BOARD PACKET

November 4, 2026

BUSINESS

COMMUNITY



TRANSPORTATION

Northeastern Pennsylvania Alliance

NEPA

NEPA's Board of Directors 2026-2027

CARBON COUNTY

Wayne Nothstein (County Commissioner) **(Executive Committee - 1st Vice-Board Chairperson)**	570-325-3611	waynenothstein@carboncounty.net
Harold Pudliner	570-582-6006	hpudliner@gmail.com
Joseph Sebelin	570-657-8205	jsebelin@ptd.net
Garry Wentz	570-325-2462	gawentz@ptd.net
Vacant		

LACKAWANNA COUNTY

Thomas Carlucci	570-963-6830	carluccit@lackawannacounty.org
Philip Condron	570-344-6888	phil@condronsweda.com
Thomas Donohue	570-347-2056	tdonohue@lamar.com
John McNulty	570-561-6961	jackie6741@gmail.com
Kristen Magnotta	570-903-3454	kristin_magnotta@comcast.com
Dr. Katie Pittelli **(Executive Committee - Assistant Treasurer)**	570-702-8903	kpittelli@johnson.edu

LUZERNE COUNTY

Stephen Barrouk **(Executive Committee - Past Board Chairperson)**	570-814-9114	stevebarrouk@gmail.com
Lindsay Griffin-Boylan	570-823-2101	lindsay@wyomingvalleychamber.org
Joseph Lettiere	570-455-1508	jlettiere@hazletoncando.com
Mary Malone	570-455-1509	mmalone@hazletonchamber.org
Michelle Mikitish **(Executive Committee - Assistant Secretary)**	570-655-1424	mmikitish@pittstonchamber.org
Kerry Miscavage	570-704-3953	kmiscavage@timesleader.com

MONROE COUNTY

Christopher Barrett	570-421-5791	cbarrett@poconos.org
Michelle Bisbing	570-839-1992	mbisbing@pmedc.com
John Christy (County Commissioner)	570-517-3102	jchristy@monroecountypa.gov
Mary Frances Postupack **(Executive Committee - Board Chairperson)**	570-422-7920	mpostupack@esu.edu
Precie Schroyer	570-369-1922	pschroyer@northampton.edu

PIKE COUNTY

Cynthia DeFebo **(Executive Committee - 2nd Vice-Board Chairpeson)**	570-296-2909	cdefebo@pikepa.org
J.D. Donson	570-216-6876	jackdanieldonson@gmail.com
Matthew Osterberg (County Commissioner)	570-296-7613	mosterberg@pikepa.org
Jennifer Passenti	570-226-4625	passentij@lackawanna.ed
Anna Van Acker	570-253-8518	anna.vanacker@waynebank.com

SCHUYLKILL COUNTY

Robert Carl	570-622-1942	rcarl@schuylkillchamber.com
Courtney Fasnacht	570-622-0992	cfasnacht@nepamaec.com
Micah Gursky **(Executive Committee - Secretary)**	570-645-8118	micah.gursky@sluhn.org
Bud Quandel	570-544-4775	bquandel@quandel.com
Michael Tobash	570-617-9660	miket@tobashins.com

WAYNE COUNTY

Jocelyn Cramer (County Commissioner) **(Executive Committee - Treasurer)**	570-253-5970	jcramer@waynecountypa.gov
Craig Rickard	570-253-5970	crickard@waynecountypa.gov
Michael Rollison	570-253-8571	mike.rollison@waynebank.com
Justin Taylor	570-253-2537	justintaylor@yayneeconomic.com
Vacant		

AT-LARGE

Jason Bays		jbays@camelbackresort.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	570-643-6721	benmay@poconoraceway.com
Michael Narcavage	570-561-7747	mnarcavageiii@pplweb.com
Alana Roberts	570-309-4814	alana.roberts@amwater.com

EX-OFFICIO

Jeffrey Box	570-655-5581	jbox@nepa-alliance.org
Megan Kennedy **(NCAC Board Chair)**	570-501-2784	megankennedy7169@gmail.com
Tommy Grimes **(PNE Board Chair)**	570-602-3140	tommy@calexiscs.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
NOVEMBER 4, 2026

AGENDA

I. **Call to Order** – ***Mary Frances Postupack, Board Chairperson***
* Sound & Audio check

II. **Pledge of Allegiance** - ***Mary Frances Postupack, Board Chairperson***
* Introduction of new staff members: Michael Paranich, Patrick Pastore, and Logan Rose

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

IV. **Board Discussion & Action Items**

* October 1, 2026, Meeting Minutes - ***Mary Frances Postupack, Board Chairperson*** 1-3

* Approval of the Financial Report - ***Wendi Holena, VP & CFO*** 4-5

* **Resolution 2026-5** – Authorizing the Submittal of a Proposal to Submit a Monroe County Local Share Account Grant Application to the Commonwealth Financing Authority as a Fiscal Sponsor on Behalf of Keystone College 6

* **Resolution 2026-6** – Authorizing the Submittal of a Proposal to Submit a Statewide Local Share Account Grant Application to the Commonwealth Financing Authority as a Fiscal Sponsor on Behalf of Allied Services Integrated Health Systems 7

* **Resolution 2026-7 –** Authorizing the Submittal of a Proposal to Submit a Statewide Local Share Account Grant Application to the Commonwealth Financing Authority as a Fiscal Sponsor on Behalf of Keystone College 8

