McGregor Industries, Inc. received a $200,000 loan through the Northeastern Pennsylvania Alliance Appalachian Regional Commission (ARC) loan fund as part of a total project costing $750,000 for the purchase of machinery and equipment.
CARBON COUNTY
Kathy Henderson 610-379-5000 k henderson@carboncountychamber.org
Jerry McAward 610-377-1230 jerrymac@ptd.net
Wayne Nothstein (County Commissioner) 570-325-3611 wayneno@carboncounty.net
Harold Pudliner 570-427-8640 weatherlyboro@gmail.com
Joseph Sebelin (Executive Committee-1st Vice-Board Chairperson) 570-325-2462 jsebelin@ptd.net

LACKAWANNA COUNTY
Philip Condron (Executive Committee-Board Chairperson) 570-344-6888 phil.condron@condronandcompany.com
Tom Donohue 570-347-2056 tdonohue@lamar.com
John McNulty 570-825-1500 tim mcginley@luzernecounty.org
Patrick O’Malley (County Commissioner) 570-963-6800 omalley@lackawanna.org
Alex Stark 570-558-5112 astark@kaniesable.com

LUZERNE COUNTY
Stephen Barrouk (Executive Committee-2nd Vice-Board Chairperson) 570-814-9114 sbarrouk@citybrokersllc.com
Ron Carter 888-506-3770 carter@performancebio.com
Mary Malone 570-455-1509 mmalone@hazletonchamber.org
Tim McGinley (County Council) 570-825-1500 tim mcginley@luzernecounty.org
Michelle Mikitish 570-655-1424 mmikitish@pittstonchamber.org
Kevin O’Donnell 570-455-1508 kodonnell@hazletoncando.com

MONROE COUNTY
Chris Barrett 570-421-5791 cbarrett@poconos.org
Chuck Leonard 570-839-1992 cleonard@pmedc.com
John Moyer (County Commissioner) 570-420-3450 jmoyer@monroecounty.org
Mary Frances Postupack (Executive Committee-Assistant Secretary) 570-422-7920 mpostupack@esu.edu

PIKE COUNTY
Derek Bellinger 570-409-0057 Derek.Bellinger@waynebank.com
William Kerstetter (Executive Committee-Assistant Treasurer) 570-832-1578 ckk@ptd.net
Matthew Osterberg (County Commissioner) 570-296-7613 mo@pikewon.org
Peter Wulforst 570-296-3405 ptw3@psu.edu

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

WAYNE COUNTY
Joseph Adams (County Commissioner) 570-253-5970 jawadams@waynecounty.org
Mark Graziano (Executive Committee-Treasurer) 570-253-3352 mg@hnbanbank.com
Dave Hoff 570-253-8274 hoff@wmh.org
Craig Rickard 570-253-5970 crickard@waynecounty.org
Mary Beth Wood 570-253-2537 mbw@wedcorp.org

AT-LARGE
Matthew Connell 570-369-1938 mconnell@northampton.edu
Ricky Durst 570-646-2300 rdurst@poconoraceway.com
Larry Malski 570-767-6676 lmalski@pnrra.org
Josh Olerud 570-967-9455 joleraud@swbrailriders.com
Alana Roberts 570-348-1622 alana@pplweb.com
VACANT
VACANT
VACANT

EX-OFFICIO
Charles Barber (NCAC Board Chair) 570-714-1570 cbarber@luzfdn.org
Jeffrey Box 570-655-5581 jbox@nepa-alliance.org
Michelle Bisbing (PNE Board Chair) 570-839-1992 mbisbing@pmedc.com
(John Augustine - Alternate) 570-839-1992 jaugustine@pennsnortheast.com

EMERITUS
Phyllis Brandwein 570-288-3121 n/a
David Donlin 570-624-1796 dadmatd515p@comcast.net
Mahmoud Fahmy 570-675-0247 fahmy30@comcast.net
Paul Maher 570-825-7872 n/a
Ernest Preate 570-369-1938 n/a
AGENDA

I. **Call to Order** - Phil Condron, Board Chairperson

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

III. **Board Discussion & Action Items**

   * March 6, 2019 Meeting Minutes - *Phil Condron, Board Chairperson* 1-4
   * Treasurer’s Report - *Wendi Holena, VP & CFO* 5-6
   * Fiscal Year 2019-2020 NEPA Budget Adoption - *Jeffrey Box & Wendi Holena* 7
   * Fiscal Year 2019-2020 NEPA Work Plan Adoption - *Jeffrey Box & Senior Management* 8-18
   * Fiscal Year 2019-2020 Nominating Committee Recommendations for Board Membership - *Steve Barrouk & Jeffrey Box* 19-21
   * Fiscal Year 2019-2020 Committee Memberships - *Phil Condron & Jeffrey Box* 22-24
   * Fiscal Year 2019-2020 Board Meeting Schedule - *Phil Condron, Board Chairperson* 25

   * Program/Committee/Affiliate Reports
     - Appalachian Regional Commission (ARC) Project Update - *Kurt Bauman*
     - Blue Ribbon Task Force (BRTF) - *Jeffrey Box/Kurt Bauman*
     - Communications & Membership - *Alex Stark/Donna Hritz*
     - Metropolitan Planning Organization (MPO)/Transportation - *Alan Baranski*
     - Business Development Services - *Steve Ursich*
     - Nonprofit & Community Assistance Center (NCAC) - *Kurt Bauman*

   * President & CEO Report - *Jeffrey Box* 26-52

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

V. **Presentation** - Kate McMahon, Transportation Funding Issues

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

VII. **Adjournment**
BOARD OF DIRECTORS REPORT
MINUTES OF
WEDNESDAY, MARCH 6, 2019

OFFICERS
Phil Condron, Board Chairman
Joe Sebelin, 1st Vice-Board Chairperson
Steve Barrouk, 2nd Vice-Board Chairperson
Mark Graziodio, Treasurer
Commissioner George Halcovage, Secretary
Bill Kerstetter, Assistant Treasurer
Bud Quandel, Past Board Chair (via conf. call)

CARBON
Kathy Henderson
Comm. Wayne Nothstein
(via conf. call)

LACKAWANNA
Alex Stark

LUZERNE

MONROE
Chris Barrett

PIKE
Peter Wulfhorst

SCHUYLKILL
Bob Carl (via conf. call)

WAYNE
Comm. Joe Adams
Dave Hoff
Craig Rickard

AT-LARGE
Matt Connell (via conf. call)

EX-OFFICIO
Rachel Antosh
Charles Barber
Jeffrey Box

STAFF
Alan Baranski
Kurt Bauman
Wendi Holena
Donna Hritz
Steve Ursich
The NEPA Alliance held a Board of Directors Meeting on Wednesday, March 6, 2019, at the NEPA office in Pittston. Board Chairman Phil Condron called the meeting to order at 1:05pm.

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 Dave Hoff and seconded by Mark Graziadio to accept the minutes from the Board of Directors Meeting of November 7, 2018. **Motion carried**

**Treasurers Report** – Wendi reported that on the Statement of Activities as of January 31, 2019, NEPA has total revenues and expenses of approximately $1.6 million. She further reported that NEPA is seven (7) months through the fiscal year. Wendi stated that NEPA’s total revenues and expenses are at 43% of the budget. She noted that NEPA’s contractual expenses are running behind, primarily due to pass through funds. Wendi reported that NEPA recently received the PREP contract, which was executed in January and sent to all the subcontractors. She noted that there is a small increase in net assets of approximately $1,500.

A motion by Commissioner Joe Adams and seconded by Chris Barrett to accept the Treasurer Report as presented. **Motion carried**

**Review of 2018 Audit Report** – Phil Keaney, reported that the financial statements and schedules for the year ending June 30, 2018, were audited by J.H. Williams and a clean “unqualified” opinion was attached to the audit. He reviewed the various statements and opinions within the report. Phil stated that there were no material weaknesses found in NEPA’s internal controls. He stated that the audit did not detect any questions, costs or issues of noncompliance. Commissioner Joe Adams suggested adding the prior years to the balance sheet and income statement for comparability. Jeff noted that Wendi would prepare the information for Commissioner Adams.

A motion was made by Commissioner Joe Adams and seconded by Steve Barrouk to accept the 2018 Audit Report as presented. **Motion carried**

**Committee/Affiliate Reports**

**Appalachian Regional Commission (ARC) Project Update** – Jeff thanked the Board Members for participating in the LDD Strategic Planning process. He further reported that the purpose of the strategic plan is to look at the LDD’s current programs, what they can do differently and what can be added to the program menu. Jeff stated that the consultant Erik Pages, is well known to ARC. Kurt reported that DCED has asked for full application of the following projects: NEPA Alliance, NCAC, Northampton Community College, Pike County, Delaware & Lehigh National Heritage Corridor, AllOne Charities/NEPA Community Health Center Luzerne County and CAN DO Inc. He further noted that the Regional Project Review Committee met in June, 2018 to review and rank 17 applications from an area development and access road standpoint. He noted that the total projects are approximately $1 million.
Kurt reported that ARC will decide in July regarding the projects and contracts. He further reported that NEPA will be soliciting projects for the region for new area development and access roads on April 1st.

Jeff reported that the POWER program is grant funds for the 13 Appalachian states that have had impacts regarding coal job losses. He noted that NEPA is under pressure to secure projects. Jeff stated that there is a handout in today’s packet regarding the program. He also reported that Kurt is preparing a regional application with the PREP partners.

*Blue Ribbon Task Force (BRTF)* - Kurt reported that NEPA is currently under contract with Meyers & Associates (Washington DC) to prepare a SWOT analysis of the strengths, weaknesses, opportunities and threats for the Depot compared to other installations in and outside of the Commonwealth. He noted that the plan is designed to give the group a base element from both an installation and political standpoint. Kurt noted that Meyer & Associates will also be creating an action plan to utilized in the future, which will strengthen communication and education of Tobyhanna throughout the region. Kurt noted that the earliest BRAC may be of 2021. He noted there is approximately 3,800 employees at the Depot, which includes contractors.

*Communications & Membership* – Alex reported as of February 28, 2019, NEPA has 294 members for a total of $237,805. He noted that last year at this time NEPA had 249 members for a total of $224,542. Alex stated that NEPA’s goal for this year is 450 members. He noted that the new campaign began January 1st and there are still several non-renewing members, however, they are being received daily.

Donna reported that NEPA held a photo on February 7th at Ron’s Service Station (Luzerne County). She noted Ron’s Service station received a $90,000 loan through the NEPA Alliance Tri-District loan to purchase of land and a building. Donna further reported that on March 15th NEPA will be holding a photo op at McGregor Industries Inc. (Lackawanna County). She noted that McGregor Industries Inc. received a $200,000 loan through the NEPA Alliance Appalachian Regional Commission (ARC) loan fund for the purchase of machinery & equipment. Donna also reported that NEPA is working with Josh Olerud, General Manager of the RailRiders, in securing a speaker for this year’s annual dinner.

*Metropolitan Planning Organization (MPO)/Transportation* - Alan reported that Baker & Associates are preparing a strategic plan to identify roles and responsibilities of the MPO’s Technical and Policy Board Committees. He noted that the key participants were: Federal Highway Administration (FHWA), PennDOT, transit agencies and county representatives. Alan stated that Baker Associates overall objectives were transportation planning within the 4 county MPO region. He noted that there will be a Board retreat on March 19th at the NEPA office. Alan reported that the consultant will also be assisting with a Long Range Transportation Plan update, which is a federal mandate. He reported that preparation for the development of the next TIP update has begun with the Financial Guidance Workgroup consisting of MPO and RPO representatives, PennDOT and FHWA officials. He also noted that NEPA will be engaging in Freight Planning. Alan reported that NEPA is in the final stages of finalizing the Jim Thorpe Parking and Analysis and Complete Street analysis. He reported that NEPA continues to participate in the planning activities for the restoration of rail service between Scranton and New York, which is being managed by the Pennsylvania Northeast Rail Authority. Jeff thanked Chris Barret for the match dollars for the Jim Thorpe project.

