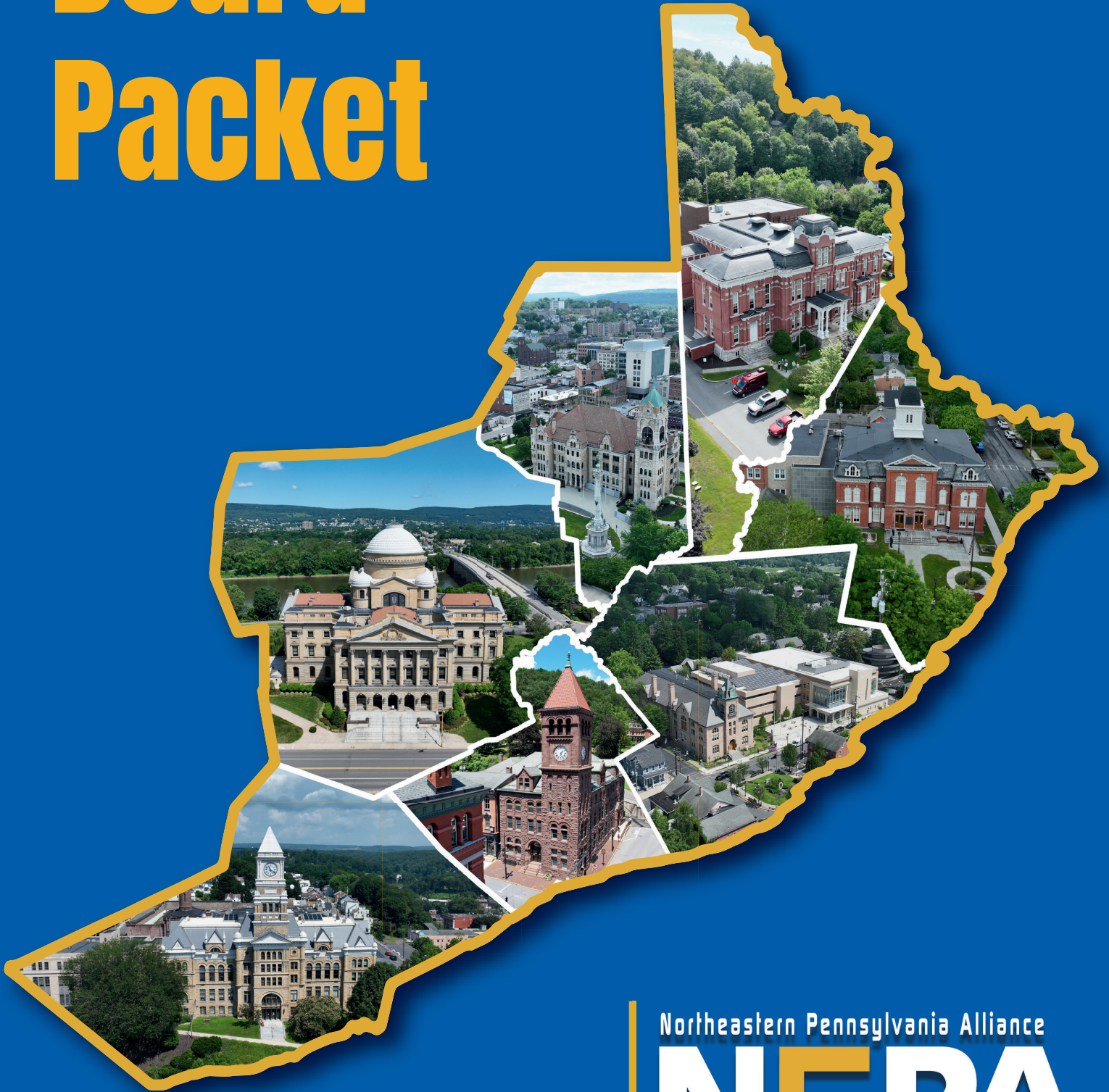


Board Packet



Northeastern Pennsylvania Alliance

NEPA

June 24, 2026

NEPA's Board of Directors 2025-2026

CARBON COUNTY

Wayne Nothstein (County Commissioner)
(Executive Committee - 2nd Vice-Board Chairperson)
Harold Pudliner
Joseph Sebelin
Jared Soto
Garry Wentz

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LACKAWANNA COUNTY

Philip Condron
Tom Donohue
John McNulty
Kristen Magnotta
Dr. Katie Pittelli **(Executive Committee - Assistant Secretary)**
Vacant

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LUZERNE COUNTY

Stephen Barrouk **(Executive Committee - Board Chairperson)**
Lindsay Griffin-Boylan
Joseph Lettiere
Mary Malone
Michelle Mikitish
Kerry Miscavage

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MONROE COUNTY

Christopher Barrett
Michelle Bisbing
John Christy (County Commissioner)
Mary Frances Postupack
(Executive Committee - 1st Vice-Board Chairperson)
Debra Raneri

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PIKE COUNTY

Cynthia DeFebo **(Executive Committee - Treasurer)**
J.D. Danson
Matthew Osterberg (County Commissioner)
Jennifer Passenti
Anna Van Acker

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SCHUYLKILL COUNTY

Robert Carl
Courtney Fasnacht
Micah Gursky **(Executive Committee - Assistant Treasurer)**
Bud Quandel
Michael Tobash

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WAYNE COUNTY

Jocelyn Cramer
(County Commissioner) **(Executive Committee - Secretary)**
Craig Rickard
Michael Rollison
Justin Taylor
Vacant

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Anthony Gabello
Vincent Galko
Larry Malski
Ben May
Alana Roberts
Vacant

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EX-OFFICIO

Jeffrey Box
Megan Kennedy **(NCAC Board Chair)**
Kelly O'Brien **(PNE Board Chair)**
(John Augustine - Alternate)

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David Donlin
Ernest Preate

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BOARD OF DIRECTORS REPORT
JUNE 24, 2026



AGENDA

- I. **Call to Order** - *Steve Barrouk, Board Chairperson*
 - * Sound & Audio check

- II. **Pledge of Allegiance** - *Steve Barrouk, Board Chairperson*
 - * Introduction of new staff member: Daniela Domingues

- III. **Roll Call** - *Donna Hritz, VP, Communications & Operations*

- IV. **Board Discussion & Action Items**
 - * May 6, 2026, Meeting Minutes - *Steve Barrouk, Board Chairperson* 1-4
 - * Approval of the Financial Report - *Wendi Holena, VP & CFO* 5-6
 - * Fiscal Year 2026-2027 NEPA Budget Adoption - *Michelle Mikitish, Jeffrey Box & Wendi Holena* 7
 - * Resolution – 2026-4- Authorizing the Submittal of a Redevelopment Assistance Capital Program Grant (RACP) Application to the Commonwealth of Pennsylvania Office of the Budget and for NEPA to Serve as a Fiscal Sponsor on Behalf of Keystone College - *Kurt Bauman* 8
 - * Appoint Commissioner Matt Osterberg, Jared Soto, Chris Barrett, and Micah Gursky to the MPO Policy Board for 2-year terms - *Jeffrey Box & Kate McMahon*
 - * Appoint NEPA Board Member Cynthia DeFebo from Pike County to the MPO Technical Planning Committee - *Jeffrey Box & Kate McMahon*
 - * Fiscal Year 2026-2027 NEPA Work Plan Adoption - *Jeffrey Box/SRMGT Team* 9-18
 - * Fiscal Year 2026-2027 Committee Memberships - *Steve Barrouk, Board Chairperson* 19-21
 - * Fiscal Year 2026-2027 Board Meeting Schedule - *Steve Barrouk, Board Chairperson* 22

 - * **Affiliate/Committee/Division Reports** 23 -34
 - Business Development Services - *Steve Ursich*
 - Community & Economic Development Services - *Kurt Bauman*
 - Communications & Membership - *Donna Hritz*
 - Transportation Services - *Kate McMahon*

- V. **President & CEO Report** - *Jeffrey Box, President & CEO*

- VI. **Open Discussion** - *Steve Barrouk, Board Chairperson*

**Board of Directors Report
Minutes of
Wednesday, May 6, 2026**

OFFICERS

Commissioner Wayne Nothstein, 2nd Vice Board Chairperson
Cynthia DeFebo, Treasurer
Commissioner, Jocelyn Cramer, Secretary
Micah Gursky, Assistant Treasurer
Dr. Katie Pittelli, Assistant Secretary

CARBON

Harold Pudliner
Joseph Sebelin
Jared Soto
Garry Wentz

LACKAWANNA

Phil Condron
Thomas Donohue
Kristin Magnotta

LUZERNE

Michelle Mikitish

MONROE

Michelle Bisbing

PIKE

Comm. Matt Osterberg
Jennifer Passenti
Anna Van Acker

SCHUYLKILL

Robert Carl
Courtney Fasnacht

WAYNE

Craig Rickard
Michael Rollison
Justin Taylor

AT-LARGE

Chris Doherty
Anthony Gabello
Vincent Galko
Ben May
Alana Roberts

EX-OFFICIO

John Augustine
Jeffrey Box

STAFF

Kurt Bauman
Wendi Holena
Donna Hritz
Kate McMahon
Jordan Schultz
Steve Ursich

Board of Directors Report
Minutes of
Wednesday, May 6, 2026

The NEPA Alliance held a Board of Directors Meeting on Wednesday, May 6, 2026, in-person and via video meeting. 2nd Vice Board Chairperson Commissioner Wayne Nothstein called the meeting to order at 1:00 pm.