* **Resolution 2026-8 -** Authorizing the Submittal of a Proposal to Submit a Statewide Local Share Account Grant Application to the Commonwealth Financing Authority as a Fiscal Sponsor on Behalf of Lackawanna College 9

* **Resolution 2026-9** - Authorizing the Submittal of a Proposal to Submit a Statewide Local Share Account Grant Application to the Commonwealth Financing Authority as a Fiscal Sponsor on Behalf of Hazleton Area Recreational Complex 10

* **Resolution 2026-10** - Authorizing the Submittal of a Proposal to Submit a Statewide Local Share Account Grant Application to the Commonwealth Financing Authority as a Fiscal Sponsor on Behalf of Lehman Sanctuary 11

V. **Affiliate/Committee/Division Reports** 12-23
- Business Development Services - ***Steve Ursich***
- Community & Economic Development Services - ***Kurt Bauman***
- Communications & Membership - ***Donna Hritz***
- Transportation Services – ***Kate McMahon***

VI. **Presentation** – NEPA Year in Review Video/Arena Story Map - ***Jeffrey Box, Donna Hritz, Nettie Ginocchetti & Kate McMahon***

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

VIII. **Open Discussion** - ***Mary Frances Postupack, Board Chairperson***

Board of Directors Report
Minutes of
Thursday, October 1, 2026
Mohegan Pennsylvania

OFFICERS

Mary Frances Postupack, Board Chairperson
Commissioner Wayne Nothstein, 1st Vice Board Chairperson
Cynthia DeFebo, 2nd Vice Board Chairperson
Steve Barrouk, Past Board Chairperson
Michelle Mikitish, Assistant Secretary

CARBON
Joe Sebelin
Garry Wentz

LACKAWANNA
Phil Condron
Jack McNulty

LUZERNE
No Attendees

MONROE
Michelle Bisbing
Precie Schroyer

PIKE
J.D. Donson
Jennifer Passenti
Anna Van Acker

SCHUYLKILL
No Attendees

WAYNE
Michael Rollison

AT-LARGE
Anthony Gabello
Alana Roberts

EX-OFFICIO
Jeffrey Box

STAFF
Wendi Holena

Board of Directors Report
Minutes of
Thursday, October 1, 2026
Mohegan Pennsylvania

The NEPA Alliance held a Board of Directors Meeting on Thursday, October 1, 2026, at Mohegan Pennsylvania. Board Chairperson Mary Frances Postupack called the meeting to order at 4:00 pm.

Welcome and Introduction - Board Chairperson Mary Frances Postupack asked the Board of Directors to introduce themselves, including their place of employment and the counties they represent.

Board Chairperson Mary Frances Postupack asked the Board of Directors to join her in reciting the Pledge of Allegiance.

ACTION ITEMS

Minutes - A motion was made by Cynthia DeFebo and seconded by Michelle Mikitish to accept the minutes from the Board of Directors Meeting of June 24, 2026. **Motion carried.**

Financial Report - Wendi reported that on the Statement of Activities as of August 31, 2026, NEPA had total revenues $668,161 and total expenses of approximately $667,940. She further reported a small increase in net assets of $221. Wendi noted that NEPA is behind on grants, projects, and contractual obligations due to pass-through funding included in the current budget. She reported that $1.6 million in pass-through funding is included for the Historically Disadvantaged contract. Wendi further reported that NEPA's Statement of Financial Position reflected unrestricted cash of approximately $673,000, which was considered low. However, NEPA received payments in September, bringing the unrestricted cash balance to approximately $1.3 million. She also reported that the auditors will be in the office shortly to conduct the audit for the fiscal year ending June 30. Wendi noted that, to date, NEPA had a $40,000 surplus for the last fiscal year.

A motion was made by Michelle Mikitish and seconded by Commissioner Wayne Nothstein to accept the Financial Report as presented. **Motion carried.**

Accept the Nominating Committee recommendations to appoint Mike Narcavage, Northeast Regional Affairs Director, PPL Electric Utilities to the At-Large seat and Tom Carlucci, Director of Economic Development to the Lackawanna County Board seat. - Steve Barrouk, Chair of the Nominating Committee, reported that he was very pleased with both individuals who volunteered to serve on the NEPA Board. Jeff noted that it can be difficult to find individuals willing to serve as Board members and reported that there are still two (2) vacancies on the Board.

A motion was made by Phil Condron and seconded by Steve Barrouk to accept the Nominating Committees recommendation as presented. **Motion carried.**

Commissioner Wayne Nothstein noted that he has been having difficulty finding a replacement for the Executive Director of the Carbon Chamber & Economic Development Corporation (CCEDC). He welcomed recommendations from the Board regarding potential candidates for the position. Jeff reported that he recently met with the Wayne County Commissioners regarding the vacancy on the NEPA Board.

President & CEO Report - Jeff thanked and welcomed Mary Frances as the new NEPA Board Chairperson. He also expressed his appreciation to Steve Barrouk for his many years of leadership. Jeff noted that NEPA remains financially stable and is doing well. He reported that the Community Development Financial Institution (CDFI) application has been pending with the U.S. Department of the

Treasury for approximately six (6) months. Jeff stated that NEPA expects to receive a response shortly and, if a response is not received, he plans to seek assistance from Congressional representatives. He further reported that Rural Care Collaboratives is another new initiative. Jeff noted that NEPA will be assisting Mandy Fritzpatrick, Rural Care Coordinator for the NEPA region. He stated that the program is expected to bring millions of dollars in funding to healthcare projects, with specific details to be determined. Jeff noted that Mandy will be a tenant of NEPA and will assist in convening meetings of interested parties in the healthcare sector.