*NEPA Business Finance Corporation (BFC)/Business Development Services* - Steve Ursich reported that Michael Horvath retired at the end of November and Debbie Langan has transitioned to Senior
International Business Program Manager. He noted that the preliminary dates for the Bring the World to Pennsylvania (BWTPA) event is for the end of September. Steve noted that there is nothing definitive until funding is in place.

Steve reported that Frank Migneco has returned to NEPA in the Procurement Technical Assistance Center (PTAC). He noted that the staff is well into the planning for the Government Contracting Showcase (GCS) scheduled for May 30th at Genetti’s in Wilkes-Barre. Steve reported that there are 23 attendees and 3 exhibitors registered for the event.

Steve reported that the Small Business Administration (SBA) 504 funded $6.892,000 in loans. He noted that the portfolio as of today is $15.3 million. Steve stated that there is $1.6 million in authorizations/commitments. He also noted that there are 2 applications at SBA for approximately $600,000 and likely submitting 2 more applications by the end of March. Steve noted that NEPA is low on internal funds. He further noted that the PEDA rates are very attractive.

Nonprofit & Community Assistance Center (NCAC) – Kurt noted that NCAC is in a 2-year program with the Harriet Jannette Weinberg Foundation to continue to learn about the regional association of grant makers. He noted that the Weinberg Foundation has been supporting the initiative for the past 6 years. Kurt noted the last contract received was a $40,000 investment for NCAC to bring foundations together multiple times a year for professional development, networking, review projects and look at challenges in the region. He stated that the initiative will continue for another year and will eventually have to look at a membership structure to help the program going forward. Kurt reported that NEPA has submitted an application to the PNC Foundation for the New Market Tax Credits (NMTC) program. The next NCAC Board Meeting will be May 15th.

President & CEO Report – Jeff reported that the Nominating process is underway and there are several vacancies on the Board. He noted that Steve Barrouk has volunteered to chair the Nominating Committee.

Jeff stated that the building renovations have been completed by the new contractor.

Jeff noted that on page 21 of the Board packet is NEPA Customer Satisfaction Survey, which indicates NEPA received 100% satisfaction from 17 clients. He noted that the survey is done on a quarterly basis.

Presentation - Kurt Bauman & Steve Ursich provided a power point on the New Market Tax Credits program on the background of the program, community benefits, community eligibility, eligible census tracts, business/organization benefits, ineligible applications, project team, project profiles, recent projects, upcoming/potential projects, Pennsylvania CEDs and previous allocations. A copy of the NMCT power point is available upon request.

Phil noted that the next meeting is scheduled for Wednesday, May 1, 2019.

There being no further business Board Chairman Phil Condron adjourned the meeting at 2:10pm.

Respectfully submitted: Donna Hritz, Communications & Operations Manager
March 19, 2019
Statement of Activities
March 31, 2019

<table>
<thead>
<tr>
<th>Revenues:</th>
<th>Prior YTD</th>
<th>Current YTD</th>
<th>Budget</th>
<th>Percentage of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grants/Projects</td>
<td>$ 1,789,533</td>
<td>$ 1,763,953</td>
<td>$ 3,368,373</td>
<td>52%</td>
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<tr>
<td>Membership Fees</td>
<td>173,250</td>
<td>174,000</td>
<td>232,000</td>
<td>75%</td>
</tr>
<tr>
<td>Rental Income</td>
<td>3,231</td>
<td>20,134</td>
<td>21,289</td>
<td>95%</td>
</tr>
<tr>
<td>RLF Admin. Fees</td>
<td>35,658</td>
<td>19,259</td>
<td>15,000</td>
<td>128%</td>
</tr>
<tr>
<td>Match from Other Sources</td>
<td>37,730</td>
<td>60,024</td>
<td>62,667</td>
<td>96%</td>
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<tr>
<td>Other Receipts</td>
<td>7,917</td>
<td>10,757</td>
<td>9,000</td>
<td>120%</td>
</tr>
<tr>
<td>Contributed Services</td>
<td>48,845</td>
<td>17,077</td>
<td>39,000</td>
<td>44%</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>2,096,164</td>
<td>2,065,204</td>
<td>3,747,329</td>
<td>55%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenses:</th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel</td>
<td>1,102,839</td>
<td>1,128,361</td>
<td>1,533,901</td>
<td>74%</td>
</tr>
<tr>
<td>Benefits</td>
<td>423,688</td>
<td>428,097</td>
<td>644,238</td>
<td>66%</td>
</tr>
<tr>
<td>Contractual</td>
<td>215,125</td>
<td>179,474</td>
<td>1,000,468</td>
<td>18%</td>
</tr>
<tr>
<td>Professional Fees</td>
<td>20,119</td>
<td>15,689</td>
<td>32,400</td>
<td>48%</td>
</tr>
<tr>
<td>Travel and Per Diem</td>
<td>24,788</td>
<td>28,631</td>
<td>44,921</td>
<td>64%</td>
</tr>
<tr>
<td>Meetings and Seminars</td>
<td>48,422</td>
<td>54,404</td>
<td>73,350</td>
<td>74%</td>
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<tr>
<td>Postage</td>
<td>4,273</td>
<td>3,925</td>
<td>7,650</td>
<td>51%</td>
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<tr>
<td>Supplies</td>
<td>16,633</td>
<td>15,452</td>
<td>38,921</td>
<td>40%</td>
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<td>Publications and Memberships</td>
<td>28,139</td>
<td>29,787</td>
<td>37,025</td>
<td>80%</td>
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<td>Printing</td>
<td>5,223</td>
<td>3,980</td>
<td>10,200</td>
<td>39%</td>
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<tr>
<td>Advertising</td>
<td>7,390</td>
<td>10,762</td>
<td>24,000</td>
<td>45%</td>
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<tr>
<td>Occupancy</td>
<td>44,344</td>
<td>37,684</td>
<td>62,300</td>
<td>60%</td>
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<tr>
<td>Equipment Rental &amp; Maintenance</td>
<td>10,639</td>
<td>14,666</td>
<td>21,200</td>
<td>69%</td>
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<tr>
<td>Depreciation</td>
<td>39,286</td>
<td>41,841</td>
<td>51,909</td>
<td>81%</td>
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<tr>
<td>Telephone/Internet</td>
<td>11,637</td>
<td>12,674</td>
<td>16,720</td>
<td>76%</td>
</tr>
<tr>
<td>Insurance</td>
<td>78</td>
<td></td>
<td>26,000</td>
<td>0%</td>
</tr>
<tr>
<td>Interest</td>
<td>29,983</td>
<td>34,429</td>
<td>49,834</td>
<td>69%</td>
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<tr>
<td>Other Costs</td>
<td>13,474</td>
<td>6,428</td>
<td>31,347</td>
<td>21%</td>
</tr>
<tr>
<td>Contributed Services</td>
<td>48,845</td>
<td>17,077</td>
<td>39,000</td>
<td>44%</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td>2,094,925</td>
<td>2,063,361</td>
<td>3,745,384</td>
<td>55%</td>
</tr>
</tbody>
</table>

| Increase (Decrease) in Net Assets | $ 1,239 | $ 1,843 | $ 1,945 |

<table>
<thead>
<tr>
<th>Net Assets</th>
<th></th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Beginning Balance</td>
<td>$ 1,372,872</td>
<td></td>
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<tr>
<td>Increase (Decrease)</td>
<td>1,843</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Current Balance</td>
<td>$ 1,374,715</td>
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<td></td>
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</table>

5
# Statement of Financial Position

**March 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>$ 705,571</td>
<td>$ 1,227,305</td>
<td>Accounts Payable</td>
<td>$ 111,971</td>
<td>77,278</td>
</tr>
<tr>
<td>Restricted Funds Invested</td>
<td>45,368</td>
<td>14,219</td>
<td>Deferred Project Funds</td>
<td>45,368</td>
<td>14,219</td>
</tr>
<tr>
<td>Membership Fees Receivable</td>
<td>40,200</td>
<td>14,975</td>
<td>Employee Benefits Payable</td>
<td>130,581</td>
<td>122,157</td>
</tr>
<tr>
<td>Advances/Deposits/Prepays</td>
<td>22,089</td>
<td>27,694</td>
<td>Payroll Withholdings</td>
<td>3,121</td>
<td>3,203</td>
</tr>
<tr>
<td>Accounts Receivable - Projects</td>
<td>673,254</td>
<td>220,096</td>
<td>Deferred Membership Fees</td>
<td>142,460</td>
<td>129,597</td>
</tr>
<tr>
<td>Loan Receivable - NEPABFC</td>
<td>79,593</td>
<td>80,883</td>
<td>Capital Lease Payable</td>
<td>533,823</td>
<td>620,821</td>
</tr>
<tr>
<td>Depreciable Assets (Net of Deprec.)</td>
<td>727,477</td>
<td>756,818</td>
<td>Total Liabilities</td>
<td>967,324</td>
<td>937,275</td>
</tr>
<tr>
<td><strong>Net Assets</strong></td>
<td></td>
<td></td>
<td><strong>Total Liabilities &amp; Net Assets</strong></td>
<td>$ 2,293,552</td>
<td>$ 2,341,990</td>
</tr>
</tbody>
</table>

*Net Assets represents NEPA's equity. It is the surplus of Total Assets less Total Liabilities. Net Assets is not equivalent to cash.*
## Northeastern Pennsylvania Alliance
### General Activities Draft Budget

**Fiscal Year Ending June 30, 2020**
Prepared 4-23-19

<table>
<thead>
<tr>
<th>Revenue</th>
<th>FYE 18 Budget</th>
<th>FYE 19 Budget</th>
<th>FYE 20 Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grants/Contracts</td>
<td>2,831,655</td>
<td>3,368,373</td>
<td>3,117,764</td>
</tr>
<tr>
<td>Match From Other Sources</td>
<td>28,000</td>
<td>62,667</td>
<td>39,667</td>
</tr>
<tr>
<td>Membership Fees</td>
<td>231,000</td>
<td>232,000</td>
<td>227,000</td>
</tr>
<tr>
<td>Rent and Related Receipts</td>
<td>12,949</td>
<td>21,289</td>
<td>28,921</td>
</tr>
<tr>
<td>RLF Admin Fees</td>
<td>46,000</td>
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<td>Other Receipts</td>
<td>9,510</td>
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<tr>
<td>Contributed Services</td>
<td>28,000</td>
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<td>38,000</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td><strong>3,187,114</strong></td>
<td><strong>3,747,329</strong></td>
<td><strong>3,481,552</strong></td>
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<table>
<thead>
<tr>
<th>Expenses</th>
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<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td>Personnel</td>
<td>1,521,981</td>
<td>1,533,901</td>
<td>1,601,078</td>
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<tr>
<td>Benefits</td>
<td>684,892</td>
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<td>Contractual</td>
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<td>Professional Fees</td>
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<td>19,500</td>
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<tr>
<td>Travel &amp; Per Diem</td>
<td>31,940</td>
<td>44,921</td>
<td>32,531</td>
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<tr>
<td>Meetings &amp; Conferences</td>
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**Increase (Decrease) in net assets**  
1,318  
1,945  
2,613
NEPA ALLIANCE
WORK PLAN FOR FISCAL YEAR 2018-2019
MAY 1, 2019

