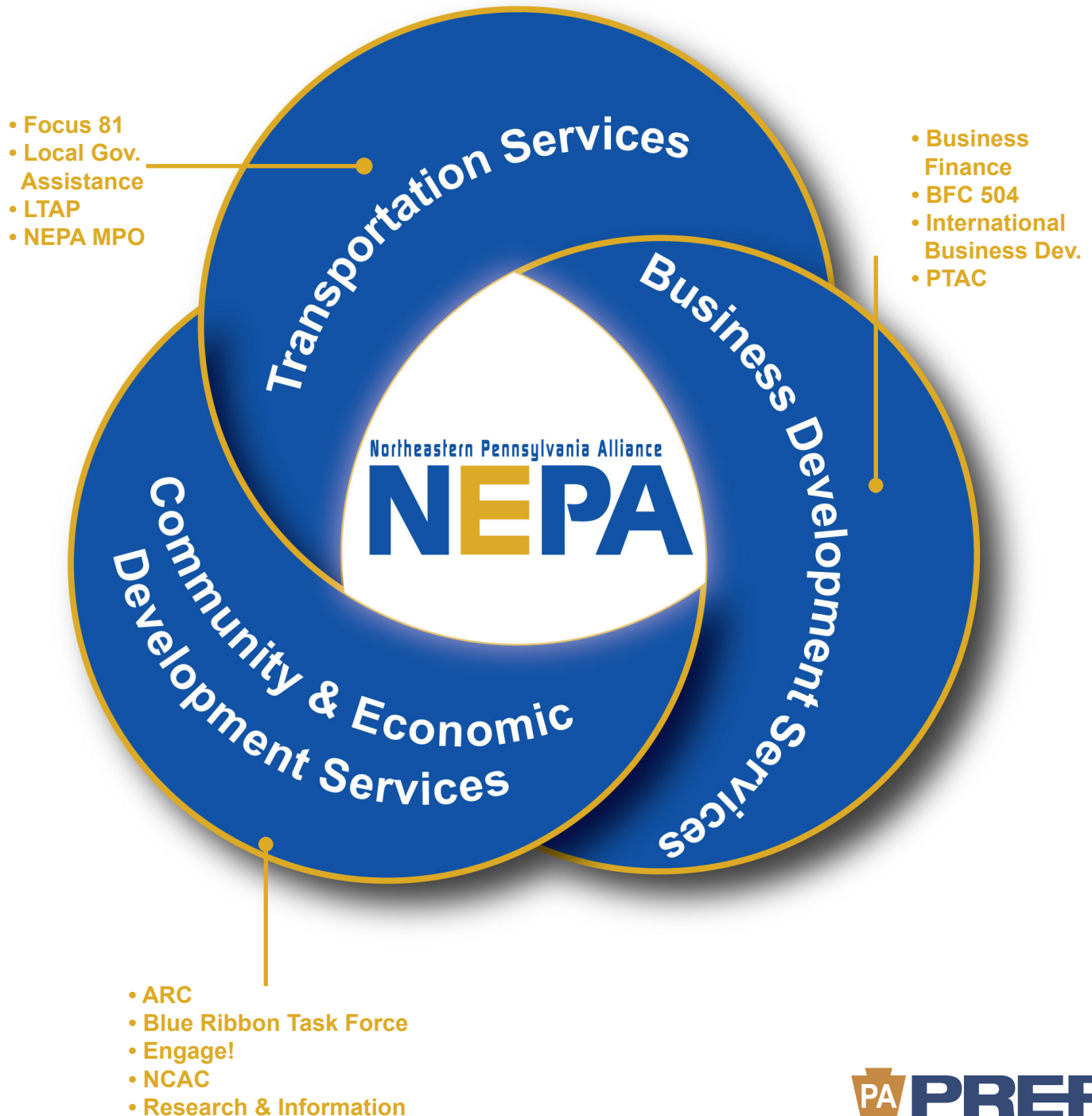


January 16, 2020

# Board of Directors Report



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## NEPA's Board of Directors 2019-2020

### CARBON COUNTY

Kathy Henderson	610-379-5000	khenderson@carboncountychamber.org
Marlyn Kissner	570-421-4433	marlyn@lehighvalleychamber.org
Wayne Nothstein (County Commissioner)	570-325-3611	waynenothstein@carboncounty.net
Harold Pudliner	570-427-8640	weatherlyboro@gmail.com
Joseph Sebelin ( <b>Executive Committee-1st Vice-Board Chairperson</b> )	570-325-2462	jsebelin@ptd.net

### LACKAWANNA COUNTY

Ida Castro	570-504-9647	icastro@tcmedc.org
Philip Condrón ( <b>Executive Committee-Board Chairperson</b> )	570-344-6888	phil.condrón@condronandcompany.com
Tom Donohue	570-347-2056	tdonohue@lamar.com
John McNulty	570-963-4605	jomcnulty@pa.gov
Patrick O'Malley (County Commissioner) (Vacant - Alternate)	570-963-6800	omalley@lackawannacounty.org
Alex Stark	570-558-5112	astark@kaneisable.com

### LUZERNE COUNTY

Stephen Barrouk ( <b>Executive Committee-2nd Vice-Board Chairperson</b> )	570-814-9114	sbarrouk@citybrokersllc.com
Mary Malone	570-455-1509	mmalone@hazletonchamber.org
Tim McGinley (County Council) (Vacant - Alternate)	570-825-1500	tim.mcginley@luzernecounty.org
Michelle Mikitish	570-655-1424	mmikitish@pittstonchamber.org
Kevin O'Donnell	570-455-1508	kodonnell@hazletoncando.com
Theodore Wampole	888-905-2872	theodore.wampole@luzernecounty.org

### MONROE COUNTY

Christopher Barrett	570-421-5791	cbarrett@poconos.org
Charles Leonard	570-839-1992	cleonard@pmedc.com
John Christy (County Commissioner) (Charles Garriss - Alternate)	570-517-3102	jchristy@monroecountypa.gov
Mary Frances Postupack ( <b>Executive Committee-Assistant Secretary</b> )	570-517-3102	cgarriss@monroecountypa.gov
Vacant	570-422-7920	mpostupack@esu.edu

### PIKE COUNTY

Derek Bellinger	570-409-0057	derek.bellinger@waynebank.com
Cynthia DeFebo	570-296-2909	cdefebo@pikepa.org
William Kerstetter ( <b>Executive Committee-Assistant Treasurer</b> )	570-832-1578	cobk@ptd.net
Matthew Osterberg (County Commissioner)	570-296-7613	mosterberg@pikepa.org
Peter Wulfhorst	570-296-3405	ptw3@psu.edu

### SCHUYLKILL COUNTY

Robert Carl	570-622-1942	rcarl@schuylkillchamber.com
Micah Gursky	570-645-8118	micah.gursky@sluhn.org
George Halcovage (County Commissioner) ( <b>Executive Committee-Secretary</b> )	570-628-1202	ghalcovage@co.schuylkill.pa.us
Michael McCord	570-773-3075	mmccord@pahouse.net
Bud Quandt ( <b>Executive Committee-Past Board Chairperson</b> )	570-544-4775	bquandt@quandt.com

### WAYNE COUNTY

Joseph Adams (County Commissioner)	570-253-5970	jwadams@waynecountypa.gov
Mark Graziadio ( <b>Executive Committee-Treasurer</b> )	570-253-3352	mgraz@hnbkbank.com
David Hoff	570-253-8274	hoff@wmh.org
Craig Rickard	570-253-5970	crickard@waynecountypa.gov
Mary Beth Wood	570-253-2537	mbw@wedcorp.org

### AT-LARGE

Carl Beardsley	570-602-2000	cbeardsley@flyavp.com
Matthew Connell	570-369-1938	mconnell@northampton.edu
Steve Daniloff	570-706-7330	sdaniloff@pahomepage.com
Ricky Durst	570-646-2300	rdurst@poconoraceway.com
Vincent Galko	570-751-3798	vgalko@mercuryllc.com
Larry Malski	570-963-6676	lmalski@pnrra.org
Alana Roberts	570-348-1622	aroberts@pplweb.com
Vacant		

### EX-OFFICIO

Charles Barber ( <b>NCAC Board Chair</b> )	570-714-1570	charles@luzfdn.org
Jeffrey Box	570-655-5581	jbox@nepa-alliance.org
Michelle Bisbing ( <b>PNE Board Chair</b> )	570-839-1992	mbisbing@pmedc.com
(John Augustine - Alternate)	570-883-0504	jaugustine@pennsnortheast.com

### EMERITUS

David Donlin	570-624-1796	dadmatd515p@comcast.net
Paul Maher	570-825-7872	n/a
Ernest Preate	570-558-5970	epreate@comcast.net