Open discussion - Mary Frances asked the Board to provide suggestions and ideas for future Board agenda items and topics of interest for discussion, such as data centers and the CEDS report, that would strengthen NEPA's impact and support its staff. Steve asked the Board members if they were affiliated with any other boards that have serious concerns or issues. Michelle Mikitish noted that PA Inclusive, which focuses on helping adults with disabilities enter the workforce, continues to experience funding cuts. Precie reported that JobsFirst NEPA is a regional workforce intermediary focused on creating economic mobility and career pathways for young adults. She noted that, to avoid duplicating efforts while encouraging collaboration, she would provide the contact information for JobsFirst NEPA to the NEPA Alliance. Jeff reported that NEPA's history of involvement in healthcare has been limited. He noted that, in recent years, NEPA has assisted several colleges and universities with support from the Appalachian Regional Commission (ARC).

Jeff provided the Board with the evening's itinerary. He reported that Steve Barrouk will be the recipient of the 2026 NEPA Leadership Award.

There being no further business, Board Chairman Mary Frances Postupack adjourned the meeting at 4:30 pm.

Respectfully submitted:
Wendi Holena,
Vice President/CFO
October 6, 2026

Statement of Activities

September 30, 2026

	Prior YTD	Current YTD	Budget	Percentage of Budget
Revenues:				
Grants/Projects	$ 826,439	$ 886,025	$ 7,131,578	12%
Membership Fees	61,369	59,652	238,608	25%
Rental Income	3,221	5,751	24,253	24%
RLF Admin. Fees	25,477	44,386	110,000	40%
Match from Other Sources	29,500	34,750	60,000	58%
Other Receipts	20,703	17,496	52,000	34%
Contributed Services	7,635	2,731	26,000	11%
Total Revenues	974,344	1,050,791	7,642,439	14%
Expenses:				
Personnel	558,130	637,351	2,455,669	26%
Benefits	219,528	253,141	1,080,494	23%
Contractual	45,824	31,578	3,279,135	1%
Professional Fees	250	1,267	26,000	5%
Travel and Per Diem	4,198	9,814	71,766	14%
Meetings and Seminars	39,296	31,899	113,220	28%
Postage	1,339	540	3,500	15%
Supplies	1,949	3,224	32,750	10%
Publications and Memberships	17,068	13,444	82,351	16%
Printing	3,372	2,787	5,000	56%
Advertising	3,950	1,541	23,000	7%
Occupancy	9,853	12,413	121,350	10%
Equipment Rental & Maintenance	2,085	2,347	8,100	29%
Depreciation	15,094	15,270	61,081	25%
Telephone/Internet	7,338	7,364	30,970	24%
Insurance	-	-	50,550	0%
Information Technology	8,368	15,801	107,276	15%
Interest	8,449	7,860	30,505	26%
Other Costs	20,126	127	31,900	0%
Contributed Services	7,385	2,731	26,000	11%
Total Expenses	973,602	1,050,499	7,640,617	14%
		-		
Increase (Decrease) in Net Assets	$ 742	$ 292	$ 1,822	

Net Assets	
Beginning Balance	$ 1,962,230
Increase (Decrease)	292
Current Balance	$ 1,962,522

Statement of Financial Position

September 30, 2026

Assets	Prior Year	Current Year	Liabilities	Prior Year	Current Year
Unrestricted Cash Invested	$ 1,061,232	$ 915,022	Accounts Payable	113,573	471,470
Restricted Funds Invested	58,898	767,638	Deferred Project Funds	58,898	767,638
Membership Fees Receivable	-	22,825	Employee Benefits Payable	235,898	229,502
Advances/Deposits/Prepaids	47,037	49,649	Payroll Withholdings	4,992	6,150
Accounts Receivable-Projects	1,310,231	1,750,436	Deferred Membership Fees	154,579	145,463
Loan Receivable - EGF	-	60,000	Capital Lease Payable	457,746	425,084
Depreciable Assets (Net)	503,515	442,259			
			Total Liabilities	1,025,686	2,045,307
			Net Assets *	1,955,227	1,962,522
Total Assets	$ 2,980,913	$ 4,007,829	**Total Liabilities & Net Assets**	$ 2,980,913	$ 4,007,829

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

R E S O L U T I O N 2026-5

OF THE
NORTHEASTERN PENNSYLVANIA ALLIANCE (NEPA) BOARD OF DIRECTORS AUTHORIZING THE SUBMITTAL OF A PROPOSAL TO SUBMIT A MONROE COUNTY LOCAL SHARE ACCOUNT GRANT APPLICATION TO THE COMMONWEALTH FINANCING AUTHORITY AS A FISCAL SPONSOR ON BEHALF OF KEYSTONE COLLEGE

WHEREAS, the Northeastern Pennsylvania Alliance, has agreed to serve as a fiscal sponsor on behalf of Keystone College, a Lackawanna County based nonprofit that is a NEPA and NCAC member, and

WHEREAS, on September 30, 2026, NEPA and Keystone College submitted a Monroe County Local Share Assessment grant requesting $91,977 from the Commonwealth Financing Authority to be used for the purchase of two work vehicles for the facilities department, including a express cargo van and a pickup truck, and

NOW THEREFORE, BE IT RESOLVED, that NEPA, the applicant, does hereby designate Jeffrey K. Box, President & CEO and Wendi Holena, Vice President & CFO as the official(s) to execute all documents and agreements between the Northeastern Pennsylvania Alliance and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant. Mary Francis Postupak, duly qualified Chairperson of the Northeastern Pennsylvania Alliance, Luzerne County, PA, hereby certifies that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Board of Directors at a regular meeting held November 4, 2026, and said Resolution has been recorded in the Minutes of the Northeastern Pennsylvania Alliance and remains in effect as of this date.

