Security Services, Inc.
- Lightspeed Technologies
- Luzerne County Transportation Authority (LCTA)
- McCarthy Tire & Automotive Center
- Medico Industries
- MidWay Industrial Supply
- Mihalka Trucking and excavating, Inc.
- Military & Commercial Fabricators
- Minichi Contracting Group
- Morgans Cleaning Service
- Mountain Productions Inc.
- NEPA Cleaning Professionals
- Norman James
- P M Medical Products LTD
- PASSAN Family Limited Partnership d/b/a Valley Distributing & Storage Company
- Performance Biomedical Inc.
- Power and Success Inc.
- Pride
Board of Directors Report  
March 6, 2019

Mobility Products • Ralmark Company • Reilly Plating Company Inc. • Stellar Machine Inc. • Taylor Consulting and Contracting • Thruway Fasteners • Trion Radiator Inc. • Tunnessen Radiator, Inc. • Utopia Culinary Management • Veterans Logistical Sourcing Corp • Vilimia Inc. • Wilkes Barre Scranton International Airport • Yannuzzi, Inc.

Export - An Export Client is a business that receives sustained technical, marketing or other assistance to sell products or services into international markets from the Northeastern Pennsylvania Alliance.

• A. Rifkin Co. • A M Pugh Associates • Acton Technologies Inc. • American Nutrition Inc • AMP Global Strategies • Best Cigar Prices • BEST Equipment Solutions • Carbon Sales, Inc. • Coates Toner, Inc. • Connection Energy • Cornell Cockson • EthosGen LLC • Finch Manufacturing & Technology, LLC • Forbo Flooring Systems • Greiner Packaging Pittston • InnaVenture LLC • Keystone Automation • Koehler Lighting Products • Linde International Inc • Longos Bakery • Montco Products • Mundaii Inc. • Penco Medical Inc. • Penn’s Northeast • RAD Mfg, LLC • Scent-Sations, Inc. • Straub Metal International • Twin Oaks Research Centre, Inc. • Vibra Tech Engineers, Inc. • Vita Line Products • Wilkes Barre Scranton International Airport

Finance - A Finance Client is a business that has received a direct loan from the Northeastern Pennsylvania Alliance and has an outstanding balance.

• Bellemarque, LLC • Benny Brewing Company • Blasi Printing • Bloss Dairy Farm • Bradigan Woodworking LLC • CAN-DO, Inc. • Casey Dental Institute, PC • Castillo’s Granite & Marble • Custom Seats, Inc. • Familia Barber Shop • FIG Printing Inc. • Five Mountain Hardware LLC • Gus Genetti’s Hotel Wilkes-Barre • Harrolds Pharmacy • Hawk Mountain Labs, Inc. • Hydrodynamics Inc. • Interstate Building • Joseph-Hilial, LLC • KLM Partnership • Main St. Health Associates, Inc. • Mickey’s Truck Bodies, Inc. • Midvale Paper Box Company • N.E. Dental Sleepmasters, LLC • Nanticoke Fitness Center • Outsourcing USA, LLC • Ron’s Serve Station LLC • Susquehanna Brewing Co., LLC

TOTAL IMPACT - Businesses report on their total sales, government sales and export sales. Aggregate totals for these businesses from January 1, 2018 to December 31, 2018 are listed below.

<table>
<thead>
<tr>
<th>Total Sales</th>
<th>Aggregate Loan Amounts</th>
<th>Government Sales</th>
<th>Export Sales</th>
</tr>
</thead>
<tbody>
<tr>
<td>$337,251,135</td>
<td>$4,527,000</td>
<td>$152,214,494</td>
<td>$5,645,679</td>
</tr>
</tbody>
</table>

MONROE COUNTY

Government Procurement - An “active client” is a U.S. business with which the PTAC has recorded at least 30 minutes of “counseling time” and/or has attended at least one “participated event” during the 12 month period that ends on the reporting period end date. A “new client” is a business that meets the standard for “active client”, which did not meet the standard for the previous reporting period and was not reported as an “active client” for that period.

• A1 Enterprises LLC • Agape Traders • Arch Investigations Inc. • bBIZe, LLC • Brock Construction Group LLC • Computergraphic1 Design • Determine LLC • Divine Logistics LLC • Ethixa • F D Enterprises LLC • Fiddler Logistics Management • Game Face Grooming • Ideal Design Solutions • J & J Custom Woodworking • J.A. Reinhardt & Co., Inc. • Jayvan Construction • Naughton Energy • O’Donnell Associates • POZ Environmental LLC • Regina Farms & Garden Center • Riley and
Board of Directors Report
March 6, 2019

Company, Inc. • Schaedler Yesco • Slate Belt Electric Inc. • TCI Mobility LLC • The Rescue Step/EME Inc.

Export - An Export Client is a business that receives sustained technical marketing or other assistance to sell products or services internationally from the Northeastern Pennsylvania Alliance.

• Agape Trader • BioTriad Environmental Inc. • BWC Technologies Inc. • C. A. T. Products, Inc – Run Rite. • Determine LLC • East Stroudsburg University • Game Face Grooming • Monadnock Non-Woven, LLC • Naughton Energy • Robertson Racing LLC • Terrafina USA llc • The Rescue Step/EME Inc.

Finance - A Finance Client is a business that has received a direct loan from the Northeastern Pennsylvania Alliance and has an outstanding balance.

• American Candle (3 Wishes, Inc) • Chestnut Grove Resort • Harmony Labels, Inc. • Kariz Cutz • United Fuel Sales • Vacuum Works

TOTAL IMPACT - Businesses report on their total sales, government sales and export sales. Aggregate totals for these businesses from January 1, 2018 to December 31, 2018 are listed below.

<table>
<thead>
<tr>
<th></th>
<th>Total Sales</th>
<th>Aggregate Loan Amounts</th>
<th>Government Sales</th>
<th>Export Sales</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pike County</td>
<td>$60,697,816</td>
<td>$2,239,400</td>
<td>$7,537,396</td>
<td>$2,885,600</td>
</tr>
</tbody>
</table>

PIKE COUNTY

Government Procurement - An “active client” is a U.S. business with which the PTAC has recorded at least 30 minutes of “counseling time” and/or has attended at least one “participated event” during the 12 month period that ends on the reporting period end date. A “new client” is a business that meets the standard for “active client”, which did not meet the standard for the previous reporting period and was not reported as an “active client” for that period.