**BOARD OF DIRECTORS REPORT  
JANUARY 16, 2020**



**AGENDA**

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- I.     **Call to Order** - *Phil Condron, Board Chairperson*
- II.    **Pledge of Allegiance** - *Phil Condron, Board Chairperson*
- III.   **Board Discussion & Action Items**
- \* November 6, 2019 Meeting Minutes - *Phil Condron, Board Chairperson* 1-4
  - \* Treasurer's Report - *Wendi Holena, VP & CFO* Handout
  - \* Resolution 2020-07 approving the Comprehensive Economic Development Strategy (CEDs) five-year plan - *Jeffrey Box/Kurt Bauman* 5-6
  - \* Approval of a revised NEPA Mission Statement to comply with U.S. Department of Treasury regulations regarding the New Market Tax Credit program - *Jeffrey Box /Kurt Bauman* 7
  - \* Program/Committee/Affiliate Reports
    - Appalachian Regional Commission (ARC) Project Update - *Kurt Bauman*
    - Blue Ribbon Task Force (BRTF) - *Jeffrey Box/Kurt Bauman*
    - Communications & Membership - *Alex Stark/Donna Hritz*
    - Metropolitan Planning Organization (MPO)/Transportation - *Alan Baranski*
    - Business Development Services - *Steve Ursich*
    - Nonprofit & Community Assistance Center (NCAC) - *Kurt Bauman*
- IV.    **President & CEO Report** - *Jeffrey Box* 8-29
- V.     **Presentation** – *Vince Galko, Senior President, Mercury Public Affairs*
- VI.    **Open Discussion** - *Phil Condron, Board Chairperson*
- VII.   **Adjournment to MPO Policy Board Meeting** *Carbon, Monroe, Pike & Schuylkill Counties Policy Board Members*



**BOARD OF DIRECTORS REPORT  
MINUTES OF  
WEDNESDAY, NOVEMBER 6, 2019**

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**OFFICERS**

Phil Condron, Board Chairperson  
Joseph Sebelin, 1<sup>st</sup> Vice-Board Chairperson  
Steve Barrouk, 2<sup>nd</sup> Vice-Board Chairperson  
Mark Graziadio, Treasurer  
Commissioner George Halcovage, Secretary  
Bill Kerstetter, Assistant Treasurer  
Mary Frances Postupack, Assistant Secretary

**CARBON**

Kathy Henderson  
Comm. Wayne Nothstein

**LACKAWANNA**

Ida Castro  
Jack McNulty  
Alex Stark

**LUZERNE**

Mary Malone (conf. call)  
Michelle Mikitish  
Kevin O'Donnell  
Ted Wampole

**MONROE**

Chris Barrett  
Chuck Leonard

**PIKE**

Cynthia DeFebo  
Peter Wulfhorst (conf. call)

**SCHUYLKILL**

Bob Carl (conf. call)  
Micah Gursky

**WAYNE**

Dave Hoff  
Craig Rickard

**AT-LARGE**

Carl Beardsley  
Matt Connell (conf. call)  
Vince Galko  
Larry Malski  
Alana Roberts

**EX-OFFICIO**

John Augustine  
Jeffrey Box

**STAFF**

Alan Baranski  
Kurt Bauman  
Wendi Holena  
Donna Hritz  
Steve Ursich

# BOARD OF DIRECTORS REPORT MINUTES OF WEDNESDAY, NOVEMBER 6, 2019



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## BOARD OF DIRECTORS MEETING MINUTES NOVEMBER 6, 2019

The NEPA Alliance held a Board of Directors Meeting on Wednesday, November 6, 2019, at the NEPA office in Pittston. Board Chairperson Phil Condon called the meeting to order at 1:00pm.

Board Chairperson Phil Condon asked the Board of Directors to join him in reciting the Pledge of Allegiance.

### **Spam/Malware Warning**

Michael Skowronski reported that approximately two (2) years ago an email was sent from NEPA to the Board. He noted that a recipient on the Board whose email system was compromised, resulted in the harvesting of email addresses from the message, which is generating the fraudulent messages that are currently being received. Michael encouraged Board Members to pay close attention to the email address of the sender. He also noted not to open any attachments, click on any links or reply to any of these emails. Michael stated that if anyone is unsure if the emails are legitimate to call the individual or create a new message.

### **ACTION ITEMS**

**Minutes** - A motion was made by Mark Graziadio and seconded by Michelle Mikitish to accept the minutes from the Board of Directors Meeting of September 26, 2019. **Motion carried**

**Treasurers Report** - Wendi reported that on the Statement of Activities as of September 30, 2019, NEPA has total revenues and total expenses of approximately \$713,000. She further reported that both the revenues and expenses are approximately 20% of the budget, which is slightly behind due to pass through funding to the partners on the PREP and ENGAGE contracts. Wendi reported that NEPA has recently received the ARC/DCED PREP contracts and will be providing the subcontracts to the partners at the PREP meeting on Tuesday, November 12<sup>th</sup>. She further reported that on the Statement of Financial Position, NEPA is maintaining a healthy cash balance of \$775,000 and the accounts receivables are approximately \$500,000 less than they were last year at this time. Wendi noted that the NEPA audit is almost finalized and will be presented at the next meeting. Wendi reported that NEPA ended the year with a \$15,000 surplus.

A motion was made by Bill Kerstetter and seconded by Chris Barrett to accept the Treasurer Report as presented. **Motion carried**

Phil asked the Board if the new format of sending the Board Packet electronically is beneficial for everyone. The Board unanimously agreed with the new process.

### **Committee/Affiliate Reports**

*Appalachian Regional Commission (ARC) Project Update* – Kurt noted that on pages 16 and 17 of the Board Packet are a summary of the projects for last year and the current fiscal year. He noted page 16 provides an overview of approximately \$1 million in requests that have been approved/pending. Kurt noted that he is hopeful that the Earth Conservancy and the Delaware & Lehigh National Heritage Corridor projects come to fruition in the next sixty days. He reported that \$2.5 million in funding could be leveraged to the region from ARC. Kurt further reported that he is in discussions with Mike Mrozinski,

**BOARD OF DIRECTORS REPORT  
MINUTES OF  
WEDNESDAY, NOVEMBER 6, 2019**

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Director, Pike County Planning; and Carl Beardsley, Executive Director, Wilkes-Barre/Scranton International Airport regarding potential projects.

*Blue Ribbon Task Force (BRTF)* – Kurt reported that the Blue Ribbon Task Force is scheduled to meet on Tuesday, December 17<sup>th</sup> to review and rank the fundraising consultants, which will assist in generating funding and will also prepare a fundraising plan. He noted that NEPA continues to look for opportunities to generate funding for future reserves and to create new opportunities for the Depot. Kurt reported that there is approximately \$100,000 remaining in the current grant and NEPA has applied for an additional \$131,000 through the PA Military Community Enhancement Commission (PMCEC).

*Communications & Membership* – Donna thanked everyone for their support of the NEPA Annual Dinner. She noted that their sponsorship and attendance is always greatly appreciated. Donna reported that there were 361 registered, 64 no shows and 2 walk-ins for a total of 299 attendees. Donna noted that NEPA's sponsorship was approximately \$41,000 received from the 55 sponsors with a net savings of approximately \$14,000. Phil thanked the NEPA Staff for a wonderful event. He also congratulated Alana Roberts on receiving the NEPA Regional Leadership Award on behalf of PPL Electric Utilities.

Donna also reported that there will be a photo op on Monday, December 16<sup>th</sup> at 1pm at Artists In Motion in Schuylkill Haven. She noted that Artist in Motion received a loan through the NEPA Alliance Tri-District EDA loan fund to purchase land for a building expansion.

*Metropolitan Planning Organization (MPO)/Transportation* – Alan reported that NEPA is currently engaged in the 2021-2024 Transportation Improvement Program (TIP) update. He noted that the funding available for the NEPA MPO regional TIP will decrease by 25%. He also reported that NEPA was invited by Senator Argall to participate on a panel discussion on the Senate Policy Committee in Berks County later in November. Alan further reported that there have been outreach sessions in all four (4) counties in regard to the Long Range Transportation Plan update. He stated that Mike Baker International has been hired as the consultant to assist with the update. Alan stated that a final report is being reviewed internally regarding the Jim Thorpe Parking Analysis and Complete Streets Study. He stated that he plans on getting the report out to the Committee Members and stakeholders by next week for final comment. Alan noted that NEPA will be assisting Milford Borough with a traffic study. He reported that NEPA continues to participate with the joint Passenger Rail Service Restoration Between New York City and the City of Scranton. Alan stated that it is a joint collaboration between Lackawanna, Monroe counties and the Pennsylvania Northeast Rail Authority. He noted that the committee meets monthly and will be meeting with the New Jersey delegation at the East Stroudsburg University Innovation Center.

Larry Malski reported that the joint collaboration reinvigorated the tri state task force, which originally entailed five (5) counties: Warren, Morris, Sussex (NJ), Monroe and Lackawanna (PA) and have been meeting on a regular basis. He noted that there are twenty-eight miles that are missing and seven (7) are under construction. He stated that the next step is to address the remaining twenty-one miles that brings the project into Pennsylvania.

Alex reported as of October 31, 2019, NEPA has 408 members for a total of \$273,859. He noted that last year at this time we had 403 members for a total of \$269,577. Alex stated that NEPA's goal this year remains 450 members. He noted that the campaign will be ending December 31<sup>st</sup>.



# BOARD OF DIRECTORS REPORT MINUTES OF WEDNESDAY, NOVEMBER 6, 2019



*Business Development Services* – Steve Ursich reported he and Jeff conducted second round of interviews for the Procurement Technical Assistance Center Specialist position, which became available through additional Defense Logistics Agency (DLA) dollars. He also reported Karen Ostroskie and Frank Migneco will be attending the Fall APTAC Conference in Washington DC. Steve reported that the Bring the World to Pennsylvania (BTWPA) was held on September 10<sup>th</sup> and was a great success with over thirty businesses participating. Steve stated that as of today NEPA’s Small Business Administration (SBA) portfolio is at \$16.5 million. Steve stated that there are commitments outstanding for \$2.4 million and there are several loans at SBA under review currently. He noted that NEPA received approval from the Pennsylvania Industrial Development Authority (PIDA) for \$1.5 million and there are \$1.9 million in commitments outstanding. Steve reported that the internal loan program there are \$210,000 in commitments. Steve stated that the pipeline has approximately \$20 million in projects, which is due to the fixed interest rates.

