

Northeastern Pennsylvania Alliance

NEPA



June 15, 2022

Proudly Serving



WAYNE COUNTY, PA
NORTHERN POCONO MOUNTAINS

NEPA's Board of Directors 2021-2022

CARBON COUNTY

| | | |
|---|--------------|------------------------------------|
| Kathy Henderson | 610-379-5000 | khenderson@carboncountychamber.org |
| Wayne Nothstein (County Commissioner) | 570-325-3611 | waynenothstein@carboncounty.net |
| Harold Pudliner | 570-427-8640 | weatherlyboro@gmail.com |
| Joseph Sebelin (Executive Committee-Board Chairperson) | 570-657-8205 | jsebelin@ptd.net |
| Garry Wentz | 570-325-2462 | gawentz@ptd.net |

LACKAWANNA COUNTY

| | | |
|--|--------------|------------------------------------|
| Philip Condron (Executive Committee-Past Board Chairperson) | 570-344-6888 | phil.condron@condronandcompany.com |
| Tom Donohue | 570-347-2056 | tdonohue@lamar.com |
| Dr. Katie Leonard | 570-702-8903 | kleonard@johnson.edu |
| John McNulty | 570-561-6961 | jackie6741@gmail.com |
| Jerry Notarianni (County Commissioner) | 570-963-6800 | notariannij@lackawannacounty.org |
| (Brenda Sacco - Alternate) | 570-963-6830 | saccob@lackawannacounty.org |
| Alex Stark (Executive Committee-Assistant Secretary) | 570-558-5112 | alex.stark@kanelogistics.com |

LUZERNE COUNTY

| | | |
|---|--------------|--------------------------------|
| Stephen Barrouk (Executive Committee-2nd Vice-Board Chairperson) | 570-814-9114 | stevebarrouk@gmail.com |
| Joseph Lettiere | 570-455-1508 | jlettieri@hazletoncando.com |
| Mary Malone | 570-455-1509 | mmalone@hazletonchamber.org |
| Tim McGinley (County Council) | 570-825-1500 | tim.mcginley@luzernecounty.org |
| Michelle Mikitish | 570-655-1424 | mmikitish@pittstonchamber.org |
| Kerry Miscavage | 570-704-3953 | kmiscavage@timesleader.com |

MONROE COUNTY

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

PIKE COUNTY

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

SCHUYLKILL COUNTY

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

WAYNE COUNTY

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

AT-LARGE

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

EX-OFFICIO

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

EMERITUS

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

**BOARD OF DIRECTORS REPORT
JUNE 15, 2022**



AGENDA

- I. **Call to Order** – *Joe Sebelin, Board Chairperson*
- II. **Pledge of Allegiance** - *Joe Sebelin, Board Chairperson*
- III. **Roll Call** – *Donna Hritz*
- IV. **Introduction of new staff members Cassandra Kizis and Shanice Edwards-** *Jeffrey Box*
- V. **Board Discussion & Action Items**
 - * March 2, 2022 Meeting Minutes - *Joe Sebelin, Board Chairperson* 1-5
 - * Fiscal Year 2022-2023 NEPA Budget Adoption - *Bill Kerstetter, Jeffrey Box & Wendi Holena* 6
 - * Approval of the Financial Report - *Wendi Holena, VP & CFO* 7-8
 - * Fiscal Year 2022-2023 NEPA Work Plan Adoption - *Jeffrey Box/SRMGT Staff* 9-19
 - * Resolution 2022-7 (RACP) - Approving Submission of a Redevelopment Assistance Capital Program Grant Application to the of Pennsylvania Office of the Budget for NEPA to serve as Fiscal Sponsor on behalf of Interstate Building Materials Inc. - *Kurt Bauman* 20
 - * Appointment of a NEPA Board Member from Carbon County to the MPO Technical Planning Committee – *Jeffrey Box & Alan Baranski*
 - * Appointment of Commissioner Matt Osterberg, Kathy Henderson, Chris Barrett and Micah Gursky to the MPO Policy Board for a 2-year term. - *Jeffrey Box & Alan Baranski*
 - * Fiscal Year 2022-2023 Nominating Committee Recommendations for Board Membership - *Steve Barrouk, Jeffrey Box & Donna Hritz* 21-22
 - * Fiscal Year 2022-2023 Committee Memberships - *Joe Sebelin* 23-25
 - * Fiscal Year 2022-2023 Board Meeting Schedule - *Joe Sebelin* 26
 - * **Affiliate/Committee/Division Reports** 27-45
 - Business Development Services - *Steve Ursich*
 - Community & Economic Development Services - *Kurt Bauman*
 - Communications & Membership - *Alex Stark/Donna Hritz*
 - Transportation Services - *Alan Baranski*
- VI. **President & CEO Report & Presentation** – *Jeffrey Box*
- VII. **Open Discussion** - *Joe Sebelin, Board Chairperson*

**Board of Directors Report
Minutes of
Wednesday, March 2, 2022
In Person/Conference Meeting**

OFFICERS

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

CARBON

Kathy Henderson
Comm. Wayne Nothstein
Garry Wentz

LACKAWANNA

Thomas Donohue
Dr. Katie Leonard
Jack McNulty
Brenda Sacco

LUZERNE

Mary Malone
Michelle Mikitish

MONROE

Chuck Leonard

PIKE

Peter Wulforth

SCHUYLKILL

Micah Gursky

WAYNE

Comm. Joe Adams
Michael Rollison

AT-LARGE

Carl Beardsley
Christopher Doherty
Ricky Durst
Vince Galko
Alana Roberts

EX-OFFICIO

John Augustine
Jeffrey Box
Maria Montoro Edwards

STAFF

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

GUESTS

Phil Keaney
Paul Sellew

**Board of Directors Report
Minutes of
Wednesday, March 2, 2022
In Person/Conference Meeting**

The NEPA Alliance held a Board of Directors Meeting on Wednesday, March 2, 2022, in-person and via conference call/Zoom. Board Chairperson Joe Sebelin called the meeting to order at 1:00pm.

Board Chairperson Joe Sebelin welcomed everyone and noted that today's meeting is being recorded. He asked everyone to please mute their lines.

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

Board Chairperson Joe Sebelin asked everyone to join him in a moment of silence to remember Board Member and Past Board Chairperson Matt Connell. Jeff noted that Matt will be missed. He was a true friend, mentor and supporter of NEPA.

Board Chairperson Joe Sebelin announced that Kerry Miscavage, Publisher of the Times Leader has joined the Board.

Jeff reported that Ken Doolittle has rejoined the NEPA Staff as a Business Finance Manager. He further reported that Betsy McGrath Ardizoni has joined the NEPA Staff as the Community & Economic Development Manager. Betsy noted that she previously worked for the Scranton Cultural Center as the Development Director and prior to that she worked at the Wright Center. She noted that she is excited to work with everyone.

ACTION ITEMS

Minutes - A motion was made by Jack McNulty and seconded by Comm. George Halcovage accept the minutes from the Board of Directors Meeting of January 5, 2022, as presented. **Motion carried**

Review of the FY2021 Audit Report – Bill Kerstetter reported that Phil Keaney would be providing the findings on the 2021 Audit. He further reported that the Executive Committee and Budget & Finance Committee met prior to today's Board meeting, and both approved the Audit as presented. Phil Keaney, J.H. Williams & Co. reported that the financial statements and schedules for the year ending June 30, 2021, were a clean unqualified opinion. Phil reviewed the various statements and opinions within the NEPA Audit. He stated that there were no material weaknesses found in the internal controls. He stated that the Audit did not detect any issues of noncompliance.

A motion was made by Comm. George Halcovage and seconded by Vince Galko to accept the 2021 Audit Report as presented. **Motion carried**

Financial Report – Wendi reported as of January 31st NEPA has total revenue and total expenses of approximately \$1.8 million. She further reported that NEPA is showing a small increase in net assets of \$769. Wendi stated that NEPA's Statement of Financial Position shows NEPA has unrestricted cash balance of approximately \$1 million. She noted that NEPA's net asset balance is approximately \$1.5 million.

A motion was made by Comm. George Halcovage and seconded by Jack McNulty to accept the Financial Report as presented. **Motion Carried**

**Board of Directors Report
Minutes of
Wednesday, March 2, 2022
In Person/Conference Meeting**

Resolution 2022-3 - Approving the Renewal of The Professional Management Agreement Between NEPA Alliance and the NEPA Alliance Business Finance Corporation for an additional Five-Year Term – Jeff reported that NEPA created the Business Finance Corporation as a subsidiary to NEPA approximately ten years ago. He noted that the BFC was created to follow the SBA rules regarding the SBA 504 loan program. Jeff stated when the separate entity was created an operating agreement between NEPA and the NEPA BFC such that NEPA continues to provide the staff expertise. He noted that the NEPA BFC Board will approve the resolution at their upcoming meeting.

A motion was made by Bill Kerstetter and to approve the renewal of the professional management agreement between NEPA Alliance and the NEPA Alliance Business Finance Corporation for an additional five-year term as presented. **Motion carried**

Resolution 2022-4 – Approving adoption of the 2021 Comprehensive Economic Development Strategy Annual Performance Report – Jeff noted that NEPA is the Economic Development District designated by the Economic Development Administration (EDA). He reported that updates are prepared and submitted every year. Kurt reported that the demographic profiles for each county's region are included in the report.

A motion was made by Jack McNulty and seconded by Comm. George Halcovage to approve the adoption of the 2022 Comprehensive Economic Development Strategy Annual Performance Report as presented. **Motion carried**

Resolution 2022-5 – Approval to Submit a Redevelopment Assistance Capital Program Grant Application to the Commonwealth of Pennsylvania Office of the Budget and for NEPA to serve as a fiscal sponsor on behalf of Little Leaf Farms- Kurt reported that the resolution is seeking Board approval for the post award grant application documentation on behalf of Little Leaf Farms. He noted that NEPA is serving as fiscal sponsor for the project and has previously served as a fiscal sponsor last year. He noted that the project is in McAdoo, Carbon County.

A motion was made by Jack McNulty and seconded by Vince Galko to approve the submission of the application to the Commonwealth of Pennsylvania Office of the Budget for NEPA to serve as a fiscal sponsor on behalf of Little Leaf Farms. **Motion carried**

Resolution 2022-6 - Supporting the Proposed Increase in The PREP And OIBD Line Items in The Commonwealth 2022-2023 Budget – Jeff reported that Governor Wolf has proposed a modest increase in the PREP and OIBD line items. He noted that the Partnerships for Regional Economic Performance (PREP) line item is shared with several partners, including some board members. He further noted that the line item has been level for approximately ten years. Jeff reported that NEPA is the Regional Export Network (REN) for the Office of International Business Development (OIBD) and has not received an increase in many years.

A motion was made by Comm. George Halcovage and seconded by Jack McNulty supporting the proposed increase in the PREP and OIBD line items in the Commonwealth 2022-2023 Budget as presented. **Motion carried**

Board of Directors Report
Minutes of
Wednesday, March 2, 2022
In Person/Conference Meeting

Affiliate/Committee/Division Reports

Business Development Services - Steve Ursich reported that NEPA applied for a \$4 million Community Development Block Grant (CDBG) through DCED in conjunction with the PREP partnership. He noted that the dollars will be distributed throughout the NEPA seven county region in the form of grants up to \$50,000 to businesses affected by COVID. Steve thanked the PREP partners that will be assisting with the program. He noted that he hopes to kick off the program April 1, 2022. He reported that the four PTAC staff members have received their Certified Evaluator CVE Certificates to assist Veteran Owned Businesses. He also reported that the loan volume continues to be strong and will probably remain strong with the rising rate environment. Steve noted that two new loans were approved by the PIDA Board for approximately \$2 million. He further noted that there are currently four total approvals for approximately \$6 million to close. Steve stated that the SBA volume remains very strong with twenty-eight loans in the portfolio for a total of \$22.7 million. He noted that there will be five funded in the next two months and should add an additional \$5 million to the portfolio. Steve stated that the portfolio stands at approximately \$38.9 million as of today. He further stated that he expects the SBA portfolio to surpass \$30 million by the end of the fiscal year. Steve stated that detailed information is forthcoming to the partners and public regarding applying for the \$4 million Community Development Block Grant once a platform has been established for the application.