OUTLINE

1. ADMINISTRATIVE SERVICES DIVISION
   - Accounting and Financial Services for all NEPA programs
   - Contract Management for multiple NEPA and regional grants
   - Facility Maintenance and Management
   - Human Resources Management
   - Insurance/Directors & Officers Coverage
   - NEPA Membership Campaign
   - NEPA Vehicle management

2. BUSINESS DEVELOPMENT SERVICES DIVISION
   - Bring the World to PA
   - Business Finance Assistance/Revolving Loan Fund Programs
   - DOD/DLA Procurement Technical Assistance Center (PTAC)
   - Government Contracting Showcase (GCS)
   - International Business Development (Regional Export Network)
   - NEPA Alliance Business Finance Corp/SBA 504 Loan Program Management
   - NEPA Defense Transition Partnership Program Implementation
   - Performance Measurement System/Executive Pulse System
   - PREP Admin – Partnerships for Regional Economic Performance
   - PTAC Client of the Year Award
   - PTAC Government Contracting Newsletter

3. COMMUNICATIONS & OPERATIONS DIVISION
   - Annual Report Preparation
   - Board and Executive Committee Organization and support
   - Bylaws Committee Organization and Support (as needed)
   - Communications & Membership Committee Support
   - IT and website maintenance for NEPA Operations
   - NEPA Alliance Annual Dinner
   - NEPA Alliance Regional Leadership Award
   - NEPA Membership
   - NEPA Newslines Email Newsletter
   - Nominating Committee Organizational Support

4. COMMUNITY & ECONOMIC DEVELOPMENT SERVICES DIVISION
   - ARC/EDA Project Development
   - ARC/EDA Regional Project Review Committee
   - Blue Ribbon Task Force (BRTF) and PA Military Community Enhancement Commission
   - Local Defense Group program grant administration
   - Comprehensive Economic Development Strategy (CEDS)
   - Economic Impact Modeling Services
   - Engage- Business Retention & Expansion Program
   - NEPA Defense Transition Partnership Project Management
   - NEPA Research & Information Center
- New Market Tax Credit Program
- Nonprofit & Community Assistance Center (NCAC) Assoc. of Fundraising Professionals
- Nonprofit & Community Assistance Center (NCAC) NEPA Grantmakers Forum
- Nonprofit & Community Assistance Center (NCAC) Program Administration
- Nonprofit & Community Assistance Center (NCAC) Community Foundation Imitative

5. TRANSPORTATION PLANNING SERVICES DIVISION
- Back Mountain Community Partnership (BMCP)
- Commuter Services of Pennsylvania
- Coordinated Transit-Human Services Transportation Plan Implementation
- County Roads Task Groups (4 counties)
- Focus81 and I-81 Multi State Coalition (3 counties)
- Functional Classification Update
- Geographic Information System (GIS)
- Jim Thorpe Borough Parking Analysis and Complete Streets Evaluation
- Long Range Transportation Plan Update
- Milford Borough Traffic Congestion, Pedestrian and Bicycle Circulation Study
  (Supplemental Planning Funds Request Pending Approval by PennDOT)
- NEPA Interchanges Transportation Program Newsletter
- NEPA MPO 2021-2024 Transportation Improvement Plan Update (4 Counties)
- NEPA MPO Transportation Program Strategic Plan
- PennDOT Assessment and Inventory of Local Transportation Assets (4 counties)
- PennDOT Connects
- PennDOT Local Roads Technical Assistance Program (LTAP) (7 counties)
- PennDOT NEPA Metropolitan Planning Organization (MPO) (4 Counties)
- Reactivation of Passenger Rail Service between New York City and the City of Scranton
- Regional Freight Inventories and Corridors
- Roadway Safety Audits/Reviews
- Rt. 611 Corridor Study
- Wetland Mitigation Planning
1. ADMINISTRATIVE SERVICES DIVISION

Accounting and Financial Services
NEPA maintains a computerized accounting system and prepares all financial statements and reports. NEPA prepares an annual detailed budget and monitors the status throughout the year. NEPA is audited annually and has always received an unqualified “clean audit” opinion. The Budget & Finance Committee reviews the budget, audit and financial statements. NEPA also prepares an annual Form 990. NEPA performs accounting services for Northeastern Pennsylvania Nonprofit and Community Assistance Center Penn’s NE, the Blue Ribbon Task Force, the Back Mountain Community Partnership and the NEPA Business Finance Corporation.

Contract Management
NEPA administers approximately 20 federal, state and local contracts and ten (10) revolving loan fund programs. Reports are prepared regularly for funding agencies to ensure that NEPA complies with all grant, contract and match requirements. In-Kind documentation is calculated and used toward match requirements where applicable.

Facility Maintenance and Management
NEPA has a long term capital lease with the Northeastern Pennsylvania Nonprofit and Community Assistance Center (NCAC) who owns the building where NEPA is located. NEPA is responsible for all upkeep and maintenance of the building including, repair, cleaning, HVAC, and landscaping.

Human Resource Management
NEPA performs payroll processing and benefit administration for 21 employees. NEPA’s employee benefits include health insurance, short term disability, long term disability, life insurance, retirement plan, and vacation time. All employee benefits and benefit carriers are reviewed on a regular basis to ensure cost efficiency. Administrative Services also prepares and maintains the NEPA Employee Handbook and ensures compliance.

Insurance/Directors & Officers Coverage
NEPA administers insurance policies for the building, business owners, automobile, umbrella, workers compensation and directors and officers. NEPA will periodically review policies and carriers to ensure sufficient coverage and cost efficiency.

NEPA Membership Campaign
NEPA continues to look for ways to improve our membership numbers, value and return on investment for our members.

NEPA Vehicle Management
Administrative Services coordinates vehicle use and maintenance for the two (2) vehicle NEPA fleet.
2. BUSINESS DEVELOPMENT SERVICES DIVISION

Bringing the World to Pennsylvania – International Business Development
This event brings the Pennsylvania’s Foreign Trade Representatives to our region for meetings with local companies. This will tentatively begin statewide on September 9, 2019 and will conclude September 20, 2019, as part of the Trade Representatives travel to all regions of the Commonwealth.

Business Finance Assistance/Revolving Loan Funds Programs
NEPA administers ten small business lending programs including several microloan programs. These programs are funded through federal and state sources. NEPA generally loans $1.5 to $2 million annually from these programs, leveraging another $2 to $3 million in private funds, with specific requirements for job retention and/or creation. Microloans are directed toward entrepreneurs and very small businesses. NEPA performs program marketing, loan review and analysis, loan closing with legal counsel, loan servicing, loan reporting and loan collection activities. All loans are approved through the NEPA Loan Review Committee as are loan write-offs and major revisions to closed loans including collateral amendments, revised repayment terms. In Fiscal Year 2020, NEPA will add an eleventh USDA Micro-Loan program to its loan fund portfolio, this fund should be operational July 1, 2019.

DOD/DLA Procurement Technical Assistance Center (PTAC)
The NEPA Procurement Technical Assistance Center (PTAC) assists local companies with securing government contracts/sub-contracts through a full range of technical and market assistance services and one-on-one counseling including bid-matching, using the Internet, VOSB/SDVOSB and WBE/MBE Certifications, SAM registration, procuring DUNS # etc. NEPA PTAC also provides various educational programs on federal/state procurement topics and will participate in a myriad of seminars and workshops throughout the region.

Government Contracting Showcase (GCS)
As its premier event, the NEPA PTAC will continue to organize and conduct its Government Contracting Showcase. This event brings businesses together with government agencies and features various topical workshops and exhibitors explaining their procurement process and related market intelligence.

International Business Development (Regional Export Network)
NEPA works with businesses throughout Northeastern Pennsylvania to help develop international sales opportunities. The Commonwealth Office of International Business Development (OIBD) currently has 15 overseas trade representatives. NEPA works with clients daily to assist them in selling their products overseas. Major work elements include counseling, technical assistance, developing market entry strategies, market intelligence, working with trade representatives to provide support on international trade shows and conducting educational programs.

NEPA Alliance Business Finance Corporation/SBA 504 Loan Program
The NEPA Alliance Business Finance Corporation continues to operate in compliance with all Small Business Administration (SBA) statutes and maintains a high rating under the SBA rating system. Under a Management Agreement, NEPA provides administrative, marketing, loan approval, loan closing and operational related services to the NEPA Alliance BFC. NEPA Alliance Business Finance Corporation provides small businesses access to below market fixed rate financing on asset acquisition projects that help create and retain jobs in our outreach area.
**NEPA Defense Transition Partnership Program Implementation**

The NEPA Business Development Services Division is integrally involved in the implementation of this Program. NEPA will provide direct services to affected businesses in the implementation of this diversification plan primarily through the PTAC and Export Programs.

**Performance Measurement System and Executive Pulse System**

NEPA surveys all active clients to report on the impact of its Business Development Programs in terms of jobs and sales. Clients also report on their satisfaction with NEPA services. The PTAC, Export and Loan Programs also have separate reporting requirements to their funding sources. PREP reporting will be maintained through Executive Pulse.

**PREP Admin – Partnerships for Regional Economic Performance (PREP)**

NEPA serves Northeast Pennsylvania PREP as the Program Coordinator and the fiscal and contracting agent for the participating nine (9) economic development corporations in this region.

NEPA will also serve as the reporting agent for the full PREP Northeast Network which also includes the two (2) Small Business Development Centers and two (2) Industrial Resource Centers serving in this region.

**PTAC Client of the Year Award**

The PTAC Staff and NEPA Senior Management meet to recommend and discuss potential nominees and upon consensus, chose the business meeting award criteria. The award will be presented at the PTAC’s Government Contracting Showcase.

**PTAC Government Contracting Newsletter**

This electronic newsletter is prepared by the NEPA PTAC staff. It is sent to NEPA PTAC’s Government Contracting clients to help keep them informed of contracting opportunities, workshops, registration and certification updates, as well as changes in federal, state, and local contracting rules and regulations.

3. **COMMUNICATIONS & OPERATIONS DIVISION**

**Annual Report Preparation**

The preparation of the NEPA Alliance Annual Report is completed for the Annual Dinner. We continue to simplify and improve the quality of the report for our members, clients, board members and funding agencies.

**Board and Executive Committee Organization and Support**

The division monitors and records Board Member attendance. Provide meeting minutes and all organizational activities including Board Packet and agendas.

**Bylaws Committee Organization and Support (as needed)**

Monitor and record recommendations. Provide meeting minutes and supporting documentation on organizational activities including agendas and other materials on an as needed basis.

**Communications & Membership Committee Support**

The Communications Committee meets routinely to discuss upcoming events and NEPA Marketing activities. The committee provides input on the NEPA Annual Dinner and other activities.
IT and website maintenance for NEPA Operations
NEPA has a full-time staff member who monitors the network and server systems on a daily basis. He also reviews equipment needs and maintains a replacement/modernization program for all internal equipment.

NEPA Alliance Annual Dinner
According to the Bylaws, the NEPA Annual Dinner is held every year and is organized and managed by the Communication & Operations Division.

NEPA Alliance Regional Leadership Award
The Communications & Membership Committee meet to recommend and discuss potential nominees and upon consensus, chose this name to revitalize the award. The award will be presented at NEPA’s Annual Dinner.

NEPA Membership
Assists in coordinating the membership campaign, and membership incentives offered to businesses, government and nonprofits throughout the region.