*Nonprofit & Community Assistance Center (NCAC)* – Kurt reported that NEPA was awarded an \$80,000 ARC grant for the startup of the Monroe County Community Foundation in August, 2019. He further reported that there will be a kickoff meeting with several of the key corporate and family foundation members to initiate the project. Kurt noted that the grant will cover any legal fees, strategic plan, logo and brochure fees. He noted that he is working with Gary Olson and Stephanie Leporson at ESSA Bank and Trust.

**President & CEO Report** -Jeff noted that NEPA’s 2018 Annual Report has been handed out for review. He reported that NEPA’s numbers for last fiscal year are very solid across the program menu. Jeff stated that he is very proud of the staff delivery across the region.

Jeff reported that the Comprehensive Economic Development Strategy (CEDS) Committee while be meeting on Tuesday, November 12<sup>th</sup> to prepare the five (5) year plan.

Jeff congratulated Commissioners George Halcovage (Schuylkill), Wayne Nothstein (Carbon) on being re-elected. He also congratulated Commissioners Joe Adams (Wayne), John Christie (Monroe), Matt Osterberg (Pike) and Luzerne County Council Chairman Tim McGinley whom all serve on the NEPA Board of Directors and were elected or re-elected in the November election.

Jeff reported that he is serving on the Development District Association of Appalachia (DDAA) Board of Directors as well as the Chairman of the Local Development District of Pennsylvania (LDDAP), which is increasing his time out of the office to attend meetings. Jeff stated he is confident with the Management Team in his absence.

**Presentation** – Kurt Bauman & Steve Ursich provided a power point on the New Markets Tax Credit program on the program overview, launch update, affiliate organizations chart, project pipeline, project profiles, intake process and next steps. A copy of the NMCT power point is available upon request.

Phil reported that Staff will send out a Doodle Survey to schedule the January meeting. There being no further business Board Chairman Phil Condron adjourned the meeting at 2:03pm.

Respectfully submitted:

Donna Hritz

Communications & Operations Manager

November 13, 2019



**RESOLUTION  
OF THE NORTHEASTERN PENNSYLVANIA ALLIANCE  
BOARD OF DIRECTORS ENDORSING THE  
COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY (CEDS)  
FIVE-YEAR PLAN FOR THE YEARS 2019 - 2024**

- WHEREAS,** The Northeastern Pennsylvania Alliance (NEPA) has developed the Comprehensive Economic Development Strategy (CEDS) Five-Year Plan for the seven-county region including Carbon, Lackawanna, Luzerne, Monroe, Pike, Schuylkill and Wayne counties, for submission to the U.S. Department of Commerce, Economic Development Administration (EDA), in compliance with the Public Works and Economic Development Act of 1965, as amended including the comprehensive amendment made by the Economic Development Administration Reauthorization Act of 2004; and
- WHEREAS,** NEPA is designated as an Economic Development District by EDA and is under contract with EDA to prepare a CEDS Five-Year and Annual Performance Reports; and,
- WHEREAS,** The CEDS is required to be completed in order to leverage EDA funding to the region; and,
- WHEREAS,** NEPA has formed a CEDS Committee comprised of local, regional and statewide stakeholders representing the private, public and nonprofit sectors; and
- WHEREAS,** Through the CEDS Committee, NEPA has initiated a collaborative planning process that included an extensive evaluation and review of challenges affecting the growth and development of Northeastern Pennsylvania; and,
- WHEREAS,** The planning process has led to the development of the CEDS Five-Year Plan that will serve as a guide for economic and community development of the region and includes goals, objectives and strategies designed to improve the economic performance and prosperity within the region; and
- WHEREAS,** NEPA will implement several of the proposed strategies that pertain to its mission and the technical expertise of staff as outlined within the plan and use the established performance measures to monitor outputs, outcomes and impacts; and
- WHEREAS,** NEPA will develop strategic partnerships and collaborations with key stakeholders, including its PREP Partners, to further implement proposed strategies.

**NOW, THEREFORE, BE IT RESOLVED, BY THE Board of Directors of the  
Northeastern Pennsylvania Alliance that:**

1. The CEDS Five-Year Plan for the period July 1, 2019 - June 30, 2024 is hereby adopted.
2. The President & CEO of the Northeastern Pennsylvania Alliance is authorized to transmit the plan to the Philadelphia Regional Office of the United States Department of Commerce, Economic Development Administration, and share the report with Economic and Community Development organizations within the region.

**ADOPTED THIS 16th DAY of January 2020**

**ATTEST:**

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**Jeffrey K. Box, President & CEO**

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**Philip P. Condron, Chairperson**

## Board of Directors Report January 16, 2020

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The following lists the current and proposed revision to the NEPA Mission Statement. This is an agenda Action Item.

### **Current NEPA Mission Statement**

The Northeastern Pennsylvania Alliance is a regional multi-county economic development agency providing leadership, planning, expertise and services to regional and local governments, businesses, institutions and individuals through innovative and beneficial collaborations and partnerships to enhance the economic development and quality of life of the area.

### **Revised NEPA Mission Statement**

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

# BOARD of DIRECTORS REPORT

## January 16, 2020



Dear Board Members,

Happy New Year and thank you for the opportunity to serve NEPA. Below is an update on recent NEPA activities. We have a lot of work planned for the new year!

### **NEPA Visit by the U.S. Secretary of Labor**

NEPA is very proud to host U.S. Department of Labor Secretary Eugene Scalia on Monday, January 13, 2020. The Secretary will be holding a round table discussion with key business leaders from the region to discuss the new U.S. Mexico Canada trade agreement and workforce needs of employers.

### **NEPA Mission Statement Revision**

For the first time in many years we have to adjust our Mission Statement for NEPA. The revision is necessary because of our new role as a Certified Development Company under U.S. Department of Treasury regulations for the NMTC program. This will be on the Board Meeting Agenda.

### **NMTC/CDE**

We received notice from U.S. Department of the Treasury that we have been approved as a Certified Development Entity (CDE). That is the first step to implementing the New Market Tax Credit program. We have also applied for \$33 million in an allocation for the tax credits. These would be applied to projects in distressed census tracts in our region. We have millions in projects that may qualify if we are able to receive an allocation.

### **Downtown Shenandoah/NMTC Assistance**

We have submitted a proposal to work with Downtown Shenandoah to assist them with development of their proposed new community center project. We are bringing our NMTC consultant into the project to seek a NMTC allocation since we are not yet approved. We will bring our other programs to the table also.

### **Transportation Funding Reductions**

All of the Pennsylvania transportation planning entities have been notified by PennDOT that funding cuts for projects will range from 20% to 30%. That means projects will be further pushed out on the (TIP) Transportation Planning Program. Some key projects in the region are not fully funded and will be delayed.

### **BRTF Fundraising Kickoff in 2020**

We have begun the process of fundraising for the Blue Ribbon Task Force. This will be our first major fundraising endeavor in many years. Our effort is funded by a Pennsylvania Military Community Enhancement Commission grant to engage a fundraising consultant.

### **Business Development Programs**

Our finance numbers continue to be strong. Actually, the strongest they have been in my history at NEPA. International and Government Contracting numbers are strong also. We continue to have a strong client base that is creating and retaining jobs with our assistance.

### **ARC Power Apps**

The Pennsylvania Local Development Districts, as a 7 district network, covering 52 counties, are examining the possibility of applying for POWER funds for broadband and an entrepreneurial initiatives. These projects would help all 52 counties in Appalachian Pennsylvania with these two important economic development issues.

Jeff

## Board of Directors Report January 16, 2020

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### BUSINESS DEVELOPMENT SERVICES ACTIVITIES

The following is a summary of NEPA's Loan Activity and the NEPA/BFC's Loan Activities for the past four months:

#### **Loan Approvals and Closing**

Pete N' Reenie's Main Street Grille LLC, 463 Main Street, Eynon, has closed on an ARC Loan totaling \$75,000 for the purchase of commercial real estate for a project totaling \$288,000. Pete N' Reenie's is the area's go-to doo wop diner in the area, providing customers with meals that will take them back in time to the good 'old days.

Friends for Life Veterinary Care, 273 Grandview Avenue, Honesdale, has closed on Tri-District and NEPA RLF Loan totaling \$125,000 for the purchase of equipment for the location for a project totaling \$535,000. Friends for Life Veterinary Care provides medical, surgical, dental and preventative care to pets including dogs, cats, ferrets, rabbits and rodents.

Mastic Trail Brewing, 821 Northern Blvd, Clarks Summit, has been approved for an SBA 504 loan totaling \$600,000 for the purchase of commercial real estate, equipment and renovations for a total project costing \$2,000,000. Mastic Trail Brewing will be a Caribbean-themed brewpub (an independent craft brewery that offers food). The bar will bring "an island of Caribbean fund and relaxation to Northeast PA". They will offer fresh craft beers, tropical mixed drinks, and island far in a "vacation-esq" atmosphere.

Dare to Dream Daycare, 285 Wyoming Ave, Wyoming, has been approved for and closed on a NEPA Tri-District Loan totaling \$55,000 for purchase of commercial real estate for a project totaling \$256,300. Dare 2 Dream Daycare is a school and daycare aimed towards children ages one year old and up. They offer full-time and part-time care for working parents or parents who are looking for a preschool program for their child.