• BCL Business Services, Inc. • Connexicore LLC • County News Fax Inc.dba Quiyon • Geonor, Inc. • Hogan Homes • Industrial Hose and Supply • Jordon Educational Consulting• NKG Photography LLC • Spiral Tool Corporation d/b/a STC Industries • Techno Metal Post of Northeast Pennsylvania • Uncontained Ltd.

Export - An Export Client is a business that receives sustained technical, marketing or other assistance to sell products or services into international markets from the Northeastern Pennsylvania Alliance.

• Spiral Tool Corporation d/b/a STC Industries

Finance - A Finance Client is a business that has received a direct loan from the Northeastern Pennsylvania Alliance and has an outstanding balance.

• There are no loans in Pike County

TOTAL IMPACT - Businesses report on their total sales, government sales and export sales. Aggregate totals for these businesses from January 1, 2018 to December 31, 2018 are listed below.
Board of Directors Report
March 6, 2019

<table>
<thead>
<tr>
<th>Total Sales</th>
<th>Aggregate Loan Amounts</th>
<th>Government Sales</th>
<th>Export Sales</th>
</tr>
</thead>
<tbody>
<tr>
<td>$1,912,440</td>
<td>$0</td>
<td>$367,428</td>
<td>$0</td>
</tr>
</tbody>
</table>

SCHUYLKILL COUNTY

Government Procurement - An “active client” is a U.S. business with which the PTAC has recorded at least 30 minutes of “counseling time” and/or has attended at least one “participated event” during the 12 month period that ends on the reporting period end date. A “new client” is a business that meets the standard for “active client”, which did not meet the standard for the previous reporting period and was not reported as an “active client” for that period.

- Alfred Benesch & Company • Ashland Diesel Engines • Ashland Technologies, Inc. • Ateeco Inc. • FCI Schuylkill • Fox Transportation • Fromm Electric • Highwood USA • J F Enterprises Sales and Services • Levkulic Associates • MI-JO Pallet Co Inc. • Total Accessibility LLC • TRI-VET Contracting Company, Inc. • Tri-Vet Design & Fabrication LLC •

Export - An Export Client is a business that receives sustained technical, marketing or other assistance to sell products or services into international markets from the Northeastern Pennsylvania Alliance.

- Ashland Technologies • Blaschak Coal Corp. • D G Yuengling & Son Inc. • van Hoekelen Greenhouse, Inc.

Finance - A Finance Client is a business that has received a direct loan from the Northeastern Pennsylvania Alliance and has an outstanding balance.

- Artists in Motion – To Go LLC • Hepler Family Farm • Revive Chiropractic • SKAD Solutions LLC • Stokers Brewing Company •

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<th>Government Sales</th>
<th>Export Sales</th>
</tr>
</thead>
<tbody>
<tr>
<td>$120,253,472</td>
<td>$655,000</td>
<td>$24,538,740</td>
<td>$2,086,475</td>
</tr>
</tbody>
</table>

WAYNE COUNTY

Government Procurement - An “active client” is a U.S. business with which the PTAC has recorded at least 30 minutes of “counseling time” and/or has attended at least one “participated event” during the 12 month period that ends on the reporting period end date. A “new client” is a business that meets the standard for “active client”, which did not meet the standard for the previous reporting period and was not reported as an “active client” for that period.

- Ace Home Repairs • Aldenville Log and Lumber • BGM Fastener Co., Inc. • CeeJay’s Portable Restrooms Inc. • Crum Construction LLC d/b/a/ Crum Tree Service • Fatigues Army & Navy Surplus Garing Enterprises LLC • Kitty Hawk Echnologies • Lake Regional Micro Electronics • Northeast Infrastructure LLC • Northeast Med-Equip • Pauselli Jr Nello d/b/a NelMar Logistics Services • Prompton
Tool Inc. • Steer Machine, Tool and Die • Stephens Pharmacy • Stockport Mountain Corporation LLC • Stone Silo Foods • STS Delta Aerospace

Export - An Export Client is a business that receives sustained technical marketing or other assistance to sell products or services internationally from the Northeastern Pennsylvania Alliance.

• J & J Log & Lumber Corp • Loveshaw

Finance - A Finance Client is a business that has received a direct loan from the Northeastern Pennsylvania Alliance and has an outstanding balance.

• Antler Ridge Winery, Inc. • Boyce Products • Sutphen East Corp • Vinny’s Original Brooklyn Bagel

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<th>Government Sales</th>
<th>Export Sales</th>
</tr>
</thead>
<tbody>
<tr>
<td>$40,669,031</td>
<td>$775,000</td>
<td>$13,254,055</td>
<td>$15,500,000</td>
</tr>
</tbody>
</table>
LDD CUSTOMER SATISFACTION SURVEY FORMS

Seventeen (17) LDD Customer Satisfaction Survey forms were completed by NEPA clients who received assistance through NEPA’s Business Financing, Procurement Technical Assistance and International Business programs for assistance received during the 1st quarter of 2018-2019. Seventeen (17) 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 2018-2019.

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

<table>
<thead>
<tr>
<th></th>
<th>*Timeliness of Assistance</th>
<th>*Quality of Assistance</th>
<th>*Value of Assistance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Loans</td>
<td>10</td>
<td>10</td>
<td>10</td>
</tr>
<tr>
<td>Procurement</td>
<td>7</td>
<td>7</td>
<td>6</td>
</tr>
<tr>
<td>Export</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
</tbody>
</table>

Comments:

“Karen was great to work with” – Central Air Freight Services, Inc.

“Thank you for providing this service and assistance to local manufacturers” – Heritage Signe & Display, Inc.
The International Business Development Program experienced a staffing change. After nearly 30 years, Michael Horvath retired from his position as Senior International Business Manager on November 30, 2018. Deborah Langan worked with Michael in the past and was promoted to oversee the program.

Staff recorded 56 counseling sessions and generated 27 International Projects November 1, 2018 through January 31, 2019. Staff also participated in a number of outreach and networking events including Schuylkill Women In Business and Carbon County Women In Business events.

Staff continued to publish the program’s newsletter, “International Business Explorer.” The newsletter provides businesses with international trade information, opportunities, resources and activities. NEPA promotes international trade events and activities of the Pennsylvania Office of International Business Development, the Regional Export Networks, other State agencies and the U.S. Commercial Service to businesses in northeastern Pennsylvania.
BUSINESS DEVELOPMENT SERVICES DIVISION
PROCUREMENT TECHNICAL ASSISTANCE PROGRAM

NEPA Alliance PTAC for has conducted twenty-two (22) initial counseling sessions to area small businesses during the second quarter beginning October 1, 2018 through December 31, 2018.