Board Chairperson Commissioner Wayne Nothstein asked the Board of Directors to join him in reciting the Pledge of Allegiance.

Donna Hritz conducted a roll call, acknowledging all participants attending the meeting in person and via video call.

ACTION ITEMS

Minutes - A motion was made by Joseph Sebelin and seconded by Harold Pudliner to approve the minutes of the Board of Directors meeting held on March 4, 2026. **Motion carried.**

Financial Report - Wendi reported that on the Statement of Activities as of March 31, 2026, NEPA has total revenues of \$3,033,823 and total expenses of \$3,032,614. She further reported that there is a small increase in net assets of \$1,209. Wendi stated that NEPA is 9 months (75%) through the fiscal year. She noted that NEPA's revenues and expenses are at 64%, primarily due to pass-through funding to NEPA's partners on the DCED PREP contract. Wendi further reported that NEPA has an unrestricted cash balance of approximately \$1.1 million and net assets of \$1.9 million. She also reported that she has started the process for the fiscal year 2027 budget.

Wendi was pleased to announce that her division is now fully staffed. She introduced the division's newest staff member, Jordan Schultz. Jordan shared that she resides in Pittston with her husband and daughter and earned a bachelor's degree in accounting from Misericordia University in 2020. She also noted that prior to joining NEPA, she was employed at Action Lift.

A motion was made by Harold Pudliner and seconded by Commissioner Jocelyn Cramer to accept the Financial Report as presented. **Motion carried.**

Approval of the Fiscal Year 2026-2027 Nominating Committee Recommendations for the Board - Donna reported that the Nominating Committee report, located on pages 7-8 of the packet, outlines appointments and reappointments to the NEPA Board. She noted that NEPA has reached out to Mike Narcavage, NE Regional Affairs Director, PPL Electric Utilities, to fill the At-Large vacancy. Donna further stated that the Nominating Committee is recommending Michelle Mikitish to serve on the Executive Committee as Assistant Secretary, representing Luzerne County. She asked that members to review the recommendations and advise if there are any questions.

A motion was made by Joseph Sebelin and seconded by Micah Gursky to accept the Nominating Committee recommendations for Board Membership as presented. **Motion carried.**

Business Development Services - Steve Ursich reported that the loan department continues to have active loan approvals and is progressing through the underwriting process. He noted that NEPA is still working to move a number of loans through the closing process. Steve stated that NEPA currently has 25 SBA 504 loans approved, totaling \$30 million, which are expected to close shortly. He also noted that NEPA will fund \$1.4 million next Wednesday and anticipates funding between \$3 million and \$8 million in June. Steve further reported that, out of approximately 190 Certified Development Companies (CDCs) nationally, NEPA is ranked 43rd in loan volume. He added that the Historically Disadvantaged Program brings approximately

Board of Directors Report
Minutes of
Wednesday, May 6, 2026

\$2 million in programmatic funding to NEPA to be distributed throughout the NEPA and Northern Tier regions, as well as additional counties. He also reported that the Commonwealth is finalizing guidance on \$1 million in grant funding. Steve noted that NEPA’s CDFI application was submitted on April 8th to the United States Department of the Treasury.

Community & Economic Development Services - Kurt reported that two ARC Local Access Road projects were fully funded this year and noted that three additional projects are currently under review and awaiting signature at ARC. A detailed list of these projects can be found on pages 14–15 of the packet. He also stated that, under the ARC POWER round, the NEPA region was not successful in securing funding. However, the Pennsylvania Department of Community and Economic Development (PA DCED) subsequently invited three previously unfunded POWER projects to seek funding through the Area Development Program. Kurt further reported that the Northern Schuylkill Center for Education, Business & Arts project, initiated approximately twelve years ago, recently held a ribbon-cutting ceremony for its new facility in Shenandoah. The project totaled approximately \$9 million. He also noted that he will be attending the groundbreaking ceremony for the For Pete’s Sake Cancer Respite Center at Woodloch Pines, which is among the first cancer respite centers in the country. Kurt stated that NEPA continues its partnership with the University of Scranton on the nonprofit leadership program, now in its sixth year, and added that the NCAC has become a funded partner in the initiative. Finally, he reported recently attending the inaugural Pennsylvania Military Community Enhancement Commission Commander’s Summit, representing both NEPA and the Tobyhanna Defense Technology Partnership.

Communications & Membership - Donna reported that as of April 30th, NEPA had 290 members, generating total revenue of \$237,338.00. She noted that NEPA’s goal for 2026 is to reach 450 members. She further reported that the Communications & Membership Committee will meet on May 21st to finalize plans for NEPA’s upcoming Networking Reception. Donna also noted that NEPA’s social media metrics are included on page 19 of the board packet.

Transportation Services - Kate reported that the update to the next Long-Range Transportation Plan (LRTP) is due by January 2028. She noted that the Planning Finding Letter for the 2025 Transportation Improvement Program (TIP) recommended that MPOs and RPOs begin the LRTP update process well in advance of the deadline. Kate further stated that the current consultant agreement with Michael Baker International expires in January 2027, which is prior to completion of the LRTP development process. She also reported that the PA 611 Corridor Study is ongoing, with Michael Baker International serving as the consultant under NEPA’s open-ended consultant agreement. In addition, Kate noted that the Active Transportation Plan was adopted by the Policy Board on June 17, 2025. She reported that NEPA staff have developed a dedicated Active Transportation page on the NEPA website, which provides federal, state, and local resources.

Presentation - Kate presented a PowerPoint on the Transportation Improvement Plan (TIP) Update. Her presentation covered the MPO background, NEPA MPO staff, MPO core functions, the 2027–2030 TIP, TIP funding, the TIP development process, a TIP summary, the public comment period, and next steps. A copy of the presentation is available upon request.

President & CEO Report – Jeff thanked Commissioner Wayne Nothstein for Chairing today’s meeting. He noted that he will be returning to the office full-time on May 18th.

Open discussion – Kurt reported that the East Stroudsburg University Economic Summit is scheduled for Friday, May 15th, at Kalahari Resorts. Justin Taylor commented on the strong work recently completed by the business finance team with a WEDCO client. Michelle Mikitish noted that the Greater Pittston Chamber will be honoring Secretary Mike Carroll on May 14th.

**Board of Directors Report
Minutes of
Wednesday, May 6, 2026**



There being no further business, 2nd Vice Board Chairperson Commissioner Wayne Nothstein adjourned the meeting at 1:40 pm.