NEPA Newslines Email Newsletter
NEPA’s electronic newsletter, the NEPA Newslines, is sent monthly. Special event emails are sent as needed. Our subscription numbers are at 3,737 active contacts.

Nominating Committee Organizational Support
Monitor and report on Board attendance at Board of Director’s Meetings. Prepare spreadsheets of Board Members terms that are about to expire. Contact Board and County Commissioners on reappointments and/or new appointments to the Board.

4. COMMUNITY & ECONOMIC DEVELOPMENT SERVICES DIVISION

ARC/EDA Project Development
NEPA actively assists project sponsors in the development of ARC and EDA Pre-Applications and Applications for grant assistance.

ARC/EDA Regional Project Review Committee
NEPA is the Local Development District (LDD) as designated by the Appalachian Regional Commission and the PA DCED. NEPA serves as the local delivery system for the Appalachian Regional Commission (ARC) funding for projects within our region. The Project Review Committee reviews and prioritizes pre-application proposals for ARC grant assistance and makes recommendations to the NEPA Board of Directors.

Blue Ribbon Task Force (BRTF) and PA Military Community Enhancement Commission Local Defense Group program grant
NEPA will continue to provide administrative support to the BRTF and BRTF Management Group. This service will continue to be accounting services, monitoring of the BRAC process and administration of three grants from the Commonwealth to support the BRTF and Tobyhanna.

Comprehensive Economic Development Strategy (CEDS)
NEPA develops a Comprehensive Economic Development Strategy (CEDS) for the United States Department of Commerce, Economic Development Administration (EDA). The CEDS analyzes the
regional economy and serves as a guide for establishing regional goals and objectives, developing and implementing a regional plan of action, and identifying investment priorities and funding sources.

**Economic Impact Modeling Services**
NEPA provides Economic Impact Modeling Services using IMPLAN to partners and clients. NEPA completes approximately 6-10 economic impact studies per year.

**Engage – Business Retention & Expansion Program**
*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 Defense Transition Partnership Management**
NEPA is the sub-grantee to PA DCED under an Office of Economic Adjustment Grant that provides services for defense dependent businesses within the DoD supply chain.

**NEPA Research & Information Center**
NEPA provides demographic and statistical information for clients and partners. NEPA also maintains relevant regional demographics on the NEPA website.

**New Market Tax Credit Program**
Utilizing funding from ARC and the PNC Foundation, NEPA has launched a New Market Tax Credit (NMTC) program that seeks to develop organizational (board and staff) capacity to apply to become a Community Development Entity and to seek a direct allocation of available NMTCs. The NTMC program was established in 2000 to stimulate investment and economic growth in low income urban neighborhoods and rural communities that lack access to the patient capital needed to support and grow businesses, create jobs and improve local economies.

**Nonprofit & Community Assistance Center (NCAC) Assoc. of Fundraising Professionals (AFP)**
**NEPA Chapter Administrative Services**
NEPA staff will provide administrative support services for the AFP NEPA Chapter. Services will include seminar planning and preparation, board meeting support and other administrative functions.

**Nonprofit & Community Assistance Center (NCAC) NEPA Grantmaker Forum**
The NEPA Grantmakers initiative brings grantmaking organizations and agencies together to more efficiently and effectively address the grantmaking needs of communities within Northeastern Pennsylvania. The consortium allows for open discussion on grantmaking activities and best practices, local service deficiencies, peer collaborations, investment insight and legal challenges. The initiative has led to systemic improvements in grantmaking activities throughout the region that have provided greater efficiencies and impacts to both funders and grant recipients. NEPA staff administers and facilitate the NEPA Grantmakers Forum and website.

**Nonprofit & Community Assistance Center (NCAC) Program Administration**
NEPA continues to provide staff support and administration to NCAC through our affiliation and agreements revised in 2006. NEPA staff maintains the NCAC Resource Center including The Foundation Center Funder Information Network, Guidestar Premium and over 100 print resources for nonprofits in the region. NEPA provides counseling on grant seeking, nonprofit administration and best practices. NEPA’s assist smaller nonprofits and multi-organizational groups with grant preparation. NEPA staff
offer several workshops including Grant Writing Basics, Grant Seeking, Letter of Intent, Capital Campaigns, and Board Governance.

**Nonprofit & Community Assistance Center (NCAC) Community Foundation Initiative**
NCAC has submitted an ARC grant that will provide start-up support for a community foundation in Monroe County.

5. **TRANSPORTATION PLANNING SERVICES DIVISION**

**Back Mountain Community Partnership**
NEPA will continue to provide administrative assistance and professional guidance to a partnership of seven municipalities in the Back Mountain area of Luzerne County. The objective is to help these municipalities develop collaborative services and secure program funding to better serve the region.

**Commuter Services of Pennsylvania**
Commuter Services will continue to develop its services in the NEPA MPO region to reduce traffic congestion by helping commuters find alternatives, other than driving alone, and by reaching out to employers to help their workforce find those options.

**Coordinated Transit-Human Services Transportation Plan Implementation**
The NEPA Alliance will convene the Transit Subcommittee to engage in activities stemming from the NEPA MPO’s Coordinated Public Transit/Human Services Plan as well as other specialized transportation services targeted to assist marginalized populations.

**County Roads Task Groups (4 counties)**
NEPA will work with Carbon, Monroe, Pike and Schuylkill counties toward developing countywide task groups of municipal transportation officials and local agency stakeholders to serve as a forum to better coordinate services and develop resolutions to shared challenges within local transportation networks.

**Focus 81 & I-81 Multi State Coalition**
We continue to administer the Focus 81 initiative in partnership with Lackawanna Luzerne Metropolitan Planning Organization (MPO). The extent of the I-81 corridor purview includes the full length of the interstate in all of Lackawanna, Luzerne and Schuylkill counties. The I-81 Multi State Coalition was formed in September of 2007 and involves the 6 states of the I-81 Corridor. The Coalition has formally established itself within Virginia Tech University and NEPA will continue to represent the interests of Northeastern Pennsylvania to explore initiatives to address traffic flow, economic and safety improvements. Major initiatives to be developed this coming program year include Freight Planning, Traffic Incident Management and a redesign of the Focus 81 website.

**Functional Classification Update**
NEPA staff in consultation with PennDOT program staff will continue conducting a review and evaluation of the roadway network in the four county MPO region. Traffic volumes, critical linkages, service functions and freight movements will be reviewed in the context of proper functional road classification and service level considerations.

**Geographic Information System (GIS)**
NEPA will further develop its GIS services through the creation of computer-generated maps in support of the transportation program and related initiatives. This technology displays various natural and man-made physical features over a landscape in a series of layers for location analysis and use as a decision support and planning tool.
Jim Thorpe Borough Parking Analysis and Complete Streets Evaluation
The NEPA MPO was awarded funding for the completion of a Parking Analysis and Complete Streets Study for downtown Jim Thorpe which 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. NEPA engaged a consultant to assist in the development of the study which is expected to be completed by the end of this current fiscal year. Project recommendations and funding opportunities identified in the plan will be pursued in collaboration with local groups during this coming fiscal year.

Long Range Transportation Plan Update
The NEPA Alliance will maintain the NEPA MPO Long Range Transportation Plan (LRTP) adopted in March 2016 and ensure continued compliance with current federal transportation legislation and consistency with Highway and Transit financial guidance. Because the NEPA MPO is an air quality non-attainment MPO, the LRTP must be updated every four years. During the upcoming fiscal year, the LRTP will be reviewed and amended by staff with the assistance of a professional consultant. The LRTP Update process will continue through the upcoming fiscal year and conclude with adoption and submission to State/Federal agencies by March 2020.

Milford Borough Traffic Congestion, Pedestrian and Bicycle Circulation Study (Supplemental Planning Funds Request Pending Approval by PennDOT)
NEPA Transportation Program staff will work with the Pike County Planning Department staff, Milford Borough officials and local interests to initiate a study of traffic congestion, circulation, pedestrian movements, parking issues and bicycle routing in Milford Borough. If funded, this study will be conducted by a consultant in a manner similar being completed in Jim Thorpe Borough.

NEPA Interchanges Transportation Program Newsletter
A Transportation Program Newsletter (Interchanges) will be issued quarterly to keep our constituency up-to-date on the growing services and developments in the NEPA Transportation Planning Services Division and Federal and State transportation issues.

NEPA MPO 2021-2024 Transportation Improvement Program Update (4 Counties)
In collaboration with PennDOT, NEPA transportation program staff will coordinate the development and adoption of an update of the region’s Transportation Improvement Program (TIP) with the Technical Planning Committee and MPO Policy Board. The TIP Update was developed following a review of the bridge, highway and transit projects currently on the TIP and their progress with consideration of the current transportation needs of the region.

NEPA MPO Transportation Program Strategic Plan
This current program year, a strategic plan was developed to guide the MPO’s planning program encompassing the critical planning products for the MPO, including the regional Long Range Transportation Plan (LRTP), the Transportation Improvement Plan (TIP) and the Unified Planning Work Program (UPWP). The recently concluded strategic planning process provided MPO members an opportunity to assess the direction of the current program and identify issues demanding attention, recommended actions, as well as corresponding short-term priorities, and identify roles and responsibilities of committees and partnering agencies. This strategic plan will be used as guidance in the preparation of the LRTP Update and the development of the 2021-2022 UPWP.
**PennDOT Assessment and Inventory of Local Transportation Assets (4 counties)**
NEPA will continue the process of surveying transportation infrastructure features of local transportation assets using guidance established by PennDOT and the MPO/RPOs. Assets already inventoried include the locally owned bridges less than 20 ft. and locally owned non-federal aid roadways. This effort will continue in the upcoming program year addressing sidewalk ADA curbramp inventories particularly in boroughs, villages and urban clusters, and freight/transportation related features of commercial business parks in collaboration with the Lackawanna-Luzerne MPO. As a multiyear project, future inventorying may include signage, traffic signals, retaining walls, ITS, guiderail, drainage systems and transit facilities. This effort is being conducted in consultation with PennDOT, municipal roadmasters and public works officials.

**PennDOT Connects**
At the direction of Secretary Leslie Richards, PennDOT has initiated a new effort to improve planning processes and increase local involvement in projects. In coordination with the PennDOT Districts 4-0 and 5-0, NEPA will continue to engage local officials and organizations during the project development process to ensure coordination and continuity with local interests and related plans.

**PennDOT Local Roads Technical Assistance Program (LTAP) (7 counties)**
NEPA will continue to coordinate the Local Technical Assistance Program (LTAP). This program provides transportation, safety and infrastructure training to local municipal road and street department personnel, elected officials and municipal administrators including best practices for road maintenance, worker safety and operations.

**PennDOT NEPA Metropolitan Planning Organization (MPO) (4 Counties)**
NEPA will continue to manage the Transportation Improvement Program in coordination with the Northeastern Pennsylvania Metropolitan Planning Organization Technical Committee and MPO Policy Board through our contract with PennDOT. The MPO region includes Carbon, Monroe, Pike and Schuylkill Counties.

**Reactivation of Passenger Rail Service between New York City and the City of Scranton**
NEPA will be engaging federal, state and regional agencies and elected officials in consultation with the Pennsylvania Northeast Regional Rail Authority and the Lackawanna-Luzerne MPO to coordinate project development activities associated with the restoration of rail service between Scranton and New York City. With the recent development of a segment of the rail extension in the western portion of New Jersey and the possibility of funding under provisions of the FAST Act, NEPA will be pursuing a strategy for advancing the development of the project into northeastern Pennsylvania.

