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Northeastern Pennsylvania Alliance

**NEPA**

***January 3, 2024***

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## NEPA's Board of Directors 2023-2024

### CARBON COUNTY

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

### LACKAWANNA COUNTY

Philip Condron	570-344-6888	phil@condronsweda.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 <b>(Executive Committee-Assistant Treasurer)</b>	570-558-5113	astark@id-logistics.com

### LUZERNE COUNTY

Stephen Barrouk <b>(Executive Committee-1st Vice-Board Chairperson)</b>	570-814-9114	stepbarrouk@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 <b>(Executive Committee-Secretary)</b>	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 <b>(Executive Committee-Treasurer)</b>	570-832-1578	cobk@ptd.net
Matthew Osterberg (County Commissioner)	570-296-7613	mosterberg@pikepa.org
Antonio Perito		antoniocperito@gmail.com
Peter Wulforth	570-296-3405	ptw3@psu.edu

### SCHUYLKILL COUNTY

Robert Carl	570-622-1942	rcarl@schuylkillchamber.com
Courtney Fasnacht	570-622-0992	cfasnacht@nepamaec.com
Micah Gursky	570-645-8118	micah.gursky@sluhn.org
George Halcovage (County Commissioner)	570-628-1202	ghalcovage@schuylkillcountypa.gov
<b>(Executive Committee-2nd Vice-Board Chairperson)</b>		
Bud Quandt	570-544-4775	bquandel@quandel.com

### WAYNE COUNTY

Jocelyn Cramer (County Commissioner)	570-253-5970	jcramer@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 <b>(Executive Committee-Board Chairperson)</b>	570-253-2537	mbw@wedcorp.org

### AT-LARGE

Carl Beardsley	570-602-2000	cbeardsley@flyavp.com
Christopher Doherty	570-815-4918	chrisdoherty250@gmail.com
Anthony Gabello	570-746-8779	agabello@psbanking.com
Vincent Galko	570-751-3798	vgalko@mercuryllc.com
Larry Malski	570-963-6676	lmalski@pnrra.org
Ben May	570-643-6710	bmay@poconoraceway.com
Kit Pappas	570-629-1665	kpappas@kslresorts.com
Alana Roberts	570-348-1622	aroberts@pplweb.com

### EX-OFFICIO

Jeffrey Box	570-655-5581	jbox@nepa-alliance.org
Maria Montoro Edwards <b>(NCAC Board Chair)</b>	570-826-1777	mmedwards@mfhs.org
Kelly O'Brien <b>(PNE Board Chair)</b>	570-752-3612	kobrien@bida.com
(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  
JANUARY 3, 2024**



**AGENDA**

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- I. **Call to Order** - *Mary Beth Wood, Board Chairperson*
  - \* Sound & Audio check
- II. **Pledge of Allegiance** - *Mary Beth Wood, Board Chairperson*
  - \* Welcome Ben May, President, Pocono Raceway to the Board of Directors
- III. **Roll Call** - *Donna Hritz, VP, Communications & Operations*
- IV. **Board Discussion & Action Items**
  - \* November 1, 2023, Meeting Minutes - *Mary Beth Wood, Board Chairperson* 1-4
  - \* Approval of the Financial Report - *Wendi Holena, VP & CFO* 5-6
  - \* Resolution 2024-1 – Authorizing Approval of a Metropolitan Transportation Planning (MPO) Work Program Contract Between NEPA and the Commonwealth of Pennsylvania Department of Transportation (PennDOT) - *Jeffrey Box & Alan Baranski* 7-8
  - \* Resolution 2024-2 – Adopting the 2023 Comprehensive Economic Development Strategy (CEDS) Annual Performance Report for Northeastern Pennsylvania - *Jeffrey Box & Kurt Bauman* 9
  - \* Resolution 2024-3 – Approve submitting 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 Keystone Service Systems, Inc. - *Jeffrey Box & Kurt Bauman* 10
  - \* **Affiliate/Committee/Division Reports** 11-23
    - Business Development Services - *Steve Ursich*
    - Community & Economic Development Services - *Kurt Bauman*
    - Communications & Membership - *Donna Hritz*
    - Transportation Services - *Alan Baranski*
- V. **President & CEO Report** - *Jeffrey Box, President & CEO*
- VI. **Presentation** –Economic Impact of Tobyhanna Army Depot - *Kurt Bauman & Tyler Day*
- VII. **Open Discussion** - *Mary Beth Wood, Board Chairperson*
- VIII. **Adjournment to MPO Policy Board Meeting** - *Carbon, Monroe, Pike & Schuylkill Counties Policy Board Members*



**Board of Directors Report  
Minutes of  
Wednesday, November 1, 2023  
In Person/Video Meeting**

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**OFFICERS**

Mary Beth Wood, Board Chairperson  
Stephen Barrouk, 1st Vice-Board Chairperson  
William Kerstetter, Treasurer  
Mary Frances Postupack, Secretary  
Alex Stark, Assistant Treasurer  
Commissioner Wayne Nothstein  
Joseph Sebelin, Past Board Chairperson

**CARBON**

No Attendees

**LACKAWANNA**

Philip Condron  
Thomas Donohue  
Katie Leonard  
John McNulty

**LUZERNE**

Joseph Lettiere

**MONROE**

Christopher Barrett  
Charles Leonard

**PIKE**

Cynthia DeFebo  
Peter Wulfhorst

**SCHUYLKILL**

Robert Carl  
Courtney Fasnacht  
Micah Gursky

**WAYNE**

Comm. Jocelyn Cramer  
James Hockenbury  
Craig Rickard  
Michael Rollison

**AT-LARGE**

Carl Beardsley  
Anthony Gabello  
Alana Roberts

**EX-OFFICIO**

Jeffrey Box  
Rachel Antosh Hawk

**STAFF**

Alan Baranski  
Kurt Bauman  
Colleen Burns  
Wendi Holena  
Donna Hritz  
Kristie Miller  
Molly Morgan  
Michael Skowronski  
Steve Ursich

**Board of Directors Report  
Minutes of  
Wednesday, November 1, 2023  
In Person/Video Meeting**



The NEPA Alliance held a Board of Directors Meeting on Wednesday, November 1, 2023, in-person and via video meeting. Board Chairperson Mary Beth Wood called the meeting to order at 1:00pm.

Board Chairperson Mary Beth Wood asked the Board of Directors to join her in reciting the Pledge of Allegiance.