Additionally, NEPA PTAC also conducted three hundred and forty (340) follow-up sessions during the quarter. Follow-up counseling sessions consist of assisting clients with registrations in various electronic government purchasing and payment systems, i.e. (DIBBS, WAWF, NEECO, SAM.GOV, PA Supplier Portal etc.) and websites, i.e. (HUBZone, SAM, VetBiz, WBE/MBE and SBA 8(a) Program Certification, WOSB and EDWOSB Certifications, etc.) as well as provide assistance when responding to government RFP’s and quotes, understanding military specifications and standards, industry standards, providing procurement histories, and pricing information for specific items purchased by the government.

The following is the list of activities in which PTAC staff participated during the quarter:

- October 2nd: PTAC staff sponsored and exhibited at Manufacturer’s Day in Hazleton.
- October 4th: PTAC staff sponsored and exhibited at Manufacturer’s Day in Scranton.
- October 11th: PTAC staff attended a workshop for entrepreneurial development at the East Stroudsburg University Innovation Center.
- October 16th: PTAC staff attended a webinar hosted by DLA Land and Maritime Office of Small Business Office on DIBBS Solicitations.
- October 17th: PTAC staff exhibited at the PA PTAC Tobyhanna Army Depot, Picatinny Arsenal and Letterkenny Industry Day in Camp Hill.
- October 25th: PTAC staff attended a workshop at the Allen P. Kirby Center for Free Enterprise at Wilkes University.
- October 29th: Frank Migneco joins the PTAC Team.
- October 31st: PTAC staff participated in the Quarterly Update Meeting for NEPA Alliance senior leadership.
- November 5th: PTAC staff participated in the SBDC Cross-Training Event held at the NEPA Alliance.
- November 6th: PTAC staff attended a webinar hosted by DLA Land and Maritime Office of Small Business Office on DIBBS First Destination Transportation (FDT).
- November 7th: PTAC staff attended the Greater Hazleton Chamber of Commerce Networking Event.
- November 8th: PTAC participated in the SBA Boots to Business Workshop as a speaker and exhibitor at the Greater Wilkes-Barre Chamber’s Think Tank Center in Wilkes-Barre.
- November 8th: PTAC staff attended the NEPA Alliance Staff Meeting.
- November 8th: PTAC staff attended the Greater Scranton Chamber of Commerce Luncheon and Tour at Benco Dental.
- November 9th: PTAC staff coordinated a meeting held at the NEPA Alliance with Principals from BEST Service Inc and the Three Business Development Divisions (Business, International & PTAC) of the NEPA Alliance to Provide an Overview of Programs and Services Available.
- November 9th: PTAC attended Greater Pittston Chamber of Commerce Breakfast.
- November 11-14, 2018, PTAC staff attended the APTAC Fall Training Conference in Washington, DC.
• November 12th: PTAC staff participated in the Quarterly Update Meeting for NEPA Alliance senior leadership.
• November 12th: Frank Migneco regained his status as a CVE Certified Counselor.
• November 16th: PTAC staff attended the Carbon County Chamber & Economic Development Corporation Annual Meeting.
• November 16th: PTAC staff attended the Wayne County Economic Development Organization Meeting.
• November 27th: PTAC Government Contracting News Published
• November 27th: PTAC staff met with Utopia Culinary Management at the PTAC.
• November 28th: PTAC staff participated in the NEPA Alliance Meeting with the Schuylkill County Commissioners.
• November 29th: PTAC staff conducted at PTAC Overview Meeting with Northeast Med-Equip at their facility in Honesdale PA.
• December 3rd: PTAC Article Prepared by PTAC staff published in NEPA Newslines
• December 4th: PTAC staff attended a webinar hosted by DLA Land and Maritime Office of Small Business Office on DIBBS Pricing.
• December 5th: PTAC staff attended the Carbon County Chamber & Economic Development Corporation Networking Event.
• December 5th: PTAC staff attended the Greater Schuylkill Chamber of Commerce Women’s Meeting.
• December 5th: PTAC staff attended the Greater Pittston Chamber of Commerce Women’s Dinner Meeting.
• December 6th: PTAC staff attended the NEPA Alliance Staff Meeting.
• December 6th: PTAC staff attended the Greater Hazleton Chamber of Commerce Networking Event.
• December 6th: PTAC staff attended the SEWN Advisory Board Meeting at Lehigh University.
• December 11th: PTAC staff member Frank Migneco completed the NEOSERRA Administrator Training.
• December 12th: PTAC staff member Frank Migneco completed the GovLoop “How to Foster Collaboration in Government” Webinar.
• December 13th: PTAC staff attended the Carbon County Chamber of Commerce Women’s Networking Meeting.
• December 14th: PTAC staff member attended the Greater Hazleton Chamber of Commerce Networking Event.
• December 17th PTAC Government Contracting News Published
• December 18th: PTAC staff conducted PTAC Overview Client Meeting at Minus-100 LLC – Updated their SAM Registration.
• December 26th: PTAC staff member Frank Migneco completed the GovLoop “How to Achieve FedRamp Compliance” Webinar.
• December 27th: PTAC staff conducted Conference Call with Corcoran Printing PTAC Client. Set In-Person Meeting for 1/3/2019
COMMUNITY & ECONOMIC DEVELOPMENT SERVICES DIVISION

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), the NEPA Alliance provides technical assistance to those organizations seeking ARC grant assistance.

NEPA has submitted the investment package of Pre-Apps for 2019. The list of applicants that have been invited for full applications is in the table below.