Wyoming Valley Chiropractic Inc., 1247 Wyoming Ave, Kingston, has been approved for a PIDA Pollution Prevention Loan totaling \$35,939 for the purchase of equipment for a total project costing \$47,919. Wyoming Valley Chiropractic Center will be upgrading from plain film to digital x-ray. This will use less energy and reduce environmental pollution from developing chemicals and film by allowing the images to be entirely digital.

Leonard Crawford Electric, 9 Elm Crest Drive, Tunkhannock, has closed on a NEPA ARC Loan totaling \$175,000 for commercial real estate and equipment for a total project cost of \$417,000. Leonard Crawford Electric was established in 1977 providing electrical contracting services to residential, industrial, commercial, institutional, energy and educational industries. The entity has moved their location to Tunkhannock from Dallas, Pa; NEPA received special permission from ARC to continue to work with the borrower outside of NEPA's 7-county region.

Pocono Crimson Dragon Martial Arts Academy Inc., 183 Sullivan Trail, Pocono Summit, has been approved for a NEPA USDA Loan totaling \$200,000 for the purchase of commercial real estate for a total project cost of \$600,000. Pocono Crimson Martial Arts offers karate classes, after-school programs and summer camps to children ages 3 and up. The location has been in operation since 2004 and is able to purchase a permeant location.

## Board of Directors Report January 16, 2020

### CARBON COUNTY

Government Procurement - An “active client” is a U.S. business with which the PTAC has recorded at least 30 minutes of “counseling time” and/or has attended at least one “participated event” during the 12 month period that ends on the reporting period end date. A “new client” is a business that meets the standard for “active client”, which did not meet the standard for the previous reporting period and was not reported as an “active client” for that period.

• 40 North Marketing • AP Thermoforming, LLC • Ford Kovatch, Inc. • Heritage Sign & Display, Inc. • Kovatch Ford Inc • Mazzella Enterprises LLC • Solid Services LLC • TrueNorth Advertising and Marketing •

Export - An Export Client is a business that receives sustained technical, marketing or other assistance to sell products or services into international markets from the Northeastern Pennsylvania Alliance.

• AP Thermoforming, LLC • Architectural Polymers, Inc. •

Finance - A Finance Client is a business that has received a direct loan from the Northeastern Pennsylvania Alliance and has an outstanding balance.

• AP Thermoforming, LLC • Architectural Polymers, Inc. • BTM Inc. • John Lalor Joyce • The Inn at Jim Thorpe •

**TOTAL IMPACT** - Businesses report on their total sales, government sales and export sales. Aggregate totals for these businesses from January 1, 2019 to December 31, 2019 are listed below.

<u>Total Sales</u>	<u>Aggregate Loan Amounts</u>	<u>Government Sales</u>	<u>Export Sales</u>
\$35,712,828	\$1,005,500	\$2,100,000	\$2,568,650

### LACKAWANNA COUNTY

Government Procurement - An “active client” is a U.S. business with which the PTAC has recorded at least 30 minutes of “counseling time” and/or has attended at least one “participated event” during the 12 month period that ends on the reporting period end date. A “new client” is a business that meets the standard for “active client”, which did not meet the standard for the previous reporting period and was not reported as an “active client” for that period.

• Adil Analytics Inc. • American Infusion Services • Ballard Print and Design Inc. • James Barnick A dba Sempter Fi Home • Benko Masonry • Carbondale Tech Transfer Center • Click Video LLC • Condon Media • Crew Systems Corporation • Dardrones LLC • Datom Products, Inc. • Dempsey Uniform & Linen Supply • Dunbar’s Evergreen Landscaping, Inc. • Dunmore Roofing and Supply Co. • Epic Industries/Columbo Realty • Facility Layouts, LLC • Fischer Brothers LLC • Gentex Corporation • Golden Technologies Inc. • Grand Array LLC • Gregg Betti’s Landscaping • GWR LLC • H & Q Construction • Hynak HVAC • Industrial Electronics Inc. • Inspired Studio, LLC • J & E Industries, Inc. • JamWorks LLC • Karmic Taco PLLC dba Checkmate • KBA Engineering PC • Kevin's Wholesale LLC • Kimura Consulting LLC • L R Costanzo Co Inc • Language That Matters • Martina Bacarella Architect • Mea Culpa Consulting LLC • Microtech Fix-It Shop • Minus 100 LLC • Pasqualichio

## Board of Directors Report January 16, 2020

Brothers, Inc. • Peak Performance Water Inc. • Peggy’s Marinade & Dipping Sauce • R N DeMeck Roof Management Services, Inc. • Shaun Flynn • Starr Uniform Center Inc. • Sun Control Plus, Inc. • Sustainable Energy Management Systems, LLC • Taravina LLC • Troy Mechanical Inc. •

Export - An Export Client is a business that receives sustained technical, marketing or other assistance to sell products or services into international markets from the Northeastern Pennsylvania Alliance.

• Acker Drill Co., Inc. • Adil Analytics Inc. • Advanced Metals Machining Inc. • Click Video LLC • Concrete Countertop Solutions • Crew Systems Corporation • Galaxy Brushes Inc. • Gecco, Inc. • Golden Technologies Inc. • Grasselli SSI • Language That Matters • LOH Enterprises, LLC • Master Supplements, Inc. • MMC SKS LLC dba Peggy’s Marinade & Dipping Sauce • MyHouse Sportsgear • Noble Biomaterials Asia • Skinner System Inc. • Space Age Plastics, Inc. • Sustainable Energy Management Systems, LLC • Taravina LLC • United Gilsonite Laboratories •

Finance - A Finance Client is a business that has received a direct loan from the Northeastern Pennsylvania Alliance and has an outstanding balance.

• All American Self Storage • AMPP Ideas, LLC • Constantino’s Catering • Datom Products, Inc. • David Elliot Poultry • Epic Industries/Colombo • Fireside Martini Grill • High Functional Plastics Mfg. • ID Group, LLC/SJT Realty, LLC. • J & E Industries, Inc. • Marwen, Inc. • McGregor Industries, Inc. • Paw Pack Doggy Daycare LLC. • Pete N Reenies Main Street Grill • Roots & Shoots Daycare • The Anthracite Center • Valley Supermarket Inc. •

TOTAL IMPACT - Businesses report on their total sales, government sales and export sales. Aggregate totals for these businesses from January 1, 2019 to December 31, 2019 are listed below.

<u>Total Sales</u>	<u>Aggregate Loan Amounts</u>	<u>Government Sales</u>	<u>Export Sales</u>
\$332,010,345	\$2,854,000	\$43,924,228	\$19,192,367

### LUZERNE COUNTY

Government Procurement - An “active client” is a U.S. business with which the PTAC has recorded at least 30 minutes of “counseling time” and/or has attended at least one “participated event” during the 12 month period that ends on the reporting period end date. A “new client” is a business that meets the standard for “active client”, which did not meet the standard for the previous reporting period and was not reported as an “active client” for that period.

• A & E Group • Accessibility Advantage Inc. • ACE Construction, Maintenance • Acton Lift, Inc. • Advanced Power Wash LLC • American Asphalt Paving Co • Amish Furniture by David • AMP Global Strategies • Arris Engineering Group Ltd. • Assured Partners of Pennsylvania • Aviation Technologies Inc. • Belrick Corp. • Benco Dental • Best Equipment Solutions Technologies, Inc. • Borton Lawson • C.E. Ankiewicz Construction & Excavation, Inc. • CAF Medical Transcription Service • Carpet Mill Direct Outlet, Inc. • Casey Dental • Central Air Freight Services, Inc. • Clean Force 1 LLC • Cleaning with a Purpose • Connection Energy LLC • CooperFriedman Electric Supply • Corcoran Printing Inc. • Custom Seats, Inc. • D & R Murphy Co. • Federal Hearings & Appeals Svs Inc. • Finch Manufacturing & Technology • Freidman Electric • G & A Equipment and Machine, Inc. • Georgetti Painting & Sons, Inc. • Hawk Mountain Lab Inc. • High Voltage Technical Services LLC • Hillman Security and Fire Technologies, Inc. • Independent Chemical & Supply • IntegriTec, Inc. • Kelly Lawn Care and



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Landscaping • KEM-TEK Chemical LLC • Keystone Garden Estates Inc. • Keystone Professional Pharmacy • Laurency Optimal Personal Care • Leadership in Action • Luzerne County Transportation Authority (LCTA) • McCarthy Tire & Automotive Center • Medico Industries • Military & Commercial Fabricators • Morgans Cleaning Service • National HVAC Service • NDK Risk Management • NEPA Cleaning Professionals • Norman James • PASSAN Family Limited Partnership d/b/a Valley Distributing & Storage Company • PE Frafft LLC. • Penco Medical, Inc. • Potter k: Architecture + Design Brand • Power and Success Inc. • Pride Mobility Products • Production Systems Automation • Quality Expo Cleaners • Ralmark Company • Rise Technology Group LLC • Rynkiewicz, Meredith d/b/a Ad Victoriam Consulting • S & G Corrugated Packaging Inc • School Installers of PA, Inc. • Starburst Productions Inc. • Taylor Consulting and Contracting • Tunnessen Radiator, Inc. • Utopia Culinary Management • Valley Distributing & Storage Co. • Wepco, Inc. • WESP Communications LLC • Wide World RV Center • Wilkes Barre Scranton International Airport • Yannuzzi, Inc. •

Export - An Export Client is a business that receives sustained technical, marketing or other assistance to sell products or services into international markets from the Northeastern Pennsylvania Alliance.