Jeff welcomed new staff members Colleen Burns, Community & Economic Development Services Specialist; Kristie Miller, Business Development Services Specialist; and Molly Morgan, Government Procurement Specialist.

A roll call was given by Donna Hritz acknowledging those participating in today's meeting in-person and/or via video call.

**ACTION ITEMS**

**Minutes** - A motion was made by Mike Rollison and seconded by Cynthia DeFebo to accept the minutes from the Board of Directors Meeting of September 28, 2023, as presented. **Motion carried.**

**Financial Report** – Wendi reported as of September 30, 2023, NEPA has total revenues of \$862,649 and total expenses of \$853,476. She noted that NEPA is showing an increase in net assets of \$9,173, which is approximately \$7,000 more than budgeted for the entire fiscal year. Wendi reported that NEPA's Statement of Financial Position has an unrestricted cash balance of over \$1.3 million and net assets of approximately \$1.8 million.

A motion was made by Bill Kerstetter and seconded by Jim Hockenbury to accept the Financial Report as presented. **Motion Carried.**

**Resolution 2023-7 -Requesting Approval to Seek Bridge Financing up to \$500,000** - Steve reported that NEPA is approved by the Small Business Administration (SBA) as a Community Advantage Program lender and the Business Finance staff are currently working on several loans. He noted that if there is a government shutdown, SBA will close and NEPA will not be able to get any loans closed. Steve stated that NEPA is being proactive and is asking for these funds to close the loans in anticipation of a government shutdown and to keep clients' businesses open. He further stated that if there is a government shutdown there are loans at SBA ready to close, and NEPA will face two issues; (1) NEPA can't sell the guarantee, which we need to keep liquidity and keep funding additional loans and (2) NEPA's warehouse line of credit is currently being reviewed by SBA, and the review process will stop. He noted that the \$500,000 is a bridge upon receipt of closing the \$1.5 million will give NEPA liquidity to keep our customers funded.

A motion was made by Joe Lettiere and seconded by Chuck Leonard to Requesting Approval to Seek Bridge Financing up to \$500,000 as presented. **Motion Carried.** Mike Rollison abstained from the motion.

*Business Development Services* – Steve Ursich reported the APEX is back to full staff capacity with the addition of Molly Morgan. He noted that bringing Kristie Miller on board brings the finance team to five full-time lenders. Steve stated that the Bring the World to Pennsylvania event is scheduled for March 11, 2024, at a location to be determined. He reported that the loan volume is very strong and expects to have approximately \$5 million - \$10 million dollars in fundings. He further reported that the Small Business

**Board of Directors Report  
Minutes of  
Wednesday, November 1, 2023  
In Person/Video Meeting**

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Administration (SBA) has notified NEPA that we are ranked in the top twenty (20) Community Advantage lenders in the nation.

*Community & Economic Development Services* – Kurt reported that NEPA was successful with partnering with SEDA COG and applying for a \$480,000 Economic Development Administration (EDA) grant. He noted that the grant will be used to create the CEDs into an online document and assist with the 2024-2029 update. Kurt stated that NEPA received \$195,000 for *Engage!* for Fiscal Year 2023-2024 and has subcontracted with thirteen (13) partners to complete the project deliverables. He reported that StartUP NEPA has raised \$750,000 and over ten (10) businesses have made pitches, and four (4) investment commitments. Kurt noted that NEPA is expecting another Redevelopment Assistance Capital Program (RACP) from Governor Shapiro's office. He further reported that the Monroe County Community Foundation held its official launch in October. Kurt thanked Alana Roberts for her annual \$10,000 grant to NCAC. Jeff reported that NEPA did a rebrand of the Blue Ribbon Task Force to the Tobyhanna Defense Technology Partnership. He stated that we are hopeful to take this initiative to a new level with community support.

*Communications & Membership* – Donna reported that NEPA's Networking Reception breakdown is as follows: number of attendees on hotel invoice – 225; registered attendees – 286; cancellations – 4; actual attendees - 227 (includes 3 walk-ins); no shows – 58; comps – 54; employees – 23; total sponsors – 45; organizations in attendance – 110; free member tickets – 88; additional members tickets purchased – 29. She further reported that NEPA had \$50,250 in sponsorship and expenses of \$22,157, which gives NEPA a surplus of \$35,518. Donna reported as of October 31, 2023, NEPA has 432 members for a total of \$290,655 and to date NEPA has 434 members. She noted that NEPA needs sixteen (16) members to reach its goal of 450. Donna stated that she is working with the Lehigh Valley Children's Center in Carbon County and Congresswoman Wilds' office for a December/January ARC media event. Jeff noted that the project is to assist the rise in childcare issues. She reported that she is working with the Business Development and Community & Economic Development divisions to schedule additional media events. Donna noted that she and Michael have started working on the Grantmakers website and are hoping to have it completed by the end of December.

*Transportation Services* – Alan reported that the NEPA MPO 2023 Transportation Improvement Program was approved. He noted that the Statewide Transportation Improvement Program was submitted to the federal agencies for approval, which was received from USDOT on September 29, 2022. He further noted that the 2023 TIP went into effect on October 1, 2022. Alan reported that PennDOT and FHWA have announced that all MPOs and RPOs will be required to develop a one (1) year 2024-2025 UPWP to incorporate program activities and goals cited in the current Transportation Reauthorization Bill Infrastructure Investment and Jobs Act (IIJA). He stated that the draft LRTP is expected to be available in November and will be followed by a 30-day public comment period and public meetings for final citizen input. Alan noted that the Technical Committee will consider approval of the LRTP in December and the Policy Board following with approval actions in early January. Alan reported that the five (5) 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. Alan stated that the group developed a framework, applied to Central Office for supplemental planning funds for the initiative and was awarded \$280,000 in supplemental planning funds to be leveraged by a \$70,000 match provided by the participating MPOs. He stated that the Pennsylvania Northeast Regional Railroad Authority (PNRRA) in cooperation with PennDOT has prepared a funding proposal to the Federal Railroad Authority (FRA) for an extension of passenger Inter-City rail service from Scranton to New York City within the Northeast Corridor.

**Board of Directors Report  
Minutes of  
Wednesday, November 1, 2023  
In Person/Video Meeting**



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**President & CEO Report** – Jeff thanked the staff for their great work and team effort. He also thanked the Board for their support over the years. Jeff noted that NEPA continues to grow with several new programs in the various divisions.

**Presentation** – Jeff presented a power point on NEPA’s Fiscal Year Impact for 2022-2023. A copy of his power point is available upon request.