<table>
<thead>
<tr>
<th>Organization</th>
<th>Project</th>
<th>Year</th>
<th>Amount Requested</th>
</tr>
</thead>
<tbody>
<tr>
<td>NEPA Alliance</td>
<td>PREP</td>
<td>2019</td>
<td>$400,000</td>
</tr>
<tr>
<td>NCAC</td>
<td>Community Foundation Initiative</td>
<td>2019</td>
<td>$60,000</td>
</tr>
<tr>
<td>Northampton Community College</td>
<td>Expanding the CDL Workforce</td>
<td>2019</td>
<td>$100,000</td>
</tr>
<tr>
<td>Pike County</td>
<td>Pike County Blooming Grove Complex Sewage Expansion Study</td>
<td>2019</td>
<td>$42,500</td>
</tr>
<tr>
<td>Delaware &amp; Lehigh National Heritage Corridor</td>
<td>Health Trails, Healthy Towns</td>
<td>2019</td>
<td>$80,000</td>
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<tr>
<td>AllOne Charities / NEPA Community Health Center</td>
<td>Service Before Self: Expanding Access to Care- Andrew C. Mazza Memorial Center</td>
<td>2019</td>
<td>$50,000</td>
</tr>
<tr>
<td>Luzerne County</td>
<td>Hanover Industrial Estates Access Road Improvements</td>
<td>2019</td>
<td>$456,417</td>
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<tr>
<td>CAN DO Inc.</td>
<td>Black Diamond Drive</td>
<td>2019</td>
<td>$480,000</td>
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<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td><strong>$936,417</strong></td>
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</tbody>
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ENGAGE!

On behalf of the Northeast Pennsylvania Partnerships for Regional Economic Performance (PREP) partners, the NEPA Alliance submitted an application to launch the Engage! initiative within its seven-county region. Engage! is a Pennsylvania statewide business retention and expansion (BRE) program designed to regularly and proactively interact with targeted companies. 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. NEPA Alliance was awarded a $270,000 grant and, at the request of DCED, merged the Wilkes-Barre Chamber of Commerce application into the one from NEPA Alliance. Thus far the partners have completed over 90 business interviews.

NORTHEASTERN PENNSYLVANIA DEFENSE TRANSITION PARTNERSHIP

The Northeastern Pennsylvania Defense Transition Partnership is a new initiative designed in collaboration with the Commonwealth of Pennsylvania’s Department of Community & Economic Development (DCED) and the Northeast Pennsylvania Partnership for Regional Economic Performance (PREP) team members. The initiative provides support to Department of Defense (DoD) contractors and supply chain vendors to diversify their products and services in the wake of decreased DoD spending and sequestration. The partners develop market diversification plans to create new opportunities and jobs for local businesses that have experienced decreased DoD contracts. The initiative is in its third phase and is being funded by a $200,000 grant through the PA DCED and DoD Office of Economic Adjustment (OEA). The NEPA Alliance and the initiative partners are actively working with 6 clients under the initiative.

<table>
<thead>
<tr>
<th>Client</th>
<th>County</th>
<th>Voucher Amount</th>
<th>Service Provided</th>
</tr>
</thead>
<tbody>
<tr>
<td>Finch Manufacturing &amp; Technology, LLC</td>
<td>Luzerne</td>
<td>$10,000.00</td>
<td>ISO 9001:2015 Certification</td>
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<td>Wyman Gordon</td>
<td>Luzerne</td>
<td>$5,000.00</td>
<td>Corrective Action and Leadership Consulting</td>
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<tr>
<td>Production Systems Automation (PSA)</td>
<td>Luzerne</td>
<td>$7,500.00</td>
<td>ISO Implementation Plan Development and Project Management</td>
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<tr>
<td>Total Vouchers</td>
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<td>$22,500.00</td>
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</table>

NEW MARKET TAX CREDIT LAUNCH

NEPA intends to seek Community Development Entity (CDE) certification from the CDFI to leverage available New Market Tax Credits (NMTC). NMTC will be used to finance eligible and impactful projects in low-income communities throughout the region. NEPA was awarded a $80,000 grant from ARC to assist with the launch of this initiative. NEPA has formed a Consultant Selection Committee to assist us in choosing a consulting team.

There are three goals to the consulting support services desired:

* Become a Community Development Financial Institutions (CDFI) Fund Certified Community Development Entity (CDE),
* Develop a Vision & Strategic Alliances for the CDE, and
* Prepare and submit a New Markets Tax Credit (NMTC) Allocation Application.
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NORTHEASTERN PENNSYLVANIA NONPROFIT & COMMUNITY ASSISTANCE CENTER

NEPA Grantmakers Forum: NCAC continues to facilitate a Regional Association of Grantmakers (RAG) to more efficiently and effectively address the grant making needs of the communities in Northeastern Pennsylvania. A NEPA Grantmakers Leadership team meeting was held in early January and Forum was held in late January.

Workshop Summary: NCAC conducts and serves as a partner in conducting many workshops throughout the region. These workshops are attended by individuals from throughout NCAC’s seven-county region.