Respectfully submitted:

Donna Hritz

Vice President Communications & Operations

May 11, 2026

Statement of Activities

April 30, 2026

	Prior YTD	Current YTD	Budget	Percentage of Budget
Revenues:				
Grants/Projects	\$ 3,484,637	\$ 3,079,104	\$ 4,245,086	73%
Membership Fees	202,788	204,563	245,476	83%
Rental Income	18,652	12,631	20,558	61%
RLF Admin. Fees	48,761	62,155	80,000	78%
Match from Other Sources	49,178	57,550	91,500	63%
Other Receipts	53,667	47,470	60,200	79%
Contributed Services	23,927	20,265	23,500	86%
Total Revenues	<u>3,881,610</u>	<u>3,483,738</u>	<u>4,766,320</u>	<u>73%</u>
Expenses:				
Personnel	1,945,584	1,837,602	2,221,748	83%
Benefits	739,742	777,934	977,569	80%
Contractual	583,766	411,963	844,494	49%
Professional Fees	33,550	24,753	26,000	95%
Travel and Per Diem	60,289	36,354	81,709	44%
Meetings and Seminars	102,774	68,312	114,657	60%
Postage	2,471	2,619	2,800	94%
Supplies	39,682	14,551	27,375	53%
Publications and Memberships	48,467	52,368	70,544	74%
Printing	3,812	3,902	4,900	80%
Advertising	3,999	6,881	23,000	30%
Occupancy	68,925	44,216	67,860	65%
Equipment Rental & Maintenance	5,096	6,662	7,600	88%
Depreciation	49,859	50,313	60,376	83%
Telephone/Internet	28,773	24,355	30,010	81%
Insurance	1,277	1,115	40,800	3%
Information Technology	50,826	50,658	82,010	62%
Interest	29,466	24,915	32,926	76%
Other Costs	19,440	21,991	23,490	94%
Contributed Services	23,927	20,265	23,500	86%
Total Expenses	<u>3,841,725</u>	<u>3,481,729</u>	<u>4,763,368</u>	<u>73%</u>
Increase (Decrease) in Net Assets	<u>\$ 39,885</u>	<u>\$ 2,009</u>	<u>\$ 2,952</u>	

Net Assets	
Beginning Balance	\$ 1,954,485
Increase (Decrease)	2,009
Current Balance	<u><u>\$ 1,956,494</u></u>

Statement of Financial Position

April 30, 2026

Assets	Prior Year	Current Year	Liabilities	Prior Year	Current Year
Unrestricted Cash Invested	\$ 1,257,645	\$ 958,644	Accounts Payable	215,394	216,856
Restricted Funds Invested	79,589	76,963	Deferred Project Funds	79,589	76,963
Membership Fees Receivable	-	12,650	Employee Benefits Payable	231,056	217,546
Advances/Deposits/Prepays	48,847	46,200	Payroll Withholdings	5,144	6,042
Accounts Receivable-Projects	1,218,528	1,430,160	Deferred Membership Fees	187,011	137,300
Loan Receivable - EGF	-	60,000	Capital Lease Payable	470,670	441,712
Depreciable Assets (Net)	530,290	468,296			
			Total Liabilities	1,188,864	1,096,419
			Net Assets *	1,946,035	1,956,494
Total Assets	<u>\$ 3,134,899</u>	<u>\$ 3,052,913</u>	Total Liabilities & Net Assets	<u>\$ 3,134,899</u>	<u>\$ 3,052,913</u>

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

**Northeastern Pennsylvania Alliance
General Activities Draft Budget**

Fiscal Year Ending June 30, 2027

Prepared 6-16-26

Revenue	FYE 25 Budget	FYE 26 Budget	FYE 27 Budget
Grants/Contracts	4,289,985	4,245,086	7,131,578
Match From Other Sources	46,500	91,500	60,000
Membership Fees	243,345	245,476	238,608
Rent and Related Receipts	23,116	20,558	24,253
RLF Admin Fees	50,000	80,000	110,000
Other Receipts	56,200	60,200	52,000
Contributed Services	28,000	23,500	26,000
Total Revenues	4,737,146	4,766,320	7,642,439
Expenses			
Personnel	2,249,123	2,221,748	2,455,669
Benefits	989,614	977,569	1,080,494
Contractual	761,607	844,494	3,279,135
Professional Fees	30,040	26,000	26,000
Travel & Per Diem	77,951	81,709	71,766
Meetings & Conferences	112,400	114,657	113,220
Postage	3,050	2,800	3,500
Supplies	44,840	27,375	32,750
Publications & Memberships	84,495	70,544	82,351
Printing & Publishing	4,900	4,900	5,000
Advertising	24,400	23,000	23,000
Utilities, Building Maintenance & Rent	63,232	67,860	121,350
Equipment - Rental & Maintenance	9,000	7,600	8,100
Depreciation	56,779	60,376	61,081
Telephone	30,370	30,010	30,970
Insurance	42,100	40,800	50,550
Information Technology	79,321	82,010	107,276
Interest	35,177	32,926	30,505
Other	7,286	23,490	31,900
Contributed Services	28,000	23,500	26,000
Total Expenses	4,733,685	4,763,368	7,640,617
Increase (Decrease) in net assets	3,461	2,952	1,822

RESOLUTION 2026-4

**OF THE
BOARD OF DIRECTORS OF THE NORTHEASTERN PENNSYLVANIA ALLIANCE (NEPA)
AUTHORIZING THE SUBMITTAL OF A REDEVELOPMENT ASSISTANCE CAPITAL PROGRAM
GRANT (RACP) APPLICATION TO THE COMMONWEALTH OF PENNSYLVANIA OFFICE OF THE
BUDGET AND FOR NEPA TO SERVE AS A FISCAL SPONSOR ON BEHALF OF KEYSTONE
COLLEGE**

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 of The Commonwealth of Pennsylvania authorized the release \$1,000,000 via RACP Contract ME# 300-2964 and \$1,000,000 via RACP Contract ME# 300-3543 to NEPA for Keystone College's Keystone Living Learning Complex I and II (Miller Library) project in Lackawanna County; and

WHEREAS, the two grant awards have been combined into one contract, ME# 300-2964; and

WHEREAS, NEPA has agreed to serve as a fiscal sponsor for Keystone College; 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 College project in the amount of \$2,000,000. 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 24th DAY OF June 2026

ATTEST:

Stephen M. Barrouk
Board Chairperson
NEPA Alliance Board of Directors

Jeffrey K. Box
President & CEO
NEPA Alliance

Board of Directors Report

June 24, 2026



NEPA ALLIANCE WORK PLAN FOR FISCAL YEAR 2026-2027 JUNE 24, 2026

OUTLINE

1. ADMINISTRATIVE SERVICES DIVISION

- Accounting and Financial Services for all NEPA programs
- Community Advantage Lender Program Contract Management
- Contract Management for multiple NEPA and regional grants
- Facility Maintenance and Management
- Human Resources Management
- Insurance/Directors & Officers Coverage/Risk Management
- NEPA Membership Campaign Accounting & Reporting

2. BUSINESS DEVELOPMENT SERVICES DIVISION

- APEX Accelerator Government Contracting Program & Newsletter
- Business Finance Assistance/Revolving Loan Fund Programs/Community Advantage Lending Program
- Historically Disadvantaged Business Assistance
- International Business Development (Regional Export Network)
- NEPA Alliance Economic Growth Fund/Certified Development Financial Institution
- NEPA Alliance Business Finance Corp/SBA 504 Loan Program Management
- Performance Measurement System/Executive Pulse System Management
- PREP Admin – Partnerships for Regional Economic Performance
- StartUp NEPA Angel Investment Fund

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
- Coordinates CEO vehicle use & maintenance
- IT and website maintenance for NEPA Operations
- LDD Website Maintenance
- Media event organization
- NEPA Alliance Annual Networking Reception
- NEPA Alliance Regional Leadership Award
- NEPA Membership Campaign Management
- NEPA Newslines Email Newsletter Publications and coordination of social media
- Nominating Committee Organization and Management

4. COMMUNITY & ECONOMIC DEVELOPMENT SERVICES DIVISION

- ARC/EDA Project Development
- Comprehensive Economic Development Strategy (CEDS) & Data Dashboard
- Engage - Business Retention & Expansion Program
- ESU Economic Summit Scorecard & Event Support

Board of Directors Report

June 24, 2026



-
- NEPA Community Financing & Consulting Support (NMTC, RACP)
 - NEPA Economic Impact Modeling Services
 - Nonprofit & Community Assistance Center (NCAC), NEPA Grantmakers Forum, University of Scranton Nonprofit Leadership Certificate Program
 - Nonprofit & Community Assistance Center (NCAC) Program Administration,
 - Tobyhanna Defense Technology Partnership (TDTP) and PA Military Community Enhancement Commission

5. TRANSPORTATION PLANNING SERVICES DIVISION

- 2027-2030 Transportation Improvement Program
- 2027-2029 Unified Planning Work Program (UPWP) Development
- Active Transportation Task Force
- Annual List of Obligated Projects
- Coordinates vehicle use and maintenance for the transportation vehicle
- Coordinated Transit-Human Services Transportation Plan Implementation
- Eastern Pennsylvania Freight Alliance
- Geographic Information System (GIS)
- Highway Performance Monitoring System (HPMS) Data Collection
- *Interchanges* Transportation Program Newsletter
- Local Technical Assistance Program (LTAP)
- Long Range Transportation Plan Update
- NEPA Metropolitan Planning Organization (MPO) Administration
- PennDOT Connects
- Public Participation, Title VI and Limited English Proficiency Plans Update
- Roadway Safety Reviews
- Trail Crossing Inventory

Board of Directors Report

June 24, 2026



NEPA ALLIANCE WORK PLAN FOR FISCAL YEAR 2026-2027 JUNE 24, 2026

NARRATIVE

1. ADMINISTRATIVE SERVICES DIVISION

Accounting and Financial Services for all NEPA programs

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 Tobyhanna Defense Technology Partnership, the NEPA Business Finance Corporation, the NEPA Community Impact Group, the StartUp NEPA Angel Fund, and CDFI NEPA Economic Growth Fund.