• A. Rifkin Co. • Acton Technologies Inc. • American Nutrition Inc • Benco Dental • Connection Energy LLC • EthosGen LLC • Finch Manufacturing & Technology, LLC • Greiner Packaging Pittston • Hocsox, Inc. • InnaVenture LLC • InterMetro Industries Corp. • Italian Jerky LLC • King's College • Koehler Lighting Products • Medico Industries Inc • Mundaii Inc. • NDK Rick Management Consultants LLC • OSA Global Procurement, Inc. • Penco Medical Inc. • PowerRail • Pride Mobility Products Corp. • Savella USA, Inc. • Scent-Sations, Inc. • Sugar Plum Chocolates • Vibra Tech Engineers, Inc. • Vita Line Products • Wilkes Barre Scranton International Airport •

Finance - A Finance Client is a business that has received a direct loan from the Northeastern Pennsylvania Alliance and has an outstanding balance.

• 10X Fitness • Bellemarque, LLC • Benny Brewing Company • Blasi Printing • Bloss Dairy Farm • Bradigan Woodworking LLC • CAN-DO, Inc. • Casey Dental Institute, PC • Castillo's Granite & Marble • Custom Seats, Inc. • Dare 2 Dream Daycare LLC • Familia Barber Shop • FIG Printing Inc. • Five Mountain Hardware LLC • Gus Genetti's Hotel Wilkes-Barre • Harrolds Pharmacy • Hawk Mountain Labs, Inc. • Holiday Inn Express • Hydrodynamics Inc. • Interstate Building Materials • Joseph-Hilal, LLC • KLM Partnership • Leonard Crawford Electric • Mickey's Truck Bodies, Inc. • N.E. Dental Sleepmasters, LLC • Nanticoke Fitness Center • Ron's Serve Station LLC • Susquehanna Brewing Co., LLC •

TOTAL IMPACT - Businesses report on their total sales, government sales and export sales. Aggregate totals for these businesses from January 1, 2019 to December 31, 2019 are listed below.

<u>Total Sales</u>	<u>Aggregate Loan Amounts</u>	<u>Government Sales</u>	<u>Export Sales</u>
\$1,042,752,444	\$5,268,500	\$210,974,521	\$116,105,200

### MONROE COUNTY

Government Procurement - An “active client” is a U.S. business with which the PTAC has recorded at least 30 minutes of “counseling time” and/or has attended at least one “participated event” during the 12 month period that ends on the reporting period end date. A “new client” is a business that meets the

## Board of Directors Report January 16, 2020

standard for “active client”, which did not meet the standard for the previous reporting period and was not reported as an “active client” for that period.

• A1 Enterprises LLC • Alan Gross • Alvin Ziegler • Carbon/Monroe/Pike MH DS • Essential Home Improvement LLC • F D Enterprises LLC • J & J Custom Woodworking • J.A. Reinhardt & Co., Inc. • MegaPhase LLC • Monroe County Transit Authority • Naughton Energy • Paul’s House -Major Paul Syverson Veterans Sanctuary • Pocono Bio Agricultural • POZ Environmental LLC • Provident Global Trade Services Inc. • Regina Farms & Garden Center • Schaedler Yesco • Security Products • Spring Fresh Indoor Air Quality Associates LLC • The Rescue Step/EME Inc. • Y.B.C.B.S. Xpress LLC •

Export - An Export Client is a business that receives sustained technical marketing or other assistance to sell products or services internationally from the Northeastern Pennsylvania Alliance.

• Agape Trader dba Lili Clarke, Inc. • Bridal Buddy, LLC. • Charles Beseler Company • East Stroudsburg University • Game Face Grooming • MegaPhase LLC • Monadnock Non-Woven, LLC • Naughton Energy • TCI Mobility • Terrafina USA llc •

Finance - A Finance Client is a business that has received a direct loan from the Northeastern Pennsylvania Alliance and has an outstanding balance.

• American Candle (3 Wishes, Inc) • Chestnut Grove Resort • Harmony Labels, Inc. • Kariz Cutz • United Fuel Sales • Vacuum Works •

TOTAL IMPACT - Businesses report on their total sales, government sales and export sales. Aggregate totals for these businesses from January 1, 2019 to December 31, 2019 are listed below.

<u>Total Sales</u>	<u>Aggregate Loan Amounts</u>	<u>Government Sales</u>	<u>Export Sales</u>
\$47,462,493	\$2,262,000	\$7,401,628	\$2,458,531

### PIKE COUNTY

Government Procurement - An “active client” is a U.S. business with which the PTAC has recorded at least 30 minutes of “counseling time” and/or has attended at least one “participated event” during the 12 month period that ends on the reporting period end date. A “new client” is a business that meets the standard for “active client”, which did not meet the standard for the previous reporting period and was not reported as an “active client” for that period.

• Connexicore LLC • Cory Associates • County News Fax Inc.dba Quiyon • Industrial Hose and Supply • Jordon Educational Consulting Co. • Kittatinny Canoes, Inc. • NKG Photography LLC • Spiral Tool Corporation d/b/a STC Industries • Techno Metal Post of Northeast Pennsylvania • Uncontained Ltd. •

Export - An Export Client is a business that receives sustained technical, marketing or other assistance to sell products or services into international markets from the Northeastern Pennsylvania Alliance.

• New Gear Medical • Spiral Tool Corporation d/b/a STC Industries •

Finance - A Finance Client is a business that has received a direct loan from the Northeastern Pennsylvania Alliance and has an outstanding balance.

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- There are no loans in Pike County •

TOTAL IMPACT - Businesses report on their total sales, government sales and export sales. Aggregate totals for these businesses from January 1, 2019 to December 31, 2019 are listed below.

<u>Total Sales</u>	<u>Aggregate Loan Amounts</u>	<u>Government Sales</u>	<u>Export Sales</u>
\$2,532,213	\$0	\$983,616	\$0

### SCHUYLKILL COUNTY

Government Procurement - An “active client” is a U.S. business with which the PTAC has recorded at least 30 minutes of “counseling time” and/or has attended at least one “participated event” during the 12 month period that ends on the reporting period end date. A “new client” is a business that meets the standard for “active client”, which did not meet the standard for the previous reporting period and was not reported as an “active client” for that period.

- Alfred Benesch & Company • Blaschak Coal Corp • Fromm Electric • J F Enterprises Sales and Services • Jack Rich, Inc. • Levkulic Associates • MI-JO Pallet Co Inc. • NGA3 Service Group, Inc. • No Sweat Service Group, Inc. • Total Accessibility LLC • Tri-Vet Contracting Company, Inc. • Valley Precision Tool & Technology, Inc. •

Export - An Export Client is a business that receives sustained technical, marketing or other assistance to sell products or services into international markets from the Northeastern Pennsylvania Alliance.

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

Finance - A Finance Client is a business that has received a direct loan from the Northeastern Pennsylvania Alliance and has an outstanding balance.

- Artists in Motion – To Go LLC • Hepler Family Farm • Revive Chiropractic • SKAD Solutions LLC • Stokers Brewing Company •

TOTAL IMPACT - Businesses report on their total sales, government sales and export sales. Aggregate totals for these businesses from January 1, 2019 to December 31, 2019 are listed below.

<u>Total Sales</u>	<u>Aggregate Loan Amounts</u>	<u>Government Sales</u>	<u>Export Sales</u>
\$77,189,086	\$655,000	\$18,437,036	\$1,029,633

### WAYNE COUNTY

Government Procurement - An “active client” is a U.S. business with which the PTAC has recorded at least 30 minutes of “counseling time” and/or has attended at least one “participated event” during the 12 month period that ends on the reporting period end date. A “new client” is a business that meets the standard for “active client”, which did not meet the standard for the previous reporting period and was not reported as an “active client” for that period.

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• Bailey Design & Advertising • BGM Fastener Co., Inc. • Creek Road Rentals, LLC • Crum Construction LLC d/b/a/ Crum Tree Service • Dakan Enterprises Inc. • Human Resource Center Inc. • J & J Log & Lumber Corp • Kitty Hawk Technologies • Lake Regional Micro Electronics • Legg Cyber Security Consultants LLC • Northeast Infrastructure LLC • Northeast Med-Equip • Settlers Hospitality Group LLC • Stephens Pharmacy • Stockport Mountain Corporation LLC • STS Delta Aerospace •

Export - An Export Client is a business that receives sustained technical marketing or other assistance to sell products or services internationally from the Northeastern Pennsylvania Alliance.

• J & J Log & Lumber Corp • Loveshaw Corp. • PTubes •

Finance - A Finance Client is a business that has received a direct loan from the Northeastern Pennsylvania Alliance and has an outstanding balance.

• Antler Ridge Winery, Inc. • Ben Rinker Electrical Contractor • Boyce Products • Creek Road Rentals, LLC • Family Eye Care • Friends for Life Veterinary Care • Sutphen East Corp • Vinny's Original Brooklyn Bagel •

TOTAL IMPACT - Businesses report on their total sales, government sales and export sales. Aggregate totals for these businesses from January 1, 2019 to December 31, 2019 are listed below.

<u>Total Sales</u>	<u>Aggregate Loan Amounts</u>	<u>Government Sales</u>	<u>Export Sales</u>
\$40,456,421	\$1,1673,500	\$6,744,219	\$902,000

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### LDD CUSTOMER SATISFACTION SURVEY FORMS

As of 12/31/19, sixteen (16) out of twenty (20) LDD Customer Satisfaction Survey forms were completed by NEPA clients who received assistance through NEPA’s Business Financing, Procurement Technical Assistance and International Business programs for assistance received during the 1st quarter of 2019-2020 which represented an 80% response rate. Sixteen (16) clients indicated they were very satisfied/satisfied with the assistance they received through NEPA. **This gives an overall satisfaction rate of 100% from surveys received for the 1<sup>st</sup> quarter of 2019-2020.**

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

	<u>*Timeliness of Assistance</u>	<u>*Quality of Assistance</u>	<u>*Value of Assistance</u>
Loans	7	7	2
Procurement	7	7	2
Export	7	2	2

#### Comments:

“Keep up the good work!” – Ralmark Company (PTAC Client)

\*Some surveys contain data for more than 1 program. Therefore, the number of responses does not match the total number of surveys received.