<table>
<thead>
<tr>
<th>Year</th>
<th>Workshop Title</th>
<th>Date</th>
<th>County</th>
<th>Attendance</th>
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<tbody>
<tr>
<td>2017-18</td>
<td>Finding the Funding &amp; Grant Writing Basics</td>
<td>07/06/17</td>
<td>Lackawanna</td>
<td>16</td>
</tr>
<tr>
<td></td>
<td>Government Grantwriting</td>
<td>09/14/17</td>
<td>Lackawanna</td>
<td>25</td>
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<td></td>
<td>Finding the Funding &amp; Grant Writing Basics</td>
<td>09/21/17</td>
<td>Carbon</td>
<td>30</td>
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<tr>
<td></td>
<td>Board Governance</td>
<td>09/26/17</td>
<td>Lackawanna</td>
<td>19</td>
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<tr>
<td></td>
<td>NEPA Grantmakers Forum</td>
<td>10/06/17</td>
<td>Lackawanna</td>
<td>23</td>
</tr>
<tr>
<td></td>
<td>AFP Fall Conference</td>
<td>10/13/17</td>
<td>Luzerne</td>
<td>19</td>
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<td></td>
<td>Carbon Nonprofit Forum</td>
<td>1/30/18</td>
<td>Carbon</td>
<td>51</td>
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<td>NEPA Grantmakers Forum</td>
<td>1/30/18</td>
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<td></td>
<td>Finding the Funding &amp; Grant Writing Basics</td>
<td>3/9/18</td>
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<td></td>
<td>Finding the Funding &amp; Grant Writing Basics</td>
<td>4/4/18</td>
<td>Carbon</td>
<td>19</td>
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<td></td>
<td>AFP Planned Giving</td>
<td>4/11/18</td>
<td>Luzerne</td>
<td>17</td>
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<td></td>
<td>PANO Collaboration</td>
<td>4/25/18</td>
<td>Lackawanna</td>
<td>29</td>
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<td></td>
<td>Meet the Funders</td>
<td>5/24/18</td>
<td>Lackawanna</td>
<td>72</td>
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<td></td>
<td>Day of Giving</td>
<td>6/26/18</td>
<td>Lackawanna</td>
<td>30</td>
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<td></td>
<td><strong>Total</strong></td>
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<td><strong>472</strong></td>
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<tr>
<td>2018-19</td>
<td>Network with Funders (Partnered with Scranton Area Fnd.)</td>
<td>8/16/18</td>
<td>Lackawanna</td>
<td>111</td>
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<tr>
<td></td>
<td>PA Dashboard Stats Webinar</td>
<td>9/5/18</td>
<td>Statewide</td>
<td>66</td>
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<tr>
<td></td>
<td>21st Century Grants Workshop, PA Dept. of Education</td>
<td>9/7/18</td>
<td>Luzerne</td>
<td>10</td>
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<tr>
<td></td>
<td>Gift Acceptance Policy</td>
<td>9/13/18</td>
<td>Luzerne</td>
<td>16</td>
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<tr>
<td></td>
<td>Finding the Funding &amp; Grant Writing Basics</td>
<td>10/5/18</td>
<td>Monroe</td>
<td>35</td>
</tr>
<tr>
<td></td>
<td>PA Statewide Community and Health Foundation Conference</td>
<td>11/7/18 &amp; 11/8/18</td>
<td>State Wide</td>
<td>80</td>
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<tr>
<td></td>
<td>National Philanthropy Day</td>
<td>11/16/18</td>
<td>Lackawanna</td>
<td>260</td>
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<tr>
<td></td>
<td>AFP Inclusion &amp; Diversity Webinar</td>
<td>1/15/19</td>
<td>Regionally</td>
<td>19</td>
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<tr>
<td></td>
<td>NEPA Grantmakers Forum</td>
<td>1/23/19</td>
<td>Luzerne</td>
<td>37</td>
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<tr>
<td></td>
<td>AFP Securing Donor Support in 300 Seconds or Less</td>
<td>2/19/19</td>
<td>Luzerne</td>
<td>28</td>
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<tr>
<td></td>
<td>AFP Grants 201 and 301</td>
<td>3/13/19</td>
<td>Lackawanna</td>
<td>25?</td>
</tr>
<tr>
<td></td>
<td>Carbon County Nonprofit Forum</td>
<td>4/17/19</td>
<td>Carbon</td>
<td>50?</td>
</tr>
<tr>
<td></td>
<td>Municipality Grant Session</td>
<td>4/23/19</td>
<td>Luzerne</td>
<td>25?</td>
</tr>
<tr>
<td></td>
<td>Meet the Funders</td>
<td>April</td>
<td></td>
<td>70?</td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td><strong>662</strong></td>
</tr>
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</table>
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 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 $2.7 billion in economic activity, an estimated 9,406 jobs, and an estimated $630.7 million in labor income within an eleven (11) county region in Northeast Pennsylvania.

RESEARCH & INFORMATION PROGRAM

| Technical Assistance & Information Requests |
|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| Carbon                      | Lackawanna                  | Luzerne                     | Monroe                      | Pike                        |
| Agriculture Statistics      | 0                           | 0                           | 0                           | 0                           |
| Commuting Data              | 0                           | 0                           | 0                           | 0                           |
| Demographic Data            | 0                           | 0                           | 0                           | 0                           |
| Demographic Data Based on a Radius | 2                | 1                           | 1                           | 0                           |
| Economic Census             | 0                           | 0                           | 0                           | 0                           |
| Education Data              | 0                           | 0                           | 0                           | 0                           |
| Employment by Industry      | 0                           | 0                           | 0                           | 0                           |
| Employment by Occupation    | 0                           | 0                           | 0                           | 0                           |
| Income Data                 | 0                           | 0                           | 0                           | 0                           |
| Labor Force Data            | 0                           | 0                           | 0                           | 0                           |
| Largest Employers           | 0                           | 0                           | 0                           | 0                           |
| Minority-Owned and Women-Owned Businesses | 0                           | 0                           | 0                           | 0                           |
| Number of Businesses        | 0                           | 0                           | 0                           | 0                           |

Total

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Data Requests: The following table describes the geographic origin and type of technical assistance and information requested.

<table>
<thead>
<tr>
<th>Data Request</th>
<th>Since Last Board Report</th>
<th>Year-to-Date</th>
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</thead>
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<tr>
<td>Population</td>
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<td>1</td>
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<tr>
<td>Population Projections</td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>Poverty Rates</td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>Tax Impact</td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>Traffic Counts</td>
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<td>2</td>
</tr>
<tr>
<td>Unemployment Rates</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>Vacancy Rates</td>
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<td>0</td>
</tr>
<tr>
<td>Wage and Salary Data</td>
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<td>2</td>
</tr>
<tr>
<td>Other</td>
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<tr>
<td>Total - Since Last Board Report</td>
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<td>1</td>
</tr>
<tr>
<td>Total Year-to-Date</td>
<td>1</td>
<td>2</td>
</tr>
</tbody>
</table>

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

**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 5.7 percent in 2017 and 5.1 percent in 2018. The average national unemployment rate during 2017 was 4.4 percent and it decreased to 3.9 percent during 2018. The average state unemployment rate during 2017 was 4.9 percent and it decreased to 4.3 percent during 2018.

According to the second chart, the difference in the monthly not seasonally adjusted unemployment rates between the region and nation was 1.5 percentage points in January 2017 before fluctuating to its maximum of 1.8 percentage points in February 2018 and then decreasing to its minimum of 0.8 percentage points in May and June 2018. It then fluctuated to 1.2 percentage points in December 2018. During the 24-month period, the average not seasonally adjusted unemployment rate was 4.1 percent in the nation and 5.4 percent in the region.