**Regional Freight Inventories and Corridors**
The NEPA Alliance will initiate the development of regional freight inventories and freight corridors, and identify appropriate interests and representation for inclusion in a Freight Advisory Committee. This effort will be coordinated with the Focus 81 Committee and the Lackawanna-Luzerne MPO.

**Roadway Safety Audits/Reviews**
Transportation Program staff will conduct road safety audits/reviews in collaboration/consultation with PennDOT Districts 4-0 and 5-0 and FHWA that will involve safety field views of high crash locations, pedestrian, bicycle and vehicular conflicts, assist in the development of potential solutions through Road Safety Audit/Reviews Studies and identify funding sources to address the identified safety concerns.
Rt. 611 Corridor Study
The NEPA Alliance will work with PennDOT District 5-0 staff, the Monroe County Planning Department and local municipal officials in the development of a study of the Rt. 611 corridor in Monroe County east and west of the current I-80 reconstruction project limits. The study will take into consideration the Interstate 80 widening project once a design alternative is selected and impacts are identified, which will then serve as the basis for prioritization of future traffic network improvements.

Wetland Mitigation Planning
The NEPA Alliance with work with PennDOT, FHWA and DEP to create an inventory of wetlands to be the basis for a regional wetland bank that will assist with efforts to address suitable locations for consideration in wetland mitigation.
The following recommendations have been received from the respective counties and/or recommended by the Nominating Committee for **reappointment** to the Board of Directors for a 2-year term beginning July 1, 2019.

**Carbon County**  
Joe Sebelin, Executive Director, Pocono Counties WIA

**Lackawanna County**  
Tom Donohue, Vice President/General Manager, Lamar Advertising

**Luzerne County**  
Steve Barrouk, Associate Partner, City Brokers Real Estate  
Mary Malone, President, Greater Hazleton Chamber of Commerce

**Monroe County**  
Chuck Leonard, Executive Director, Pocono Mts Economic Dev Corp  
Mary Frances Postupack, Vice President, East Stroudsburg University

**Pike County**  
Derek Bellinger, Assistant Vice President, Wayne Bank

**Schuylkill County**  
Micah Gursky, Director of Development, St. Luke's Hosp. Miners Campus  
Bud Quandel, President, Quandel Enterprises Inc.

**Wayne County**  
Mark Graziadio, Retired Banker  
Dave Hoff, President & CEO, Wayne Memorial Health System

The following recommendations have been received from the counties and/or recommended by the Nominating Committee for **new appointments** in their respective counties for a 2-year term beginning July 1, 2019.

**Carbon County** - Marlyn Kissner, Executive VP Northern Region, Greater Pocono Chamber of Commerce

**Lackawanna County** - Ida Castro, Vice President Community Engagement and Chief Diversity Officer at Geisinger Commonwealth School of Medicine

**Luzerne County** – Ted Wampole, Executive Director, Visit Luzerne County

**Monroe County** – Donald Seiple Jr. President, St. Luke’s Monroe Hospital – *(Pending on a conference call with Jeff Box on April 29th.)*
Pike County – Cythia DeFabo, Director, Pike County Workforce Development Agency

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

Matt Connell, Dean, Northampton Community College Monroe Campus
Ricky Durst, Senior Director Marketing & Ticketing, Pocono Raceway
Larry Malski, Executive Director, PA NE Regional Railroad Authority
Josh Olerud, Team President & COO, Scranton/Wilkes-Barre RailRiders
Alana Roberts, Regional Affairs Director, PPL Electric Utilities

The following have been recommended by the Nominating Committee to the Board Chairperson for his appointment to At Large Board Seats.

Carl Beardsley, Executive Director, Wilkes-Barre/Scranton International Airport
Steve Daniloff, Vice President/General Manager, WBRE-TV

Chris Barrett offered to contact Arthur Keith, General Manager, Kalahari Resort & Conventions to see if he is interested in serving as an At-Large Member. The Committee agreed to reach out to Vince Galko, Senior Vice President, Mercury Public Affairs, if Arthur Keith is unable to serve.

The following have been recommended by the Nominating Committee to be reappointed to Ex-Officio Seats.

Charles Barber, The Luzerne Foundation (Representing NCAC)
Jeffrey Box, NEPA Alliance
Michelle Bisbing, Penn’s Northeast (John Augustine alt.)

The following have been recommended by the Nominating Committee to be reappointed to Emeritus Seats.

Dave Donlin
Paul Maher
Mahmoud Fahmy
Ernie Preate

Due to lack of contact with Phyllis Brandwene, the Nominating Committee recommended Phyllis be removed as an Emeritus Member.

The following have been recommended by the Nominating Committee to serve as Officers for the coming year beginning July 1, 2019.

Phil Condron, Board Chairperson
Joe Sebelin, 1st Vice-Board Chairperson
Steve Barrouk, 2nd Vice-Board Chairperson
Mark Graziodio, Treasurer
Commissioner George Halcovage, Secretary
Nominating Committee  
May 1, 2019

Bill Kerstetter, Assistant Treasurer
Mary Frances Postupack, Assistant Secretary
Bud Quandel, Past Board Chairperson

The NEPA Board Chair will call for a motion to approve the Nominating Committee recommendations as listed above.
CHAIRMAN’S APPOINTMENTS TO STANDING COMMITTEES
2019-2020

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<th>Executive Committee (8)</th>
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<td>Phil Condon (Board Chair) - Lackawanna</td>
<td>William Kerstetter (Chair)</td>
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<tr>
<td>Joe Sebelin (Vice Chair) - Carbon</td>
<td>Michelle Mikitish (Chair)</td>
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<tr>
<td>Steve Barrouk (2nd Vice Chair) - Luzerne</td>
<td>Derek Bellinger</td>
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<tr>
<td>Mark Graziodio (Treasurer) - Wayne</td>
<td>Bob Carl</td>
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<td>Comm. George Halcovage (Secretary) – Schuylkill</td>
<td>John Casella</td>
</tr>
<tr>
<td>Bill Kerstetter (Assistant Treasurer) - Pike</td>
<td>Mark Graziodio</td>
</tr>
<tr>
<td>Mary Frances Postupack(Assistant Secretary) - Monroe</td>
<td>Mary Malone</td>
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<tr>
<td>Bud Quandel (Past Board Chair) - Schuylkill</td>
<td>Jerry McAward</td>
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<td>Jack McNulty</td>
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<td>Ted Wampole</td>
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<td></td>
<td>Phil Condon, Board Chair</td>
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</tbody>
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<table>
<thead>
<tr>
<th>Blue Ribbon Task Force Management Group (15)</th>
<th>By-Laws Committee (11)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kevin Toolan, (BRTF Co-Chair)</td>
<td>Jack McNulty, (Chair)</td>
</tr>
<tr>
<td>Jeffrey Box, (BRTF Co-Chair)</td>
<td>Mary Frances Postupack</td>
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<tr>
<td>Carl Beardsley</td>
<td>Micah Gursky</td>
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<td>Carl Biscontini</td>
<td>Dave Hoff</td>
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<td>Jon Cadman</td>
<td>Larry Malski</td>
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<td>Matt Connell</td>
<td>Ernie Preathe</td>
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<td>Robert Durkin</td>
<td>Kevin O’Donnell</td>
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<td>Marilyn Kissner</td>
<td>Joe Sebelin</td>
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<tr>
<td>Chuck Leonard</td>
<td>Chuck Leonard</td>
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<tr>
<td>Phil Condon, NEPA Board Chair</td>
<td>Peter Wulfhorst</td>
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<tr>
<td>Mark Volk</td>
<td>Phil Condon, Board Chair</td>
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<tr>
<td>Mary Beth Wood</td>
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<tr>
<td>VACANT</td>
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<tr>
<td>VACANT (14)</td>
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<tr>
<td>VACANT</td>
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<tr>
<td>Frank Sullivan (DCED PA Military CPC)</td>
<td>Alex Stark (Chair)</td>
</tr>
<tr>
<td>Peter Witmer (DCED PA Military CPC)</td>
<td>Cynthia DeFabo</td>
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<td>Bob Morgan (Non voting)</td>
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<td>Anthony Ferreira (Non voting)</td>
<td>Ricky Durst</td>
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<td>Robert Haas (Non voting)</td>
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<td>Kristyn Smith (Non voting)</td>
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<td>Marti Verbontiz (Non voting)</td>
<td>Kathy Henderson</td>
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<tr>
<td>Aimee Wechsler</td>
<td>Michelle Mikitish</td>
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<td>Frank Zardecki (Non voting)</td>
<td>Josh Olerud</td>
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<td>Harold Pudliner</td>
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<td>Craig Rickard</td>
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<td>Joe Sebelin</td>
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<td>Donald Sieple</td>
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<td>Phil Condon, Board Chair</td>
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Communications & Membership Committee

<table>
<thead>
<tr>
<th>Alex Stark (Chair)</th>
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<tbody>
<tr>
<td>Cynthia DeFabo</td>
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<tr>
<td>Tom Donohue</td>
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<td>Ricky Durst</td>
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<tr>
<td>Donald Sieple</td>
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<td>Phil Condon, Board Chair</td>
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</table>
NEPA MPO Policy Board (Appointments are made by the NEPA Board of Directors for a 2-year term ending 6/30/20)
Matt Connell, (Chair) Dean of Northampton Community College, Monroe County Campus*
Derek Bellinger, Wayne Bank*
John Casella, Site Director, Monroe County CareerLink (Alternate)*
Ray Green, PennDOT Central Office (Alternate)
Micah Gursky, Director of Development, St. Luke’s Miners Memorial Hospital*
Kathy Henderson, Carbon Chamber & Economic Development Corp.*
Matt Osterberg, Pike County Commissioner (Alternate)*
Bud Quandel, President, The Quandel Group, Inc. (Alternate)*
Joseph Sebelin, Executive Director, Pocono Counties WIA (Alternate)*
Larry Shifflet, PennDOT Central Office

NEPA MPO Technical Planning Committee (Appointments are made by County Commissioners except for PennDOT, Transit and NEPA Board Appointees)
Christine Meinhart-Fritz, (Chair) Monroe County Planning Commission
David Bodnar, (Vice Chair) Carbon County Planning & Development
David Bekisz, Schuylkill County Transit
Marie Bishop, PennDOT District 4-0
Greg Christine, Monroe County (Alternate)
Brendan Cotter, CCCT/LANTA
Tanya Goode, Monroe County Transportation Authority (Transit Alternate)
Carl “Chuck” Gould, Chestnuthill Township Board of Supervisors
Ray Green, PennDOT Central Office
Steven Guccini, Pike County (Alternate)
Doyle Heffley, State Representative
Peggy Howarth, Monroe County Transportation Authority
Vanessa Koenigkramer, PennDOT District 5-0
Eric Koopman, Monroe County Planning Commission (Alternate)
Lisa Mahall, Schuylkill County (Alternate)
Gary Martinaitis, Schuylkill County Transit (Transit Alternate)
Matthew Osterberg, Pike County
Harold Pudliner, Weatherly Borough (Alternate)
Ryan Richards, Carbon County Planning & Development (Alternate)
Matt Smoker, FHWA (Non-Voting Member)
Brian Snyder, Pike County Planning (Alternate)
Tiana Williams, CCCT/LANTA (Transit Alternate)
Tom Yashinsky, ARRO Group (Alternate)
VACANT, (NEPA Board Appointee)