ADOPTED THIS 4th DAY of November 2026.

Mary Francis Postupak Board Chairperson NEPA Alliance Board of Directors	Jeffrey K. Box President & CEO NEPA Alliance

R E S O L U T I O N 2026-6

OF THE
NORTHEASTERN PENNSYLVANIA ALLIANCE (NEPA) BOARD OF DIRECTORS AUTHORIZING THE SUBMITTAL OF A PROPOSAL TO SUBMIT A STATEWIDE LOCAL SHARE ACCOUNT GRANT APPLICATION TO THE COMMONWEALTH FINANCING AUTHORITY AS A FISCAL SPONSOR ON BEHALF OF ALLIED SERVICES INTEGRATED HEALTH SYSTEMS

WHEREAS, the Northeastern Pennsylvania Alliance, has agreed to serve as a fiscal sponsor on behalf of Allied Services Integrated Health Systems, a Lackawanna County based nonprofit that is a NEPA and NCAC member, and

WHEREAS, on November 30, 2026, NEPA and Allied Services Integrated Health Systems will submit a Statewide Local Share Assessment grant requesting $698,492 from the Commonwealth Financing Authority to be used for the critical roof replacement at the Meade Street Skilled Nursing Center in the City of Wilkes-Barre, and

NOW THEREFORE, BE IT RESOLVED, that NEPA, the applicant, does hereby designate Jeffrey K. Box, President & CEO and Wendi Holena, Vice President & CFO as the official(s) to execute all documents and agreements between the Northeastern Pennsylvania Alliance and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant. Mary Francis Postupak, duly qualified Chairperson of the Northeastern Pennsylvania Alliance, Luzerne County, PA, hereby certifies that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Board of Directors at a regular meeting held November 4, 2026, and said Resolution has been recorded in the Minutes of the Northeastern Pennsylvania Alliance and remains in effect as of this date.

ADOPTED THIS 4th DAY of November 2026.

Mary Francis Postupak Board Chairperson NEPA Alliance Board of Directors	Jeffrey K. Box President & CEO NEPA Alliance

R E S O L U T I O N 2026-7

OF THE
NORTHEASTERN PENNSYLVANIA ALLIANCE (NEPA) BOARD OF DIRECTORS AUTHORIZING THE SUBMITTAL OF A PROPOSAL TO SUBMIT A STATEWIDE LOCAL SHARE ACCOUNT GRANT APPLICATION TO THE COMMONWEALTH FINANCING AUTHORITY AS A FISCAL SPONSOR ON BEHALF OF KEYSTONE COLLEGE

WHEREAS, the Northeastern Pennsylvania Alliance, has agreed to serve as a fiscal sponsor on behalf of Keystone College, a Lackawanna County based nonprofit that is a NEPA and NCAC member, and

WHEREAS, on November 30, 2026, NEPA and Keystone College will submit a Statewide Local Share Assessment grant requesting $344,081 from the Commonwealth Financing Authority to be used for the replacement of the roof of the Gambal Athletic Center, and

NOW THEREFORE, BE IT RESOLVED, that NEPA, the applicant, does hereby designate Jeffrey K. Box, President & CEO and Wendi Holena, Vice President & CFO as the official(s) to execute all documents and agreements between the Northeastern Pennsylvania Alliance and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant. Mary Francis Postupak, duly qualified Chairperson of the Northeastern Pennsylvania Alliance, Luzerne County, PA, hereby certifies that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Board of Directors at a regular meeting held November 4, 2026 and said Resolution has been recorded in the Minutes of the Northeastern Pennsylvania Alliance and remains in effect as of this date.

ADOPTED THIS 4th DAY of November 2026.

Mary Frances Postupak Board Chairperson NEPA Alliance Board of Directors	Jeffrey K. Box President & CEO NEPA Alliance

R E S O L U T I O N 2026-8

OF THE
NORTHEASTERN PENNSYLVANIA ALLIANCE (NEPA) BOARD OF DIRECTORS AUTHORIZING THE SUBMITTAL OF A PROPOSAL TO SUBMIT A STATEWIDE LOCAL SHARE ACCOUNT GRANT APPLICATION TO THE COMMONWEALTH FINANCING AUTHORITY AS A FISCAL SPONSOR ON BEHALF OF LACKAWANNA COLLEGE

WHEREAS, the Northeastern Pennsylvania Alliance, has agreed to serve as a fiscal sponsor on behalf of Lackawanna College, a Lackawanna County based nonprofit that is a NEPA and NCAC member, and

WHEREAS, on November 30, 2026, NEPA and Allied Services Integrated Health Systems will submit a Statewide Local Share Assessment grant requesting $451,605 from the Commonwealth Financing Authority to renovate and repurpose the building located at 415 Adams Avenue, Scranton, Pennsylvania, into a centralized Public Safety and Student Services Center, and

NOW THEREFORE, BE IT RESOLVED, that NEPA, the applicant, does hereby designate Jeffrey K. Box, President & CEO and Wendi Holena, Vice President & CFO as the official(s) to execute all documents and agreements between the Northeastern Pennsylvania Alliance and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant. Mary Francis Postupak, duly qualified Chairperson of the Northeastern Pennsylvania Alliance, Luzerne County, PA, hereby certifies that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Board of Directors at a regular meeting held November 4, 2026, and said Resolution has been recorded in the Minutes of the Northeastern Pennsylvania Alliance and remains in effect as of this date.