Community & Economic Development Services – Kurt reported Dr. Katie Leonard recently lead the EDA application for the region for the Rise Program. He noted that there is an updated ARC project list of recently funded projects and projects that NEPA are assisting with full applications in the Board packet. Kurt further noted that he is hopeful for awards sometime in the spring as staff works through the full application process. He reported that ARC has doubled their funding from previous years. Kurt reported that he continues to work with Steve Ursich on the NEPA Angel Fund initiative. He noted that the Angel Fund is getting ready to break escrow and a meeting will be held in early April. Kurt stated to date \$750,000 has been raised. He noted that the Monroe County Community Foundation Articles of Incorporation were accepted by the State. Kurt stated that a legal notice will be sent out shortly.

Communications & Membership – Alex reported that as of February 28, 2022, NEPA has 291 members for a total of \$241,520. He noted that last year at this time there were only had 91 members for a total of \$178,375 because membership invoices were mailed earlier this year. Alex stated that NEPA is ahead by 200 members and \$63,145. He noted that memberships are received daily

Donna reported that the Nominating process is underway for the new slate of Officers and Board of Directors for the new fiscal year beginning July 1, 2022. She noted that the Nominating Committee will be meeting sometime later this month or in early April. Donna also reported that the Communications & Membership Committee met on February 24th to preview the new website and discuss the upcoming Networking Reception. She noted that NEPA is partnering with Greater Pittston Chamber in a 3-part Business Development Series at the Pittston Library. Donna further noted that NEPA will be participating in NEPRIC's Manufacturing Day on May 6th at Mohegan Sun Pocono. She noted that NEPA's social media breakdown numbers for December 1st through January 31st are located on page 66 of the packet.

Transportation Services – Alan reported that the Infrastructure Investment and Jobs Act (IIJA) was passed by the House on November 5th. He noted that the legislation invests \$110 billion of new funds for roads, bridges, and major projects, and reauthorizes the surface transportation program for the next five years. Alan further reported that the 2023 Transportation Improvement Program (TIP) development is well underway. He noted that several meetings with PennDOT Districts and county planners have been

Board of Directors Report
Minutes of
Wednesday, March 2, 2022
In Person/Conference Meeting

held over the past few months. Alan also noted that PennDOT, FHWA and FTA are jointly conducting planning process reviews of Pennsylvania's medium and small-sized Metropolitan and Rural Planning Organizations (MPOs/RPOs) to identify noteworthy practices and offer technical assistance and training. He further noted that the Milford Borough Traffic Study was kicked off in January, 2020. Alan stated that the steering committee requested that the study be delayed due to COVID-19 restrictions. Alan reported that the steering committee has reengaged to move ahead with the study this past year with Michael Baker International, the consultant on the study.

President & CEO Report – Jeff thanked the Board and Staff for their patience and participation in NEPA meetings. He stated that NEPA's client base is strong and the staff continues to meet their goals. He also thanked the Board and Staff for reaching the membership goal of 450. Jeff stated that NEPA remains solid financially and is always looking for new programming.

Presentation – Paul Sellew, President & CEO Little Leaf Farms showed a YouTube video regarding the Little Leaf Farms. He also provided a power point presentation that highlighted their products and operations. A copy of Little Leaf Farms presentation is available upon request in the NEPA files

Board Chairperson Joe Sebelin noted that the May Board meeting will be rescheduled to June. He further noted that a Doodle survey will be sent to the Board for their availabilities.

There being no further business Board Chairman Joe Sebelin adjourned the meeting at 1:57pm.

Respectfully submitted:
Donna Hritz,
Communications & Operations Manager
March 8, 2022

**Northeastern Pennsylvania Alliance
General Activities Draft Budget**

Fiscal Year Ending June 30, 2023

Prepared 6-7-22

| Revenue | FYE 21 Budget | FYE 22 Budget | FYE 23 Budget |
|--|--------------------------|--------------------------|--------------------------|
| Grants/Contracts | 3,177,212 | 3,557,394 | 8,204,244 |
| Match From Other Sources | 6,000 | 60,000 | 42,000 |
| Membership Fees | 225,000 | 223,855 | 236,200 |
| Rent and Related Receipts | 28,921 | 30,329 | 28,921 |
| RLF Admin Fees | 15,000 | 15,000 | 15,000 |
| Other Receipts | 14,300 | 13,900 | 3,500 |
| Contributed Services | 29,000 | 16,000 | 20,000 |
| Total Revenues | 3,495,433 | 3,916,478 | 8,549,865 |
| Expenses | | | |
| Personnel | 1,690,639 | 1,803,906 | 2,004,762 |
| Benefits | 710,068 | 811,758 | 882,095 |
| Contractual | 447,071 | 731,955 | 5,067,330 |
| Professional Fees | 29,000 | 32,000 | 24,900 |
| Travel & Per Diem | 32,681 | 25,632 | 35,414 |
| Meetings & Conferences | 51,145 | 70,879 | 86,725 |
| Postage | 4,950 | 5,200 | 3,300 |
| Supplies | 81,537 | 61,419 | 76,300 |
| Publications & Memberships | 57,586 | 57,810 | 52,320 |
| Printing & Publishing | 4,300 | 5,100 | 4,800 |
| Advertising | 17,000 | 22,000 | 10,500 |
| Utilities & Building Maintenance | 67,200 | 67,300 | 65,300 |
| Equipment - Rental & Maintenance | 14,464 | 9,364 | 12,164 |
| Depreciation | 66,903 | 65,617 | 59,816 |
| Telephone | 23,420 | 26,280 | 28,780 |
| Insurance | 32,236 | 24,600 | 32,042 |
| Interest | 41,027 | 41,027 | 39,217 |
| Other | 92,172 | 36,016 | 42,741 |
| Contributed Services | 29,000 | 16,000 | 20,000 |
| Total Expenses | 3,492,399 | 3,913,863 | 8,548,506 |
| Increase (Decrease) in net assets | 3,034 | 2,615 | 1,359 |

Statement of Activities

April 30, 2022

| | Prior YTD | Current YTD | Budget | Percentage of Budget |
|--|------------------|------------------|------------------|----------------------------|
| Revenues: | | | | |
| Grants/Projects | \$ 3,994,974 | \$ 2,380,070 | \$ 3,557,394 | 67% |
| Membership Fees | 187,500 | 186,546 | 223,855 | 83% |
| Rental Income | 25,196 | 25,452 | 30,329 | 84% |
| RLF Admin. Fees | 10,105 | 32,669 | 15,000 | 218% |
| Match from Other Sources | 19,408 | 45,349 | 60,000 | 76% |
| Other Receipts | 7,241 | 3,946 | 13,900 | 28% |
| Contributed Services | 10,530 | 16,840 | 16,000 | 105% |
| Total Revenues | <u>4,254,954</u> | <u>2,690,872</u> | <u>3,916,478</u> | <u>69%</u> |
| Expenses: | | | | |
| Personnel | 1,386,000 | 1,474,049 | 1,803,906 | 82% |
| Benefits | 574,583 | 638,582 | 811,758 | 79% |
| Contractual | 1,988,596 | 222,525 | 731,955 | 30% |
| Professional Fees | 31,763 | 22,408 | 32,000 | 70% |
| Travel and Per Diem | 667 | 15,147 | 25,632 | 59% |
| Meetings and Seminars | 7,811 | 50,136 | 70,879 | 71% |
| Postage | 1,474 | 2,416 | 5,200 | 46% |
| Supplies | 22,589 | 12,320 | 61,419 | 20% |
| Publications and Memberships | 36,653 | 33,095 | 57,810 | 57% |
| Printing | 2,463 | 3,742 | 5,100 | 73% |
| Advertising | 5,821 | 10,329 | 22,000 | 47% |
| Occupancy | 30,397 | 52,413 | 67,300 | 78% |
| Equipment Rental & Maintenance | 4,954 | 11,683 | 9,364 | 125% |
| Depreciation | 54,864 | 48,014 | 65,617 | 73% |
| Telephone/Internet | 18,605 | 21,218 | 26,280 | 81% |
| Insurance | 6,305 | 60 | 24,600 | 0% |
| Interest | 35,705 | 34,311 | 41,027 | 84% |
| Other Costs | 33,697 | 16,996 | 36,016 | 47% |
| Contributed Services | 10,530 | 16,840 | 16,000 | 105% |
| Total Expenses | <u>4,253,477</u> | <u>2,686,284</u> | <u>3,913,863</u> | <u>69%</u> |
| | | - | | |
| Increase (Decrease) in Net Assets | <u>\$ 1,477</u> | <u>\$ 4,588</u> | <u>\$ 2,615</u> | |

| Net Assets | |
|---------------------|---------------------|
| Beginning Balance | \$ 1,556,212 |
| Increase (Decrease) | 4,588 |
| Current Balance | <u>\$ 1,560,800</u> |

Statement of Financial Position

April 30, 2022

| Assets | Prior Year | Current Year | Liabilities | Prior Year | Current Year |
|------------------------------|----------------------------|----------------------------|---|----------------------------|----------------------------|
| Unrestricted Cash Invested | \$ 1,029,001 | \$ 928,002 | Accounts Payable | 61,603 | 131,141 |
| Restricted Funds Invested | 138,087 | 202,703 | Deferred Project Funds | 138,087 | 202,703 |
| Membership Fees Receivable | 20,650 | 20,650 | Employee Benefits Payable | 161,999 | 184,475 |
| Advances/Deposits/Prepays | 35,841 | 41,931 | Payroll Withholdings | 4,069 | 4,745 |
| Accounts Receivable-Projects | 529,333 | 950,625 | Deferred Membership Fees | 113,195 | 142,254 |
| Depreciable Assets (Net) | 693,734 | 635,207 | Capital Lease Payable | 576,683 | 553,000 |
| | | | Total Liabilities | <u>1,055,636</u> | <u>1,218,318</u> |
| | | | Net Assets * | 1,391,010 | 1,560,800 |
| Total Assets | <u><u>\$ 2,446,646</u></u> | <u><u>\$ 2,779,118</u></u> | Total Liabilities & Net Assets | <u><u>\$ 2,446,646</u></u> | <u><u>\$ 2,779,118</u></u> |

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

Board of Directors Report

June 15, 2022



NEPA ALLIANCE WORK PLAN FOR FISCAL YEAR 2022-2023 JUNE 15, 2022

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/Risk Management
- NEPA Membership Campaign
- NEPA Vehicle Management

2. BUSINESS DEVELOPMENT SERVICES DIVISION

- Bring the World to PA Annual Event
- 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
- Performance Measurement System/Executive Pulse System Management
- 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 Organization Support
- IT and website maintenance for NEPA Operations
- LDD Website Maintenance
- NEPA Alliance Networking Reception
- NEPA Alliance Regional Leadership Award
- NEPA Membership
- NEPA Newslines Email Newsletter
- Nominating Committee Organization Support

4. COMMUNITY & ECONOMIC DEVELOPMENT SERVICES DIVISION

- ARC/EDA Project Development and ARC Regional Project Review Committee
- Blue Ribbon Task Force (BRTF) and PA Military Community Enhancement Commission
- Comprehensive Economic Development Strategy (CEDS)
- Economic Impact Modeling Services
- EDA CARES Act Economic Adjustment Assistance
- Engage- Business Retention & Expansion Program
- ESU Economic Summit Support

Board of Directors Report

June 15, 2022



-
- Get Connected
 - LDD Broadband Program
 - NEPA Community Capacity & Consulting Support
 - NEPA Research & Information Center
 - New Market Tax Credit Program
 - Nonprofit & Community Assistance Center (NCAC) NEPA Grantmakers Forum, NEPA Gives, Program Administration and Community Foundation Initiative
 - StartUp NEPA Angel Investment Fund

5. **TRANSPORTATION PLANNING SERVICES DIVISION**

- Annual Highway Performance Monitoring System (HPMS) Data Collection
- Coordinated Transit-Human Services Transportation Plan Implementation
- County Roads Task Groups (4 counties)
- Geographic Information System (GIS)
- I-81 Multi State Coalition (3 counties)
- Long Range Transportation Plan Update (4 counties)
- NEPA *Interchanges* Transportation Program Newsletter
- NEPA MPO 2023-2026 Transportation Improvement Plan Update (4 Counties)
- NEPA MPO Regional Bicycle/Pedestrian 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)
- Public Involvement Plan, Title VI Plan and Limited English Proficiency Plan Updates
- Reactivation of Passenger Rail Service between New York City and the City of Scranton
- Regional Freight Inventories and Corridors Plan – Multi-MPO
- Review and Adjustment/Smoothing the 2020 Census Urbanized Boundaries
- Roadway Safety Audits/Reviews
- Rt. 611 Corridor Study
- Wetland Mitigation Planning

Board of Directors Report

June 15, 2022



NEPA ALLIANCE WORK PLAN FOR FISCAL YEAR 2022-2023 JUNE 15, 2022

NARRATIVE

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 the annual Form 990. NEPA performs accounting services for the Northeastern Pennsylvania Nonprofit and Community Assistance Center, Penn's NE, the Blue Ribbon Task Force, the NEPA Business Finance Corporation, the NEPA Community Impact Group and the LLC Angel Fund/StartUp NEPA.