NEPA Representatives to the NCAC Board (3)
Matt Connell
Jack McNulty
Joe Sebelin
Nominating Committee (11)
Steve Barrouk (Chair)
Chris Barrett
Cynthia DeFabio
Micah Gursky
Kathy Henderson
Mary Malone
Mike McCord
Larry Malski
Craig Rickard
Ted Wampole
Phil Condron, Board Chair

Personnel Committee (11)
Jack McNulty (Chair)
Chris Barrett
Steve Barrouk
Bob Carl
Dr. Mahmoud Fahmy
Micah Gursky
Kathy Henderson
Chuck Leonard
Joe Sebelin
Peter Wulfhorst
Phil Condron, Board Chair

Regional Project Review Committee (13)
Jack McNulty (Chair)
Steve Barrouk
Matt Connell
Ricky Durst
Micah Gursky
Dave Hoff
Marilyn Kissner
Larry Malski
Mary Frances Postupack
Alana Roberts
Joe Sebelin
Mary Beth Wood
Phil Condron, Board Chair

Revolving Loan Fund Committee (13)
William Kerstetter (Chair)
Donna Simpson - (Vice Chair) - Univ. of Scranton SBDC
Stacia Arnaud – First Keystone Community Bank
Paul Browne Carbondale Technology Transfer Center
Maria Bruno - Accountant
Gino DeGiosio – Jim Thorpe Neighborhood Bank
Ryan Barhight – Landmark Community Bank
J. Patrick Dietz – Peoples Security Bank & Trust
John Ferrett - Fidelity Deposit & Dis. Bank
James Gorman – BB&T Bank
Don Olszewski - NEPIRC
John Strellish - FNCB Bank
Matthew Colgan - NBT Bank
Listed below is the Fiscal Year 2019-2020 Board of Directors meeting schedule. Please mark the noted dates on your calendars. These meetings are held bi-monthly on the first Wednesday with the exception of holidays and conflicting meeting dates.

<table>
<thead>
<tr>
<th>DATE</th>
<th>TIME</th>
<th>LOCATION</th>
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<tbody>
<tr>
<td>September 26, 2019</td>
<td>4:00PM</td>
<td>Board Meeting</td>
</tr>
<tr>
<td></td>
<td>5:00PM</td>
<td>Annual Dinner (location TBD)</td>
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<tr>
<td>November 6, 2019</td>
<td>1:00PM</td>
<td>NEPA Alliance Office</td>
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<td>January 2020 (TBD)</td>
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<td>NEPA Alliance Office</td>
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<tr>
<td>March 4, 2020</td>
<td>1:00PM</td>
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</tr>
<tr>
<td>May 6, 2020</td>
<td>1:00PM</td>
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</table>
Board of Directors Report
May 1, 2019

Dear Board Members,

Happy Spring to everyone! The May Board Meeting is the most busy of all our work meetings throughout the year. Please do your best to attend this important meeting.

As always, we are engaged in numerous activities and programmatic delivery. Please let me know if we can be of assistance! Here is a summary of the key activities we are currently involved with.

**NEPA Budget FY2020**
The NEPA proposed budget is enclosed for your review and adoption. There are uncertainties, as always, with funding streams. We are adopting the budget early so we may need a revision process later in the year when the federal and state budget process concludes.

**NEPA Workplan FY2020**
Also enclosed is the NEPA Workplan for FY2020 outlining all our programming activities for the 2020 Fiscal Year. The NEPA Bylaws require this to be presented to, and adopted by, the NEPA Board.

**Nominating Committee Report**
The Nominating Committee met on April 17, 2019, and recommended approval of the slate of officers and board members included herein. We have a number of new members coming on the board this year.

**LDD Strategic Plan**
The 7 LDD’s in Pennsylvania have engaged a consultant to draft a new strategic plan for our LDD network in Pennsylvania. This will be a guide for programming across the 52 county ARC/LDD region of Pennsylvania.

**New Market Tax Credits Program (NMTC)**
A subcommittee of the Executive Committee received and reviewed proposals from consultants to assist us in launching this program. The Committee and staff agreed to engage 2 consultants to guide us through the application process. We are currently checking references on the consultants and will begin work with them in a matter of weeks.

**Blue Ribbon Task Force (BRTF)**
We are also launching the fundraising campaign this summer for the Blue Ribbon Task Force. We are reviewing consultant proposals for this work as well.

**Public Relations/Media Consultant**
We have an RFQ out for a media firm to freshen our various websites and marketing materials. This process will roll out over the summer months.

**Government Contracting Showcase (GCS)**
The GCS will be held on May 30th at Genetti’s in Wilkes Barre. The event will connect our local companies with buyers from government agencies. Congressman Cartwright is our speaker. Please join us if your schedule permits.

Please contact me if you have any questions about NEPA programming or operations.

Respectfully submitted,

Jeffrey K. Box
President & CEO
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

10X Fitness – RLF
10X Fitness, LLC has been approved for a loan in the amount of $60,000 for the purchase of new equipment from NEPA-EDA funds as part of a total project costing $135,000. Renovations to their existing facility and replacement of private debt financing [unsecured] will be funded by MetroAction (sister economic development agency of NEPA Alliance) for $50,000 and cash equity injection of $25,000 from the owner will cover the remaining costs. This project was brought to us by one of NEPA’s Prep Partners, Wilkes University SBDC.

Officially opening in January 2018, the fitness center operation welcomes individuals from the Mountain Top and surrounding area and individuals from all levels of fitness. Management’s intention for the operation was to fill a niche in the Mountain Top area as at the time, there were no fitness centers nearby. While Mountain Top is in relatively close proximity to Wilkes-Barre and Scranton, the area’s geography translated to potentially treacherous drives in the winter months. Thus, the facility, buttressed by its highly visible location, offers Mountain Top residents a place to work out, and a place at which to arrive safely in the winter months.

10X Fitness is located at 124 N Mountain Blvd, Mountain Top, PA 18707. The entities constructed the building at this location and officially opened the facility to the public in January of 2018.

Presently, 10X Fitness maintains one full-time manager and 8 part-time employees (which equates to 2 full-time equivalent). While the operation’s growth could suggest additional employment opportunities in the foreseeable future, management wishes to pursue a conservative approach to its projection by planning for the retention of all existing employees.

Paw Pack Doggy Daycare – RLF
Paw Pack Doggy Daycare, a start-up company in Wayne County, has been approved for a loan in the amount of $150,000 for the purchase of land, construction of a building, and purchase of equipment needed to run their facility as part of a total project cost of $591,000. Other project funds include $375,000 financing through M&T Bank and a $66,000 equity contribution from the borrower, through the purchase of the land in cash. The lender (M&T) will also be providing a $50,000 line of credit to accommodate working capital needs as the business starts operations.

Paw Pack Doggy Daycare is here to offer services to pet owners who are looking for a safe, interactive, comfortable daycare for their beloved canine companion. With the state-of-the-art daycare facility, pet owners will feel confident knowing their pet is well taken care of while they are away or at work. Paw Pack will provide exercise and positive interaction with other dogs both inside and outside the play areas as well. They will always have staff members with the dogs to keep them active, as well as safe. The business will initially offer training classes, boarding, and transportation services along with daycare for their clients. Transportation services will be offered for clients within a 15-mile radius from the facility,
Board of Directors Report  
May 1, 2019

for pick up and drop off services. The business will be an upscale daycare with high quality amenities and comfort for dogs.

Paw Pack Doggy Daycare will be located at Lot 6 Easton TPKE, Lake Ariel, PA. This lot will fit the necessary size facility and is located on an 18 acre property off a busy Wayne County highway. Paw Pack will construct a 6,000 square foot facility that will be broken down into six functional areas.

As the business is a start-up venture, there are no existing employees of the company. The business plans to add four full time employees at opening, including the two owners. There will also be one part time employee. The average wage for employees at the business will be $10.50 per hour. Andrew & Danielle will also look to expand and add more full time positions as the company grows.

Ben Rinker Electrical Contracting – RLF
Ben Rinker Electrical Contracting Inc. (BR Electric), a Wayne County based Corporation, has been approved for a loan in the amount of $200,000 for land and building purchase that will be used as a warehouse distributor of generators through their main supplier, Briggs and Stratton. The financing is through the Pennsylvania Industrial Development Authority (PIDA) as part of a total project costing $439,125. Other financing in the project includes $169,125 from Seller Financing and company cash equity injection of $70,000.

Ben Rinker Electrical Contracting Inc. has been incorporated since 2005 and was founded by Ben Rinker in 1988 as a sole proprietorship. The professionals at Ben Rinker Electrical Contracting Inc. are certified electricians and have been serving Northeastern Pennsylvania for over 30 years. They have the equipment needed to service and repair all your lighting components. They repair and maintain lighting systems in commercial and industrial settings. They are fully equipped to handle any job that requires the addition or relocation of machines and equipment, lighting maintenance or replacement, and any other electrical work or repairs that may be needed. Additionally, they started specializing in generator installation, service and repair. Generator sales have been a majority of their existing business. Their current sales are split approximately 65/35 between commercial/industrial and residential business.

The business’s new location will be at 17 Mount Cobb Highway, Salem Township in Wayne County. Currently the entity is spread across three separate locations. This new location will be home to all aspects of the entity and will allow for more efficient operations.

The company currently employs 11 full-time individuals. Average hourly rate for the office workers is $19 while average hourly rate for electricians is $25. There work week is 40 hours with potential overtime. The percent of benefits is 6%. Within 3 years of completing the project, the company projects that they will increase their employment by 4-6 people while retaining all their existing employees.

Lanahu Ales – SBA 504
Lanahu Ales, LLC, a Luzerne County based limited liability company, has been approved by SBA for a loan in the amount of $124,000 for real estate purchase, renovations, equipment, and related soft costs. The project will be completed in partnership with First Keystone Community Bank who will provide the interim loan ($118,000) and the third party loan ($200,000). The project is currently looking at a location change that would result in loan amounts to increase and property location address to change.

Lanahu Ales, LLC is a start-up micro craft brewery. Lanahu is named as such since in Hawaiian language, Lanahu means coal. The name was chosen to blend the heritage of the brewery's owner to the
Hawaiian spirit and share it with the craft brew drinkers in Northeastern Pa. Lanahu Ales will be a brewery serving craft beers in-house, retail beer take-out and wholesale beer distribution. The entity will supplement in-house beer sales with locally crafted artisan wines and food supplied by a local pizzeria. The mission and vision of Lanahu Ales is to be a sought after destination for craft beer drinkers and to provide consumers with handcrafted beer served with aloha, in an aloha infused atmosphere. The entity will have a unique method of distribution for their beer. The method will minimize waste and prevent theft and dumping of beer without being compensated for it. The system is called the "Pour my Beer" system. The company's website identifies that this system will increase sales by 45%, result in 50% greater profits, and have less than 1% waste while reducing overhead by 20%. The system allows for guests to pour their own drinks and prevents the waste of beer.

The entity will be located at 132 Main Street, Mocanaqua, PA and business hours will be Wed - Thurs 4pm - 9pm, Friday 2pm - 9pm, and Saturday 12pm - 9pm.

The project will result in the creation of 2 jobs to start. The jobs will be serving guests in the tasting room, greeting guests as they enter, and brewing the craft beers. The borrower plans to increase employment as the business continues to grow.

Loans Closed

B.T.M. Inc. – RLF
B.T.M. Inc. has closed on 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 closed on 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 employee 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.

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 • Hydra Tech Pumps • KME Fire Apparatus • KMZurawa, Inc. • Mazzella Enterprises LLC • 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. •

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. • BTM 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 April 1, 2018 to March 31, 2019 are listed below.