In January 2017, the difference in the monthly not seasonally adjusted unemployment rates between the region and state was 0.9 percentage points before increasing to its maximum of 1.1 percentage points in February 2017 and then fluctuating to its minimum of 0.4 percentage points in September 2017, October 2017 and June 2018. It then fluctuated to 0.7 percentage points in December 2018. During the 24-month period, the average not seasonally adjusted unemployment rate in Pennsylvania was 4.6 percent.
Average Not Seasonally Adjusted Unemployment Rates

Percent

United States
Pennsylvania
Northeastern Pennsylvania
Carbon County
Lackawanna County
Luzerne County
Monroe County
Pike County
Susquehanna County
Wayne County

2017
2018
Difference in the Monthly Not Seasonally Adjusted Unemployment Rates from January 2017 to December 2018

Percentage Points

US - NE PA  PA - NE PA
TRANSPORTATION PLANNING & PROGRAMMING

**2019-2022 TIP Update:** The draft 2019-2022 TIP and related documents were advertised for a 30-day public comment period from June 15, 2018 to July 17, 2018. The public hearing on the draft 2019-2022 TIP was held on July 17th at the Monroe County Transportation Authority in Swiftwater. Remote locations for the public hearing were offered in Milford, Jim Thorpe and Pottsville. A joint Technical Committee and Policy Board meeting followed the public hearing. The 2019-2022 TIP and related documents were approved by the committees. The TIP package was submitted to PennDOT Central Office in early August for inclusion in the Statewide Transportation Improvement Program (STIP). The State Transportation Commission approved the STIP on August 17th and it was submitted to the federal agencies. All of the 2019-2022 TIP documents can be found on the NEPA website here- [http://www.nepa-alliance.org/transportation/transportation-improvement-program-tip/](http://www.nepa-alliance.org/transportation/transportation-improvement-program-tip/).

The STIP was reviewed by the federal agencies (FHWA, FTA and EPA) and was approved on September 26, 2018. The 2019-2022 STIP went into effect on October 1, 2018. The 2019-2022 TIP includes over $692 million in highway, bridge and transit funding for the next four years.

**2021-2024 TIP Update:** Preparation for the development of the next TIP update has begun with the engagement of the Financial Guidance Workgroup consisting of MPO and RPO representatives, and PennDOT and FHWA officials. The Workgroup is reviewing funding streams and formula allocations that will be the basis for project funding on the 2021-2024 TIP.

**2020-2022 Unified Planning Work Program (UPWP):** Staff continues to participate in the UPWP Work Group as it develops the program guidance for the next UPWP. Staff participated in the kickoff conference call for the UPWP Work Group on December 12th. Staff will continue to participate in conference calls over the next few months to develop the UPWP guidance. Conversations with PennDOT districts and the NEPA MPO UPWP subcommittee will begin this summer.

**RFQ for NEPA MPO Strategic Plan and LRTP Consulting Services:** Last fall, NEPA staff developed a Request for Qualification (RFQ) for a consultant for the development of a Strategic Plan for the NEPA MPO. The development of the strategic plan was identified as a priority task for the first year of the NEPA MPO Unified Planning Work Program. The RFQ was also for an open-end agreement for a consultant to assist in the update of the NEPA MPO Long Range Transportation Plan and other planning initiatives as deemed necessary.

The NEPA MPO Technical Committee reviewed the RFQ at the September 18th meeting and the RFQ was advertised on Thursday, September 20th. The schedule for the consultant selection is below.

Following advertisement and presentations by top three firms, the NEPA MPO Technical Committee scored the proposal and Michael Baker International was selected as the consultant for the NEPA MPO Strategic Plan and open-end agreement for consulting services.

Following the NEPA MPO Technical Committee business meeting on February 19th, Michael Baker International presented the project scope and timeline for the Strategic Plan and conducted a SWOT analysis of the NEPA MPO committee. A discussion of this process will be conducted with the NEPA MPO Policy Board at the meeting on March 6th. A survey will be distributed in early March and a board retreat will be held on March 19th. The Strategic Plan process is expected to wrap up in April or May.
**Long Range Transportation Plan Update:** The development of a Long Range Transportation Project (LRTP) for the four-county MPO is required by FHWA and PennDOT and identifies the major transportation projects, programs and policies needed for the next twenty-five years. The LRTP establishes the vision and goals that guides future decisions affecting transportation facilities, infrastructure and services in the region.

The next formal update of the LRTP is due March 2020. Staff has begun a review of the LRTP Update process. As part of the MPO Strategic Plan RFQ solicitation, Michael Baker International has an open-ended agreement with NEPA to complete portions of the LRTP update as necessary. The LRTP update will formally commence at Strategic Plan is finalized.

**PennDOT Connects:** At the direction of Secretary Leslie Richards, PennDOT has initiated a new effort to improve the project planning processes and increase local involvement in projects. PennDOT has developed a formal policy on this new effort and outreach efforts to municipalities are being held on projects on the current TIP that have not started the PE phase.

NEPA staff has been participating in many PennDOT Connects meetings with PennDOT staff, municipal officials and stakeholders for upcoming TIP projects, maintenance projects and Transportation Alternatives projects. Additional meetings will be held in the coming months on current and future projects.

The next phase of the PennDOT Connects effort will involve training for municipalities regarding project planning and engineering factors to be considered during project development. The training will be held in conjunction with the outreach sessions for the NEPA MPO’s Long Range Transportation Plan update.

**Functional Classification Review:** The functional classification review is a major project for the Transportation Division which was initiated last year. Thus far, NEPA GIS staff has completed the necessary GIS mapping changes and corresponding data to justify any functional classification changes for Pike County and Monroe County. A meeting with District 4-0 staff to review the changes in Pike County was held on January 28th. A meeting with District 5-0 staff to review the changes in Monroe County was held on January 31st.

The functional classification review process continues in Carbon County. A second meeting with Carbon County was held on January 25th which completed the review in Carbon County. The changes are now being mapped and will be reviewed with District 5-0 once they are complete. The review process will then begin in Schuylkill County. The functional classification review is expected to wrap up in early summer at which time all proposed classification modifications will be formally submitted to PennDOT and FHWA for approval.

**Jim Thorpe Parking Analysis and Complete Streets Study:** The NEPA MPO was awarded funding for the completion of a Parking Analysis and Complete Streets Study for downtown Jim Thorpe. As a year-round, four-season destination offering a plethora of tourism and visitor activities, the borough has been experiencing a growing problem of accommodating adequate parking in the downtown area for residents, visitors, private retail shops and services and as a County seat, government business activity. The Parking Analysis and Complete Streets Study will identify short and mid-range recommendations to minimize conflicts between modes, maximize parking facilities, and accommodate efficient movement of pedestrians, vehicles and bicyclists, safely and efficiently.
The NEPA MPO was awarded $80,000 in PennDOT/Federal Planning Funds, which is leveraged by 20% in local match being provided by Jim Thorpe Borough, Carbon County Chamber and Economic Development and the Pocono Mountains Visitors Bureau. A steering Committee representative of local interests was established and engaged with the project consultant Chance Management Advisors.