ADOPTED THIS 4th DAY of November 2026.

Mary Francis Postupak Board Chairperson NEPA Alliance Board of Directors	Jeffrey K. Box President & CEO NEPA Alliance

R E S O L U T I O N 2026-9

OF THE
NORTHEASTERN PENNSYLVANIA ALLIANCE (NEPA) BOARD OF DIRECTORS AUTHORIZING THE SUBMITTAL OF A PROPOSAL TO SUBMIT A STATEWIDE LOCAL SHARE ACCOUNT GRANT APPLICATION TO THE COMMONWEALTH FINANCING AUTHORITY AS A FISCAL SPONSOR ON BEHALF OF HAZELTON AREA RECREATIONAL COMPLEX

WHEREAS, the Northeastern Pennsylvania Alliance, has agreed to serve as a fiscal sponsor on behalf of the Hazelton Area Recreational Complex, a Luzerne County based nonprofit that is a NEPA, and

WHEREAS, on November 30, 2026, NEPA and the Hazelton Area Recreational Complex will submit a Statewide Local Share Assessment grant requesting $100,000 from the Commonwealth Financing Authority to purchase recreational equipment and supplies for the facility, and,

NOW THEREFORE, BE IT RESOLVED, that NEPA, the applicant, does hereby designate Jeffrey K. Box, President & CEO and Wendi Holena, Vice President & CFO as the official(s) to execute all documents and agreements between the Northeastern Pennsylvania Alliance and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant. Mary Francis Postupak, duly qualified Chairperson of the Northeastern Pennsylvania Alliance, Luzerne County, PA, hereby certifies that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Board of Directors at a regular meeting held November 4, 2026, and said Resolution has been recorded in the Minutes of the Northeastern Pennsylvania Alliance and remains in effect as of this date.

ADOPTED THIS 4th DAY of November 2026.

Mary Frances Postupak Board Chairperson NEPA Alliance Board of Directors	Jeffrey K. Box President & CEO NEPA Alliance

R E S O L U T I O N 2026-10

OF THE
NORTHEASTERN PENNSYLVANIA ALLIANCE (NEPA) BOARD OF DIRECTORS AUTHORIZING THE SUBMITTAL OF A PROPOSAL TO SUBMIT A STATEWIDE LOCAL SHARE ACCOUNT GRANT APPLICATION TO THE COMMONWEALTH FINANCING AUTHORITY AS A FISCAL SPONSOR ON BEHALF OF LEHMAN SANCTUARY

WHEREAS, the Northeastern Pennsylvania Alliance, has agreed to serve as a fiscal sponsor on behalf of Lehman Sanctuary, a Luzerne County based nonprofit that is a NEPA, and

WHEREAS, on November 30, 2026, NEPA and Lehman Sanctuary will submit a Statewide Local Share Assessment grant requesting $123,000 from the Commonwealth Financing Authority to purchase and preserve an additional 8.53 acres and improve access to exceptional value forested wetlands through the installation of a new marsh boardwalk that extends into wetlands and the east fork of Harvey's Creek, and,

NOW THEREFORE, BE IT RESOLVED, that NEPA, the applicant, does hereby designate Jeffrey K. Box, President & CEO and Wendi Holena, Vice President & CFO as the official(s) to execute all documents and agreements between the Northeastern Pennsylvania Alliance and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant. Mary Francis Postupak, duly qualified Chairperson of the Northeastern Pennsylvania Alliance, Luzerne County, PA, hereby certifies that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Board of Directors at a regular meeting held November 4, 2026, and said Resolution has been recorded in the Minutes of the Northeastern Pennsylvania Alliance and remains in effect as of this date.

ADOPTED THIS 4th DAY of November 2026.

Mary Frances Postupak Board Chairperson NEPA Alliance Board of Directors	Jeffrey K. Box President & CEO NEPA Alliance

Dear Board Members,

I hope everyone is prepared for fall and what we all know comes after that. Colder weather and snow is in our future.

The NEPA Team remains very busy with program delivery. As you know from our Annual Report, we have met or exceeded all of our goals set by our funding agencies. The NEPA Team continues to perform exceptionally well with all of our program responsibilities.

The Senior Management Team has done an outstanding job of managing their teams over this past fiscal year, and we look forward to the next fiscal year.

We have our challenges, as we always do, but overall we are operating smoothly. Our CDFI application remains stuck at U.S. Department of the Treasury, which we hope will be released by the election.

Our staffing challenges continue. We experienced a turnover of eleven (11) people last year. That's a modern-era record for us. Fortunately, we continue to have good applicants from which to select new staff members.

We have been working diligently to better secure our IT system. Our new IT manager is making numerous changes to make us as secure as possible from hackers.

Please give me a call if you have any questions.

All the best,

Jeff

APEX Accelerator

Counseling Activity (9/15/2026 – 10/21/2026)
New Active Clients for the Period: 7
Active Clients for the Period: 75
Initial Introductory Counseling Sessions for the Period:7
Follow-up Counseling Sessions for the Period: 89
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 (9/15/2026 – 10/21/2026)

Award Type	Number of Awards	Number of Clients	Total Value
Federal Prime	71	16	$45,344,786.43
State/Local Prime	0	0	$0
Federal/State Subcontracts	3	2	$393,780

International Business Development Program

This fiscal year, the International Business Development program has assisted fourteen companies. This includes processing ten international projects through Pennsylvania's Global Export Network. Staff also submitted one 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.