Community Advantage Lender Program Contract Management

NEPA administers the SBA Community Advantage Loan program involving extensive accounting work over and above the normal RLF accounting provided.

Contract Management for multiple NEPA and regional grants

NEPA administers approximately 25 federal, state and local contracts and fourteen (14) small business 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 27 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, business umbrella, workers compensation and directors and officers. NEPA will periodically review policies and carriers to ensure sufficient coverage and cost efficiency.

NEPA Membership Campaign Accounting & Reporting

NEPA continues to look for ways to improve our membership numbers, value and return on investment for our members. Administrative Services prepares invoices, prepares monthly reports and handles payments to track NEPA membership.

Board of Directors Report

June 24, 2026



2. BUSINESS DEVELOPMENT SERVICES DIVISION

APEX Accelerator Government Contracting Newsletter

This electronic newsletter is prepared by the NEPA APEX Accelerator staff. It is sent to NEPA APEX's Accelerator 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.

Business Finance Assistance/Revolving Loan Funds Programs/Community Advantage Lending Program

NEPA administers 14 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 2026, 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 \$100 million, up significantly over the last 5 years.

Historically Disadvantaged Business Assistance

The Historically Disadvantaged Business Assistance program is a new program through the Commonwealth of Pennsylvania Department of Community and Economic Development to provide assistance to historically disadvantaged businesses throughout the Commonwealth with technical and programmatic assistance. The program will address systematic and historical barriers to entrepreneurs and business growth that historically disadvantaged businesses have faced. We will work in partnership with other regional partners to create assistance centers to provide assistance to these businesses and deploy micro-grants in an ongoing basis.

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 (nine) 9 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 Economic Growth Fund/Certified Development Financial Institution

The NEPA Alliance Economic Growth Fund is a newly established initiative aimed at increasing access to capital for underserved and emerging businesses throughout the NEPA Alliance region. As a startup Community Development Financial Institution (CDFI), the Fund is focused on providing flexible, mission-driven financing solutions that support inclusive economic growth and community revitalization.

NEPA Alliance has submitted for official CDFI certification through the U.S. Department of the Treasury in fiscal year 2027. In preparation, the Economic Growth Fund will prioritize building strong community lending practices, developing partnerships with local stakeholders, and deploying capital to entrepreneurs and small businesses that have traditionally faced barriers to financing.

Board of Directors Report

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NEPA Alliance Business Finance Corporation/SBA 504 and Community Advantage 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. NEPA Alliance BFC will continue to build out the Community Advantage Program in the 2024 Fiscal year. This will allow NEPA Alliance to do SBA 7(a) lending as well as the SBA 504 program. 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 the NEPA Alliance outreach area.

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.

There is a total of eleven (11) PREP Partners in the NEPA Region.

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.

3. COMMUNICATIONS & OPERATIONS DIVISION

Annual Report Preparation

The preparation of the NEPA Alliance Annual Report has been completed for the Annual Networking Reception. We continue to simplify and enhance 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 and prepares meeting minutes, Board Packets, agendas, and documentation related to all organizational activities.

Bylaws Committee Organization and Support (as needed)

Monitor and record recommendations, and provide meeting minutes and supporting documentation related to 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 also provides input on the NEPA Networking Reception and other organizational initiatives.

Board of Directors Report

June 24, 2026



Coordinates CEO Vehicle Use and Maintenance

Coordinates CEO assigned vehicle maintenance and use.

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 and modernization program for all internal equipment.

LDD Website Maintenance

NEPA staff members will monitor the LDD website on a regular basis to ensure accuracy and timely updates.

Media Event Organization

Plans, schedules and coordinates media events for NEPA's program and services.

NEPA Alliance Annual Networking Reception

According to the Bylaws, the NEPA Annual Networking Reception is held annually and is organized and managed by the Communications & Operations Division.

NEPA Alliance Regional Leadership Award

The Communications & Membership Committee meets to recommend and discuss potential nominees and, upon consensus, selects the award recipient. The award is presented at NEPA's Annual Networking Reception.

NEPA Membership Campaign Management

Assists in coordinating the membership campaign and membership incentives offered to businesses, government, and nonprofits throughout the region. NEPA had 430 members in 2025, and the goal for 2026 is 450.

NEPA Newlines Email Newsletter Publication and Coordination of Social Media

NEPA's electronic newsletter, the NEPA Newlines, is distributed monthly. Special event emails are sent as needed, along with coordination of social media content and postings.

Nominating Committee Organization and Management

Monitor and report Board attendance at Board of Directors meetings. Prepare spreadsheets tracking Board members whose terms are nearing expiration. Contact Board members and County Commissioners regarding reappointments and/or new appointments to the Board.

4. COMMUNITY & ECONOMIC DEVELOPMENT SERVICES DIVISION

ARC/EDA Project Development and ARC/EDA

NEPA is the Local Development District (LDD) as designated by the Appalachian Regional Commission and the PA DCED. NEPA is the Economic Development District (EDD) as designated by the Economic Development Administration. NEPA actively assists project sponsors in the development of ARC and EDA grant applications. We also solicit candidates for ARC's Appalachian Leadership Institute and STEM programs.

Comprehensive Economic Development Strategy (CEDS) & Data Dashboard

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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. NEPA is launching a data dashboard that will complement the CEDS and provide real time data to our citizens.

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 Scorecard & Event Support

NEPA produces an annual economic scorecard (indicators) report for Monroe County and serves on the program planning committee.

NEPA Community Financing & Consulting Support

NEPA serves as a consultant/fiscal sponsor for RACP, LSA, USDA REAP, New Markets Tax Credits and other grants.

NEPA 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.

Nonprofit & Community Assistance Center (NCAC), NEPA Grantmaker Forum, & University of Scranton Nonprofit Leadership Certificate Program

The NEPA Grantmakers initiative brings grantmaking organizations and agencies together to more efficiently and effectively address the grantmaking needs of communities within Northeastern Pennsylvania. The consortium allows for open discussion on grantmaking activities and best practices, local service deficiencies, peer collaborations, investment insight and legal challenges. The University of Scranton's Nonprofit Leadership Certificate Program (NLCP) aims to support and advance nonprofit organizations through a comprehensive and academically rigorous leadership program. NEPA staff administers and facilitates the both programs.

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 maintain the NCAC Resource Center including Candid Foundation Directory and Guidestar Premium. 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.

Tobyhanna Defense Technology Partnership (TDTP) and PA Military Community Enhancement Commission

NEPA provides administrative support to the TDTP and TDTP Management Group. This service will include convening meetings and legislative updates, websites updates, accounting services, membership campaign, Economic Impact Analysis, monitoring of the BRAC process and administration of grants from the Commonwealth to support the TDTP and Tobyhanna.

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5. TRANSPORTATION PLANNING SERVICES DIVISION

2027-2030 Transportation Improvement Program

In collaboration with PennDOT and FHWA, NEPA transportation program staff will complete the development and adoption of the 2027-2030 update of the region's Transportation Improvement Program (TIP) with the Technical Planning Committee and MPO Policy Board. The full document is expected to be approved in June 2026 and submitted to PennDOT for inclusion in the Statewide Transportation Improvement Program (STIP) in July 2026 and will go into effect on October 1, 2026. NEPA will continue to maintain the TIP and process amendments as necessary.

2027-2029 Unified Planning Work Program (UPWP) Development

During the program year, the NEPA MPO will develop the 2027-2029 Unified Planning Work Program (UPWP) to outline the priority tasks and deliverables for the NEPA MPO staff for the two-year period. The process will begin later this summer and will be guided by the UPWP Subcommittee. A draft of the UPWP will be developed this fall and adoption by the MPO committees is expected in December 2026. The UPWP development will conclude with approval by the NEPA Board of Directors in January 2027 and final submission to PennDOT.