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### **BUSINESS DEVELOPMENT SERVICES DIVISION INTERNATIONAL BUSINESS DEVELOPMENT PROGRAM**

International Business Development Program staff continued to follow-up with companies that participated in the “Bringing the World to Northeastern Pennsylvania” event held September 10, 2019 in Scranton. Staff also worked with new clients. Overall this resulted in 4 client visits and 12 International Projects generated from November 1 through December 31, 2019. During this time staff also processed 2 Global Access Program Applications and 3 Global Access Program reimbursements. Staff also successfully recruited 2 clients for participation in the state-sponsored Trade Mission to Korea and Japan in February 2020.

Program staff also processed on client through the Northeast Pennsylvania Defense Transition Partnership Program by completing a Company Assessment and Market Diversification Plan. Staff worked closely with the client to determine next steps for project implementation. Staff also worked internally to secure a program voucher for project implementation.

Staff also assisted with the ENGAGE! Program by completing 2 company interviews and assessments in November and December 2019.

Staff promoted the International Business Development Program, networked, and received additional training at several events, programs, and special meetings during November and December 2019 including Pocono Chamber Women in Business, the Pocono Mountain Economic Development Corporation Annual Dinner, Hazleton Women in Business, Schuylkill Chamber Women in Business, and the Pocono Mountains Visitors Bureau Holiday Dinner.

Staff also continued to publish the program’s newsletter, “International Business Explorer.” The newsletter provides businesses with international trade information, opportunities, resources and activities. NEPA promotes international trade events and activities of the Pennsylvania Office of International Business Development, the Regional Export Networks, other State agencies and the U.S. Commercial Service to businesses in northeastern Pennsylvania.

Looking forward, the International Business Development Program will be hosting a “Winter Webinar” series on the following dates and featuring the following topics: January 30, 2020 – “Incoterms 2020 In Practice,” February 12, 2020 – “Classification Under the Harmonized System,” March 11, 2020 – “Export Documentation.” All webinars will be held from 10 – 11:30 AM and will be presented by Bob Imbriani, Executive Vice President, International, Team Worldwide.

## Board of Directors Report January 16, 2019

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### BUSINESS DEVELOPMENT SERVICES DIVISION PROCUREMENT TECHNICAL ASSISTANCE PROGRAM

NEPA Alliance PTAC for has conducted fifteen (15) initial counseling sessions to area small businesses during the quarter beginning October 1, 2019 through December 31, 2019.

Additionally, NEPA PTAC also conducted three hundred and thirty-nine (339) follow-up sessions during the quarter. Follow-up counseling sessions consist of assisting clients with registrations in various electronic government purchasing and payment systems, i.e. (DIBBS, WAWF, NEECO, SAM.GOV, PA Supplier Portal etc.) and websites, i.e. (HUBZone, SAM, VetBiz, WBE/MBE and SBA 8(a) Program Certification, WOSB and EDWOSB Certifications, etc.) as well as provide assistance when responding to government RFP's and quotes, understanding military specifications and standards, industry standards, providing procurement histories, and pricing information for specific items purchased by the government.

PTAC staff send clients a monthly PTAC Government Contracting Newsletter and a quarterly article is submitted to the NEPA Newlines. Staff also survey clients on program satisfaction and a contract award survey to collect data for reporting purposes. These surveys are sent on a quarterly basis as a DLA requirement.

The following is the list of activities in which PTAC staff participated during the quarter:

- On October 4<sup>th</sup>, PTAC staff participated in Manufacturing Day at the Hilton Conference Center in Scranton. PTAC staff engaged with manufactures from a 10-county area. PTAC materials and one-to-one counseling sessions were made available to attendees.
- On October 31<sup>st</sup>, PTAC staff hosted a Cybersecurity Workshop at the NEPA Alliance office. The workshop was presented by Ethixia Solutions, LLC. The presentation focused on how businesses should respond to the clear, present and ever-evolving threat of cyber-attacks.
- During the quarter PTAC staff have participated in several Executive Pulse webinars that provided new and upcoming changes to the system that is utilized by staff to report to the PADCED.
- During the quarter PTAC staff have been meeting to plan the next Government Contracting Showcase (GCS 2020).
- On November 10<sup>th</sup> to November 13<sup>th</sup>, PTAC staff attended the APTAC Fall Training Conference in Washington, DC.
- On November 21<sup>st</sup>, PTAC Staff participated in a DLA live national webinar with PTAC Centers across the country to go over the new reporting mechanism to be used for reporting performance to DLA. The webinar also reviewed changes to the PTAC Program General Terms and Conditions.
- On December 5<sup>th</sup>, PTAC staff participated in the SBA Boots to Business Veterans Workshop at the Think Tank Center in Wilkes-Barre. Staff provided an overview of the PTAC Services and how to certify as a veteran-owned business.



# Board of Directors Report

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### COMMUNITY & ECONOMIC DEVELOPMENT SERVICES DIVISION

#### APPALACHIAN REGIONAL COMMISSION

As the designated Local Development District (LDD) for the Appalachian Regional Commission (ARC) and the Pennsylvania Department of Community & Economic Development (DCED), the NEPA Alliance provides technical assistance to those organizations seeking ARC grant assistance. Several projects from last year have been funded and one project is in the final review stages at ARC. The funded projects are listed below.

Organization	Project Title	ARC Prog.	CO	Amount Received	Amount Leveraged	Total
NEPA Alliance	PREP	AD	RE	\$400,000	\$400,000	\$800,000
Northampton Community College-Monroe Campus	Expanding the Regional CDL Workforce	AD	MO	\$73,975	\$73,975	\$147,950
NCAC	Monroe County Community Foundation Initiative	AD	MO	\$60,000	\$60,000	\$120,000
Luzerne County	Hanover Industrial Estates Multimodal Improvements	LAR	LU	\$260,000	\$260,000	\$520,000
AllOne Charities & NEPA Community Health Center	Service Before Self: Expanding Access to Care through the Andrew C. Mazza Memorial Health Center	AD	LA	\$50,000	\$50,000	\$100,000
Pike County	Pike County Blooming Grove Complex Sewage Expansion Study	AD	PI	\$42,500	\$42,500	\$85,000
Eckley Miners Village	Eckley Miners' Village Strategic Plan	AD	LU	\$50,000	\$50,000	\$100,000
TecBridge	Enhancing Northeastern Pennsylvania's Entrepreneurial Ecosystem - Incubator Optimization Project	POWER	LA	\$50,000	\$0	\$50,000
The Institute for Public Policy & Economic Dev.	Northeastern PA Regional Economic Impact Study	POWER	LU	\$44,000	\$44,500	\$88,500
Earth Conservancy	Environmental Workforce Training (EWT) Program	AD	LU	\$97,546	\$97,546	\$195,092
Delaware & Lehigh National Heritage Corridor*	Healthy Trails, Healthy Towns - D&L Trail Programs	AD	CA/LU	\$80,000	\$80,000	\$80,000
<b>Totals</b>				<b>\$1,128,021</b>	<b>\$1,078,521</b>	<b>\$2,206,542</b>

**\*Highlighted project is not included in the totals as it is pending.**

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The ARC projects invited to submit full applications for 2020 include:

Organization	Project Title	ARC Prog.	CO	Amount Applied	Amount Leveraged	Total
NEPA Alliance	PREP	AD	RE	\$400,000	\$400,000	\$800,000
Monroe County	Smithfield Gateway (Sewage Pump Stations Expansion Project)	AD	MO	\$108,570	\$108,570	\$217,140
Misericordia University	Simulation in Diagnostic Medical Sonography Education	AD	LU	\$70,000	\$70,000	\$140,000
Lackawanna College	Licensed Practical Nursing (LPN) Program	AD	LA	\$60,000	\$60,000	\$120,000
WEDCO	Wayne County Broadband Expansion	AD	WA	\$148,750	\$148,750	\$297,500
University of Scranton SDBC	Women's Entrepreneurship Center: Online StartUP Series	AD	LA	\$58,750	\$58,750	\$117,500
Coaldale Borough	Coaldale Rural Hospital Pedestrian Facilities & Road Project	SC	LAR	\$423,442	\$50,000	\$473,442
Lackawanna County	Lackawanna County Stauffer Road Paving Project Phase 3	LA	LAR	\$742,450	\$200,000	\$942,450
Monroe County Industrial Development Authority	Smithfield Gateway (Loop Road, Phase II)	MO	LAR	\$550,000	\$796,381	\$1,346,381
<b>Totals</b>				<b>\$2,561,962</b>	<b>\$1,892,451</b>	<b>\$4,454,413</b>

### **ENGAGE!**

On behalf of the Northeast Pennsylvania Partnerships for Regional Economic Performance (PREP) partners, the NEPA Alliance applied to launch the *Engage!* initiative within its seven-county region. *Engage!* is a Pennsylvania statewide business retention and expansion (BRE) program designed to regularly and proactively interact with targeted companies. The overall goal of *Engage!* is to retain existing businesses in a community and to help them grow and expand by building solid relationships with business owners or key decision makers and economic development partners and their representatives. An application for a \$192,600 grant for FY 19-20 with the possibility of additional funding was approved by the PA Department of Community & Economic Development (DCED). Notification has been received from DCED to apply for funding which would be available until June 30, 2020. An application has been submitted and is being considered.