BusinessPA International - Regional Export Network Goals		
Performance Measurement	**Goal**	**YTD Totals**
Active Clients	56	14
Export Actions	105	13
Exporting Companies	14	0
Export Sales	$25,121,441	$0
Projects	73	10
ATR Attributed Sales	$10,299,790.81	$0
New Clients	8	0
Total (weighted and capped measure) *Calculated 10/21/26*		9.65%

Business Finance Center

The Business Finance Center has been able to close 7 loans totaling $4,395,800. Through these loan closings, the small businesses are expected to create 37 jobs and retain 68 jobs in the next 3 years. Loans closed since that last meeting include the following business sectors:

- Professional Services
- Brewery
- Full-Service Restaurants
- Food Manufacturing

NEPA Alliance BFC continues to work with local and regional lenders in navigating the quickly changing rate and lending market. The programs continue to be sought after as a mechanism to mitigate bank exposure risk and stabilize business balance sheets and cashflows. Program rates remain below market.

SBA 504		
	Number	**Balance**
Approved Loans	17	$ 19,696,000.00
Closed Since Last Meeting	4	$ 2,485,000.00
Outstanding Loans	97	$ 69,435,510.44
Total	118	$ 91,616,510.44
SBA Community Advantage		
	Number	**Balance**
Approved Loans	3	$ 739,000.00
Closed Since Last Meeting	1	$ 350,000.00
Outstanding Loans	53	$ 7,339,727.79
Total	57	$ 8,428,727.79

PIDA		
	Number	**Balance**
Approved Loans	2	$ 1,235,186.00
Closed Since Last Meeting	1	$ 1,520,000.00
Outstanding Loans	17	$ 6,022,813.96
Total	20	$ 8,777,999.96
Internal Funds		
	Number	**Balance**
Approved Loans	2	$ 240,000.00
Closed Since Last Meeting	1	$ 40,000.00
Outstanding Loans	176	$ 9,334,599.00
Total	179	$ 9,614,599.00
NEPA BFC Active Portfolio	350	$ 96,527,651.19

As of October 26, 2026, eighteen (18) LDD Customer Satisfaction Survey responses were received from NEPA clients who received assistance through NEPA's Business Finance, APEX Accelerator and International Business Programs during the first reporting period of FY 2026–2027.

All eighteen (18) respondents indicated that they were either **very satisfied or satisfied** with the assistance provided by NEPA Alliance, representing a 100% client satisfaction rate among survey respondents.

The following summarizes the number of respondents who indicated they were very satisfied or satisfied with the specific types of assistance received:

	***Timeliness of Assistance**	***Quality of Assistance**	***Value of Assistance**
Business Finance	8	8	8
APEX Accelerator	6	6	6
International	7	7	7

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 GrantAmount	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	$2.5M	$2.5M	Full application under review

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.

26-27 ARC Project Pipeline & Status:

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 submitted
Kline Banks McAdoo Sewer Authority	KBM Authority Act 537 Sewage Facilities Plan	LU/CA	AD	$100,000	$100,000	Full App submitted
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 under review
NEPA	PREP	RE	AD	$461,425	$461,425	Full App in submitted
Pocono Services for Families and Children, Inc.	Expansion of Early Learning and Ready Workers	MO	AD	$100,000	$100,000	Withdrew
The Wright Center	North Scranton Practice-Revitalizing, Enhancing, and Advancing Community Health	LA	AD	$500,000	$500,000	Full App in submitted
Greater Wyoming	Pittston YMCA Early Education	LU	AD	$278,000	$278,000	Full App in

Organization	Project	CO	ARC	ARC Request Amount	Funding Leveraged	Status
Valley YMCA	Expansion					submitted
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
Jim Thorpe Borough	ASA Packer Mansion Improvements	CA	AD	$100,000	$100,000	Full App in progress
Marywood University	Ignite the Light for Science	LA	AD	$171,000	$171,000	Full App in progress
CYC Wyoming Area	CYC Child Care Expansion Project	LU	AD	$151,000	$151,000	Full App in progress
Blakely Borough	Advancing Economic Development and Job Growth in Blakely Borough Through Grid Modernization	LA	AD	$512,000	$512,000	Full App in progress
Luzerne County - Hanover Twp	Great Valley Boulevard Road Improvements	LU	LAR	$1,259,300	$0	Full App in progress
Schuylkill County	Workforce Training Center	SC	AD	$350,000	$350,000	Full App in progress
Total Requested:				**$7,055,984**		

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 was invited to apply for $176,000 for the 2026-2027 Engage program year. In total, over 220 businesses will be interviewed, and 5 business focus groups will be held as part of the Engage program, with 30 of those business visits being led by NEPA.

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 90 businesses have submitted funding applications, 40 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 (1st 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 (2nd Round)	San Diego, CA

Community Financing Services: NEPA provides consulting and fiscal sponsorship services. As an economic development organization, NEPA Alliance can serve as an applicant for the Statewide LSA, Monroe County LSA, and PA RACP programs. A list of grants we have written is listed within the table below.