**Open Discussion** – Jeff and Mary Beth congratulated Phil Condron on receiving NEPA’s Regional Leadership Award for 2023.

There being no further business Board Chairman Mary Beth Wood adjourned the meeting at 2:00pm.

Respectfully submitted,  
Donna Hritz  
Vice President of Communications & Operations  
November 24, 2023



## Statement of Activities

November 30, 2023

	Prior YTD	Current YTD	Budget	Percentage of Budget
<b>Revenues:</b>				
Grants/Projects	\$ 1,768,388	\$ 1,294,338	\$ 4,716,659	27%
Membership Fees	98,417	99,063	237,750	42%
Rental Income	12,051	12,051	28,921	42%
RLF Admin. Fees	10,350	8,310	25,000	33%
Match from Other Sources	66,004	79,338	44,000	180%
Other Receipts	5,719	30,661	18,900	162%
Contributed Services	6,751	12,935	28,000	46%
<b>Total Revenues</b>	<u>1,967,680</u>	<u>1,536,696</u>	<u>5,099,230</u>	<u>30%</u>
<b>Expenses:</b>				
Personnel	836,509	874,768	2,181,050	40%
Benefits	323,220	326,167	959,662	34%
Contractual	563,068	75,831	1,287,765	6%
Professional Fees	12,049	608	29,500	2%
Travel and Per Diem	24,904	16,919	49,320	34%
Meetings and Seminars	63,884	34,329	111,170	31%
Postage	1,967	813	4,200	19%
Supplies	8,540	12,840	46,190	28%
Publications and Memberships	17,541	23,390	63,356	37%
Printing	3,019	3,495	4,700	74%
Advertising	3,833	9,891	18,500	53%
Occupancy	28,057	25,354	65,050	39%
Equipment Rental & Maintenance	6,019	4,652	13,164	35%
Depreciation	23,674	23,674	59,102	40%
Telephone/Internet	10,811	11,963	27,930	43%
Insurance	-	-	35,200	0%
Interest	16,568	15,774	37,271	42%
Other Costs	15,967	24,841	76,286	33%
Contributed Services	6,751	12,935	28,000	46%
<b>Total Expenses</b>	<u>1,966,381</u>	<u>1,498,244</u>	<u>5,097,416</u>	<u>29%</u>
		-		
<b>Increase (Decrease) in Net Assets</b>	<u>\$ 1,299</u>	<u>\$ 38,452</u>	<u>\$ 1,814</u>	

Net Assets	
Beginning Balance	\$ 1,813,430
Increase (Decrease)	38,452
Current Balance	<u>\$ 1,851,882</u>

## Statement of Financial Position

**November 30, 2023**

<b>Assets</b>	<b>Prior Year</b>	<b>Current Year</b>	<b>Liabilities</b>	<b>Prior Year</b>	<b>Current Year</b>
Unrestricted Cash Invested	\$ 887,124	\$ 1,388,119	Accounts Payable	196,834	91,021
Restricted Funds Invested	368,908	118,204	Deferred Project Funds	368,908	118,204
Membership Fees Receivable	33,100	8,800	Employee Benefits Payable	196,043	217,697
Advances/Deposits/Prepays	44,837	46,448	Payroll Withholdings	4,926	5,201
Accounts Receivable-Projects	1,143,470	785,148	Deferred Membership Fees	87,133	96,038
Depreciable Assets (Net)	601,931	545,114	Capital Lease Payable	538,367	511,790
			Total Liabilities	<u>1,392,211</u>	<u>1,039,951</u>
			<b>Net Assets *</b>	1,687,159	1,851,882
<b>Total Assets</b>	<u><u>\$ 3,079,370</u></u>	<u><u>\$ 2,891,833</u></u>	<b>Total Liabilities &amp; Net Assets</b>	<u><u>\$ 3,079,370</u></u>	<u><u>\$ 2,891,833</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.

**RESOLUTION 2024-1**

**OF THE  
NORTHEASTERN PENNSYLVANIA ALLIANCE (NEPA) BOARD OF DIRECTORS  
AUTHORIZING APPROVAL OF A  
METROPOLITAN TRANSPORTATION PLANNING WORK PROGRAM CONTRACT  
BETWEEN NEPA AND THE COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF TRANSPORTATION (PennDOT)**

**WHEREAS**, the current Federal Transportation Reauthorization Bill mandate requires the adoption of a statewide transportation planning process in urbanized and rural areas, and

**WHEREAS**, the Pennsylvania Department of Transportation and the Northeastern Pennsylvania Alliance have previously executed an Intergovernmental Agreement designating NEPA as the provider of coordinated transportation planning and programming for a portion of the NEPA region including the counties of Carbon, Monroe, Pike and Schuylkill, and

**WHEREAS**, by letter from the Secretary of Transportation dated March 27, 2013, the Commonwealth of Pennsylvania has formally designated the Northeastern Pennsylvania Alliance Metropolitan Planning Organization (NEPA MPO) as encompassing the counties of Carbon, Monroe, Pike and Schuylkill, and includes the East Stroudsburg Urbanized Area (UZA) Boroughs of Stroudsburg, East Stroudsburg and Delaware Water Gap, and portions of the Townships of Hamilton, Jackson, Middle Smithfield, Pocono, Price, Smithfield and Stroud within Monroe County, and

**WHEREAS**, under the 2020 census, the U.S. Census Bureau drastically changed the criteria determining how urban areas are defined, which dropped the East Stroudsburg Urban Area below the 50,000 population MPO designation threshold, and

**WHEREAS**, the Federal Highway Administration (FHWA) ruled that it will continue to recognize all designated MPOs that slipped below the 50,000 population threshold in the 2020 Census, and will remain eligible to receive Federal Metropolitan Planning (P.L.) funds which are essential for program operational compliance and MPO administration.