Active Transportation Task Force

The NEPA MPO completed its first Active Transportation Plan for the four-county region. The Active Transportation Plan identifies strategies and projects to address the needs of bicycle and pedestrian transportation and will guide future decision-making with respect to these modes. Following the plan development, the NEPA MPO Active Transportation Task Force was established to help with plan implementation. Two active transportation summits are planned for Fall 2026.

Annual List of Obligated Projects

NEPA MPO staff will develop the required annual list of highway, bridge and transit projects utilizing federal funds and post it to the NEPA website by December 2026.

Coordinates vehicle maintenance and use for transportation vehicle

Coordinates the transportation vehicle maintenance and use.

Coordinated Transit-Human Services Transportation Plan Implementation

The NEPA MPO has updated the Coordinated Public Transit/Human Services Plan in June 2025. During the program year, transportation staff will work with transit providers and human services agencies on the NEPA MPO Transit Subcommittee to implement the recommendation in the plan to improve transportation services targeted to assist marginalized populations.

Eastern Pennsylvania Freight Alliance

With the adoption of the Eastern Pennsylvania Freight Infrastructure Plan, the Eastern PA Freight Alliance (EPFA) was established. The EPFA (NEPA MPO, Lehigh Valley MPO, Lackawanna-Luzerne MPO, Reading MPO and Lebanon MPO) will meet regularly and work towards the implementation of the multi-MPO freight plan.

Geographic Information System (GIS)

NEPA will continue to develop its GIS services through the creation of computer-generated maps in support of the transportation program and related initiatives. This technology connects data to a map, integrating

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June 24, 2026



location data with all types of descriptive information and provides a foundation for mapping and analysis that is used in decision making.

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 fieldwork at over 90 locations identified by PennDOT Central Office. The data collected is due to PennDOT by December 2026.

Interchanges Transportation Program Newsletter

A Transportation Program Newsletter (*Interchanges*) will continue to 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.

Local Technical Assistance Program (LTAP)

NEPA will continue to coordinate the Local Technical Assistance Program (LTAP) classes throughout the seven-county NEPA Alliance region which provides transportation, safety and infrastructure training to local municipal road and street department personnel, elected officials and municipal administrators. 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.

Long Range Transportation Plan Update

The NEPA Alliance will continue the update of the NEPA MPO Long Range Transportation Plan. FHWA requires that development of the plan begin 30 months prior to the required adoption date. NEPA has engaged Michael Baker International under an open-end contract to assist in the LRTP development. A scope of services for the LRTP update has been developed and approved by the NEPA MPO Technical Committee. Plan development will continue through 2027 with adoption expected in December 2027.

NEPA Metropolitan Planning Organization (MPO) Administration

NEPA will continue to administer and manage the Northeastern Pennsylvania Metropolitan Planning Organization to meet federal and state transportation planning requirements through our contract with PennDOT. This includes convening and preparing meeting materials for the Technical Committee and Policy Board and 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.

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 and 5, NEPA will continue to 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 TIP development and PennDOT Connects outreach and training to municipalities at the direction of PennDOT Central Office.

Public Participation, Title VI and Limited English Proficiency Plans Update

NEPA staff will initiate a review of the Public Participation Plan, Title VI Plan and Limited English Proficiency Plan and update the plans as necessary. The review and update will be completed by June 2027.

Roadway Safety Reviews

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NEPA transportation program staff will conduct road safety reviews in collaboration/consultation with PennDOT Districts 4 and 5 and FHWA that will involve safety field views of high crash locations and pedestrian, bicycle and vehicular conflicts. These reviews assist in the development of potential solutions/projects and identify potential funding sources to address the identified safety concerns.

Trail Crossing Inventory

The NEPA MPO Active Transportation Plan identified the need to inventory locations where trails cross state and local roadways to ensure safety at those locations. A pilot project to identify trail crossings in Pike County has been completed. Transportation staff will initiate the inventory using GIS software to identify these locations in the other three MPO counties.

CHAIRPERSON'S APPOINTMENTS
FY 2026-2027
WEDNESDAY, JUNE 24, 2026



Executive Committee (8)

Mary Frances Postupack (Board Chair) - Monroe
Comm. Wayne Nothstein (1st Vice Chair) - Carbon
Cynthia DeFebo (2nd Vice Chair) – Pike
Comm. Jocelyn Cramer (Treasurer) - Wayne
Micah Gursky (Secretary) – Schuylkill
Dr. Katie Pittelli (Asst. Treasurer) - Lackawanna
Michelle Mikitish - (Ass. Sec.) - Luzerne
Steve Barrouk (Past Board Chair) - Luzerne

Budget & Finance Committee (13)

Michelle Mikitish, (Chair)
Michelle Bisbing
Bob Carl
Courtney Fasnacht
Anthony Gabello
Mary Malone
Jack McNulty
Dr. Katie Pittelli
Dee Raneri
Mike Rollison
Mike Tobash
Garry Wentz
Mary Frances Postupack, Board Chair

Tobyhanna Defense Technology Partnership (18)

Pat Esposito, (BRTF Co-Chair)
Jeffrey Box, (BRTF Co-Chair)
Chris Barrett
Michelle Bisbing
Jon Cadman
Phil Condron
Robert Durkin
Marla Hager Evans
Edward George
Vince Galko
Mary Kolessar
Jack McNulty
Dr. Jill Murray
Mary Frances Postupack (NEPA Chair)
Jared Soto
Justin Taylor
Gerald Zaboloski
VACANT
Dr. Anette Nance (DCED PA Military CPC)
Sue Suleski (DCED PA Military CPC)
Cody Forgach (Non voting)
Nathan Gerace (Non voting)
Brian Langan (Non voting)
Anthony Ferreira (Non voting)
Rob Lantka (Non voting)
Kristyn Smith (Non voting)
Danielle Weinschenk (Non voting)

By-Laws Committee (9)

Jack McNulty, (Chair)
Michelle Bisbing
Micah Gursky
Dr. Katie Pittelli
Joe Lettiere
Larry Malski
Jennifer Passenti
Justin Taylor
Mary Frances Postupack, Board Chair

Communications & Membership Committee (12)

Chris Barrett, (Chair)
Ben May, (Vice Chair)
Phil Condron
Cynthia DeFebo
Chris Doherty
Tom Donohue
Lindsay Griffin-Boylan
Micah Gursky
Michelle Mikitish
Kerry Miscavage
Jared Soto
Mary Frances Postupack, Board Chair

CHAIRPERSON'S APPOINTMENTS
FY 2026-2027
WEDNESDAY, JUNE 24, 2026



NEPA MPO Policy Board (Appointments are made by the NEPA Board of Directors for a 2-year term ending 6/30/28)

Chris Barrett, Pocono Mountains Visitors Bureau (Vice-Chair)*
John Christy, Monroe County Commissioner (Alternate)*
Micah Gursky, St. Luke's Miners Memorial Hospital* (Chair)
Matt Osterberg, Pike County Commissioner*
Bud Quandel, The Quandel Group, Inc. (Alternate)*
Nick Raio, PennDOT Central Office (Alternate)
Joseph Sebelin, (Retired), Pocono Counties WIA* (Alternate)
Jared Soto, Carbon County Chamber*
Mark Tobin, 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, 2028)

Rocky Ahner, Carbon County Commissioner
David Bodnar, Carbon County Planning (Alternate)
John Christy, Monroe County Commissioner
John Consugar, Schuylkill Transportation System (Transit Alternate)
Brendan Cotter, LANTA (Alternate)
Cynthia Defebo, Pike County CareerLink
Steve Fisher, PennDOT District 4-0
Bob Gress, Monroe County (Alternate)
Doyle Heffley, State Representative (Alternate)
AJ Knee, LANTA
Eric Koopman, Monroe County Planning Commission (Alternate)
Lisa Mahall, Schuylkill County (Alternate)
John Malinchok, Schuylkill County Planning Commission
Christine Meinhart-Fritz, Monroe County Planning Commission (Vice-Chair)
Michael Mrozinski, Pike County Community Planning (Chair)
Matthew Osterberg, Pike County Commissioner
Iris Navarro, Monroe County Transit Authority (Alternate)
Larry Peterson, PennDOT District 5-0
Gene Porochniak, FHWA (Non-Voting Member)
Harold Pudliner, Carbon County Redevelopment Authority
Nick Raio, PennDOT Central Office
Krista Ripley, Schuylkill Transportation System
Rich Schlameuss, Monroe County Transit Authority
Susan Smith, Schuylkill County Planning
Nate Staruch, Monroe County Planning Commission (Alternate)