The consultant has been on-site in Jim Thorpe at various events throughout the year gathering data collections including video data that they feel very positive about for their resulting analysis. The project consultant for the County Parking Lot Trail Separation Project funded by the PennDOT Transportation Alternatives Program ($404,000) was provided with the contact information from our consultant as there is an opportunity to collaboratively incorporate some possible design considerations or improvements from the Chance/Alta camp into the County project. The County Traffic Assessment Report related to the County Office Building/Parking Garage project is also under review.

The consultant provided a presentation of their preliminary findings to the Carbon County Commissioners and the Project Steering Committee on November 13th. The presentations included information on data collected including pedestrian movements and parking data in downtown Jim Thorpe. The consultant also provided information on preliminary options to improve pedestrian safety, provide additional parking options and a potential parking garage. Many of the recommended solutions require PennDOT approval since they will occur on state roads. A meeting with PennDOT District 5-0 staff will be held in the coming weeks. The project is expected to wrap up in April 2019.

**Milford Borough Traffic Study:** Milford Borough officials in Pike County has expressed interest in a traffic congestion and parking study. Staff met with borough elected officials and Pike County Planning staff on January 7th to discuss the proposed scope of the study. The study would potentially address traffic circulation and congestion issues, traffic signals and signage, turning movements, pedestrian safety and parking shortages. The NEPA MPO Technical Committee authorized NEPA to seek Supplemental Planning Funds from PennDOT for the study. Matching funds will be pursued from local sources.

**Passenger Rail Service Restoration Between New York City and the City of Scranton:** NEPA continues to participate in planning activities for the restoration of rail service between Scranton and New York being managed by the Pennsylvania Northeast Regional Rail Authority. Focus is upon an initial segment of the rail extension within the western portion of New Jersey and the possibility of funding under provisions of the FAST Act. NEPA staff has participated in advisory committee meetings with the PNRRA, Congressman Cartwright’s staff, Senator Blake’s staff, Lackawanna and Monroe counties and other stakeholders to further discuss a strategy for advancing the development of the project. NEPA staff attended meetings on December 6th, January 3rd and February 7th to discuss next step strategies toward advancing the project. The Advisory Committee has engaged an engineering consultant to provide cursory structural assessments of two key concrete railroad bridges and railbed conditions in the targeted segment. The committee is actively reviewing potential funding sources to develop a full engineering cost and ridership update. The committee is also engaging with officials in New Jersey and will schedule a meeting with key legislative representatives in the coming months.

**Interstate 80 Monroe County Reconstruction Project:** Staff attended a public meeting on the project on December 4th at Stroudsburg High School. Staff continues to participate in the Interstate 80 Reconstruction Project Stakeholders group consisting of elected officials, concerned citizens and PennDOT District 5-0 staff.

**PennDOT Multimodal Transportation Fund:** PennDOT recently announced awards for the Multimodal Transportation Fund Program.
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- Stroud Township, Monroe Co. - $521,616 to replace an existing steel beam stream crossing carrying Mervine Road (T-412) over Cherry Creek.

- Delaware Township, Pike Co. - $626,897 to grade shoulders; superpave scratch and leveling; superpave wearing course; aggregate shoulder; prime coat; and line paint the entire length of Doolan Road and a portion of Park Road.

- Schuylkill County - $674,720 for full depth reclamation, shoulder restoration, guiderail replacement, replacement or restoration of storm drainage features, and repaving of the park-and-ride lot on Airport Road.

- Kline Township, Schuylkill Co. - $211,667 to improve existing transportation infrastructure assets and enhance pedestrian safety through the repair of 13 sections of deteriorated highways used for residential, commercial, and industrial traffic throughout the township.

**Local Asset Inventory:** NEPA staff has completed the roadway and bridge information in the four NEPA MPO counties. NEPA staff is now internally reviewing data prior to submission for PennDOT quality analysis. NEPA staff plans to initiate an inventory of ADA ramps in the four-county MPO region in the coming months.

**Geographic Information Systems (GIS):** GIS staff is continuing to more fully develop its GIS capabilities. Staff has been engaged in the development of the LRTP, particularly the project selection process and the Title VI/Environmental Justice Plan development. Staff has constructed a more developed GIS profile on the NEPA website of NEPA’s Transportation Maps & Applications and can be viewed on NEPA’s ArcGIS Online Homepage. GIS staff has been engaged during the TIP development process and is mapping all TIP projects in the four-county area. GIS technology has been applied to all transportation program and planning activities, and is being further enhanced to aid with project tracking and public information awareness. Most recently, GIS staff completed functional classification mapping for Monroe County, LTAP mapping, and county bridge locators. GIS staff also completed NEPA BFC client mapping, New Markets Tax Credit mapping, Tobyhanna Army Depot employment mapping, CEO Weinberg Food Pantry mapping and PA Local Development District mapping. NEPA GIS staff attended the ESRI Mid-Atlantic Users Conference on November 28-29 in East Rutherford, NJ. Staff is also on the planning committee for the AASHTO GIS for Transportation Symposium which will be held in Kissimmee, FL on April 23-26.

**Focus 81 Committee:** The Focus 81 Full Committee met on November 19th. Following the committee meeting, a media event highlighting Click It or Ticket to promote seat belt use and Operation Safe Holiday to discourage driving under the influence was held. Representatives from PennDOT, AAA North Penn, Pennsylvania State Police and the Highway Safety Program for Lackawanna and Luzerne counties presented at the event.

NEPA is issuing an RFP/RFQ for marketing and event planning activities and website updates. Staff is also developing two subcommittees to address freight issues and incident management. The first meeting of the Freight Subcommittee was held on December 3rd. The Freight Subcommittee identified several action items for staff including a truck parking roundtable with FHWA, a freight corridor study using supplemental planning funds and freight facility inventory and mapping.

The next Focus 81 Committee meeting is scheduled for April 9th.
Lackawanna/Luzerne, Lehigh Valley and Reading MPOs: NEPA staff continues to correspond and collaborate with representatives of the Lackawanna/Luzerne, Reading and Lehigh Valley MPOs in the interest of coordinating transportation planning and programming activities between the adjoining MPOs and the NEPA MPO. NEPA is a designated voting member on the Lackawanna-Luzerne Technical Committee and regularly attends these meetings to report on the activities of the Focus 81 Committee and discuss common transportation issues facing the rural region as well.