Contract Management

NEPA administers approximately 25 federal, state and local contracts and eleven (11) 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 approximately 25 employees plus interns. 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/Risk Management

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. Administrative services prepares invoices and handles payments to track NEPA membership.

NEPA Vehicle Management

Administrative Services coordinates vehicle use and maintenance for the two (2) vehicle NEPA fleet.

Board of Directors Report

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2. BUSINESS DEVELOPMENT SERVICES DIVISION

Bringing the World to Pennsylvania Annual Event

This event brings the Pennsylvania Overseas Trade Representatives to our region for meetings with local companies. This event will once again be held in person in September 2022. NEPA Alliance stands ready to assist in the marketing and promotion of this event once additional details are available.

Business Finance Assistance/Revolving Loan Funds Programs

NEPA administers 12 small business lending programs. These programs are funded through federal and state sources. NEPA generally loans millions annually from these programs, leveraging millions **more** in private funds, with specific requirements for job retention and/or creation. 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 or the Business Finance Corporation, as are loan write-offs and major revisions to closed loans including collateral amendments, revised repayment terms. In Fiscal Year 2023, NEPA will continue to evaluate opportunities to add additional revolving loan funds to our portfolio to support regional business projects. NEPA's loan portfolio is approaching \$50 million, up significantly over the last 5 years.

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. We will evaluate next calendar year whether this event will be held.

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 11 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.

Board of Directors Report

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Performance Measurement System and Executive Pulse System Management

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, choose the business meeting award criteria. The award will be presented at the PTAC's Government Contracting Showcase, in 2023 if the event is held.

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 Organization Support

The Communications Committee meets routinely to discuss upcoming events and NEPA Marketing activities. The committee provides input on the NEPA Networking Reception and other activities.

IT and Website maintenance for NEPA Operations

NEPA has a full-time IT Manager 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.

LDD Website Maintenance

NEPA staff members will monitor the LDD website on a regular basis for accuracy.

Board of Directors Report

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NEPA Alliance Annual Networking Reception

According to the Bylaws, the NEPA Annual Networking Reception 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, choose the winner of the award. The award will be presented at NEPA's Annual Networking Reception event.

NEPA Membership

Assists in coordinating the membership campaign, and membership incentives offered to businesses, government and nonprofits throughout the region. We achieved a modern-day record of 450 members in 2021.

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 4,200 active contacts.

Nominating Committee Organization 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 and ARC/EDA Regional Project Review Committee

NEPA actively assists project sponsors in the development of ARC and EDA Pre-Applications and Applications for grant assistance. We also solicit candidates for ARC Leadership Institute and Summer STEM programs.

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

NEPA will continue to provide administrative support to the BRTF and BRTF Management Group. This service will continue include convening meetings and legislative updates, websites updates, accounting services, monitoring of the BRAC process and administration of 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.

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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.

EDA CARES Act Economic Adjustment Assistance

NEPA will develop a plan that compliments the CEDS and focuses COVID-19 Pandemic. NEPA will also provide technical assist to communities and businesses related to response, recovery and developing resilience in the wake of the COVID-19 Pandemic.

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.

ESU Economic Summit Support

NEPA will update and further develop the annual economic indicator report for Monroe County and present the data at the annual event. This event has been virtual during COVID.

Get Connected

NEPA received funding through DCED PREP and Lackawanna County to support our Get Connected e-commerce initiative. Get Connected provides \$3,500 vouchers to assist small businesses with the development of websites and/or e-commerce platforms to reach more and new clients.

Local Development District Broadband Program

NEPA, in collaboration with our LDD partners, received funding to conduct a vertical assets inventory to support broadband deployment in the region.

NEPA Community Capacity & Consulting Support

NEPA will provide ARPA support for counties and local governments. NEPA serves as a consultant/fiscal sponsor for RACP, LSA, USDA REAP and other grants.

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 NMTC 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) 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,

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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 facilitates the NEPA Grantmakers Forum and website.

Nonprofit & Community Assistance Center (NCAC) NEPA Gives

NEPA will support the annual NEPA Gives by seeking sponsors, convening funders and supporting the marketing and onboarding on nonprofits into the portal.

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.

StartUp NEPA - Angel Investment Fund

NEPA, in partnership with the Appalachia Investment Alliance, have developed an Angel Investment Fund to assist start-up and early stage businesses gain the mentorship and capital necessary to further develop their business model, ultimately creating jobs and economic growth.

5. TRANSPORTATION PLANNING SERVICES DIVISION

Annual Highway Performance Monitoring System (HPMS) Data Collection

Beginning in fiscal year 2019, the NEPA Alliance was given responsibility for the annual collection of data for the Highway Performance Monitoring System (HPMS). The collection involves field work at over 90 locations identified by PennDOT Central Office.

Coordinated Transit-Human Services Transportation Plan Implementation

The NEPA Alliance will convene the Transit Subcommittee to update the NEPA MPO's Coordinated Public Transit/Human Services Plan and initiate the engagement 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.

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.

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I-81 Multi State Coalition

As funding permits, program staff will continue to monitor I-81 initiatives in partnership with Lackawanna Luzerne Metropolitan Planning Organization (MPO) and PennDOT. The extent of the I-81 corridor purview includes the full length of the interstate in all of Lackawanna, Luzerne and Schuylkill counties. Activities include the I-81 Multi State Coalition formed in September of 2007 involving 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 potential P-3 additional lane capacity project.

Long Range Transportation Plan Update (4 MPO counties)

The NEPA Alliance will maintain the NEPA MPO Long Range Transportation Plan (LRTP) adopted in May 2020 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. Staff will review the LRTP to determine which components would be appropriate for staff to amend and identify the portions that will require the engagement of professional consultant services. Adoption of the LRTP update is required by May 2024 but will be targeted for adoption in Fall 2023 to avoid conflict with the development and adoption of the 2025 TIP.

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 2023-2026 Transportation Improvement Program Update (4 Counties)

In collaboration with PennDOT, NEPA transportation program staff will coordinate the adoption of the 2023 update of the region's Transportation Improvement Program (TIP) with the Technical Planning Committee and MPO Policy Board. Activities include regular administrative actions and processing of TIP amendments necessary during the implementation of the 2023- 2026 TIP effective October 1, 2022.

NEPA MPO Regional Bicycle/Pedestrian Plan (Supplemental Planning Funds Request and other funding sources)

NEPA Alliance staff will pursue Supplemental Planning funds to develop a comprehensive Bicycle/Pedestrian Plan (Active Transportation) for the NEPA MPO region. Task completion will be dependent on available supplemental planning funds.

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 and crosswalk 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.

Board of Directors Report

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PennDOT Connects

PennDOT will continue its effort to improve the project planning processes and increase local involvement in projects. In coordination with the PennDOT Districts 4-0 and 5-0, NEPA will engage local officials and organizations during the project development process to ensure coordination, communication and continuity with local interests and related plans. Activities will include project initiation forms and scoping field views, incorporation of the PennDOT Connects processes during the LRTP development and PennDOT Connects outreach and training to municipalities at the direction of PennDOT Central Office.

PennDOT Local Roads Technical Assistance Program (LTAP) (7 counties)

NEPA will continue to coordinate the Local Technical Assistance Program (LTAP) which 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. This activity includes an annual LTAP training program of at least 12 LTAP classes customized to the surveyed needs of the NEPA Alliance region including a comprehensive program outreach campaign and the preparation of annual reports fully documenting program year participation, outcomes and recommendations to PennDOT program managers.

PennDOT NEPA Metropolitan Planning Organization (MPO) (4 Counties)

NEPA will continue to administer and 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 NEPA MPO is a federally recognized transportation planning region responsible for the development of a Long Range Transportation Plan and Transportation Improvement Plan setting forth bridge, highway and transit system project priorities in compliance with federal and state statutes. The MPO region includes Carbon, Monroe, Pike and Schuylkill Counties.

Public Involvement Plan (PIP), Title VI Plan and Limited English Proficiency (LEP) Plan Updates

These documents provide a process and structure to ensure that all stakeholders and citizens can become involved in the region's transportation planning and programming processes. Program staff will review and evaluate the effectiveness of the procedures and strategies contained in the current PIP, Title VI and LEP plans and complete a comprehensive update of them to ensure full compliance with current federal and state statutes and policies.

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 possibility of funding under provisions of the Federal Highway Reauthorization Bill - Infrastructure Investment and Jobs Act (IIJA), NEPA will be pursuing a strategy for advancing the development of the project in coordination with federal, state and local agencies and officials.

Regional Freight Inventories and Corridors Plan

NEPA Alliance will be initiating the development of a regional freight inventories and freight corridors planning study. Five MPOs have agreed to conduct a joint freight plan as the Eastern Pennsylvania Freight Alliance – NEPA MPO, Lehigh Valley MPO, Lackawanna-Luzerne MPO, Reading MPO and Lebanon MPO. The project was awarded \$280,000 in supplemental planning funds to be leveraged by a

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\$70,000 match provided by the participating MPOs. The Lehigh Valley Planning Commission has agreed to serve as the fiscal agent for this project.

Review and Adjustment/Smoothing the 2020 Census Urbanized Boundaries

Following the release of the 2020 Census Urbanized Area boundaries, the urbanized areas will be reviewed by NEPA staff with the county and PennDOT District planners. Adjustments and smoothing of Urbanized Areas extending from contiguous MPOs into the NEPA MPO region will be coordinated with the appropriate adjoining agency planners.

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 first two phases of the Interstate 80 widening project once a design alternative is selected. The intent is to identify cumulative development impacts on the highway corridor and adjoining local roads network which will then serve as the basis for prioritization of future traffic network improvements.

Wetland Mitigation Planning

The NEPA Alliance will 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. Partnerships will be pursued with local Land Trusts and the William Penn Foundation for expertise and funding.