NEPA Representatives to the NCAC Board (4)

Megan Kennedy
Jack McNulty
Alana Roberts
Vince Galko

CHAIRPERSON'S APPOINTMENTS
FY 2026-2027
WEDNESDAY, JUNE 24, 2026



Nominating Committee (13)

Steve Barrouk, (Chair)
Chris Barrett
Cynthia DeFabo
Courtney Fasnacht
Micah Gursky
Mary Malone
Larry Malski
Jennifer Passenti
Mary Frances Postupack (NEPA Chair)
Craig Rickard
Jared Soto
Justin Taylor
Garry Wentz

Revolving Loan Fund Committee (11)

Ryan Barhight, (Chair) Fidelity Bank
Matthew Colgan, NBT Bank (Vice Chair)
Stacia Arnaud, First Keystone Community Bank
Paul Browne, Carbondale Technology Transfer Center
Maria Bruno, Accountant
Patrick Dietz, Peoples Security Bank & Trust
Leigh Fennie, University of Scranton SBDC
James Gorman, The Dime Bank
Chase Holl, The Dime Bank
John Strellish, FNCB Bank
David Wintermute, PS Banking

Regional Project Review Committee (13)

Jack McNulty, (Chair)
Phil Condron
J.D. Donson
Vince Galko
Micah Gursky
Ben May
Dr. Katie Pittelli
Mary Frances Postupack (NEPA Chair)
Alana Roberts
Mike Rollison
Jared Soto
Justin Taylor
VACANT

BOARD of DIRECTORS REPORT
June 24, 2026



NEPA ALLIANCE
FISCAL YEAR 2026-2027
MEETING SCHEDULE

Listed below is the Fiscal Year 2026-2027 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 the end of the Fiscal Year Meeting in June, and the Networking Reception date.

<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
October 1, 2026	4:00 PM	Networking Reception (Mohegan Pennsylvania)
November 4, 2026	1:00 PM	NEPA Alliance Office/Video
January 6, 2027	1:00 PM	NEPA Alliance Office/Video
March 3, 2027	1:00 PM	NEPA Alliance Office/Video
May 5, 2027	1:00 PM	NEPA Alliance Office/Video
June 23, 2027	1:00 PM	NEPA Alliance Office/Video

Board of Directors Report
June 24, 2026



Dear Board Members,

Greetings and happy summer 2026! I hope everyone has an enjoyable Spring and that you have great plans for the summer.

NEPA remains a busy place from preparing for the new Fiscal Year to the acclamation of several new staff members to our overall program delivery. The following is a quick update on some key issues facing NEPA.

Budget for Fiscal Year 2027

Our proposed NEPA budget for the upcoming fiscal year is contained here in the board report/packet for action on June 24, 2026.

The budget is balanced with a greater amount of uncertainty than usual. ARC funding is being reduced due to cuts at the federal level. State funding is proposed for level amounts for all economic development except Business PA, which is for business attraction projects. As we do every year, we will make the best of the funding streams we have.

Staffing

As most of you are aware, we have had numerous staffing changes this fiscal year, which have been challenging. We are almost at full capacity, with one last position to be filled. We will be fully staffed by early July.

Annual Networking Reception

The Annual Networking Reception will be held on October 1, 2026, at Mohegan Pennsylvania. The Board Meeting will start at 4:00 PM, and the Reception will commence at 4:30 PM. We will wrap up the event by approximately 6:30 PM. Please mark your calendars for a great evening.

Thank you all for your service to NEPA Alliance and all of Northeastern Pennsylvania.

Respectfully,

Jeff

Board of Directors Report
June 24, 2026

International Business Development Program

This fiscal year, the International Business Development program has assisted 48 companies, processing 162 international projects through Pennsylvania’s Global Export Network. Staff also submitted 14 Global Access Program (GAP) grant applications. The GAP grant, administered by BusinessPA International, under a State Trade Expansion Program (STEP) award from the U.S. Small Business Administration, supports export promotion efforts. Additional assistance included technical support, export counseling, and participation in export education activities.

<u>BusinessPA International - Regional Export Network Goals</u>		
Performance Measurement	Goal	YTD Totals
Active Clients	56	48
Export Actions	117	127
Exporting Companies	14	3
Export Sales	\$25,121,441	\$30,640,070
Projects	112	162
ATR Attributed Sales	\$10,299,790.81	\$3,345,221
New Clients	8	4
Total (weighted and capped measure) <i>Calculated 6/10/26</i>		100.77%

APEX Accelerator

Counseling Activity (4/22/2026 – 06-11-2026)
New Active Clients for the Period: 12
Active Clients for the Period: 37
Initial Introductory Counseling Sessions for the Period: 12
Follow-up Counseling Sessions for the Period: 101
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.

Board of Directors Report
June 24, 2026

Contract Awards Activity (2/20/2026 – 4/22/2026)			
Award Type	Number of Awards	Number of Clients	Total Value
Federal Prime	76	15	\$9,192,793.45
State/Local Prime	0	0	\$0
Federal/State Subcontracts	12	3	\$1,628,011.15

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.

Set Aside Award Activity (2/20/2026 – 4/22/2026)		
Certification Type	Awards	Total Value
SD/VOSB	0	\$ 0.00
WOSB	6	\$ 29,217.50
HUBZone	0	\$0.00

Business Finance Center

The Business Finance Center has been able to close 7 loans totaling \$1,824,000. Through these loan closings, the small businesses are expected to create 5 jobs and retain 50 jobs in the next 3 years. Loans closed since that last meeting include the following business sectors:

- Machine Shops
- Full-Service Restaurants
- Manufacturing Facilities

NEPA Alliance BFC continues to work through the backlog of loans to be closed for these programs due to the government shutdown. The majority of the SBA projects will be funding this calendar year. Liquidity in Internal Loan Programs continues to be the limiting factor for more portfolio growth.

SBA 504		
	Number	Balance
Approved Loans	22	\$ 30,082,000.00
Closed Since Last Meeting	3	\$ 1,409,000.00

**Board of Directors Report
June 24, 2026**



Outstanding Loans	92	\$ 62,319,139.96
Total	117	\$ 93,810,139.96
SBA Community Advantage		
	Number	Balance
Approved Loans	3	\$ 690,000.00
Closed Since Last Meeting	1	\$ 65,000.00
Outstanding Loans	53	\$ 7,217,555.82
Total	57	\$ 7,972,555.82
PIDA		
	Number	Balance
Approved Loans	2	\$ 3,875,986.00
Closed Since Last Meeting	1	\$ 200,000.00
Outstanding Loans	19	\$ 7,663,288.00
Total	22	\$ 11,739,274.00
Internal Funds		
	Number	Balance
Approved Loans	4	\$ 351,700.00
Closed Since Last Meeting	1	\$ 100,000.00
Outstanding Loans	180	\$ 9,471,617.00
Total	185	\$ 9,923,317.00
NEPA BFC Active Portfolio	350	\$ 88,445,601.00

As of June 15, 2026, ten (10) 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 for the 4th quarter of 2025-2026. Ten (10) clients indicated they were very satisfied/satisfied with the assistance they received through NEPA.

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	2	2	2
APEX Accelerator	6	6	6
International	3	3	3

Board of Directors Report

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Community and Economic Development Services Division

COMMUNITY FINANCE & FUNDING

EDA

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

Organization	Project	CO	EDA Grant Amount	Funding Leveraged	Status
SEDA-COG & NEPA	Data dashboard – CEDS Improvement project	RE	\$480,000	\$100,000	Awarded October 2023; Project will be completed by June 2026
Greater Scranton CofC	Scott Twp Industrial Park	LA	TBD	TBD	Considering application
ESU	Hospitality Program Consolidation	MO	\$2M	\$3M	Pre-App completed

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 organizations seeking ARC grant assistance.