Funded Projects in FY 26-27				
Client	**Co**	**Grant Program**	**Amount Requested**	**Status**
Allied Health Services – Elevator Upgrades	LA	PA RACP	$1,875,000	Awarded 27% - $500,000
Integrative Counseling Services - Elevator Upgrades	LA	Monroe Co LSA	$98,222	Awarded 100% - $98,222
Keystone Human Services - Disability Accessible Vans	RE	Statewide LSA	$221,664	Awarded 77% - $171,743
Luzerne County Historical Society - Facility Renovation	MO	Statewide LSA	$986,529	Awarded 46% - $450,000

Grant Applications submitted in FY 26-27				
Client	**Co**	**Grant Program**	**Amount Requested**	**Status**
Keystone College	LA	Monroe Co LSA	$91,977	Submitted 9-30-26
Allied Health Services	LA	Statewide LSA	$698,492	Will be submitted by 11-30-26
Keystone College	LA	Statewide LSA	$344,081	Will be submitted by 11-30-26
Lackawanna College	LA	Statewide LSA	$451,605	Will be submitted by 11-30-26
Lehman Sanctuary	LU	Statewide LSA	$123,000	Will be submitted by 11-30-26
Hazelton Area Recreational Complex	LU	Statewide LSA	$100,000	Will be submitted by 11-30-26

NORTHEASTERN PENNSYLVANIA NONPROFIT & COMMUNITY ASSISTANCE CENTER

NCAC Membership: NCAC currently has 85 active members.

NCAC Technical Support Highlights:

- Catholic Social Services
- LRCA
- Geisinger Health Systems
- Jim Thrope Street Scape
- Marywood University
- Penn State University (NEPA Campuses)
- Hazleton Area Recreational Complex
- Jobs First NEPA

NCAC Capacity Building:

- NCAC received a grant to the Weinberg Foundation in the amount of $100,000 to for capacity building program for the next two fiscal years.
- NCAC received a $2,000 grant from the Archie & Edyth Bush Foundation for capacity building for grantmakers.
- NCAC will be holding serval workshops in the coming months including:
    - Introduction to the PA RACP Program – 12-9-27 (At Lackawanna County Public Safety Center)
    - Candid Seals of Transparency 11-17-27 (At NEPA Offices) and 1-14-27 (Pike Co.)

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.

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 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. The site will be launched by 1-1-27.

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

11/4/2026

Social Media Report Card

Last 30 Days | As of October 15, 2026

FACEBOOK

2,033 Followers (+22)
16,065 Views
257 Interactions

INSTAGRAM

1,941 Followers (+16)
681 Reach
40 Interactions

LINKEDIN

2,558 Followers (+24)
6,550 Impressions
3.7% Engagement

X

1,879 Followers (+1)
343 Impressions
5 Engagements

Transportation Planning Services Division

Long Range Transportation Plan Update

The next NEPA MPO Long Range Transportation Plan is due by January 2028 and the update is underway. Michael Baker International is the consultant assisting with the plan development. A scope of services for the plan was approved in June. A steering committee to help guide the plan development has been established and a kickoff meeting was held on August 11th. The LRTP outline was reviewed, stakeholders were identified, and plans for public outreach were discussed. A **Wikimap public survey** has been developed to allow for the public to identify transportation issues and needs. NEPA staff has been attending public events and meetings to solicit responses to the public survey. Stakeholder interviews will be conducted in the coming weeks.

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 our four-county metropolitan planning area. The current NEPA MPO UPWP will expire on June 30, 2027. Development of the 2027-2029 UPWP is underway. At the October 13th, the draft UPWP was reviewed with the Technical Committee. The committee authorized submission of the draft UPWP to the Federal Highway Administration and Federal Transit Administration for the required 45-day review period.

The schedule for the development and approval of the UPWP is below. The NEPA Alliance Board of Directors will consider approval of the 2027-2029 UPWP at the January 2027 board meeting.

- **October 23, 2026 to December 7, 2026-** 45-day review period for FHWA and FTA (includes time for revisions and resubmission to FHWA and FTA prior to distribution to MPO committees)
- **December 8, 2026**- Distribute final 2027-2029 UPWP to NEPA MPO committees
- **December 15, 2026**- Joint NEPA MPO Policy Board and Technical Committee Meeting to approve UPWP and refer to NEPA Board of Directors
- **January 6, 2027-** NEPA Board of Directors Meeting to approve UPWP
- **January 29, 2027**- Submission of 2027-2029 UPWP to PennDOT

Tamaqua Gateway Study

As part of the draft 2027-2029, NEPA is requesting $100,000 in supplemental planning funds for the development of the Tamaqua Gateway Study in Schuylkill County. The 9/11 National Memorial Trail Anthracite Connector is a proposed trail connecting the Schuylkill River Trail in Pottsville with the Delaware & Lehigh Trail in Jim Thorpe. The Anthracite Connector Trail Feasibility Study which was completed last year established a preferred alignment and identified Tamaqua as a pivotal location within the corridor. The feasibility study specifically recommended additional planning for a gateway treatment along the western approach to Tamaqua Borough. The Tamaqua Gateway Study would include a safety evaluation of US 209 as it enters Tamaqua and would identify recommendations for traffic calming. The study would also identify a safe and practical connection for the 9/11 National Memorial Trail through the borough. PennDOT will notify NEPA by April 2027 if the funding is awarded for the study.

Active Transportation Workshops

The Active Transportation Plan was adopted in June 2025. The plan identified a number of recommendations including providing information to municipalities and trail organizations about funding opportunities and other active transportation topics As a result, NEPA is holding two Active Transportation Workshops this fall.