Pike County Road Task Force: NEPA staff attended the Pike County Road Task Force Meeting on January 17th and February 14th. NEPA staff discussed the local asset inventory project and the upcoming LTAP class schedule with the task force. NEPA GIS staff has developed maps for each municipality that shows transportation infrastructure based upon existing data and newly developed local bridge and road asset inventory data.

Schuylkill County Chamber of Commerce Transportation Task Force: NEPA staff attended the Chamber Transportation Task Force meeting in Pottsville on December 13th, January 10th and February 14th and continued to provide updates on the Focus 81 initiative and the NEPA MPO TIP development.

Equitable Transit Planning Council/NEPA Moves: NEPA has been participating in the Equitable Transit Planning Council led by the Scranton Area Community Foundation and Federal Reserve Bank of Philadelphia. The group was formed as a multi-disciplinary collaboration of interest groups to address the current transportation barriers that limit economic growth and development opportunities in NEPA region, particularly focusing on the Scranton/Wilkes-Barre urbanized corridor. The Planning Council was organized in response to the increase in local residents in Northeastern PA, and many of the organizations that serve them, who have shared that transportation challenges are a particularly significant barrier for low to moderate income individuals, and other specific populations. The Equitable Transit Council has recently rebranded itself as NEPA Moves. NEPA staff attended the meeting of NEPA Moves on October 18th with PennDOT Secretary Leslie Richards and a leadership meeting conducted on February 8th. Staff has been in discussions with NEPA Moves and the Scranton Area Foundation to conducted mapping of business park locations.

Commuter Services of Pennsylvania: Commuter Services is a professionally staffed organization funded by federal Congestion Mitigation & Air Quality (CMAQ) funds, providing services to reduce traffic congestion by helping commuters find alternatives, other than driving alone, and by reaching out to employers so they can help their workforce find those options. In 2014, the MPO Technical Planning Committee approved a motion in support of adding funding for Commuter Services in the 2015-2018 TIP Update. A continuation of funding for Commuter Services was included in the 2017-2020 TIP. The four-year contract with Commuter Services was initially stipulated.

Recently, the Federal Highway Administration (FHWA) raised concerns about the use of CMAQ funding during the development of the 2019-2022 Transportation Improvement Program. Currently, several MPOs and RPOs in the Commonwealth that are classified as attainment counties for air quality still receive CMAQ funding. Beginning with the 2021-2024 Transportation Improvement Program, those MPOs and RPOs will no longer receive CMAQ funds. In addition, in multi-county MPOs and RPOs, CMAQ funding will only be eligible for use in the non-attainment counties. As a result, in the NEPA MPO region CMAQ funds will only be eligible for use in Carbon and Monroe counties beginning in FY 2021.

The NEPA MPO Technical Committee reviewed options regarding future funding for Commuter Services and voted to discontinue funding Commuter Services on the 2019-2022 TIP Update, but permit the expenditure of funds appropriated on the current TIP until the originally allocated funding is expended.
The four-year MOU with Commuter Services expired on September 30, 2018. An amended MOU was approved by the Technical Committee and Policy Board to continue Commuter Services activities in the NEPA MPO region until the funds are expended or September 30, 2020, whichever comes first.

**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.

The following classes have been held thus far in fiscal year 2018-2019.

<table>
<thead>
<tr>
<th>LTAP Courses</th>
<th>Date and Time</th>
<th>Location</th>
<th>Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chainsaw Safety</td>
<td>August 9, 2018</td>
<td>Back Mtn. EMS Building Luzerne Co.</td>
<td>22</td>
</tr>
<tr>
<td></td>
<td>8:00 AM to 3:00 PM</td>
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<td></td>
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<tr>
<td>Work Zone Traffic Control</td>
<td>September 25, 2018</td>
<td>Gordon Borough Building Schuylkill Co.</td>
<td>10</td>
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<tr>
<td></td>
<td>8:00 AM to 12:00 PM</td>
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<td></td>
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<tr>
<td>Salt and Snow Management</td>
<td>October 12, 2018</td>
<td>Lehighton Borough Building Carbon Co.</td>
<td>25</td>
</tr>
<tr>
<td></td>
<td>8:00 AM to 3:00 PM</td>
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<td></td>
</tr>
<tr>
<td>Salt and Snow Management</td>
<td>October 25, 2018</td>
<td>Wayne County EMA Wayne Co.</td>
<td>17</td>
</tr>
<tr>
<td></td>
<td>8:00 AM to 3:00 PM</td>
<td></td>
<td></td>
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<tr>
<td>Speed Limits and Speed Management</td>
<td>November 8, 2018</td>
<td>Pike County Training Center Pike Co.</td>
<td>10</td>
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<tr>
<td></td>
<td>8:00 AM to 12:00 PM</td>
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<td></td>
</tr>
<tr>
<td>Project Oversight: Monitoring Quality</td>
<td>November 13, 2018</td>
<td>Chestnuthill Township Building Monroe</td>
<td>14</td>
</tr>
<tr>
<td>by Asking the Right Questions</td>
<td>8:00 AM to 12:00 PM</td>
<td>Co.</td>
<td></td>
</tr>
<tr>
<td>Road Safety August</td>
<td>November 27, 2018</td>
<td>NEPA Alliance Luzerne Co.</td>
<td>8</td>
</tr>
<tr>
<td></td>
<td>8:00 AM to 3:00 PM</td>
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</tr>
</tbody>
</table>
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NEPA’s Mission

The Northeastern Pennsylvania Alliance (NEPA) is a regional multi-country economic development agency providing leadership, planning, expertise and services to regional and local governments, businesses, institutions, and individuals through innovative and beneficial collaborations and partnerships to enhance the economic development and quality of life in the area.

NEPA Core Values

Integrity
A firm adherence to a code of moral and ethical values

Professionalism
Consistently exhibiting a courteous, conscientious and business like manner in all work-related activities

Dedication
Devoting one’s self to the mission of NEPA and the betterment of our region

Resourcefulness
Ability to creatively find solutions, which meet the needs of our customers, clients and partners

Teamwork
The ongoing, collective, unselfish efforts towards achieving a common goal

Respect
A recognition and appreciation of the special qualities and characteristics of those we serve and in return earning the same acknowledgment