**WHEREAS**, as cited within the current Master Grant Agreement executed with the Commonwealth of Pennsylvania Department of Transportation, NEPA is authorized to provide transportation planning and programming services within its greater service area including Carbon, Lackawanna, Luzerne, Monroe, Pike, Schuylkill and Wayne Counties, and

**WHEREAS**, the Pennsylvania Department of Transportation has advised NEPA staff that FHWA, FTA and Commonwealth funds will be made available for Fiscal Year 2024-2025 to conduct transportation planning and programming activities, and

**WHEREAS**, those funds will require a local cash match from NEPA, and

**WHEREAS**, NEPA has been consulting with the NEPA MPO Technical Committee, Policy Board, FHWA, FTA and PennDOT staff in developing a Unified Planning Work Program (UPWP) that will implement the federal and state transportation policies and serve the needs of the region, and

**WHEREAS**, the NEPA MPO Technical Committee by action taken at its regular business meeting of December 19<sup>th</sup> and the NEPA MPO Policy Board by email ballot closed on January 2<sup>nd</sup> have taken action to endorse and approve respectively the NEPA MPO 2024-2025 UPWP for submittal to FHWA, FTA and PennDOT for approval and development of the appropriate contract documents, and

**WHEREAS**, this work plan maintains for the NEPA MPO region in Pennsylvania, a legitimate and permanent role in regional transportation planning.

**NOW THEREFORE, BE IT RESOLVED**, that:

- (1) The NEPA Board of Directors authorizes submission of the 2024-2025 Metropolitan Planning Organization Unified Planning Work Program (UPWP) to PennDOT.
- (2) The Executive Management of NEPA is hereby authorized to execute all related Work Order and Master Agreements with PennDOT.
- (3) The President/CEO of NEPA is authorized to transmit copies of this resolution to the appropriate PennDOT Officials.

**ADOPTED THIS 3RD DAY of January, 2024**

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Mary Beth Wood  
Board Chairperson  
NEPA Alliance Board of Directors

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Jeffrey K. Box  
President & CEO  
NEPA Alliance

**RESOLUTION 2024-2**

**OF THE  
NORTHEASTERN PENNSYLVANIA ALLIANCE (NEPA) BOARD OF DIRECTORS  
ADOPTING THE 2023 COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY (CEDS)  
ANNUAL PERFORMANCE REPORT FOR NORTHEASTERN PENNSYLVANIA**

**WHEREAS**, the Northeastern Pennsylvania Alliance (NEPA), as the Economic Development District for the seven-county region of Northeastern Pennsylvania, is required to submit an Annual Performance Report on its Comprehensive Economic Development Strategy (CEDS) to the United States Department of Commerce, Economic Development Administration, and

**WHEREAS**, the CEDS Annual Performance Report documents the progress achieved on economic development activities, adjusts the 2019 - 2024 CEDS Five-Year Plan and reports on the changing economic conditions in the region, and

**NOW THEREFORE, BE IT RESOLVED**, that the CEDS Annual Performance Report for the period January 1, 2023 – December 31, 2023, is hereby adopted. The President & CEO of the Northeastern Pennsylvania Alliance is authorized to transmit the report to the Philadelphia Regional Office of the United States Department of Commerce, Economic Development Administration, and share the report with Economic and Community Development organizations within the region.

**ADOPTED THIS 3<sup>rd</sup> DAY of January 2024**

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Mary Beth Wood  
Board Chairperson  
NEPA Alliance Board of Directors

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Jeffrey K. Box  
President & CEO  
NEPA Alliance

## **RESOLUTION 2024-3**

### **OF THE NORTHEASTERN PENNSYLVANIA ALLIANCE (NEPA) BOARD OF DIRECTORS TO APPROVE SUBMITTING 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 KEYSTONE SERVICE SYSTEMS, 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 \$1,250,000 to NEPA for the Keystone Services Systems, Inc., a subsidiary of Keystone Human Services, expansion in Luzerne County, and

**WHEREAS**, NEPA has agreed to serve as a fiscal sponsor for Keystone Service Systems, Inc., and

**WHEREAS**, the Pennsylvania Local Development Districts (LDD's) are authorized to submit applications for RACP funding, and

**WHEREAS**, NEPA Alliance supports community and economic development in our 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 Keystone Service Systems, Inc. for an expansion project in the amount of \$1,250,000. 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 3<sup>rd</sup> DAY of January 2024**

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Mary Beth Wood  
Board Chairperson  
NEPA Alliance Board of Directors

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Jeffrey K. Box  
President & CEO  
NEPA Alliance

# Board of Directors Report

## January 3, 2024



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Dear Board Members,

As we approach the end of the 2023 calendar year, and approach the Holiday Season, I report that everything at NEPA is going well. I wish you all Happy Holidays and look forward to seeing you all at the Board Meeting on January 3, 2024. Here are a few highlights of activities here at NEPA.

### **Rail Project**

As you are aware from news reports, the AMTRAK plan for rail service for New York City to Scranton has taken a positive turn. NEPA is participating in the rally at Kalahari supporting the project. NEPA Alliance has supported the return of passenger rail to Northeast Pennsylvania for over 25 years.

### **ARC Projects**

We continue to push forward with a record number of ARC projects this calendar year and the Fiscal Year. We will be holding media events announcing funding to many projects early in 2024.

### **Loan Programs**

Our loan programs now number 14, with both our internal and external loan funds. Demand for our loan products remains very strong.

### **Long Range Transportation Plan (LRTP)**

The LRTP for our four (4) MPO counties, Carbon, Monroe, Pike and Schuylkill, will be adopted in January. Action is also on the agenda to renew our contract with PennDOT.

### **Tobyhanna Defense Technology Partnership (TDTP)**

The newly rebranded TDTP is fully engaged in our fundraising process. We hope to have a media announcement in the spring announcing the rebranding and the goals of the partnership.

### **NEPA Holiday Hours**

The NEPA Office will be operating under limited hours during the Holiday Season.

In summary, we are very busy at NEPA with many ongoing program demands. The work is being accomplished by the dedicated group of professionals here at NEPA!

Happy Holidays to all of you and your families!

Respectfully,  
Jeff

# Board of Directors Report

## January 3, 2024



### International Business Development Program

The International Business Development staff recorded twenty-eight (28) Export Actions and generated seven (7) International Projects to Pennsylvania's Authorized Trade Representatives from October 19 through December 11, 2023. Staff also processed nine (9) Global Access Program (GAP) applications, and one (1) GAP reimbursement packet 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.

The International Business Development Program is hosting a winter webinar series as follows:

- November 29, 2023 – Pricing Your Product for the Export Marketplace
- December 12, 2023 – Incoterms 2020 in Practice
- January 10, 2024 – Choosing the Correct Payment Option for Your Exports

NEPA will host Bringing the World to Northeastern Pennsylvania on Monday, March 11, 2024. This is the Program's premier annual event when NEPA hosts Pennsylvania Authorized Trade Representatives for one-on-one meetings with companies. More information will be available soon.