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### **NORTHEASTERN PENNSYLVANIA DEFENSE TRANSITION PARTNERSHIP**

The Northeastern Pennsylvania Defense Transition Partnership is a new initiative designed in collaboration with the Pennsylvania DCED and the PREP team members. The initiative provides support to Department of Defense (DoD) contractors and supply chain vendors to diversify their products and services in the wake of decreased DoD spending and sequestration. The partners develop market diversification plans to create new opportunities and jobs for local businesses that have experienced decreased DoD contracts. **The initiative is in its third phase and is being funded by a \$200,000 grant through the PA DCED and DoD Office of Economic Adjustment (OEA). The NEPA Alliance and the initiative partners are actively working with 32 clients under the initiative.**

Client	County	Voucher Amount	Service Provided
Finch Manufacturing & Technology, LLC	Luzerne	\$10,000.00	ISO 9001:2015 Certification
Wyman Gordon	Luzerne	\$5,000.00	Corrective Action and Leadership Consulting
Production Systems Automation (PSA)	Luzerne	\$7,500.00	ISO Implementation Plan Development and Project Management
Nobel Biomaterials, Inc.	Lackawanna	\$15,000	Product branding and sales planning
Crew Systems Corporation	Lackawanna	\$10,000	E-Commerce Plan, Cyber Security and Manufacturing Process Evaluation
Cocciardi & Associates	Lackawanna	\$15,000	E-Commerce Plan, online training portal design
Total Vouchers		\$62,500.00	

### **NEW MARKET TAX CREDIT LAUNCH**

The Community Development Financial Institutions Fund of the United States Department of the Treasury has certified the NEPA Community Impact Group LLC as a Community Development Entity ("CDE"). In addition to receiving the certification, we have submitted a \$36M allocation request to the CDFI Fund for the 2020 funding round. NEPA continues to work with clients to seek NMTCs and to secure other funding sources (RACP).

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

**Community Foundation of Monroe County:** NCAC continues to support the founders committee for the Community Foundation of Monroe County. NCAC has referred several foundation peers to the group to help explain the importance of a community foundation and best practices to launch. NCAC also referred Attorney Robert Kelly to the group who will be completing the formation and filings pro bono. NCAC has prepared an ARC full application to support the start-up of the foundation.

- Full-application Submitted: March 2019
- Amount: \$60,000
- Awarded in August 2019

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### **BLUE RIBBON TASK FORCE (BRTF) / TOBYHANNA ARMY DEPOT**

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

- \* NEPA annually prepares an Economic Impact Analysis of the Depot. In the last update, it was established that the total impact of the Depot is an estimated \$2.8 billion in economic activity, an estimated 9,682 jobs, and an estimated \$654.7 million in labor income within an eleven (11) county region in Northeast Pennsylvania.

### **RESEARCH & INFORMATION PROGRAM**

**Comprehensive Economic Development Strategy:** The Comprehensive Economic Development Strategy will be available for public review for a 30-day period and will be submitted to the U.S. Department of Commerce's Economic Development Administration afterward.

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

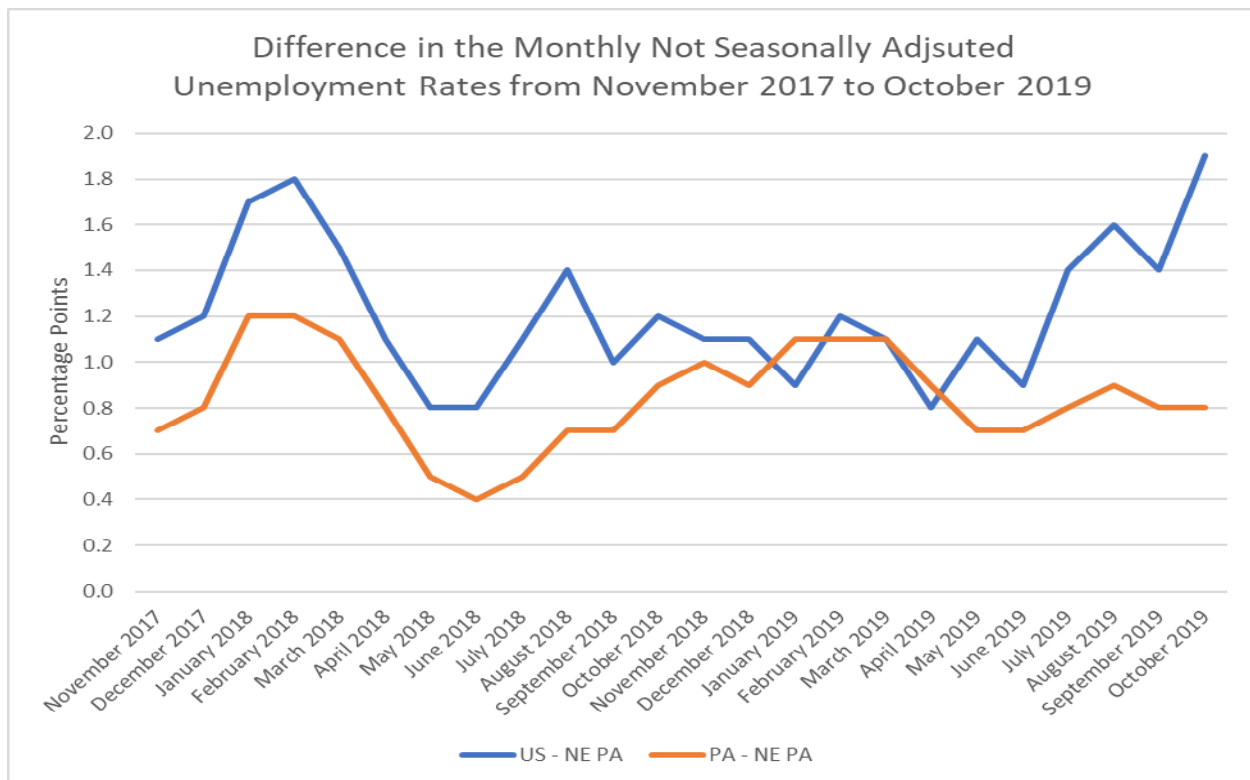
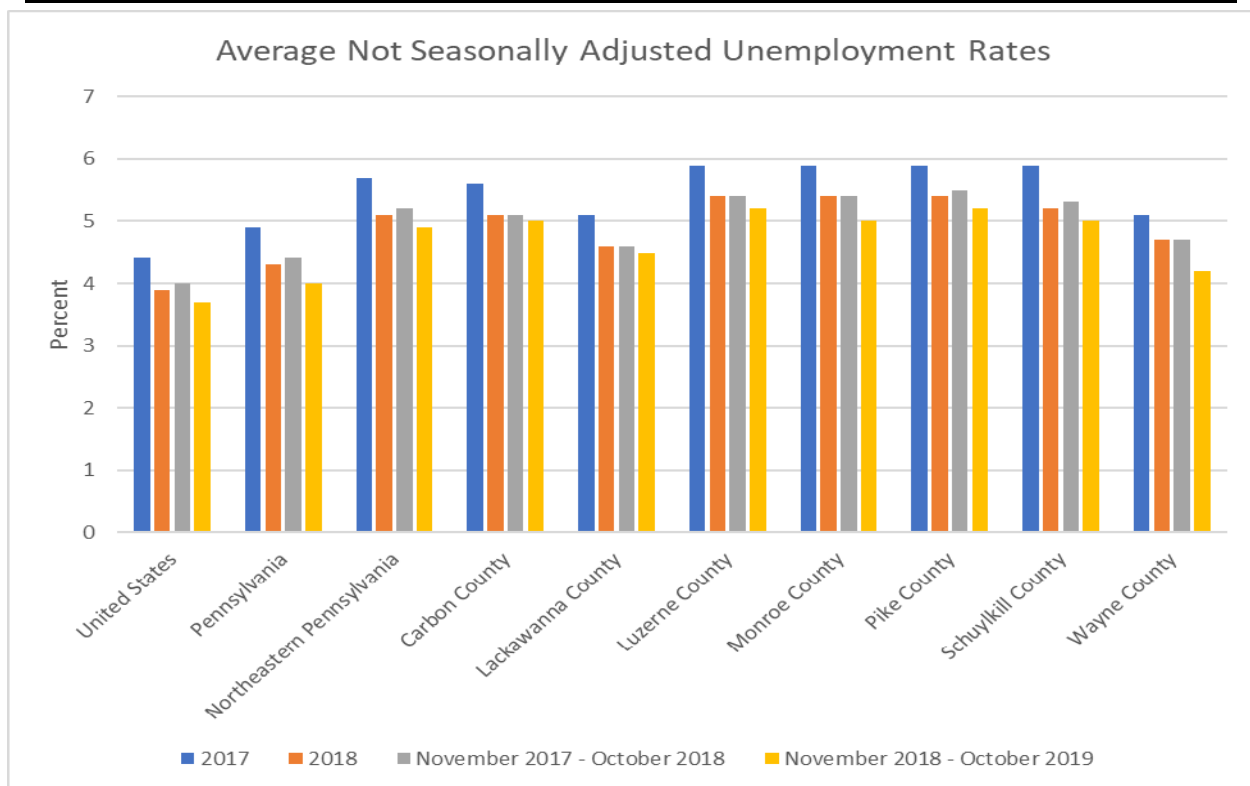
#### **Not Seasonally Adjusted Unemployment Rates**

According to the first chart, the not seasonally adjusted unemployment rates, as provided by the PA WorkStats Program of the Center for Workforce Information & Analysis at the PA Department of Labor & Industry, indicate that the average regional unemployment rate was 5.2 percent from November 2017 to October 2018 and 4.9 percent from November 2018 to October 2019. The average national unemployment rate from November 2017 to October 2018 was 4.0 percent and it decreased to 3.7 percent from November 2018 to October 2019. The average state unemployment rate from November 2017 to October 2018 was 4.4 percent and it decreased to 4.0 percent from November 2018 to October 2019.