RESOLUTION 2022-7

**OF THE
NORTHEASTERN PENNSYLVANIA ALLIANCE (NEPA) BOARD OF DIRECTORS
APPROVING THE SUBMISSION OF A REDEVELOPMENT ASSISTANCE CAPITAL PROGRAM
GRANT APPLICATION TO THE PENNSYLVANIA OFFICE OF THE BUDGET AND FOR NEPA TO
SERVE AS A FISCAL SPONSOR ON BEHALF OF INTERSTATE BUILDING MATERIALS INC.**

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

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

WHEREAS, based on the Pre-Award RACP Grant Application, Governor Wolf authorized the release of \$1,000,000 to NEPA for the Interstate Building Materials, Inc. Expansion Project in Luzerne County, and

WHEREAS, NEPA has agreed to serve as a fiscal sponsor for Interstate Building Materials, Inc., and

WHEREAS, the Pennsylvania Local Development Districts (LDDs) are eligible to submit applications and serve as fiscal sponsors for RACP funding, and

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

NOW THEREFORE, BE IT RESOLVED, that NEPA is authorized to file the required Post-Award RACP Grant Application on behalf of Interstate Building Materials, Inc. for a project in the amount of \$1,000,000. The Northeastern Pennsylvania Alliance, by and through its President and CEO, is further authorized to execute all necessary documents as required by the Commonwealth of Pennsylvania.

ADOPTED THIS 15TH DAY of June 2022

Joseph Sebelin
Board Chairperson
NEPA Alliance Board of Directors

Jeffrey K. Box
President & CEO
NEPA Alliance

NOMINATING COMMITTEE REPORT June 15, 2022

NEPA Alliance Nominating Committee Recommendations for Membership on the Board of Directors for 2022-2023

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, 2022.

Carbon County

Kathy Henderson, Director, CCEDC
Harold J Pudliner, Borough Manager, Weatherly Borough

Lackawanna County

Philip Condron, CEO, Condron Media
Jack McNulty, Mediator, Pennsylvania Department of Labor & Industry (Retired)
Alex Stark, Director of Marketing, Kane is Able, Inc.

Luzerne County

Joseph Lettiere, President, CAN DO, Inc.
Michelle Mikitish, Executive Vice President, Gr Pittston Chamber of Commerce

Monroe County

Chris Barrett, President/CEO, Pocono Mountains Visitors Bureau
Marynell Strunk, Lehigh Valley Health Network (Retired)

Pike County

William Kerstetter, Retired Banker
Peter Wulforst, Community Development Agent, Penn State Cooperative Extension

Schuylkill County

Robert Carl, President & CEO, Schuylkill Chamber of Commerce

Wayne County

Craig Rickard, Director, Wayne County Planning Commission
Mary Beth Wood, Executive Director, WEDCO

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, 2022.

Schuylkill County – Courtney Fasnacht, Executive Director, NEPA Manufacturers and Employers Council

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

Carl Beardsley, Executive Director, Wilkes-Barre/Scranton International Airport
Chris Doherty, Doherty Strategies
Ricky Durst, Senior Director Marketing & Ticketing, Pocono Raceway

NOMINATING COMMITTEE REPORT

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Vince Galko, Senior Vice President, Mercury Public Affairs
Larry Malski, Executive Director, PA NE Regional Railroad Authority
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 an **At Large Board Seat**.

Kit Pappas, Managing Director, Camelback Resort
Vacant position

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

Maria Montoro Edwards, President and CEO, Maternal & Family Health Services (Representing NCAC)
Jeffrey Box, NEPA Alliance
Andy Reilly, Penn's Northeast (John Augustine alt.)

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

Dave Donlin
Ernie Preate

The following have been recommended by the Nominating Committee to serve as Officers for the coming year beginning July 1, 2022.

Mary Beth Wood, Board Chairperson
Stephen Barrouk, 1st Vice-Board Chairperson
Commissioner George Halcovage, 2nd Vice-Board Chairperson
Bill Kerstetter, Treasurer
Mary Frances Postupack, Secretary
Alex Stark, Assistant Treasurer
Comm. Wayne Nothstein, Assistant Secretary
Joe Sebelin, Past Board Chairperson

The NEPA Board Chair will call for a motion to approve the Nominating Committee recommendations as listed above.

**CHAIRMAN'S APPOINTMENT
FY 2022-2023
WEDNESDAY, JUNE 15, 2022**



Executive Committee (8)

Mary Beth Wood Joe Sebelin (Board Chair) - Wayne
Steve Barrouk (1st Vice Chair) - Luzerne
Comm. George Halcovage (2nd Vice Chair) - Schuylkill
Bill Kerstetter (Treasurer) - Pike
Mary Frances Postupack (Secretary) - Monroe
Alex Stark (Asst. Treasurer) - Lackawanna
Comm. Wayne Nothstein (Assistant Secretary)
Joe Sebelin (Past Board Chair) - Carbon

Blue Ribbon Task Force Management Group (14)

Kevin Toolan, (BRTF Co-Chair)
Jeffrey Box, (BRTF Co-Chair)
Carl Beardsley
Edward (Ned) George
Jon Cadman
Robert Durkin
Allison Fitzpatrick
Chuck Leonard
Jack McNulty
Dr. Jill Murray
Joe Sebelin
Mary Beth Wood, NEPA Board Chair
Garry Wentz
VACANT
Peter Witmer (DCED PA Military CPC)
Nancy Lescavage (DCED PA Military CPC)
April Niver (Non voting)
Aimee Wechsler (Non voting)
Anthony Ferreira (Non voting)
TYAD Legal Counsel VACANT(Non voting)
Rob Lantka (Non voting)
Kristyn Smith (Non voting)

Budget & Finance Committee (11)

Bill Kerstetter, (Chair)
Michelle Mikitish, (Vice Chair)
Bob Carl
Dr. Katie Leonard
Mike Rollison
Mary Malone
Garry Wentz
Jack McNulty
Harold Pudliner
Courtney Fasnacht
Mary Beth Wood, Board Chair

By-Laws Committee (11)

Jack McNulty, (Chair)
Mary Frances Postupack
Micah Gursky
Kathy Henderson
James Hockenbury
Chuck Leonard
Dr. Katie Leonard
Joe Lettiere
Larry Malski
Peter Wulfhorst
Mary Beth Wood, Board Chair

Communications & Membership Committee (13)

Alex Stark, (Chair)
Chris Barrett
Phil Condron
Chris Doherty
Cynthia DeFabo
Tom Donohue
Ricky Durst
James Hockenbury
Micah Gursky
Kathy Henderson
Michelle Mikitish
Kerry Miscavage
Mary Beth Wood, Board Chair

**CHAIRMAN'S APPOINTMENT
FY 2022-2023
WEDNESDAY, JUNE 15, 2022**



NEPA MPO Policy Board (Appointments are made by the NEPA Board of Directors for a 2-year term ending 6/30/22)

David Alas, PennDOT Central Office (Alternate)
Chris Barrett, Pocono Mountains Visitors Bureau
Micah Gursky, Director of Development, St. Luke's Miners Memorial Hospital*
Kathy Henderson, Carbon Chamber & Economic Development Corp.*
Matt Osterberg, Pike County Commissioner*
Bud Quandel, President, The Quandel Group, Inc. (Alternate)*
Joseph Sebelin, (Retired), Executive Director, Pocono Counties WIA (Alternate)*
Kristin Mulkerin, PennDOT Central Office

NEPA MPO Technical Planning Committee (Appointments are made by County Commissioners except for PennDOT, Transit and NEPA Board Appointees for a 2-year term ending June 30, 2022)

David Bodnar, (Chair) Carbon County Planning & Development
Susan Smith, (Vice-Chair) Schuylkill County Planning
David Alas, PennDOT Central Office
David Bekisz, Schuylkill County Transit
Marie Bishop, PennDOT District 4-0
Greg Christine, Monroe County (Alternate)
John Christy, Monroe County Commissioner
Roger Christman, Ross Township (Alternate)
Brendan Cotter, LANTA
Carl "Chuck" Gould, Chestnuthill Township Board of Supervisors
Bob Gress, Monroe County Transportation Authority (Transit Alternate)
Doyle Heffley, State Representative
Peggy Howarth, Monroe County Transportation Authority
Vanessa Koenigkramer, PennDOT District 5-0
Eric Koopman, Monroe County Planning Commission (Alternate)
Chuck Leonard, Pocono Mountain Economic Development Corporation
Lisa Mahall, Schuylkill County (Alternate)
John Malinchok, Schuylkill County Planning Commission
Gary Martinaitis, Schuylkill County Transit (Transit Alternate)
Christine Meinhart-Fritz, Monroe County Planning Commission
Michael Mrozinski, Pike County Community Planning
Matthew Osterberg, Pike County
Harold Pudliner, Weatherly Borough (Alternate)
Jason Skrimcovsky, Carbon County Planning & Development (Alternate)
Matt Smoker, FHWA (Non-Voting Member)
Brian Snyder, Pike County Community Planning (Alternate)
AJ Jordan, CCCT/LANTA (Transit Alternate)
Tom Yashinsky, ARRO Group (Alternate)

NEPA Representatives to the NCAC Board (4)

Maria Montoro Edwards
Jack McNulty
Alana Roberts
Marynell Strunk

**CHAIRMAN'S APPOINTMENT
FY 2022-2023
WEDNESDAY, JUNE 15, 2022**



Nominating Committee (11)

Steve Barrouk, (Chair)
Chris Barrett
Cynthia DeFabo
Courtney Fasnacht
Micah Gursky
Kathy Henderson
Mary Malone
Larry Malski
Craig Rickard
Garry Wentz
Mary Beth Wood, Board Chair

Revolving Loan Fund Committee (13)

Bill Kerstetter, (Chair)
Donna Simpson, (Vice Chair) - Univ. of Scranton SBDC
Stacia Arnaud First Keystone Community Bank
Ryan Barhight, Landmark Community Bank
Paul Browne, Carbondale Technology Transfer Center
Maria Bruno, Accountant
Matthew Colgan, NBT Bank
Gino DeGiosio, Jim Thorpe Neighborhood Bank
J. Patrick Dietz, Peoples Security Bank & Trust
John Ferrett, Fidelity Deposit & Dis. Bank
James Gorman, BB&T Bank
John Strellish, FNCB Bank
VACANT

Regional Project Review Committee (14)

Jack McNulty, (Chair)
Steve Barrouk
Carl Beardsley
Phil Condon
Ricky Durst
Vince Galko
Micah Gursky
Katie Leonard
Mary Frances Postupack
Alana Roberts
Mike Rollison
Garry Wentz
VACANT
Mary Beth Wood, Board Chair

BOARD of DIRECTORS REPORT
June 15, 2022



NEPA ALLIANCE
FISCAL YEAR 2022-2023
MEETING SCHEDULE

Listed below is the Fiscal Year 2022-2023 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.

| <u>DATE</u> | <u>TIME</u> | <u>LOCATION</u> |
|------------------------|--------------------|--|
| October 6, 2022 | 4:00PM | Networking Reception (Radisson Lackawanna Station) |
| November 2, 2022 | 1:00PM | NEPA Alliance Office/Video |
| January 4, 2023 | 1:00PM | NEPA Alliance Office/Video |
| March 1, 2023 | 1:00PM | NEPA Alliance Office/Video |
| June, 2022 Date TBD | 1:00PM | NEPA Alliance Office/Video |

Board of Directors Report

June 15, 2022



Dear Board Members,

We have been very busy with new and existing programming. The CARES Act, American Rescue Plan (ARPA) and the Bipartisan Infrastructure Bill have all driven additional work to NEPA.

Here is an update on several programs we are managing.

Board Meeting June 15, 2022

The Budget & Finance Committee will meet at 12NOON. The Executive Committee will meet at 11:30AM and the Board Meeting will be at 1:00pm. The meeting will be hybrid, so video participation will be available, and we will be in the Board Room. Lunch will be available at 12:30PM for those of you attending in person.

Budget and Work Plan for 2022-2023

The Budget and Work Plan for next Fiscal Year 2022-2023 are included in this packet. The budget picture is stable for now. We have secured some additional funding from various sources, which has allowed us to hire two additional staff members. The budget and the work plan will be on the agenda on June 15th for approval.

ARC Project Priority List & ARC Funds

The Regional Project Review Committee will be meeting in June to rank projects for the next Federal Fiscal Year. The application and submission process has changed. ARC has substantial funding levels so they continue to look for new projects. If you have something in mind, please reach out to Kurt.