### PA Office of International Business Development Performance Measurements FY 2023 -2024

Performance Measurement	Goal	YTD Totals
Active Clients	50	29
Export Actions	105	56
Exporting Companies	13	0
Export Sales	\$22,609,296.90	\$0
Projects	101	30
ATR Attributed Sales	\$9,269,811.73	\$0
New Clients	7	5
Total (weighted and capped measure) <i>Calculated 12/13/23</i>		26.79%

### APEX Accelerator

Counseling Activity (10-01-2023 to 11-30-2023)	
New Active Clients for the Period: 13	
Active Clients for the Period: 226	
Initial Introductory Counseling Sessions for the Period: 11	



## Board of Directors Report January 3, 2024



### Follow-up Counseling Sessions for the Period: 254

Events: 2

The APEX Accelerator 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/renewal certification applications such as but not limited to: HUBZone, 8(a), SDVOSB/VOSB, and WOSB. Support is also provided in areas not limited to solicitation reviews, bid matching, and marketing.

### Contract Awards Activity (10-01-2023 to 11-30-2023)

Award Type	Number of Awards	Number of Clients	Total Value
Federal Prime	4,129	19	\$21,539,235.99
State/Local Prime	0	0	0
Subcontracts	10	4	\$1,457,190.33

During this period, Active APEX Accelerator clients received contract awards primarily from Federal Agencies acting as a prime contractor. Contract award reporting follows Department of Defense Office of Small Business Program terms. The APEX Accelerator worked with clients during this period on three types of SBA certifications for their business.

### Certification Activity (10-01-2023 to 11-30-2023)

Certification Type	Applications Submitted/Pending	Certifications Approved
SD/VOSB	4	1
WOSB	4	0
HUBZone	0	0

### Business Finance Center

The Business Finance Center has been able to close 14 loans totaling \$4,730,400.00. Through these loan closings, the small business is expected to create 34 jobs and retain 46 jobs in the next 3 years. Loans closed since that last meeting include the following business sectors:

- Meat Processing
- Brewery
- Restaurant

# Board of Directors Report

## January 3, 2024



NEPA Alliance BFC continues to look to assist small businesses that are affected by the rate increases.

<b>SBA 504</b>		
	<b>Number</b>	<b>Balance</b>
<b>Approved Loans</b>	18	\$ 26,358,000.00
<b>Closed Since Last Meeting</b>	6	\$ 3,847,000.00
<b>Outstanding Loans</b>	52	\$ 34,706,671.90
<b>Total</b>	76	\$ 64,911,671.90
<b>SBA Community Advantage</b>		
	<b>Number</b>	<b>Balance</b>
<b>Approved Loans</b>	15	\$ 1,554,000.00
<b>Closed Since Last Meeting</b>	3	\$ 353,400.00
<b>Outstanding Loans</b>	0	\$ 0.00
<b>Total</b>	18	\$ 1,907,400.00
<b>PIDA</b>		
	<b>Number</b>	<b>Balance</b>
<b>Approved Loans</b>	1	\$ 568,000.00
<b>Closed Since Last Meeting</b>	0	\$ 0.00
<b>Outstanding Loans</b>	41	\$ 9,109,190.00
<b>Total</b>	42	\$ 9,677,190.00
<b>Internal Funds</b>		
	<b>Number</b>	<b>Balance</b>
<b>Approved Loans</b>	3	\$ 300,000.00
<b>Closed Since Last Meeting</b>	5	\$ 530,000.00
<b>Outstanding Loans</b>	147	\$ 7,823,730.00
<b>Total</b>	155	\$ 9,447,836.00
<b>NEPA BFC Active Portfolio</b>	254	\$ 56,369,992.00

To date, fourteen (14) out of twenty-nine (29) LDD Customer Satisfaction Survey forms completed by NEPA clients who received assistance through NEPA's Business Financing, APEX Accelerator and International Business Programs for assistance were received during the 2<sup>nd</sup> quarter of 2023-2024 which represented an 45% response rate. Fourteen (14) clients indicated they were very satisfied/satisfied with the assistance they received through NEPA. **This gives an overall satisfaction rate of 100% from surveys received for the 2nd quarter of 2023-2024.**

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

	<b>*Timeliness of Assistance</b>	<b>*Quality of Assistance</b>	<b>*Value of Assistance</b>
Loans	2	2	2
APEX Accelerator	14	14	14
International	2	2	2

# Board of Directors Report

## January 3, 2024



### 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
City of Wilkes-Barre	Parking Garage	LU	\$3M	\$3M	Considering application
Lackawanna College	Center for Technology Innovation	LA	\$2M	\$14M	Waiting on final design
SEDA-COG & NEPA	Data dashboard – CEDS Improvement project	RE	\$480,000	\$576,000	Awarded October 2023
SEDCO	Infrastructure Feasibility Study	SC	TBD	TBD	Considering application

#### 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.

#### **2023-24 Current Projects**

Organization	Project	CO	ARC Grant Request Amount	Funding Leveraged	Status
Greater Scranton YMCA	Childcare Expansion	LA	\$249, 277	\$249,277	Full App in Progress
Mid Valley School District	STEAM Education Advancement – Biomedical Science	LA	\$124,000	\$124,000	Full App in Progress
Orwigsburg Borough (LAR)	Orwigsburg Industrial Park – (Industrial Drive and Long Avenue) – Phase 2	SC	TBD	\$0	Full App in Progress
Coaldale Borough	Kline Hill Road – Phase II	CA	\$221,276	\$0	Full App in Progress
United Neighborhood Centers	Farmers Markets Business Incentives Program	LA	\$200,000	\$200,000	Pre App in Review
United Neighborhood Centers	Childcare Center Teacher Attraction & Retainment	LA	\$250,000	\$250,000	Pre App in Review
Dunmore Borough (LAR)	Keystone Industrial Park Road Improvement	LA	\$1,135,840	\$200,000	Full App in Progress
Oregon Township	Beardsley Road Widening and Safety improvements	WA	\$500,000	\$818,882	Full App in Progress
NEPA	PREP	RE	\$461,425	\$461.425	Pre App in Review

## Board of Directors Report January 3, 2024



### **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 \$195,000 for *Engage!* for FY 23-24 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 90 businesses. Funding in the amount of \$141,500 was received from the Lackawanna County Department of Planning and Economic Development for Phase 5. This funding will allow us to assist 32 firms in Lackawanna County through the Get Connected program. **Funding in the amount of \$72,334 for Phase 6 has been approved by the Pennsylvania Department of Community & Economic Development. This funding will allow us to assist additional firms throughout the seven-county region. NEPA received an Impact Award from the National Association of Development Organizations (NADO) for its Get Connected program. This award was under its Technology category.**

### **StartUp NEPA**

NEPA has raised \$750,000 in support of our Angel Fund initiative. The official launch meeting was held in January 2022, and member meetings have been held monthly. To date, over 21 businesses have made pitches, and 5 investment commitments have been made. NEPA staff continue to recruit new investors and vet potential pitches from businesses and entrepreneurs.