<table>
<thead>
<tr>
<th>Total Sales</th>
<th>Aggregate Loan Amounts</th>
<th>Government Sales</th>
<th>Export Sales</th>
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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
- AM Works, LLC
- American Homecare Supply Co.
- American Infusion Services
- Ballard Print and Design Inc.
- BedRock Technology
- Benko Masonry
- Carbondale Tech Transfer Center
- Click Video LLC
- Coccia & Associates Inc.
- Condon Media
- County of Lackawanna Transit System
- Dartdrones LLC
- Datum Products, Inc.
- Decidedly Different Interiors
- Dempsey Uniform & Linen Supply
- Design Done Right
- Dunbar’s Evergreen Landscaping, Inc.
- Dunmore Roofing and Supply Co.
- Epic Industries/Colombo Realty
- Facility Layouts, LLC
- Fischer Brothers LLC
- Galdieri Electrical Distributing Co.
- General Dynamics Ordnance & Tactical Systems
- Gentex Corporation
- Geo-Science Engineering & Testing, LLC.
- Grand Array LLC
- Gregg Betti’s Landscaping
- GWR LLC
- High Functional Plastic Manufacturing LLC
- Industrial Electronics Inc.
- Inspired Studio, LLC
- Ivy Oaks Analytics
- J & E Industries
- JamWorks LLC
- Karmic Taco PLLC dba Checkmate
- KBA Engineering PC
- Kevin's Wholesale LLC
- Kimura Associates, DPC
- Labella Associates, DPC
- Martin Monahan
- Minus 100 LLC
- MMC SKS LLC
- North American Manufacturing
- R N DeMeck Roof Management Services, Inc.
- RJF Enterprises Inc.
- School Power
- Scranton Residence Inn
- SoCal
- Starr Uniform Center Inc.
- Sun Control Plus, Inc.
- TekPure Environmental LLC
- Water Heater Depo
- WeDoCleanouts.com LLC
- Williams Industrial Supply 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.

- Acker Drill Co., Inc.
- Batzel Engineering Inc.
- Concrete Countertop Solutions
- Galaxy Brushes Inc.
- Gecco, Inc.
- Gentex Corporation
- Grasselli SSI
- Lockheed Martin
- LOH Medical, LLC
- Master Supplements, Inc.
- MINUS 100 LLC
- Noble Biomaterials
- Sampaio LLC
- Skinner System Inc.
- Space Age Plastics, Inc.
- 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 April 1, 2018 to March 31, 2019 are listed below.

<table>
<thead>
<tr>
<th>Total Sales</th>
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<th>Export Sales</th>
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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 Lift, 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. • Belrick Corp. • Benco Dental • Best Equipment Solutions Technologies, Inc. • Borton Lawson • Bradigan Woodworking LLC • C.E. Ankiewicz Construction & Excavation Inc. • Capie Sprinkler Inspections • Carpet Mill Direct Outlet, Inc. • Central Air Freight Services, Inc. • Century Security Services Inc. • Cleaning with a Purpose • Connection Energy LLC • 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. • Jane Media LLC • Kelly Lawn Care and Landscaping • KEM-TEK Chemical LLC • Leadership in Action • Legion Security Services, Inc. • Luzerne County Transportation Authority (LCTA) • McCarthy Tire & Automotive Center • Medico Industries • MidWay Industrial Supply • Military & Commercial Fabricators • Minichi Contracting Group • Morgans Cleaning Service • Mountain Productions Inc • National HVAC Service • 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 Mobility Products • Quality Expo Cleaners • Ralmark Company • Reilly Associates • Reilly Plating Company Inc. • Stell Enterprises Inc. • Stellar Machine Inc. • Taylor Consulting and Contracting • Thruway Fasteners • Trion Radiator Inc. • Tunnessen Radiator, Inc. • Utopia Culinary Management • Vilimia Inc. • WESP Communications LLC • Wide World RV Center • 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. • Acton Technologies Inc. • American Nutrition Inc • AMP Global Strategies • Best Cigar Prices • BEST Equipment Solutions • Carbon Sales, Inc. • Coates Toner, Inc. • Connection Energy LLC • Cornell Cockson • EthosGen LLC • Finch Manufacturing & Technology, LLC • Greiner Packaging Pittston • Hocsocx, Inc. • InnaVenture LLC • Keystone Automation • King’s College • Koehler Lighting Products • Linde International Inc • Longos Bakery • Mundaii Inc. • Penco Medical Inc. • Penn’s Northeast • Pride Mobility Products Corp. • RAD Mfg, LLC • Scent-Sations, Inc. • Straub Metal
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 April 1, 2018 to March 31, 2019 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>$751,988,346</td>
<td>$4,527,000</td>
<td>$121,007,681</td>
<td>$84,002,161</td>
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</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 • bBIZe, LLC • Brock Construction Group LLC • Carbon/Monroe/Pike MH DS • Computergraphic1 Design • Determine LLC • Divine Logistics LLC • Ethixa • F D Enterprises LLC • Fiddler Logistics Management • Ideal Design Solutions • J & J Custom Woodworking • J.A. Reinhardt & Co., Inc. • MegaPhase LLC • Naughton Energy • O’Donnell Associates • Paul’s House -Major Paul Syverson Veterans Sanctuary • Pocono Bio Agricultural • POZ Environmental LLC • Regina Farms & Garden Center • Riley and Company, Inc. • Schaedler Yesco • Security Products • Slate Belt Electric Inc. • Spring Fresh Indoor Air Quality Associates LLC • 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 • Bridal Buddy, LLC • BWC Technologies Inc. • East Stroudsburg University • Game Face Grooming • MegaPhase LLC • Monadnock Non-Woven, LLC • Naughton Energy • Robertson Racing LLC • Run Rite. • 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.
TOTAL IMPACT - Businesses report on their total sales, government sales and export sales. Aggregate totals for these businesses from April 1, 2018 to March 31, 2019 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>$77,854,643</td>
<td>$2,239,400</td>
<td>$10,510,464</td>
<td>$3,691,539</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.
- Industrial Hose and Supply
- Jordon Educational Consulting Co.
- 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.

- New Gear Medical
- 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 April 1, 2018 to March 31, 2019 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>$293,981</td>
<td>$0</td>
<td>$221,981</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.
Board of Directors Report  
May 1, 2019

- Alfred Benesch & Company • Ashland Diesel Engines • Ashland Technologies, Inc. • FCI Schuylkill • 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. • Valley Precision Tool & Technology, 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.

- Ashland Technologies, Inc. • Blaschak Coal Corp. • 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 •

TOTAL IMPACT - Businesses report on their total sales, government sales and export sales. Aggregate totals for these businesses from April 1, 2018 to March 31, 2019 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>$79,769,015</td>
<td>$655,000</td>
<td>$24,970,755</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 • J & J Log & Lumber Corp • Kitty Hawk Technologies • Lake Regional Micro Electronics • Northeast Infrastructure LLC • Northeast Med-Equip • 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 Corp. •

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 •
TOTAL IMPACT - Businesses report on their total sales, government sales and export sales. Aggregate totals for these businesses from April 1, 2018 to March 31, 2019 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>$46,920,629</td>
<td>$775,000</td>
<td>$13,233,185</td>
<td>$5,902,000</td>
</tr>
</tbody>
</table>
LDD CUSTOMER SATISFACTION SURVEY FORMS

Thirteen (13) out of 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. Thirteen (13) 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 2nd 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>5</td>
<td>5</td>
<td>5</td>
</tr>
<tr>
<td>Procurement</td>
<td>7</td>
<td>7</td>
<td>7</td>
</tr>
<tr>
<td>Export</td>
<td>2</td>
<td>2</td>
<td>2</td>
</tr>
</tbody>
</table>

Comments:

“Whenever I call NEPA with questions, the call is answered in a very timely and pleasant manner.” Bloss Farms LLC (Finance Client)

“Very helpful when needed and great staff” - Sun Control Plus (PTAC Client)

“Working with NEPA and its affiliates in Asia has been exceptionally valuable in identifying potential new business partners, meeting with these companies and finalizing new partnerships. I would recommend and company to use NEPA’s excellent services.” Vita Line Products (International Client)

*Some surveys contain data for more than 1 program. Therefore, the number of responses does not match the total number of surveys received.
BUSINESS DEVELOPMENT SERVICES DIVISION
INTERNATIONAL BUSINESS DEVELOPMENT PROGRAM

The International Business Program partnered with SEDA-COG and BIDA to present a half-day “Introduction to Exporting” seminar on March 15. NEPA staff presented sections entitled, “Market Research Tools,” “Making the Sale,” and “Shipping and Logistics.” One company from the NEPA service area attended the event.

Staff attended the National Association of Small Business International Trade Educators (NASBITE) Conference and Small Business Exporter Summit in April. These annual events draw educators, exporters, specialists, and students from across North America and offers a variety of educational and networking opportunities and seeks to recognize outstanding and innovative developments in the area of international trade education, counseling, training and research.

Program clients participated in two Global Access Program funded events in March. Clients attended trade shows and made sales trips to Canada, Indonesia, and Vietnam. Staff processed client applications and reimbursements.

Staff recorded 21 counseling sessions and generated 38 International Projects February 1 through March 31. Staff also participated in several outreach and networking opportunities including Schuylkill Women in Business and the Greater Hazleton Chamber of Commerce Women’s Network events.

Staff also continued to publish the program’s newsletter, “Channels to Trade.” 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-one (21) initial counseling sessions to area small businesses during the quarter beginning January 1, 2019 through March 31, 2019.

Additionally, NEPA PTAC also conducted seven hundred and twenty (720) 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:

- PTAC staff have been planning its annual Government Contracting Showcase (GCS) 2019 event to be held at the Genetti Hotel & Conference Center in downtown Wilkes-Barre on Thursday, May 30th. Congressman Matt Cartwright will be the Luncheon Speaker and Representative Eddie Day Pashinski will be the Welcome Speaker. This year’s event has an excellent lineup of panel presenters and exhibitors from State and federal government agencies and prime contractor organizations.

- PTAC staff sponsored and attended several monthly events with the NEPA PREP Partner organizations. Some of these activities included: The Greater Hazleton Chamber Networking Event, the Schuylkill Chamber Women’s Network Luncheon, the Greater Wilkes-Barre and Scranton Chambers of Commerce.

- PTAC staff also participated in several training webinars and events throughout the quarter to update staff training on innovative research and development, changes in doing business with the Department of Defense buying activities, recertification to assist veterans with the Veteran Administration’s certification process and Invoicing through Wide Area Workflow (WAWF) and much more. Some of these webinar and training sessions included: Introduction to SBIR/STTR Programs, DLA Land and Maritime, VA Verification Counselor Program Updates. Also, on March 10-15th, PTAC staff attend the annual APTAC Training in Reno, NV to receive on-going training credits in multiple topics areas for the continuation and/or achievement of the counselor certification program.
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>$73,975</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>
</tr>
<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><strong>Total</strong></td>
<td></td>
<td></td>
<td><strong>$706,475</strong></td>
</tr>
</tbody>
</table>

**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 140 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>
</tr>
<tr>
<td>Wyman Gordon</td>
<td>Luzerne</td>
<td>$5,000.00</td>
<td>Corrective Action and Leadership Consulting</td>
</tr>
<tr>
<td>Production Systems Automation (PSA)</td>
<td>Luzerne</td>
<td>$7,500.00</td>
<td>ISO Implementation Plan Development and Project Management</td>
</tr>
<tr>
<td>Total Vouchers</td>
<td></td>
<td>$22,500.00</td>
<td></td>
</tr>
</tbody>
</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. The Committee convened on April 5, 2019 and selected a consultant whose references are being researched.