Angel Fund/StartUp NEPA

We held the kickoff meeting for the newly created StartUp NEPA Angel Fund in April. This initiative provides funding for entrepreneurs within our region. The investors will govern the Angel Fund Board. Tina Dowd has volunteered to be the first Chairperson of the group. We continue to search for more investors and we will continue to organize the meetings to help guide the investment “pitches”. This is another expansion of economic development programming in our region. Thanks to Kurt, Steve Ursich and Wendi for their work on this initiative.

New Website

The long process of redeveloping our NEPA website has moved forward with the main NEPA site going live. Please take a look at www.nepa-alliance.org to see the new site. We are also working on revisions to all of the numerous sub-sites, which will be completed this year. Thanks to Donna and Michael for their work on this.

Nominating Committee Recommendations

The Nominating Committee has reviewed the Board Structure for 2022-2023 and the recommendations are in this packet for action. Thanks to Steve Barrouk for Chairing the Committee and for the input from all committee members.

Board of Directors Report June 15, 2022



Blue Ribbon Task Force (BRTF)

We are in the process of recharging the BRTF. We were slowed by COVID and other programmatic challenges, but we are moving forward again. We recently toured the Depot with the consultants who have been engaged to do fundraising for the BRTF. There are also leadership changes coming at Tobyhanna. A number of senior leaders are retiring soon.

Staffing

We have engaged two new Community and Economic Development Specialists to join the NEPA Team. One will be assigned to Kurt Bauman and one assigned to Steve Ursich to work on the broad range of new programming that we are engaged in.

Employee Handbook

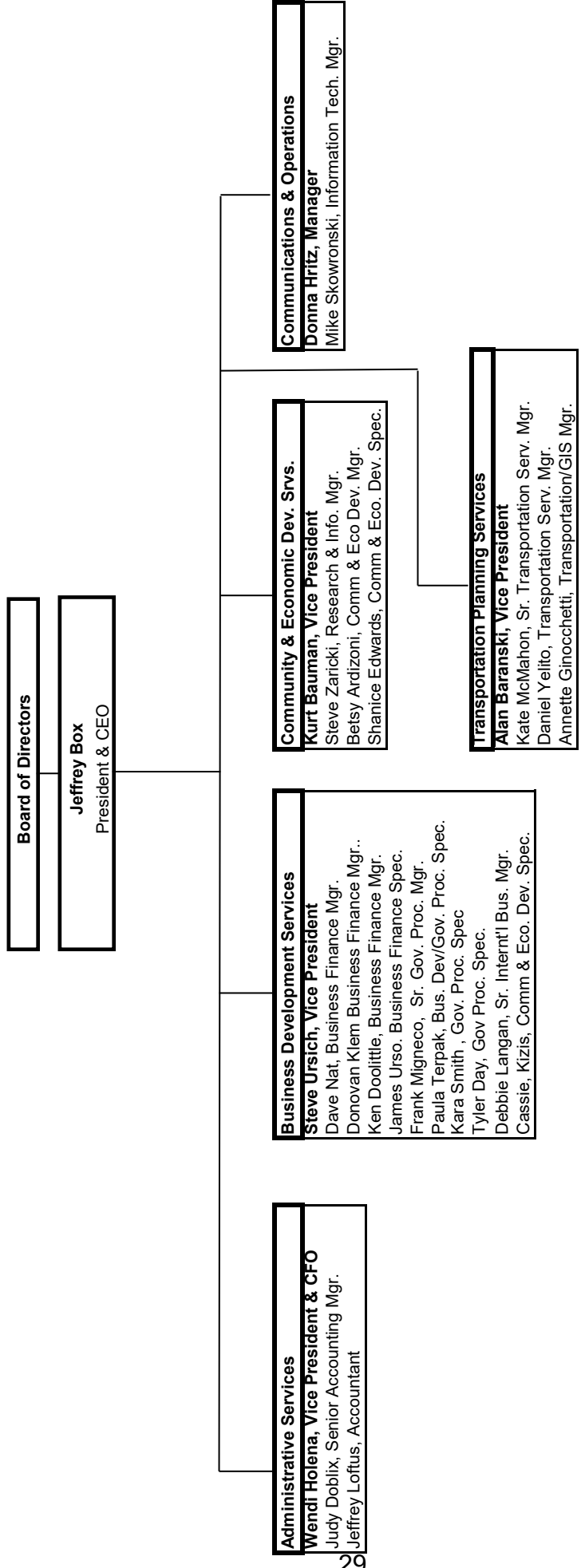
We are working on a revision to our employee handbook, which has been due to COVID and other matters. The revised handbook will establish other new policies never before addressed such as active shooter and pandemic response.

Thank you all for the opportunity to work every day to make Northeastern Pennsylvania a better place.

Respectfully,
Jeff



ORGANIZATIONAL CHART 2022-2023




REVISED: 5/16/2022

25 TOTAL POSITIONS

Northeastern Pennsylvania Alliance Affiliates Chart

July, 2022




Board Chairperson: Maria Montoro Edwards
Executive Director: Kurt Bauman
Program Staff: Kurt Bauman & Betsy Ardizoni
 Year Founded: 1980
 Board of Directors: 11 (3 NEPA)
 Annual Budget: \$163,000
 Organization Type: 501(c)(3)




Team Lead: Robert Kelly
Program Staff: Kurt Bauman & Betsy Ardizoni
 Year Founded: 2009
 Organization Type: Committee



Co-Chairs: Kevin Toolan & Jeffrey Box
Program Staff: Kurt Bauman & Donna Hritz
 Management Group Members: 15
 Year Founded: 1992
 Organization Type: Committee




Program Staff: Jeffrey Box, Steve Ursich & Paula Terpak



Board Chairperson: Mary Beth Wood
President & CEO: Jeffrey Box
 Year Founded: 1964
 Executive Committee: 8
 Board of Directors: 53
 Number of Employees: 25
 Annual Budget: \$8.5 million
 Organization Type: 501(c)(4)

NEPA Programs

- ARC/EDA Grant Administration
- Business Finance
- International Business Development
- Government Contracting (PTAC)
- Engage!
- PREP Partnership



Board Chairperson: Mary Beth Wood
Executive Director: Jeffrey Box
Program Staff: Kurt Bauman & Steve Ursich
 Year Founded: 2019
 Board of Directors: 8
 Advisory Board Members: 5
 Annual Budget: TBD
 Organization Type: NEPA Community Impact Group LLC d/b/a NEPA
 Community Impact Fund is a partnership that is made up of two member entities.
 Ownership: BFC 1% - NEPA 99%



Board Chairperson: Craig Zurn
Executive Director: Steve Ursich
 Year Founded: 2013
 Board of Directors: 15
 Annual Budget: \$475,000
 Organization Type: 501(c)(6)



NEPA Metropolitan Planning Organization (MPO)
Policy Board Chairperson: Kathy Henderson
Technical Com. Chair: David Bodnar
Program Staff: Alan Baranski & Kate McMahon
 Year Founded: 2013
 Organization Type: Committee



Program Staff: Frank Migneco, Tyler Day, Kara Smith & Paula Terpak



Board Chairperson: Tina Dowd
Program Staff: Jeffrey Box, Kurt Bauman & Steve Ursich

Board of Directors Report

June 15, 2022



LDD CUSTOMER SATISFACTION SURVEY FORMS

Thirty-one (31) out of thirty-three (33) LDD Customer Satisfaction Survey forms were completed by NEPA clients who received assistance through NEPA's Business Financing, Procurement Technical Assistance Center and International Business Programs for assistance received during the 3rd quarter of 2021-2022 which represented an 94% response rate. Thirty-one (31) clients indicated they were very satisfied/satisfied with the assistance they received through NEPA. **This gives an overall satisfaction rate of 100% from surveys received for the 3rd quarter of 2021-2022.**

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

| | *Timeliness of Assistance | *Quality of Assistance | *Value of Assistance |
|---------------|----------------------------------|-------------------------------|-----------------------------|
| Loans | 5 | 5 | 5 |
| Procurement | 22 | 22 | 22 |
| International | 9 | 9 | 9 |

Procurement Technical Assistance Center

Counseling Activity (02-01-2022 to 04-30-2022)

| | |
|--|------------|
| New Active Clients for the Period | 26 |
| Active Clients for the Period | 246 |
| Initial Introductory Counseling Sessions for the Period | 21 |
| Follow-up Counseling Sessions for the Period | 822 |

The Procurement Technical Assistance Center (PTAC) worked with new client registrations in the PA Supplier Portal to do business with the Commonwealth and System for Award Management to be able to sell to the Federal Government. Follow-up sessions support client registration updates, and new certification applications such as but not limited to: HUBZone, 8(a), SDVOSB/VOSB, and WOSB.

Contract Awards Activity (02-01-2022 to 04-30-2022)

| Award Type | Number of Awards | Number of Clients | Total Value |
|--------------------------------|-------------------------|--------------------------|---------------------|
| Federal Prime | 4103 | 18 | \$17,243,978 |
| State & Local Prime | 3 | 3 | \$906,910 |
| Sub-Contractor | 0 | 0 | \$0 |

Board of Directors Report June 15, 2022



During this period, Active PTAC clients received contract awards primarily from Federal Agencies acting as a prime contractor. Contract award reporting follows Defense Logistics Agency terms.

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

| Certification Activity (02-01-2022 to 04-30-2022) | | |
|--|-------------------------------|--------------------------------|
| Certification Type | Applications Submitted | Certifications Approved |
| SD/VOSB | 3 | 2 |
| WOSB | 5 | 3 |
| HUBZone | 1 | 0 |

International Business Development Program

The International Business Development staff recorded twenty-seven (27) Export Actions and generated twelve (12) International Projects to Pennsylvania's Authorized Trade Representatives from March 1 – May 31, 2022. Staff processed one (1) Global Access Program (GAP) applications and two (2) GAP reimbursements during this timeframe. GAP is an export promotion grant administered by the Pennsylvania Office of International Business Development (OIBD) under a State Trade Expansion Program (STEP) award from the U.S. Small Business Administration.

Staff hosted the following webinars during this timeframe:

- MidAtlantic Trade Adjustment Assistance Center - March 30, 2022
- Embargos & Sanctions – April 14, 2022
- USMCA – May 12, 2022

There will be one final webinar this fiscal year, Product Classification Under the U.S. Harmonized System, on Thursday, June 9, 2022.

In partnership with OIBD, the International Business Development Program will host twelve (12) of Pennsylvania's Authorized Trade Representatives for Bringing the World to Northeastern Pennsylvania on Friday, September 23, 2022. The event will take place at the Radisson in Scranton from approximately 8:00 am to 2:00 pm.

| PA Office of International Business Development Performance Measurements FY 2021 – 2022 | | |
|--|-------------|-------------------|
| Performance Measurement | Goal | YTD Totals |
| Active Clients | 50 | 44 |
| Export Actions | 105 | 138 |

Board of Directors Report

June 15, 2022



| | | |
|--|-----------------|-----------------|
| Exporting Companies | 13 | 13 |
| Export Sales | \$22,609,296.90 | \$24,317,951.06 |
| Projects | 101 | 55 |
| ATR Attributed Sales | \$9,269,811.73 | \$449,814.15 |
| New Clients | 7 | 8 |
| Total (weighted and capped measure) <i>Calculated 5/23/22</i> | | 94.70% |

Business Finance Center

The Business Finance Center has been able to close 10 loans totaling \$6,117,500.00. Through these loan closings, the small businesses are expected to create 98 jobs and retain 65 jobs in the next 3 years within the 7-county region that NEPA Alliance serves. Loans closed since that last meeting include the following business sectors: Summer Camp, Limited Service Restaurant, Retail Store and Healthcare Providers.