25-26 ARC Investment Package:

Organization	Project	CO	ARC	ARC Request Amount	Funding Leveraged	Status
Allied Services	Certified Nurse Aide Training Program	LA	AD	\$716,830	\$1,025,458	Full App submitted
Junior Achievement of NEPA	Inspire to Hire	LU	AD	\$150,000	\$250,000	Full App in progress
Kline Banks McAdoo Sewer Authority	KBM Authority Act 537 Sewage Facilities Plan	LU/CA	AD	\$100,000	\$100,000	Full App in progress
Lackawanna County	Lackawanna County Comprehensive Economic Development Assessment and Long-Term Strategy	LA	AD	\$80,000	\$80,000	Full App in progress
NEPA	CDFI	RE	AD	\$235,000	\$300,000	Full App in progress
NEPA	PREP	RE	AD	\$461,425	\$461,425	Full App in progress
Pocono Services for Families and Children, Inc.	Expansion of Early Learning and Ready Workers	MO	AD	\$100,000	\$100,000	Full App in progress
The Wright Center	North Scranton Practice-Revitalizing, Enhancing, and Advancing Community Health	LA	AD	\$500,000	\$500,000	Full App in Progress
Greater Wyoming Valley YMCA	Pittston YMCA Early Education Expansion	LU	AD	\$278,000	\$278,000	DCED Review

Board of Directors Report
June 24, 2026

Organization	Project	CO	ARC	ARC Request Amount	Funding Leveraged	Status
City of Carbondale	Enterprise Dr. Improvement Project	LA	LAR	\$1,219,629	\$25,000	Approved
Borough of Nesquehoning	Nesquehoning Borough Business Park – Industrial Road (extends between Stock Street (SR 0054) to Park Avenue) – Phase 2	CA	LAR	\$1,021,800	\$102,180	Full App submitted
Total Requested:				\$4,862,684		

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. With the passage of a state budget in November, NEPA was invited to apply for \$195,000 for the 2025-2026 Engage! program year. In total, over 200 businesses across the region will be interviewed as part of the Engage! program during this program year, with 30 of those business visits being led by NEPA. Additionally, four business focus groups are scheduled to be held.

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 36 businesses have made pitches, and 8 investment commitments in 6 businesses 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 (1 st Round)	San Diego, CA
LifeAire	Indoor Air Quality	\$185,000	Allentown, PA
Gilson Snow Boards	Recreation	\$50,000	Selinsgrove, PA
UpContent	Tech	\$50,000	Pittsburgh, PA
Voxel Innovations	Electrochemical Manufacturing	\$80,000 (2 Rounds)	Raleigh, NC
Buoy	Health	\$50,000 (2 nd Round)	San Diego, CA

Community Financing Services: NEPA provides consulting and fiscal sponsorship services. A list of grants we have written is listed within the table below.

Client	Co	Grant Program	Amount Requested
Rising Light Ridge - Sewer Plant	LU	PA RACP	\$5,000,000
Diocese of Scranton (Holy Cross HS) – Facility Upgrades	LA	PA RACP	\$3,000,000
Diocese of Scranton (WB CYC) – Facility Upgrades	LU	PA RACP	\$1,563,555
Nativity Miguel School – Facility Upgrades	LA	PA RACP	\$3,140,167
Allied Health Services – Elevator Upgrades	LA	PA RACP	\$1,875,000
Integrative Counseling Services - Elevator Upgrades	LA	LSA (Monroe)	\$98,222

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Leisure Lake – Sewer Infrastructure	MO	LSA (Monroe)	\$391,842
Keystone Human Services - Disability Accessible Vans	RE	LSA (Statewide)	\$221,664
Luzerne County Historical Society - Facility Renovation	MO	LSA (Statewide)	\$986,529

As an economic development organization, NEPA Alliance can serve as an applicant for the Statewide LSA program. This year, NEPA will serve as the applicant for two applications. One project was submitted on behalf of Keystone Human Services to purchase vehicles to transport disabled individuals, while the other was submitted on behalf of the Luzerne County Historical Society for renovations to their facility.

NORTHEASTERN PENNSYLVANIA NONPROFIT & COMMUNITY ASSISTANCE CENTER

NCAC Membership: NCAC currently has 89 active members.

NCAC Technical Support Highlights:

- The Luzerne Historical Society
- Congolese Immigrant Community
- Abington Softball Complex
- Spotlight PA
- Latino Chamber of Commerce Hazleton
- Meals on Wheels Lackawanna County

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, membership campaign, ambassadors program. To date, the TDTP membership campaign has received a commitment of over \$180,000 in pledges by various community partners in support of this project.

Commanders Summit/Governors Reception: Kurt Bauman & Pat Esposito will represent NEPA and TDTP at the 4-27 Commanders Summit in Harrisburg. The program will be followed by a reception at the Governor’s residence. The purpose of the summit is to high PA’s military installation and seek opportunities to sustain and grow their missions.

Tobyhanna Army Depot Ambassadors Program: NEPA has received funding from the Pennsylvania Military Community Enhancement Commission to create an ambassador program for the Depot. The ambassadors will be former Depot employees or other individuals with a connection to Tobyhanna Army Depot. The ambassadors will attend events to raise community awareness (such as rotary club meetings, chamber mixers, etc.) and to educate on career opportunities (job fairs, career days, etc.) for Tobyhanna Army Depot. This program is being developed with input from the TDTP Management Group and the Tobyhanna Army Depot Public Affairs Office.

RESEARCH & INFORMATION CENTER

Statewide CEDS Data Dashboard: NEPA has partnered with our sister agency, SEDA-COG, to develop an online CEDS Data Dashboard. This dashboard will be interactive and provide live data from various

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sources. This project is being funded through a grant from EDA. Initially, the scope of the project was to only create data dashboards for NEPA and SEDA-COG, however, the scope has expanded and it will now be a statewide tool. NEPA Alliance and SEDA-COG have selected T&M Associates to create our online dashboard. T&M was selected through an open and competitive RFP process. NEPA Alliance and SEDA-COG have met with T&M bi-weekly and developed a demo site.

2026 Pocono Economic Outlook Summit: NEPA Alliance gathered data that will be used in the Pocono Economic Scorecard. NEPA is also heavily involved in the planning process for the event. The 2026 Economic Outlook Summit was held at Kalahari on Friday, May 15.

Economic Impact Modeling Services: NEPA provides economic impact modeling services, using IMPLAN software. Completed projects include the FY2024 Analysis of Tobyhanna Army Depot, Hazelnut data center project, Spring Mountain data center project, For Pete's Sake Cancer Respite Center and a university wide economic impact analysis for East Stroudsburg University.

NEPA Board Meeting

6/24/2026

Social Media Report Card

Last 30 Days | As of June 10, 2026



FACEBOOK

1,981 Followers (-15)
8,769 Views
103 Interactions



INSTAGRAM

1,900 Followers (-5)
202 Reach
10 Interactions



LINKEDIN

2,490 Followers (+17)
3,774 Impressions
6.9% Engagement



X

1,877 Followers (+5)
297 Impressions
17 Engagements



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Transportation Planning Services Division

2027-2030 Transportation Improvement Program (TIP)

Development of the 2027-2030 Transportation Improvement Program (TIP) is nearing completion. A copy of the TIP package is posted on the NEPA website at www.nepa-alliance.org/tip. The draft 2027-2030 TIP includes:

- 96 Bridge and Highway Projects totaling \$231.3 million
- 29 Transit Projects totaling \$54.3 million
- 6 Interstate Projects totaling \$304.2 million

The public comment period for the draft 2027-2030 TIP ran from May 11, 2026 to June 11, 2026. The TIP documents were available at 7 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 comment meeting on the draft TIP was held on May 19th at four in-person locations (one in each county) and virtually.

The NEPA MPO Technical Committee and Policy Board are scheduled to consider approval of the TIP and related documents at a joint meeting on June 16th. Following approval, NEPA staff will submit the TIP package to PennDOT Central Office for further approval actions by the State Transportation Commission and Federal agencies. The 202-2030 TIP goes into effect on October 1, 2026.

Long Range Transportation Plan Update

The update of the next LRTP is due by January 2028. The Planning Finding Letter from the 2025 TIP recommended that MPOs and RPOs begin the LRTP update process well in advance of the deadline. Our current consultant agreement with Michael Baker International expires in January 2027, before the LRTP development will be complete. At the December meeting, Michael Baker International was approved for another three-year open end consultant agreement. The new contract with Michael Baker International will commence on July 1st. Staff provided a draft of the LRTP Scope of Services in May and it was reviewed at the May 19th meeting. The LRTP Scope will be considered for approval by the Technical Committee at the June MPO meeting. Development of the LRTP will commence this summer with a kickoff meeting of the LRTP Steering Committee.

PA 611 Corridor Study

Development of the PA 611 Corridor Study has been completed. Michael Baker International is the consultant on the study through NEPA's open-end consultant agreement. A steering committee including representatives from Pocono Township, Stroud Township, Monroe County and District 5 was created to provide guidance during the study development and has been meeting monthly. A second public open house was held on May 6th at the Pocono Township Building to review the public feedback and study recommendations. They include 30 recommendations in four main areas- safety, traffic operations, capacity and land use/policy. Many of the capacity and traffic operations recommendations involve additional lanes on PA 611 and intersection improvements including realignment and traffic signal upgrades.