Business	Industry/Sector	Investment Amount	Location
Conservation Labs	Utility/Tech	\$50,000	Pittsburgh, PA
Buoy	Health	\$50,000	San Diego, CA
LifeAire	Indoor Air Quality	\$185,000	Allentown, PA
Gilson Snow Boards	Recreation	\$50,000	Snyder/Union Counties PA
UpContent	Tech	\$50,000	Pittsburgh, PA

### **Capital Financing Services – Pennsylvania Redevelopment Assistance Capital Program (RACP)**

NEPA offers RACP fiscal sponsorship and grant writing assistance for large capital projects.

# Board of Directors Report

## January 3, 2024



Client	Location	RACP Request	Status
<b>2022 (Application August 19, 2022)</b>			
WVIA*	Jenkins Twp	\$2,250,000	Awarded \$2.25M
Interstate Building & Supply*	Pittston, PA	\$750,000	Awarded \$750,000
<b>2022 (Application March 13, 2021)</b>			
Keystone Human Services*	TBD, Luzerne County	\$2,700,000	Awarded \$1.25M
Little Leaf Farms, LLC*	McAdoo, PA	\$2,000,000	Awarded \$1.4M
<b>2021 (Application August 13, 2020)</b>			
Downtown Shenandoah, Inc.*	Shenandoah, PA	\$3,000,000	Awarded \$1.5M
Little Leaf Farms, LLC*	McAdoo, PA	\$3,000,000	Awarded \$2M

\*NEPA is serving as the applicant.

### **NORTHEASTERN PENNSYLVANIA NONPROFIT & COMMUNITY ASSISTANCE CENTER**

**NCAC Membership:** NCAC currently has 113 active members. NCAC is now providing custom subject area searches (beginning at \$250) to interested nonprofit organizations in the area. These in-depth searches provide local, state, and federal funding opportunities on the specific topic. Additionally, NCAC has begun to offer access to Candid's Nonprofit Compensation Report, available to both members and nonmembers at tiered rates (\$65 and \$95, respectively). The annual updates to the List of NEPA Foundations will be complete on 1/3/24.

NCAC has been conducting a market scan with similar groups in other states serving both nonprofits and grantmakers to determine ways to continue building capacity and offering increased value to members. NCAC is developing a list of nonprofit consultants referred by members in addition to a list of national and regional businesses offering corporate match programs. Both lists will be added benefits to members. NCAC will also be developing new training sessions for nonprofits on grant seeking to be offered regularly before the close of FY 24.

#### **NCAC Technical support:**

Quiet Valley Living Historical Farm – Funding Search  
Camp Freedom PA – Funding Search  
SOS Pet Rescue - Funding Search  
Farm Arts Collective – Funding Search  
Everhart Museum – Strategic Planning Toolkit  
ACCEs Collaborative – Funding Search

**Monroe County Community Foundation:** The Community Foundation public launch was held on October 19, 2023. NCAC assisted with the formation of the foundation through ARC funding.

### **TOBYHANNA DEFENSE TECHNOLOGY PARTNERSHIP / TOBYHANNA ARMY DEPOT**

NEPA manages the Tobyhanna Defense Technology Partnership (TDTP), which was organized in 1992 to provide regional community support for the preservation and protection of Tobyhanna Army Depot from the base closure process known as Base Realignment and Closure (BRAC). NEPA received several grants from the Pennsylvania Military Community Enhancement Commission to support the Depot. The funding will be used for various initiatives including legislative outreach, economic impact studies, fundraising, etc.

## Board of Directors Report

### January 3, 2024



To date, TDTP has received a commitment of over \$80,000 in pledge for various community partners in support of this project.

The NEPA Alliance annually prepares an Economic Impact Analysis of the Depot. The most recent update determined the impact of the Depot is an estimated \$2.4 billion in economic activity, an estimated 6,820 jobs, which can be either full-time or part-time, and an estimated \$596.9 million in labor income within an eleven (11) county region in Northeast Pennsylvania.

#### **RESEARCH & INFORMATION CENTER**

**Comprehensive Economic Development Strategy:** The NEPA Alliance’s Research & Information Center composed and continues to update the “2019 – 2024 Comprehensive Economic Development Strategy Five-Year Plan for Northeastern Pennsylvania.” The 2023 CEDS Annual Performance Report has been completed, as required by EDA.

**Economic Impact Modeling Services:** NEPA provided several economic impact modeling reports summarized in the table below. Note: In the Studies Column, O is for Operations, C is for Construction and V is for Visitation.

Impact Studies						
#	Client	Project Title	Purpose	CO	Month - Year	Studies
1	SEDCO	Highridge Business Park	Expansion	SC	Sep. 2023	O/C/V
2	PA DCED OIBD	Regional Export Network (REN)	Annual Performance Report	PA	Aug. 2023	O
3	Tobyhanna Army Depot	Tobyhanna Army Depot	Annual Impact Report	RE	Sep. 2023	O/C/V

## Social Media

Last 30 Days

### FACEBOOK



1,500 Followers  
16 New Followers  
4,587 Reach/Views

### INSTAGRAM



1,585 Followers  
264 Reach/Views

### LINKEDIN



1,826 Followers  
16 New Followers  
4,168 Impressions

### X (TWITTER)



1,854 Followers  
863 Impressions



# Board of Directors Report

## January 3, 2024



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### TRANSPORTATION PLANNING SERVICES DIVISION

#### 2024-2025 Unified Planning Work Program (UPWP) Development Process

- Earlier this year, PennDOT and FHWA announced that all MPOs and RPOs would be required to develop a one-year 2024-2025 UPWP to incorporate program activities and goals cited in the current Transportation Reauthorization Bill – Infrastructure Investment and Jobs Act (IIJA). This will be an opportunity to break the UPWP development task off the same two-year TIP update schedule and thereafter will be back on a two-year UPWP cycle.
- Following several meetings with the UPWP Steering Committee, a draft of the UPWP was shared with the Technical Committee for their review. The draft was then submitted to FHWA, FTA and PennDOT at the beginning of November for a 45-day review. Comments from the reviewers have been incorporated into the final UPWP.
- The NEPA MPO Technical Committee is expected to endorse the 2024-2025 UPWP at the December 19<sup>th</sup> meeting and recommend it to the Policy Board for approval by email ballot ending on January 2<sup>nd</sup>. **The NEPA Board of directors will consider at the January 3<sup>rd</sup> meeting, a Resolution approving submittal of the UPWP to PennDOT and authorization for NEPA to engage in Transportation program contracting with PennDOT.**