NEPA BFC continues to work with the current portfolio to manage businesses through COVID-19. This includes returning borrowers to standard payments from deferment and managing catchup plans. Additionally, as interest rates increase, NEPA BFC is looking to fix the interest rate for a portion of the borrowers financing package.

| SBA 504 | | |
|----------------------------------|---------------|------------------|
| | Number | Balance |
| Approved Loans | 23 | \$ 16,708,000.00 |
| Closed Since Last Meeting | 2 | \$ 3,568,000.00 |
| Outstanding Loans | 30 | \$ 23,916,257.07 |
| Total | 55 | \$ 44,192,257.07 |
| PIDA | | |
| | Number | Balance |
| Approved Loans | 2 | \$ 1,825,000.00 |
| Closed Since Last Meeting | 1 | \$ 2,000,000.00 |
| Outstanding Loans | 86 | \$ 9,670,781.00 |
| Total | 89 | \$ 13,495,781.00 |
| Internal Funds | | |
| | Number | Balance |
| Approved Loans | 4 | \$ 307,000.00 |
| Closed Since Last Meeting | 7 | \$ 549,500.00 |
| Outstanding Loans | 123 | \$ 4,545,425.00 |
| Total | 123 | \$ 5,401,925.00 |

- **Community Development Block Grants**
 - 703 Applications
 - Application period closed 6/1/2022
 - Decision and Fund through the fall of 2022

Board of Directors Report

June 15, 2022



COMMUNITY & ECONOMIC DEVELOPMENT SERVICES DIVISION

EDA

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

| Organization | Project | CO | EDA Grant Request Amount | Funding Leveraged | Status |
|--------------------------|--|----|--------------------------|-------------------|-------------------------|
| SEDCO | Water Feasibility Study | SC | \$70,000 | \$35,000 | Approved |
| Downtown Shenandoah Inc. | Shenandoah Innovation Center | SC | \$3.5M | \$4M | Submitted in May 2022 |
| NEPA | NEPA Launch: Regional Aerospace Alliance | RE | \$500,000 | \$0 | Unsuccessful |
| Johnson College | RISE | RE | \$1,000,000+ | \$100,000 | February 2022 Submittal |
| Lackawanna County | Broadband Expansion | LA | \$3.7M | \$3.7M | December 2021 Submittal |

Appalachian Regional Commission

As the designated Local Development District (LDD) for the Appalachian Regional Commission (ARC) and the Pennsylvania Department of Community & Economic Development (DCED), NEPA provides technical assistance to those organizations seeking ARC grant assistance.

2022 – Invited to Submit Full Application

| Organization | Project | CO | ARC Grant Request Amount | Funding Leveraged | Status |
|--------------------------------|---|----|--------------------------|-------------------|--------|
| NEPA Alliance | Community Capacity Support Program | RE | \$100,000 | \$100,000 | TBD |
| NEPA Alliance | New Market Tax Credit Launch Phase III | RE | \$86,000 | \$86,000 | TBD |
| Johnson College | Tools of the Trade: Supporting Tools for Workforce Training | LA | \$140,000 | \$140,000 | TBD |
| Greater Wyoming Valley Chamber | Connect Inclusive | LU | \$154,000 | \$154,000 | TBD |
| Misericordia University | Simulation in Nursing Education | LU | \$83,506.93 | \$83,508.93 | TBD |

Board of Directors Report June 15, 2022



| | | | | | |
|--|---|----|-----------|-------------|-----|
| Scranton-Lackawanna Human Development Agency (SLHDA) | Scranton Pre-K Center and Workforce Counseling Headquarters | RE | \$117,200 | \$117,200 | TBD |
| NeighborWorks NEPA | West Scranton Main Street Revitalization & Small Business Boost | LA | \$125,000 | \$125,000 | TBD |
| Borough of West Hazelton | Rotary Drive Roadway, Drainage, & Public Transit Enhancements | LU | \$500,000 | \$1,000,000 | TBD |
| Oregon Township | Beardsley Road Widening and Safety Improvements | WA | \$300,000 | \$600,000 | TBD |
| The Institute | Regional Needs Assessment | LU | \$75,000 | \$75,000 | TBD |
| Keystone College | LEEP Project | LA | \$100,000 | \$140,000 | TBD |
| IBEW Local 163 | Advanced Technology Center Expansion | LU | \$92,880 | \$92,880 | TBD |
| Eckley Miners' Village | Virtual Design for Adaptive Reuse | LU | \$78,000 | \$78,000 | TBD |

ENGAGE!

On behalf of the Northeast Pennsylvania Partnerships for Regional Economic Performance (PREP) partners, NEPA annually applies for the *Engage!* initiative. *Engage!* is a Pennsylvania statewide business retention and expansion (BRE) program designed to interact with targeted companies regularly and proactively. The overall goal of *Engage!* is to retain existing businesses and to help them grow and expand by building solid relationships with business owners or key decision makers and economic development partners. NEPA received \$180,900 for *Engage!* for FY 21-22 and has subcontracted with 13 partners to complete the project deliverables.

In response to the COVID-19 Pandemic, NEPA is offering, through the “Get Connected” initiative, e-commerce technical assistance to businesses. NEPA has contracted with three web development/tech firms to assist the launch of this initiative, which offers a free suite of services to develop an online sales platform that will assist in stabilizing the business and generate sales and clients during the pandemic. Thus far, NEPA has assisted over 60 businesses. Phase 3 and Phase 4 business recipients are listed below. Clients in Phase 1 received \$1,500 in consulting support. Clients in Phases, 1,2 and 3 received \$3,500 in consulting support and training services from the University of Scranton SBDC and the Wilkes University SBDC for their business and e-commerce platform.

Funding in the amount of \$141,500 was received from the Lackawanna County Department of Planning and Economic Development for Phase 4 of the Get Connected program. This funding will allow us to assist 32 firms in Lackawanna County through the Get Connected program.

Phase 3 Clients (Businesses from all seven counties)

| Business | Contact | Consultant Assigned | County |
|---------------------|----------------|----------------------------|---------------|
| Crazy for Closeouts | Judy Paterson | Coal Creative | Carbon |
| Kathryn the Younger | Kathryn Kelly | Design Done Right | Lackawanna |

Board of Directors Report June 15, 2022



| | | | |
|---------------------------------|------------------|-------------------|---------|
| Platform Industries | Chris Murray | Design Done Right | Wayne |
| The Columbia Shade Company | Heather Isaac | Coal Creative | Luzerne |
| Red Leaf Salad Company | Richard Samanas | Coal Creative | Luzerne |
| Move Better (Move Fitness, LLC) | Hilary Greenberg | Design Done Right | Luzerne |

Phase 4 Clients (Lackawanna County Businesses Are Eligible)

| Business | Contact | Consultant Assigned | County |
|--|--------------------|---------------------|------------|
| LMJ Shed Sales | Jenna Urban | Coal Creative | Lackawanna |
| Stately Pet Supply | Rebecca Martino | Coal Creative | Lackawanna |
| Electric City Solar Co. | William Notarianni | BlackOut Design | Lackawanna |
| Eastern Penn Supply Company | Rick Timchack, Sr. | Design Done Right | Lackawanna |
| Bloomin' Idiots Floral and Garden Center | Donna Jezowski | Design Done Right | Lackawanna |
| Damon's Getaways | Damon Spady | Coal Creative | Lackawanna |
| TNT Professional Cleaning Services | Edward Ferraro | Design Done Right | Lackawanna |
| Blackwatch Café | Patrick Hinton | BlackOut Design | Lackawanna |
| National Bakery | William Fox | Coal Creative | Lackawanna |

StartUp NEPA

NEPA has raised \$750,000 in support of our Angel Fund initiative. Official launch meeting was held in January 2022 and first member meeting was held in May 2022.

NEPA Community Impact Fund

NEPA's new affiliate organization, the NEPA Community Impact Fund, was formally certified a Community Development Entity (CDE) and is actively seeking an allocation of New Markets Tax Credits (NMTC) from the U.S. Department of the Treasury. NEPA is actively seeking tax credits on behalf of three clients. We were unsuccessful in securing a NMTC allocation from the 2020 and 2021 rounds. NEPA is soliciting projects from the Commonwealth of PA with capital costs ranging from \$5M-\$60M that need NTMC subsidies to make the project viable. We will submit our next application for the 2023 round in January of 2023.

Capital Financing Services - Pennsylvania Redevelopment Assistance Capital Program (RACP)

NEPA has partnered with CBO Financial, our NMTC consultant, to offer RACP grant writing assistance and Financial Request Package support for the clients in the table below. We anticipate a new RCAP round to open in March or April of 2022.

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

Board of Directors Report

June 15, 2022



| | | | | |
|---|----------------------|--------------|-------------|--|
| Keystone Human Services | TBD, Luzerne County | NA | \$2,700,000 | Under State Review |
| Little Leaf Farms, LLC* | McAdoo, PA | NA | \$2,000,000 | Awarded \$1.4M |
| 2021 (Application August 13, 2020) | | | | |
| Downtown Shenandoah, Inc.* | Shenandoah, PA | \$8,000,000 | \$3,000,000 | Awarded \$1.5M RACP |
| Keystone Human Services | TBD, Luzerne County | NA | \$2,700,000 | Unfunded – resubmitted in 2022 |
| Da Vinci Science Center | Allentown, PA | \$30,000,000 | NA | Awaiting final \$4-\$6M is capital funding |
| Hotel Fauchere – Milford* | Milford, PA | NA | \$2,000,000 | Awarded \$500k RACP |
| Hyatt Place - Wilkes-Barre | Wilkes-Barre, PA | \$7,000,000 | NA | Awaiting Financing |
| Little Leaf Farms, LLC* | McAdoo, PA | NA | \$3,000,000 | Awarded \$2M RACP |
| 2020 | | | | |
| Ball Manufacturing* | Jenkins Township, PA | NA | \$4,000,000 | Awarded \$2M RACP |

*NEPA is serving as the applicant.

NORTHEASTERN PENNSYLVANIA NONPROFIT & COMMUNITY ASSISTANCE CENTER

NCAC Membership: NCAC currently has 125 active members. 23 new members have joined since September 2021, and membership renewal notices will be going out this month before the close of the fiscal year.

NEPA Grantmakers Forum: In collaboration with the Harry & Jeannette Weinberg Foundation, the McGowan Charitable Trust, The Luzerne Foundation, the Scranton Area Community Foundation, and the Margaret Briggs Foundation, NCAC launched the NEPA Grantmakers initiative. NCAC is planning a leadership meeting on June 9th. The meeting will focus on planning a forum sometime this fall as well as a review of the newly updated List of Foundations in Northeastern Pennsylvania. The list contains over 175 different funding organizations in the region and is provided to NCAC members for guidance and support.

Monroe County Community Foundation: The first board meeting of the Monroe County Community Foundation was held on May 17th. We have composed a Request for Qualifications seeking Professional Services to provide branding, marketing, and media consulting services on behalf of the Community Foundation of Monroe County. The RFQ will be issued this month with services likely beginning in July.

BLUE RIBBON TASK FORCE (BRTE) / TOBYHANNA ARMY DEPOT

NEPA manages the Blue Ribbon Task Force (BRTF), which was organized in 1992 to provide regional community support for the preservation and protection of Tobyhanna Army Depot from the base closure process known as Base Realignment and Closure (BRAC).

The NEPA Alliance received several grants from the Pennsylvania Military Community Enhancement Commission to support the Depot. The funding was used to develop a SWOT Analysis of the TYAD as

Board of Directors Report June 15, 2022



compared to other installations. NEPA is currently collaborating with a consultant, Edwards+Strunk, Inc., a consulting firm based in Madison Township, Lackawanna County, to develop and implement a fundraising plan. The newest grant received was for \$49,750 and announced in January 2022.

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

NEPA team members, along with the BRTF consulting team Edwards and Strunk toured the TYAD in April. Biweekly touchpoints are taking place to continue the establishment of a fundraising plan, and the next BRTF meeting will be held June 21, 2022.