Pike and Monroe Active Transportation Workshop
Wednesday, November 18, 2026
9:00am to 1:00pm
Middle Smithfield Township Community & Cultural Center
5200 Milford Road
East Stroudsburg, PA 18302

Carbon and Schuylkill Active Transportation Workshop
Wednesday, December 2, 2026
9:00am to 1:00pm
LCCC Tamaqua Morgan Center Community Room
234 High Street
Tamaqua, PA 18252

The workshops will feature speakers from several state agencies and provide examples of successful active transportation projects. The workshops are free of charge and lunch will be provided.

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 has created the 2027 Transportation Improvement Program online map- **https://arcg.is/1XHWWb6**

Staff has updated the NEPA MPO Functional Classification map- **https://arcg.is/0Ovau00**.

Staff has updated the Local Technical Assistance Program (LTAP) mapping with the upcoming 2026-2027 classes- **https://arcg.is/14v0Xe.**

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. An HPMS Workshop was held on July 21st. Staff are now collecting data at various locations assigned by PennDOT. The completed HPMS dataset is due to Central Office in December.

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. Fifteen (15) classes were held in 2025-2026, with 282 attendees. Scheduling for 2026-2027 is underway, with five classes held so far and two more scheduled. LTAP will also continue to offer courses in an online format as well as tech assists for specific issues.

Regional and Statewide Meetings
Staff attended the following regional meetings and conferences:

- Pike County Senior Fair- September 18
- Schuylkill Haven Borough Day- September 26

- Pike County PSATS Convention- October 2
- Lackawanna-Luzerne MPO Meeting- October 6
- Schuylkill County Senior Expo- October 13
- Pike County Road Task Force Meeting- October 15
- American Planning Association PA Chapter Annual Conference- October 18-20
- LTAP Roadway Management Conference- October 20-23

NEPA's Staff Directory

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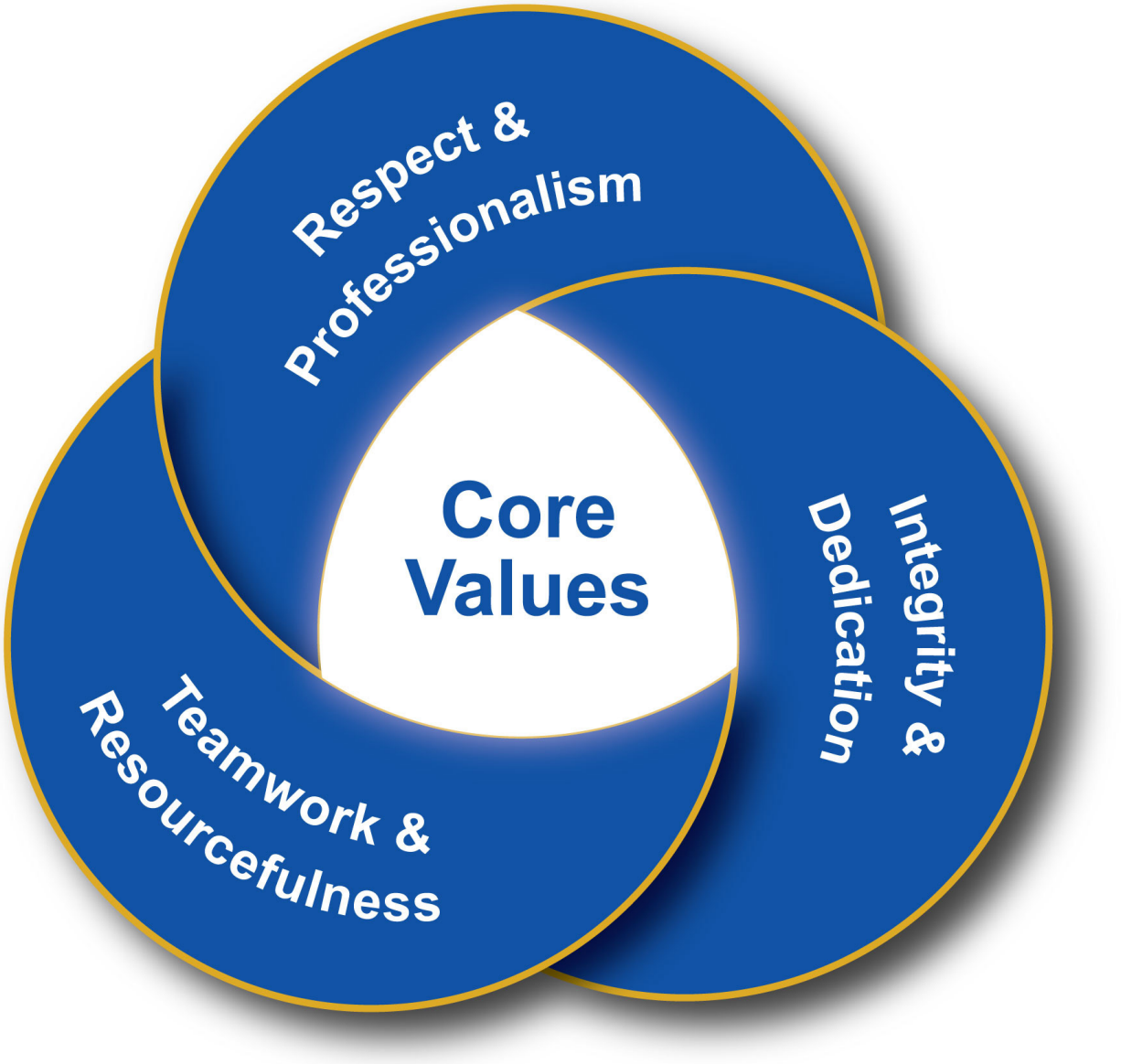
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NEPA's Mission

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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