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.

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. In this current fiscal year, NEPA has trained over 477 individuals. These workshops are attended by individuals from throughout NCAC’s seven-county region.

**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**

**Economic Impact Modeling:** The Research & Information Manager conducted an economic impact analysis for a project at the Geisinger Commonwealth School of Medicine in Scranton.

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

<table>
<thead>
<tr>
<th>Technical Assistance &amp; Information Requests</th>
<th>Carbon</th>
<th>Lackawanna</th>
<th>Luzerne</th>
<th>Monroe</th>
<th>Pike</th>
<th>Schuylkill</th>
<th>Wayne</th>
<th>Adjacent Counties/States</th>
<th>Commonwealth of PA</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agriculture Statistics</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<td>Commuting Data</td>
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<td>Demographic Data</td>
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<tr>
<td>Demographic Data Based on a Radius</td>
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<td>1</td>
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<td></td>
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<tr>
<td>Economic Census</td>
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<td>Employment by Industry</td>
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<td>0</td>
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<tr>
<td>Employment by Occupation</td>
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<td>0</td>
<td>0</td>
<td></td>
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</tr>
<tr>
<td>Income Data</td>
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<td>0</td>
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<td>0</td>
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<td>0</td>
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<tr>
<td>Largest Employers</td>
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<td>0</td>
<td>0</td>
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<td>0</td>
</tr>
</tbody>
</table>

42
<table>
<thead>
<tr>
<th>Technical Assistance &amp; Information Requests</th>
<th>Carbon</th>
<th>Lackawanna</th>
<th>Luzerne</th>
<th>Monroe</th>
<th>Pike</th>
<th>Schuylkill</th>
<th>Wayne</th>
<th>Adjacent Counties/States</th>
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**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 5.6 percent from March 2017 to February 2018 and 5.0 percent from March 2018 to February 2019. The average national unemployment rate from March 2017 to February 2018 was 4.3 percent and it decreased to 3.9 percent from March 2018 to February 2019. The average state unemployment rate from March 2017 to February 2018 was 4.8 percent and it decreased to 4.2 percent from March 2018 to February 2019.

According to the second chart, the difference in the monthly not seasonally adjusted unemployment rates between the region and nation was 1.6 percentage points in March 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 1.1 percentage points in February 2019. During the 24-month
period, the average not seasonally adjusted unemployment rate was 4.1 percent in the nation and 5.3 percent in the region.

In March 2017, the difference in the monthly not seasonally adjusted unemployment rates between the region and state was 1.0 percentage points before fluctuating to its maximum of 1.2 percentage points in January and February 2018 and then fluctuating to its minimum of 0.4 percentage points in June 2018. It then fluctuated to 1.0 percentage points in February 2019. During the 24-month period, the average not seasonally adjusted unemployment rate in Pennsylvania was 4.5 percent.
Difference in the Monthly Not Seasonally Adjusted Unemployment Rates from March 2017 to February 2019
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/

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.

The State Transportation Commission has begun its outreach on the update to their Twelve-Year Program. This effort also provides valuable information back to the NEPA MPO for updating our Long Range Transportation Plan and Transportation Improvement Program. The State Transportation Commission is conducting an online survey through April 26th. The survey can be taken at http://survey.talkpatransportation.com/#/Survey.

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 and ensuing meetings on March 20th and February 26th. 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.

NEPA MPO Strategic Plan: 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. 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 was shared with the NEPA MPO Policy Board at the meeting on March 6th.

A survey of NEPA MPO Technical Committee and Policy Board members was distributed in early March. A board retreat with Technical Committee and Policy Board members was be held on March 19th.

A draft of the Strategic Plan was shared with the committee members in early April and was reviewed at the April 16th Technical Committee meeting. Comments on the draft plan are being incorporated into the document. The Strategic Plan process and adoption of the document is expected to wrap up in 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 activities will formally commence once the 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 Multimodal Transportation Fund 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 mapped and will soon be reviewed with District 5-0. The review process will then begin in Schuylkill County. The functional classification review is expected to wrap up by year’s end 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 being considered.

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.

The consultant is working to complete the action plan portion of the study. Improvement concepts have been presented to District 5-0 Traffic and Design staff at a meeting on March 21st. An End of Project Schedule is being drafted. Upon completion, it will be presented to the steering committee, borough council and county commissioners. The final plan is expected to be completed in May. A meeting with PennDOT District 5-0 staff will be held in the coming weeks. The project is expected to wrap up by June 2019.

Milford Borough Traffic Study: Milford Borough and Pike County officials have expressed interest in conducting 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. Staff submitted an application for funding to PennDOT Central Office at the end of February. 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 most recently attended meetings on March 7th, April 4th and participated in a conference call on April 11th 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 has secured $400,000 in Local Share Account funds and is actively seeking other potential funding sources to develop a full engineering cost and ridership update. The committee is also engaging with officials in New Jersey and a meeting is scheduled in May with key legislative and rail agency representatives.

**PennDOT Multimodal Transportation Fund:**

PennDOT recently announced awards for the Multimodal Transportation Fund Program. The following projects located in the NEPA MPO region have been awarded funding:

- Stroud Township, Monroe Co.- $521,616 to replace an existing steel beam stream crossing carrying Merville 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 roadways used for residential, commercial, and industrial traffic throughout the township.

As part of the PennDOT Connects process, staff attended kick off meetings with PennDOT District staff for these multimodal projects in March and early April.

**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 and the development of the Transportation Improvement Plan Updates. 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 has mapped 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 and Carbon Counties, LTAP mapping, and county bridge locators. Staff also applied GIS technology to NEPA’s other program offerings, including 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 conference 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 April 9th. The committee received updates on PennDOT’s roadwork projects for the upcoming year on Interstate 81 and the PA Turnpike’s Scranton Beltway Project.

NEPA has issuing an RFP/RFQ for marketing and event planning activities and website updates. Proposals are due by April 30th. Focus 81 billboards are currently up along Interstate 81 through a donation from Lamar Advertising.

Staff is 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 truck parking roundtable with FHWA is tentatively scheduled for June 6th. The next meeting of the freight subcommittee will be held in June.

The next Focus 81 Committee meeting is scheduled for July 9th.

**I-95 Corridor Coalition Freight Academy**

The I-95 Corridor Coalition offers a Freight Academy is a program designed to efficiently train public sector agency staff whose planning, operational, and/or management work impact goods movement decisions, investments, and interactions. The NEPA MPO Committee nominated Kate McMahon to attend and Kate was accepted into the program. The Freight Academy was held from March 31 to April 5 at Rutgers University in New Brunswick, NJ. Field visits to the Port of New York and New Jersey, distribution centers in the Lehigh Valley and the FedEx processing facility at the Newark Airport were conducted during the week along with classroom sessions with freight experts. Capstone team projects will continue through September concluding with presentations to a panel of freight mentors.

**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 potential collaborations toward addressing common transportation issues facing the greater region as well. Staff most recently attended the Lackawanna-Luzerne MPO Technical Committee meeting on April 3rd at the Avoca International Airport.

**Pike County Road Task Force:** NEPA staff attended the Pike County Road Task Force Meeting on March 21st and April 18th. 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 March 14th and April 11th 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. Staff attended a leadership meeting conducted on February 8th and a regular meeting on March 6th. 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 County 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 remaining funds are expended or until 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.

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Risks to Transportation Funding in PA

State Transportation Commission, February 21, 2019
Pennsylvania’s transportation needs significantly exceed projected funding

Sample Additional Annual Funding Needed
- Interstate Highways and Bridges - $2.5 billion
- National Highway System Highways and Bridges - $1.8 billion
- Public Transportation - $1.2 billion

Additional cost pressures further strain resources
- Emergency repairs
- Regulatory compliance
- Modernization
- Inflation
Cost Pressures

- Local Roads and Bridges
- Safety and Guiderail Upgrades ($820M)
- Intelligent Transportation Systems ($35M)
- Real ID ($150M through FY 2023-24)
- Driver & Vehicle Services ($9M/yr through FY 2023-24)
- MS4 Stormwater Compliance ($25.5M/yr)
- Emergency Repairs ($110M over budget to date FY 2018-19)
- ADA Station Upgrades
- Fleet Replacement ($35M/yr)
- Facility Repairs (PennDOT Buildings) $5M/yr
- County Maintenance
- Flat/Declining Budgets
- Aging Fleet/Equipment
- Aging & Deteriorating Buildings
- Difficulty Attracting Candidates; Winter Staffing ($10M/yr)
- Connected & Automated Vehicles
- Reduced Purchasing Power (Inflation)

Study Purpose

To consider Pennsylvania’s significant transportation funding risks and estimate their impacts
Risks Analyzed

A. Federal Transportation Funding Reduction
B. Vehicle Sales Tax Provision Repeal
C. Pennsylvania Turnpike Commission Pending Litigation
D. PA State Police Transfer Statutory Revision
E. Reduced Motor License Fund Tax Receipts

Risk A: Federal Transportation Funding Reduction

If federal appropriations are reduced beginning in Federal Fiscal Year 2021 due to the insolvency of the Highway Trust Fund...

...then Pennsylvania’s highway and public transportation funding through FY 2029-30 could be reduced by a cumulative $6 billion.
Risk A: Federal Transportation Funding Reduction

Risk B: Vehicle Sales Tax Provision Repeal

If Act 89 is amended to repeal the vehicle sales tax transfer that begins in FY 2022-23, when Pennsylvania Turnpike Commission (PTC) payments are reduced...

...then public transportation funding through FY 2029-30 could be reduced by a cumulative $3.6 billion.
Risk B: Vehicle Sales Tax Provision Repeal

= $3.6 billion at risk through FY 2029-30

Risk C: Pennsylvania Turnpike Commission Pending Litigation

If litigation by national motor carrier organizations against the PTC continues to prevent payments by the PTC to the Public Transportation Trust Fund and Multimodal Transportation Fund...

...then transportation funding through FY 2029-30 could be reduced by a cumulative $2.2 billion.
Risk C:
Pennsylvania Turnpike Commission Pending Litigation

= $2.2 billion at risk through FY 2029-30

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Risk D:
PA State Police Transfer Statutory Revision

If the PA Fiscal Code were amended to halt the anticipated stepdown of the Motor License Fund transfer to the PA State Police...

...then transportation funding through FY 2029-30 could be reduced by a cumulative $1.8 billion.

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Risk D: PA State Police Transfer Statutory Revision

$1.8 billion at risk through FY 2029-30

Risk E: Reduced Motor License Fund Tax Receipts

If tax receipts to the Motor License Fund are reduced due to declining motor fuels sales and vehicle licenses and fees...

...then transportation funding could be lowered. The scenario analyzed puts this reduction at a cumulative $4.9 billion through FY 2029-30.
Risk E: Reduced Motor License Fund Tax Receipts

= $4.9 billion at risk through FY 2029-30

Total Potential Risk Impact = $18.5 billion cumulative lost funding through FY 2029-30
$18.5 Billion Risk by Fund

PA Motor License Fund
Revenue at Risk: $6.7 billion

PA Public Transportation Trust Fund and Multimodal Transportation Fund
Revenue at Risk: $5.8 billion

Federal Funding at Risk: $6 billion

Purposes:
• Highway and bridge construction
• Public transportation capital projects

Purposes:
• Public transportation operating and capital costs
• Programs of statewide significance
• Multimodal grants

Purposes:
• Highway and bridge construction, maintenance, repair, and safety projects
• Payments to PA State Police
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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