RESEARCH & INFORMATION CENTER

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

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

| Fiscal Year 2021 – 2022 | | | | | | |
|-------------------------|----------------------------|--|---|------------|----------------|---------|
| # | Client | Project Title | Purpose | CO | Month - Year | Studies |
| 1 | Swiftwater Solar, LLC | Economic Impact Analysis of the Swiftwater Solar Project | Updated tax information requested by Pocono Township | MO | Jun-22 | O/C/V |
| 2 | CAN DO, Inc. | Economic Impact of its Properties | Report used for presentation to its Board of Directors | CA, LU, SC | Dec-21 | O |
| 3 | Wayne County Commissioners | Wayne Recovery to Work Phase 1 Treatment Facility | Report used to receive \$1.0 million in RACP funding | WA | Dec-21 | O/C |
| 4 | Susquehanna Data, LLC | Susquehanna Hyperscale Campus | Report of Data Center in Salem Twp., Luzerne Co. | LU | Sep-21 | O/C/V |
| 5 | Northern Tier RP&DC | Regional Export Network - Annually | Annual Report of Export Program to PA Office of Int'l Bus. Dev. | | Aug-21 | |
| 6 | North Central RP&DC | Regional Export Network - Annually | Annual Report of Export Program to PA Office of Int'l Bus. Dev. | | Aug-21 | |
| 7 | Northwest RP&PC | Regional Export Network - Annually | Annual Report of Export Program to PA Office of Int'l Bus. Dev. | | Aug-21 | |
| 8 | Northern Tier RP&DC | Quarterly Report | Quarterly Report of Jobs Created and Retained for ARC Reporting | | Jul and Oct-21 | |
| 9 | North Central RP&DC | Quarterly Report | Quarterly Report of Jobs Created and Retained for ARC Reporting | | Jul and Oct-21 | |
| 10 | Northwest RP&PC | Quarterly Report | Quarterly Report of Jobs Created and Retained for ARC Reporting | | Jul and Oct-21 | |

Board of Directors Report

June 15, 2022



| Fiscal Year 2020 – 2021 | | | | | | |
|-------------------------|--|---|---|----|--------------|---------|
| # | Client | Project Title | Purpose | CO | Month - Year | Studies |
| 1 | Tobyhanna Army Depot | Economic Impact Analysis for FY 2020 | Annual Economic Impact Analysis | MO | Jun-21 | O/C/V |
| 2 | Wayne Economic Development Corporation | Sterling Business & Technology Park Building | Report used to receive \$1.0 million in RACP funding | WA | May-21 | O/C |
| 3 | Production Systems Automation, LLC | G-PSA | Business/Manufacturing Expansion | LA | Feb-21 | O |
| 4 | Monroe County Industrial Development Authority | Pocono Family YMCA New Building II | Report used to receive \$2.0 million in RACP funding | MO | Dec-20 | O/C/V |
| 5 | Allied Services | Capital Expansion | New Markets Tax Credit Project | LU | Dec-20 | O/C/V |
| 6 | Da Vinci Science City, LLC | Da Vinci Science City, LLC | Report used to receive \$1.0 million in RACP funding | LE | Nov-20 | O/C/V |
| 7 | Greater Wilkes-Barre Industrial Fund | Wilkes-Barre Gateway Center | Report used to receive \$2.5 million in RACP funding | LU | Nov-20 | O/C |
| 8 | Lackawanna College | Cornerstone Commons at 401 – Lackawanna College | Report used in application for \$4.75 million in RACP funds - Not awarded | LA | Nov-20 | O/C |
| 9 | Irem Temple Restoration Project, Inc. | Item Temple Restoration | Report used to receive \$1.0 million in RACP funding | LU | Nov-20 | V |
| 10 | Tobyhanna Army Depot | Economic Impact Analysis for FY 2019 | Annual Economic Impact Analysis | MO | Oct-20 | O/C/V |
| 11 | Keystone Human Services | Keystone Human Services Capital Expansion Project | Report used in application for \$2.7 million in RACP funds - Not awarded | LU | Jul-20 | O/C/V |

Featured Article: This month's article presents the not seasonally adjusted unemployment rates for the nation, state, region, and each of the seven counties within the NEPA service area.

Not Seasonally Adjusted Unemployment Rates

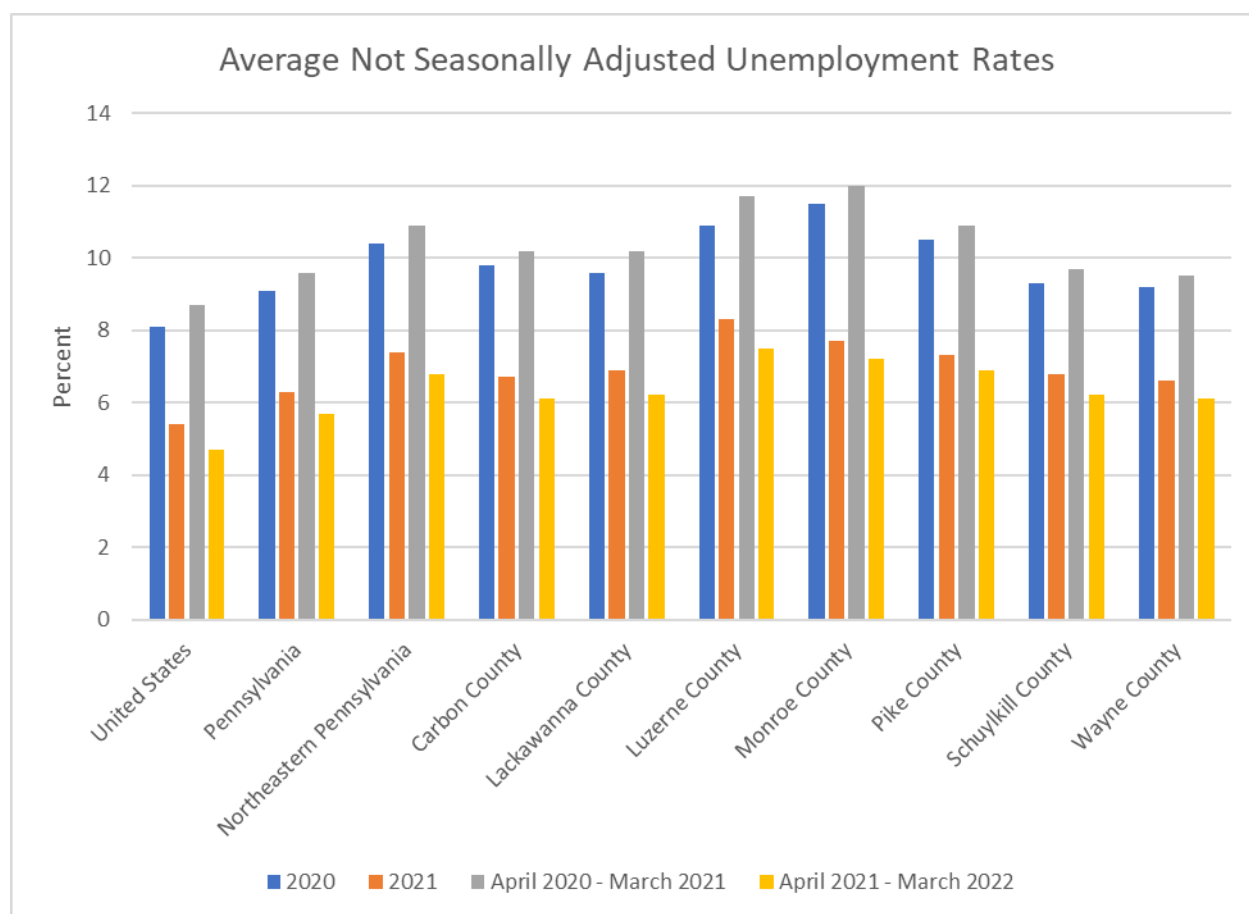
According to the first chart, the not seasonally adjusted unemployment rates, as provided by the PA WorkStats Program of the Center for Workforce Information & Analysis at the PA Department of Labor & Industry, indicate that the average regional unemployment rate was 10.9 percent from April 2020 to March 2021 and 6.8 percent from April 2021 to March 2022. The average national unemployment rate from April 2020 to March 2021 was 8.7 percent and it was 4.7 percent from April 2021 to March 2021. The average state unemployment rate from April 2020 to March 2021 was 9.6 percent and it was 5.7 percent from April 2021 to March 2022.

Board of Directors Report June 15, 2022



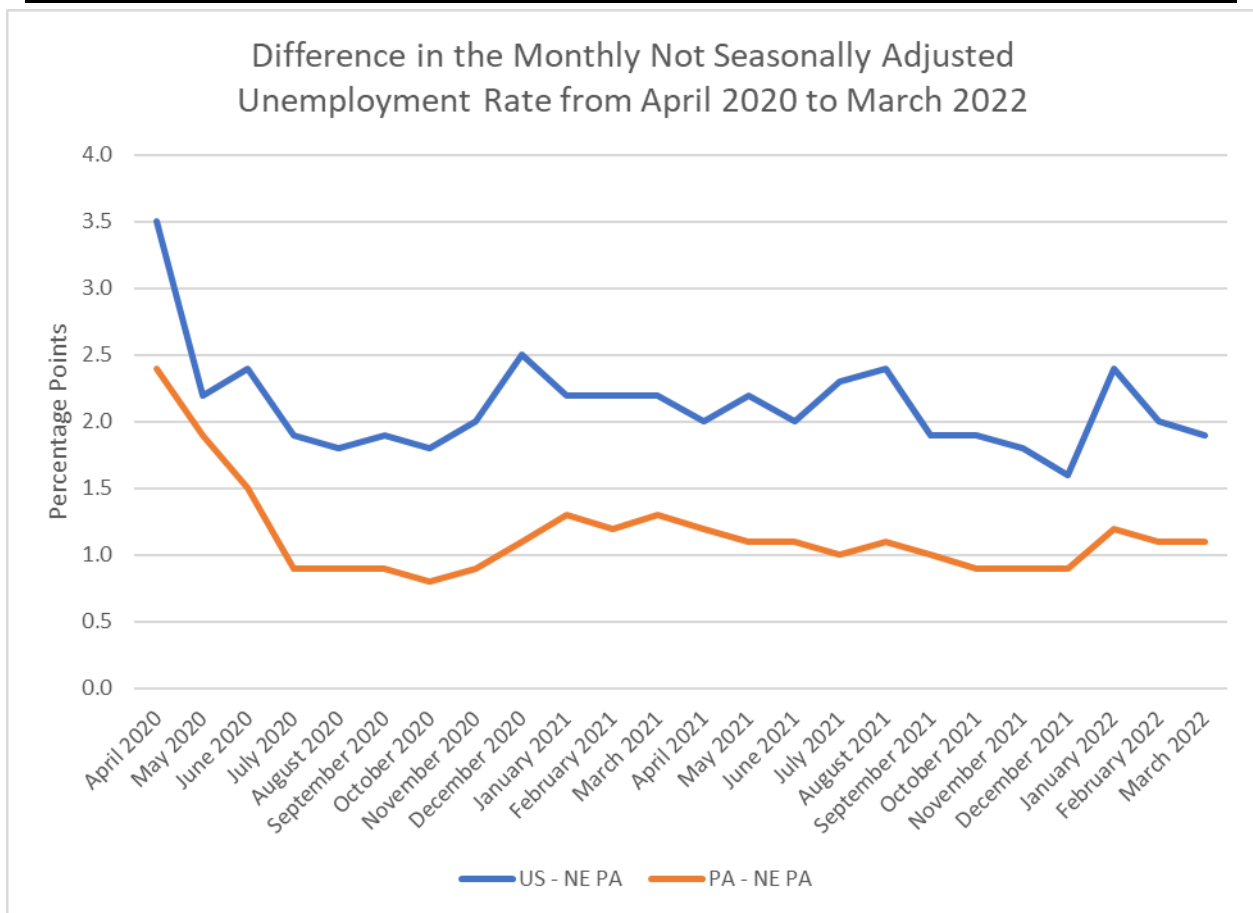
According to the second chart, the difference in the monthly not seasonally adjusted unemployment rates between the region and nation was at its maximum of 3.5 percentage points in April 2020 before fluctuating to its minimum of 1.6 percentage points in December 2021. It then fluctuated to 1.9 percentage points in March 2022. During the 24-month period, the average not seasonally adjusted unemployment rate was 6.7 percent in the nation and 8.9 percent in the region.