#### Long Range Transportation Plan Update

- The NEPA MPO kicked off the development of the 2050 Long Range Transportation Plan (LRTP) last April. Due to our Air Quality Conformity status, our LRTP is required to be updated every four years. The LRTP development is being coordinated by our consultant, Michael Baker International. The LRTP includes a background profile of the region and a list of eligible projects. A copy of the draft 2050 LRTP can be found [here](#).
- The 30-day public comment period was held from November 17<sup>th</sup> to December 18<sup>th</sup>. A public meeting for final citizen input was held on December 5<sup>th</sup> at four locations and virtually. Comments on the LRTP have been incorporated into the plan and responses to commenters have been sent. The Technical Committee will consider endorsement of the 2050 Long Range Transportation Plan and Air Quality Conformity Resolution on December 19<sup>th</sup> and refer it to the MPO Policy Board for approval on January 3<sup>rd</sup>.

#### Transportation Improvement Program (TIP) Development

- The [NEPA MPO 2023 Transportation Improvement Program](#) was submitted to the federal agencies for approval which was received from USDOT by letter dated 9/29/2022. The 2023 TIP went into effect on October 1, 2022.
- The NEPA 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.
- The development of the 2025-2028 Transportation Improvement Program is ongoing. Staff met on October 18<sup>th</sup> with District 5 staff and county planners to begin discussing carryover projects, regional needs and new potential projects. A follow up meeting with District 5 was conducted on November 6<sup>th</sup>. An initial meeting was held with NEPA staff and Pike County planners in District



# Board of Directors Report

## January 3, 2024



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4 on November 8<sup>th</sup>. A follow up meeting is scheduled for December 19<sup>th</sup>. A review of the draft TIP with Central Office and FHWA will be held in January.

### **Intercity Passenger Rail Service**

- The Pennsylvania Northeast Regional Railroad Authority (PNRRA) in cooperation with PennDOT has prepared a funding proposal to the Federal Railroad Authority (FRA) for an extension of passenger Inter-City rail service from Scranton to New York City within the Northeast Corridor. A joint application by PennDOT, New Jersey Transit and PNRRA was submitted in March. A new Amtrak corridor would attract substantial new industrial and commercial development in the region, producing many new jobs and an estimated economic impact of \$84 million per year.
- In early December, the Federal Railroad Administration (FRA) announced it is providing \$500,000 for the Scranton to New York City Amtrak route to move forward through Phase I of its Corridor Identification and Development (Corridor ID) Program. The program entails a three-step process, with initial funding for the development of a scope, schedule, and cost estimate for preparing a service development plan.
- On December 19<sup>th</sup>, NEPA cosponsored a Rally to Restore Passenger Rail Service at Kalahari Resort with Congressman Cartwright, the Pocono Chamber of Commerce, Pocono Mountains Visitors Bureau, the Greater Scranton Chamber of Commerce and Kalahari Resorts and Conventions.

### **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 greater region, 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 developed a framework, submitted an application to Central Office for supplemental planning funds for the initiative and was awarded \$280,000 in supplemental planning funds to be leveraged by a \$70,000 match provided by the participating MPOs.
- WSP USA, Inc. was selected as the consultant to assist the consortium with the development of the plan. WSP has gathered GIS data on freight conditions including existing freight generators and planned warehousing developments and developed a profile of the freight operations in the 10-county region. A survey of freight issues available to stakeholders and the general public is currently open. [Click here](#) to complete the survey.
- Two stakeholder roundtable sessions were held on September 26<sup>th</sup> in East Stroudsburg and Pottsville. These sessions were attended by county planning staff, PennDOT, economic development agencies and freight generators. Outreach sessions with the other MPOs were held in December. Completion of the plan is expected next spring.

# Board of Directors Report

## January 3, 2024



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### **Public Participation Plan, Title VI Plan and Limited English Proficiency Plan Updates**

- A scope of services and work order has been prepared by our consultant, Michael Baker International, for an update of our Public Participation Plan, Title VI Plan, Limited English Proficiency Plan. These plans were previously developed by McCormick Taylor and were adopted in 2015. The plans will be updated to reflect changes in our public participation processes, especially outreach and virtual meeting options developed during the Covid pandemic. In addition, with new federal regulations, our Title VI Plan and Limited English Proficiency Plan need to be updated to ensure compliance.
- Updates of these plans are included in our 2022-2024 Unified Planning Work Program (UPWP). We anticipate that the completion of these plan updates will take six months, with completion prior to the 2025 TIP Update public comment period.

### **Active Transportation Plan Development**

- A scope of services and work order has been prepared by our consultant, Michael Baker International, for the development of an Active Transportation Plan for the NEPA MPO region. This task is currently included in our 2022-2024 Unified Planning Work Program (UPWP). The Active Transportation Plan will address the needs of bicycle and pedestrian transportation and will guide future decision-making with respect to these modes, along with recommended policies and projects to be considered in future programs. We anticipate that development of the Active Transportation Plan will take about 12 months and will be guided by a steering committee. Completion is expected by the end of 2024.

### **Transportation Funding Opportunities**

- PennDOT's current Transportation Alternatives Set Aside (TASA) Program application period has closed. TASA provides funding for projects that enhance pedestrian and bicycle facilities, improve access to public transportation, create safe routes to schools, preserve historic transportation structures, provide environmental mitigation, create trails that serve a transportation purpose, and promote safety and mobility. The maximum award is \$1.5 million. Four applications were submitted for projects located in the NEPA MPO region. Presentations to the Technical Committee were conducted prior to the November 21<sup>st</sup> MPO Tech Committee meeting. Following the presentations, the committee scored each project. Scores were submitted to Central Office by December 1<sup>st</sup>. Projects will also be evaluated for eligibility under the Carbon Reduction Program (CRP).
- The U.S. Department of Transportation is currently accepting applications for funding through the Rebuilding American Infrastructure with Sustainability and Equity (RAISE) discretionary grant program for FFY 2024. Applications are due by February 28, 2024. The RAISE Program provides investments in surface transportation that will have a significant local or regional impact and projects that improve equity and environmental justice by addressing transportation-related disparities and climate change related consequences. Selected projects will improve safety, environmental sustainability, quality of life, mobility and community connectivity, economic competitiveness and opportunity, state of good repair, partnership and collaboration, and innovation. States, local governments, transit agencies and transportation authorities are eligible to apply. Funding can be used for a variety of capital projects and planning projects. More information can be found [here](#).