A final meeting of the steering committee was held on June 2nd to review the draft study report and committee members were provided the opportunity to provide comments. The study will be finalized by the end of June.

2027-2029 Unified Planning Work Program (UPWP)

The Unified Planning Work Program (UPWP) describes the transportation- related work activities that NEPA Alliance and the NEPA MPO Committees will perform during the next two state fiscal years for

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our four-county metropolitan planning area. The current NEPA MPO UPWP will expire on June 30, 2027. Development of the 2027-2029 UPWP will begin in the near future. The PennDOT UPWP Work Group has been meeting for the past two months to develop the 2027-2029 UPWP Guidance Document which will outline the process for developing the UPWP and some of the tasks that are expected to be included in the document. The guidance is expected to be issued later this month. Engagement of the NEPA MPO UPWP Steering Committee is expected in August to begin discussions about tasks for inclusion in the UPWP. A draft of the UPWP will be required by October to allow ample time for review by FHWA and FTA. Adoption of the 2027-2029 UPWP by the Technical Committee and Policy Board is expected at the joint December 15th meeting. The NEPA Alliance Board of Directors will consider it for approval in January 2027.

Geographic Information Systems (GIS)

Staff continues to update the HUB site for the transportation program- <https://nepa-gis-nepa-alliance.hub.arcgis.com/pages/transportation>.

Staff continues to update the mapping for the PA 611 Corridor Study- <https://arcg.is/10z0bP0>.

Staff has created the 2027 Transportation Improvement Program online map- <https://arcg.is/1XHWwB6>

Staff has updated the Local Technical Assistance Program (LTAP) mapping with the upcoming 2025-2026 classes- <https://arcg.is/14v0Xe>.

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. Thirteen (13) classes have been held so far in 2025-2026, with two (2) more classes scheduled in June. Scheduling for Fall 2026 is underway. LTAP will also continue to offer courses in an online format.

Regional and Statewide Meetings

Staff attended the following regional meetings and conferences:

- Carbon Transportation Ambassadors Group- May 6
- Schuylkill Chamber Legislative Luncheon- May 7
- NEPA Trails Forum Annual Meeting- May 12
- Schuylkill Comprehensive Recreation, Parks and Open Space Study Committee- May 13
- Schuylkill Chamber Infrastructure Committee Meeting- May 14
- Pittston Chamber Titan Award Dinner for Secretary Mike Carroll- May 14
- East Stroudsburg University Economic Summit- May 15
- Pike County Road Task Force Meeting- May 21
- Carbon County COG Presentation- May 26
- PA Downtown Center Active Transportation Summit- June 4
- LTAP Advisory Committee Meeting- June 4
- Schuylkill Chamber Transportation Luncheon- June 11
- PennDOT Planning Partners Call- June 18

NEPA MPO Technical Planning Committee and Policy Board Meeting Schedule 2026-2027

Meetings will be held at the NEPA Alliance Office located at 1151 Oak Street, Pittston, PA 18640 unless noted otherwise. The meetings will also be available virtually via phone and video conference.

Board of Directors Report

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NEPA MPO Technical Committee Meeting Schedule 2026-2027

Meetings will be held at the NEPA Alliance Office located at 1151 Oak Street, Pittston, PA 18640 unless noted otherwise. The meetings will also be available virtually via phone and video conference.

July 21, 2026 at 9:30 AM
August 18, 2026 at 9:30 AM
September 15, 2026 at 9:30 AM
October 13, 2026 at 9:30 AM
November 17, 2026 at 9:30 AM
December 15, 2026 at 9:30 AM (Joint Technical Committee and Policy Board Meeting)
January 19, 2027 at 9:30 AM
February 16, 2027 at 9:30 AM
March 16, 2027 at 9:30 AM
April 20, 2027 at 9:30 AM
May 18, 2027 at 9:30 AM
June 15, 2027 at 9:30 AM (Joint Technical Committee and Policy Board Meeting)

NEPA MPO Policy Board Meeting Scheduled 2026-2027

Meetings will be held in conjunction with the NEPA Board of Directors meetings or jointly with the NEPA MPO Technical Committee meetings. All meetings will be held at the NEPA Alliance office and virtually by Microsoft Teams.

November 4, 2026 at 2:00 PM
December 15, 2026 at 9:30 AM (Joint Technical Committee and Policy Board Meeting)
March 3, 2027 at 2:00 PM
June 15, 2027 at 9:30 AM (Joint Technical Committee and Policy Board Meeting)

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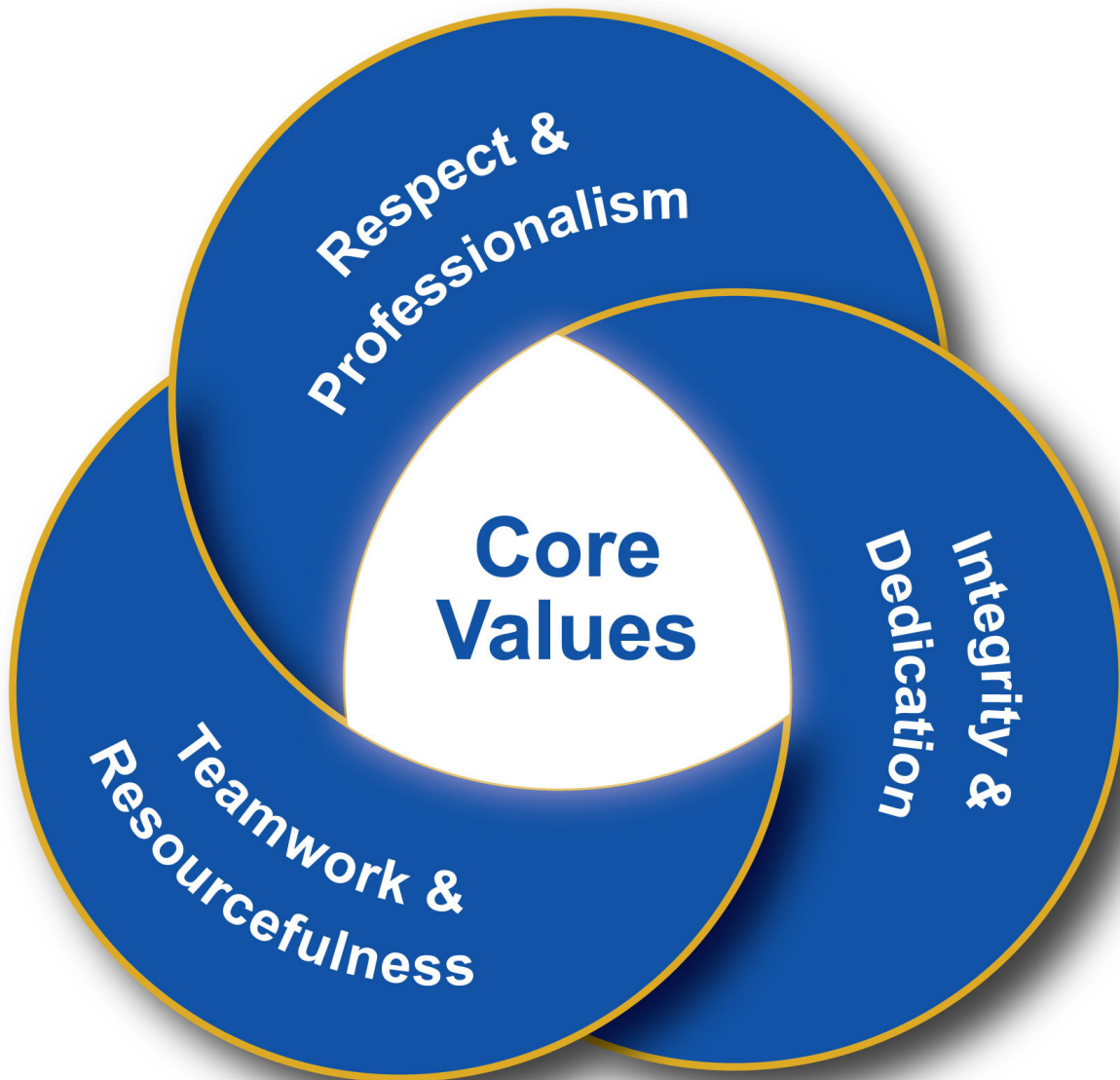
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NEPA's Mission

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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