In April 2020, the difference in the monthly not seasonally adjusted unemployment rates between the region and state was at its maximum of 2.4 percentage points before fluctuating to its minimum of 0.8 percentage points in October 2020. It then fluctuated to 1.1 percentage points in February and March 2022. During the 24-month period, the average not seasonally adjusted unemployment rate in Pennsylvania was 7.7 percent.



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Social Media

March 1, 2022 – May 31, 2022

facebook

**1,018
Page Likes**

**6,511
Reach/Views**

Instagram

**1,385
Followers**

**934
Reach/Views**

LinkedIn

**1,218
Followers**

**14,339
Impressions/
Views**

twitter

**1,722
Followers**

**15.6K
Impressions/
Views**

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TRANSPORTATION PLANNING SERVICES DIVISION

2023 Transportation Improvement Program (TIP) Development

- The 2023 Transportation Improvement Program (TIP) development is nearly complete. Several meetings with PennDOT Districts and county planners were held last fall. Additional meetings were conducted to discuss the incorporation of additional funding through the Infrastructure Investment and Jobs Act (IIJA). Projects that had been pushed out due to funding constraints have been advanced. IIJA funding increases appropriated to 2022 of the current TIP are also providing further fiscal relief on the proposed 2023 TIP.
- The draft 2023 TIP totals \$677.5 million and includes:
 - ❖ 96 Bridge and Highway projects, totaling \$250.7 million.
 - ❖ 22 Transit projects, totaling \$11.3 million.
 - ❖ 11 Interstate projects, totaling \$415.5 million.
- A public comment period on the draft 2023 TIP was held from May 1st to May 31st. The TIP documents were available at 10 display locations and on the NEPA website. Information about the comment period was advertised in local papers and shared by email and social media. A public hearing on the draft 2023 TIP was held on May 17th.
- A joint business meeting of the NEPA MPO Technical Committee and Policy Board is scheduled for June 21st. The committees are expected to adopt the 2023 TIP and related documents at the meeting and advance them for further approval actions by the State Transportation Commission and Federal agencies. The 2023 TIP will go into effect on October 1, 2022.

Eastern PA Regional Freight Study

- The development of a regional freight study has been identified as a task in the current UPWP. Given the regional nature of freight movements, particularly due to the warehousing and distribution growth in the NEPA MPO and the adjoining Lehigh Valley and Scranton/Wilkes-Barre MPOs, staff has been in discussions with neighboring Planning Partners about developing a collaborative regional freight plan.
- Five MPOs have agreed to conduct a joint freight plan as the Eastern Pennsylvania Freight Alliance – NEPA MPO, Lehigh Valley MPO, Lackawanna-Luzerne MPO, Reading MPO and Lebanon MPO. The group has developed a framework and submitted an application to Central Office for supplemental planning funds for the initiative.
- The project was awarded \$280,000 in supplemental planning funds to be leveraged by a \$70,000 match provided by the participating MPOs. The development of the plan is expected to occur over a 24 month period. The five MPOs have developed a Memorandum of Agreement (MOA) addressing fiduciary responsibilities providing apportioned matching funds to the Lehigh Valley Planning Commission, who has agreed to serve as the lead fiscal agency for this project. The MOA was approved by the NEPA MPO Policy Board and the NEPA Board of Directors at the January meetings.
- A Request for Proposals was developed to solicit proposals from qualified freight plan consultants and was issued on February 15th. Three proposals were received. The MPOs

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reviewed and scored the proposals and selected two finalists. Interviews with the finalists were conducted in April and additional discussions with the MPOs were held in May. WSP USA, Inc. was selected as the consultant for the plan. Contracting is underway and the plan will kick off in July. The plan will be completed by June 2023.

Transportation Funding and Awarded Projects

- The IIJA Bipartisan Infrastructure Legislation (BIL) created several new discretionary grant programs. Staff has regularly shared information about the grant opportunities with the NEPA MPO committee members and through NEPA's newsletters. Staff also participated in two PennDOT Connects workshops in April and May. The workshops were attended by municipal staff and elected officials and included information about new funding opportunities.
- Recently, project awards for the Transportation Alternatives Set Aside (TASA) and PennDOT Multimodal Transportation Fund (MTF) were announced. Several projects in the NEPA MPO region were awarded funding:
 - ❖ Palmerton Borough, Carbon County- Palmerton Business Park Infrastructure- \$2,400,000 in MTF funding
 - ❖ Pocono Township, Monroe County- SR 611/Learn Road Safety Enhancement Project- awarded \$900,000 in TASA funding
 - ❖ Smithfield Township, Monroe County- Green Mountain Drive Bridge Rehabilitation- \$351,678 in MTF funding
 - ❖ Stroud Township, Monroe County- Lessig Lane Bridge Replacement- \$718,400 in MTF funding
 - ❖ Tobyhanna Township, Monroe County- Tobyhanna Pocono Summit West- \$2,985,371 in MTF funding
 - ❖ Kline Township, Schuylkill County- Repair 9 Critical Deteriorated Sections of Roadway- \$344,251 in MTF funding
 - ❖ McAdoo Borough- McAdoo Multimodal Roadway Paving- \$182,000 in MTF funding

Milford Borough Traffic Study

- Milford Borough Traffic Study was kicked off in January 2020. The steering committee requested that the study be delayed due to COVID-19 restrictions and its profound impact upon normal travel patterns. The steering committee has reengaged to move ahead with the study this past year with Michael Baker International, the consultant on the study. A meeting with the steering committee was held last August to review the traffic data collected during Music Fest in July and discuss further community engagement. The committee met on January 21st to review and discuss specific traffic circulation and congestion locations. A Steering Committee meeting was held in March to review the study's findings. A draft of the report has been shared with PennDOT District 4-0 for comment. The consultant will present the final plan to the NEPA MPO committee on June 21st. Completion of the study is expected by the end of June.

Geographic Information Systems (GIS)

- GIS staff is continuing to complete mapping activities for the transportation program. Staff recently developed a map of the bridge and highway projects on the draft 2023 TIP- <https://arcg.is/4WHz50>
- Staff has created a HUB site for the transportation program and the 2023 TIP and Environmental Justice-

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<https://nepa-gis-nepa-alliance.hub.arcgis.com/pages/transportation>
<https://nepa-gis-nepa-alliance.hub.arcgis.com/pages/tip-ej>

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

Regional Meetings

Staff attended the following regional meetings-

- Pike County Road Task Force- March 17th, April 21st, May 19th
- Schuylkill County Chamber Infrastructure Committee- March 10th, April 14th
- Lackawanna-Luzerne MPO Meeting- April 20th
- PennDOT Connects Workshops- April 22nd, May 2nd
- PennDOT Planning Partners Virtual Meeting – March 16th, May 18th

Local Technical Assistance Program (LTAP)

- NEPA has partnered with PennDOT to deliver the LTAP training series in the Lackawanna-Luzerne Metropolitan Planning Organization (MPO) region, the NEPA MPO region and Wayne County. LTAP resumed in-person classes this fall. Six classes were held in the NEPA region in Fall 2021 and seven classes were held in Spring 2022. A chainsaw safety class is scheduled for later in June. Staff will schedule classes for Fall 2022 in the coming months. LTAP will also continue to offer courses in an online format.

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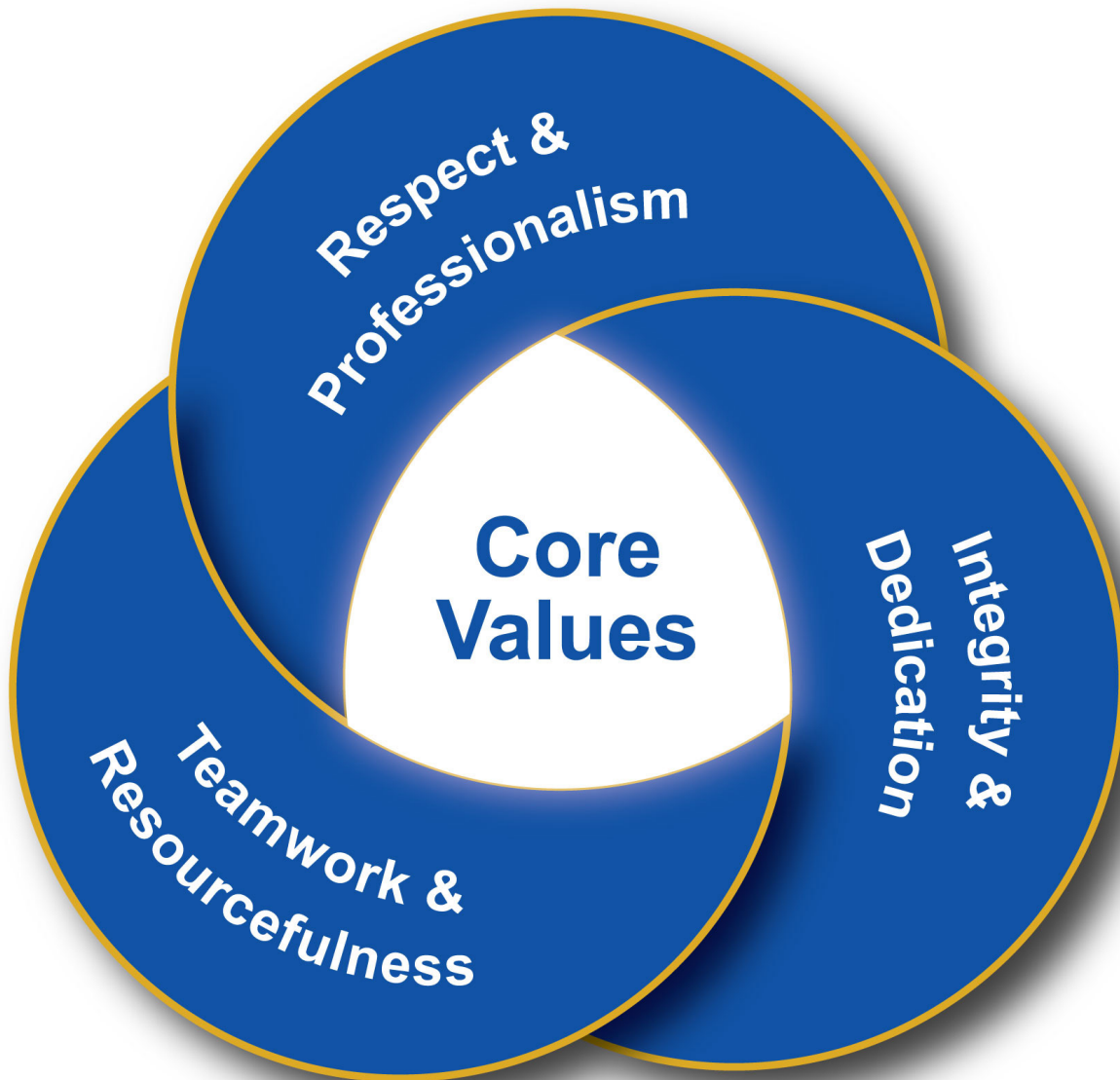
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NEPA's Mission

The Northeastern Pennsylvania Alliance (NEPA) is a regional, multi-county, community and economic development agency providing leadership, planning, and services to businesses, communities, entrepreneurs and institutions lacking adequate access to capital and financial resources that enhance and revitalize distressed communities within the region.



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