# Board of Directors Report

## January 3, 2024



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### **Highway Performance Monitoring System (HPMS)**

- NEPA is responsible for the collection of data for the Highway Performance Monitoring System (HPMS). The HPMS is a national level highway information system that includes data on the extent, condition, performance, use and operating characteristics of the nation's highways. MPOs are required to update and confirm data included in the HPMS on an annual basis. The collection involves fieldwork at over 90 locations within the NEPA MPO region roadway network identified by PennDOT Central Office.
- PennDOT transitioned to an electronic HPMS collection platform this year. Staff completed the HPMS data collection for 2023 in November. NEPA staff also participated in a Quality Assurance review with Central Office this fall. PennDOT determined that NEPA's accuracy for the 2022 data collection was 100%.

### **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 2023 TIP- <https://arcg.is/4WHz50>
- Staff has created a HUB site for the transportation program and the 2023 TIP and Environmental Justice- <https://nepa-gis-nepa-alliance.hub.arcgis.com/pages/transportation>  
<https://nepa-gis-nepa-alliance.hub.arcgis.com/pages/tip-ej>
- Staff developed a NEPA Membership Hub with statistics about NEPA Members and the benefits of membership. <https://arcg.is/1vHW5z>
- A Story Map outlining the development of the 2050 Long Range Transportation Plan has been created. <https://arcg.is/1O08GD>

### **Regional Meetings**

Staff attended the following regional meetings and conferences-

- Schuylkill Chamber Infrastructure Committee Meeting- November 9
- Pike County Road Task Force Meetings- November 16
- Schuylkill County Hazard Mitigation Plan Meeting- November 14
- MCTA Strategic Plan Meeting- November 21
- Lackawanna-Luzerne MPO Freight Plan Stakeholder Meeting- December 12
- The Scranton-Poconos-NYC Passenger Rail Rally – December 19

### **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. Six classes were held in Fall 2023. Scheduling for Spring and Summer 2024 is underway. LTAP will also continue to offer courses in an online format.



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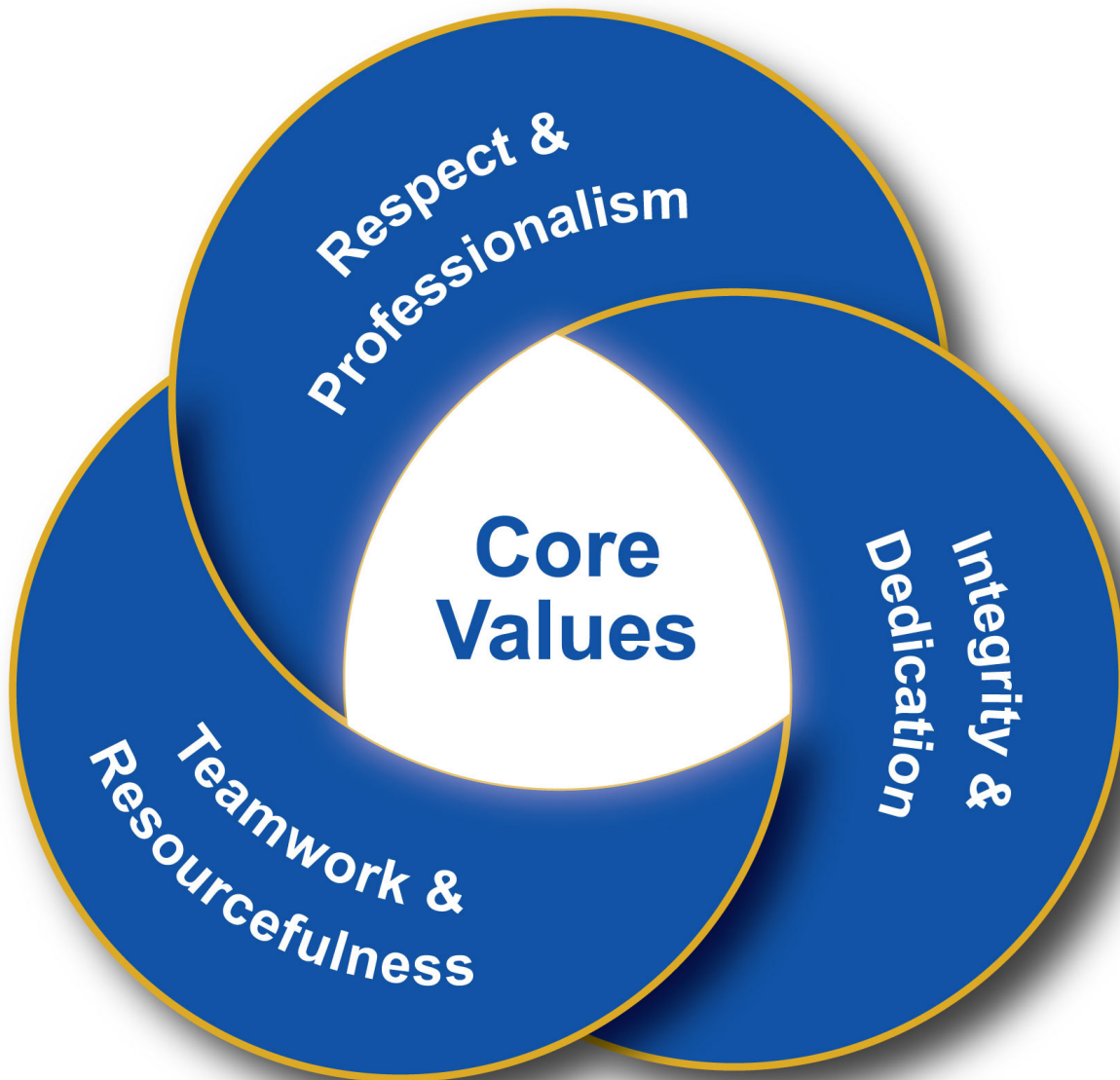
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## NEPA's Mission

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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