According to the second chart, the difference in the monthly not seasonally adjusted unemployment rates between the region and nation was 1.1 percentage points in November 2017 before increasing to its maximum of 1.8 percentage points in February 2018 and then decreasing to its minimum of 0.8 percentage points in May and June 2018 and April 2019. It then fluctuated to 1.9 percentage points in October 2019. During the 24-month period, the average not seasonally adjusted unemployment rate was 3.8 percent in the nation and 5.1 percent in the region.

In November 2017, the difference in the monthly not seasonally adjusted unemployment rates between the region and state was 0.7 percentage points before increasing to its maximum of 1.2 percentage points in January and February 2018 and then decreasing to its minimum of 0.4 percentage points in June 2018. It then fluctuated to 0.8 percentage points in October 2019. During the 24-month period, the average not seasonally adjusted unemployment rate in Pennsylvania was 4.2 percent.

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## January 16, 2019

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### TRANSPORTATION PLANNING SERVICES DIVISION

#### **TRANSPORTATION PLANNING & PROGRAMMING**

**2021-2024 TIP Update:** Development of the next TIP update continued in November and December. The funding streams and formula allocations that will be the basis for project funding on the 2021-2024 TIP resulted in significantly less funding for the NEPA MPO regional TIP. Funding will be significantly increased for the Interstate Highway System and as a result, funding for regional TIPs will be decreased. The shift in funding will occur in 2023 and 2024 and going forward. Funding available for the NEPA MPO regional TIP will decrease by 25%.

Several meetings were held with PennDOT Districts 4-0 and 5-0 and the county planners to develop the 2021 TIP. TIP work sessions were held in District 5-0 on September 27<sup>th</sup>, October 29<sup>th</sup> and December 13<sup>th</sup>. TIP work sessions were held in District 4-0 on November 4<sup>th</sup> and December 11<sup>th</sup>. The districts have worked to keep current TIP projects moving in light of the funding shortfalls. A draft TIP is anticipated to be shared with the MPO Committees and PennDOT Central Office in the coming days. In the coming months, an air quality conformity analysis and environmental justice analysis will be conducted. A public comment period will be held in May or June with final adoption by July 2020.

**Senate Policy Committee Workshop:** Senator Argall convened a Senate Policy Committee Workshop on Transportation Improvement Program funding changes on November 21<sup>st</sup> in Maiden Creek Township, Berks County, at which Jeff, Alan and Kate testified discussing the potential impacts of the funding shifts in the region and concerns about project delays as a result. Staff continues to dialogue with Senator Argall regarding funding for significant projects such as the Route 61 Reconstruction Project in Schuylkill County.

**2020-2022 Unified Planning Work Program (UPWP):** The NEPA MPO convenes a UPWP Subcommittee to review the work program and determine priority tasks for the upcoming two-year period. The first meeting of the UPWP Subcommittee was held on August 20<sup>th</sup>. A review of the current work program and the priority tasks for Year I and Year 2 occurred. Subsequent meetings of the UPWP Subcommittee were held on September 17<sup>th</sup> and October 10<sup>th</sup>.

The NEPA MPO Technical Committee approved submission of the draft UPWP to FHWA and Central Office for review. Comments were received and were incorporated into the final document. The NEPA MPO Technical Committee will endorse the UPWP by email ballot and refer it to the NEPA MPO Policy Board for approval at the meeting on January 16<sup>th</sup>. The 2020-2022 UPWP will begin on July 1, 2020.

**Long Range Transportation Plan Update:** The development of a Long Range Transportation Project (LRTP) for the four-county MPO is required by FHWA and PennDOT and identifies the major transportation projects, programs and policies needed for the next twenty-five years. The LRTP establishes the vision and goals that guides future decisions affecting transportation facilities, infrastructure and services in the region.

The next formal update of the LRTP is due March 2020 and the LRTP Update process is well underway. As part of the MPO Strategic Plan RFQ solicitation, Michael Baker International was engaged under the open-ended agreement with NEPA to complete portions of the LRTP update. Michael Baker developed a scope and schedule for the development of LRTP which was shared with the LRTP Steering Committee at the kickoff meeting on May 22<sup>nd</sup>.

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A second meeting of the LRTP Steering Committee was held on July 23<sup>rd</sup> at which a review of the public outreach efforts for the LRTP was provided. Public outreach meetings were held in the four MPO counties on September 24<sup>th</sup> and 25<sup>th</sup>. A MetroQuest survey was deployed to solicit public input on transportation needs and priorities.

Another meeting of the LRTP Subcommittee was held on November 19<sup>th</sup> to discuss comments from the public comment period and potential projects. The next LRTP Subcommittee meeting will be held on January 21<sup>st</sup>. A public comment period on the draft LRTP document will occur in February and March with final adoption by the end of March 2020.

**PennDOT Connects:** At the direction of Secretary Leslie Richards, PennDOT has initiated a new effort to improve the project planning processes and increase local involvement in projects. PennDOT has developed a formal policy on this new effort and outreach efforts to municipalities are being held on projects on the current TIP that have not started the PE phase.

NEPA staff has been participating in many PennDOT Connects meetings with PennDOT staff, municipal officials and stakeholders for upcoming TIP projects, maintenance projects and Multimodal Transportation Fund projects. Additional meetings will be held in the coming months on current and future projects.

Most recently, PennDOT Connects project field meetings were conducted for maintenance paving projects in Pocono Township, Tobyhanna Township and East Stroudsburg Borough/Smithfield Township, Monroe County and Jim Thorpe Borough and Palmerton Borough, Carbon County.

**Functional Classification Review:** The functional classification review is a major project for the Transportation Division which was initiated last year. Thus far, NEPA GIS staff has completed the necessary GIS mapping changes and corresponding data to justify any functional classification changes for Carbon, Pike County and Monroe County. A meeting with District 4-0 staff to review the changes in Pike County was held on January 28<sup>th</sup>. A meeting with District 5-0 staff to review the changes in Monroe County was held on January 31<sup>st</sup>. Meetings with Carbon County were held on January 25<sup>th</sup> and May 31<sup>st</sup>. The proposed changes were reviewed with District 5-0 on June 13<sup>th</sup>.

The review process is now underway in Schuylkill County. The first meeting was held on August 29<sup>th</sup> and a second meeting was held on December 18<sup>th</sup>. Staff is mapping the proposed changes and a meeting with PennDOT District 5-0 to review the changes will be held in the coming weeks.

Following the wrap up of Schuylkill County, staff will prepare the functional classification changes for the four counties and submit them to PennDOT Central Office for review. Once reviewed, they will be sent to FHWA for final approval.

**Highway Performance Monitoring System (HPMS):** Beginning in fiscal year 2019, 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 field work at over 90 locations within the NEPA MPO region roadway network identified by PennDOT Central Office. Staff received field training by PennDOT Central Office on August 28<sup>th</sup>. Staff also attended the HPMS Workshop at PennDOT District 2-0 in Clearfield on September 4-5. Data collection efforts were completed in November and sent to Central Office.



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**Regional Operations Plan (ROP) Update:** PennDOT Central Office is currently updating the Regional Operations Plan (ROP) for the Eastern PA Region including the NEPA MPO counties. The ROP identifies and prioritizes projects to optimize existing roadways including the use of intelligent transportation systems such as traffic signal improvements, dynamic message boards, incident management and multimodal improvements. Three outreach meetings for the ROP plan update will be held in each district. Staff attended the first meeting in District 5-0 on November 18<sup>th</sup>. The first meeting in District 4-0 will be held on January 13<sup>th</sup>.

**Jim Thorpe Parking Analysis and Complete Streets Study:** The NEPA MPO was awarded funding for the completion of a Parking Analysis and Complete Streets Study for downtown Jim Thorpe. As a year-round, four-season destination offering a plethora of tourism and visitor activities, the borough has been experiencing a growing problem of accommodating adequate parking in the downtown area for residents, visitors, private retail shops and services and as a County seat, government business activity. The Parking Analysis and Complete Streets Study will identify short and mid-range recommendations to minimize conflicts between modes, maximize parking facilities, and accommodate efficient movement of pedestrians, vehicles and bicyclists, safely and efficiently.

The NEPA MPO was awarded \$80,000 in PennDOT/Federal Planning Funds, which is leveraged by 20% in local match being provided by Jim Thorpe Borough, Carbon County Chamber and Economic Development and the Pocono Mountains Visitors Bureau. A steering Committee representative of local interests was established and engaged with the project consultant Chance Management Advisors.

The consultant has been on-site in Jim Thorpe at various events throughout the year gathering data collections including video data that they feel very positive about for their resulting analysis. The project consultant for the County Parking Lot Trail Separation Project funded by the PennDOT Transportation Alternatives Program (\$404,000) was provided with the contact information from our consultant as there is an opportunity to collaboratively incorporate some possible design considerations or improvements into the County project.

The consultant provided a presentation of their preliminary findings on preliminary options to improve pedestrian safety, provide additional parking options and a potential parking garage. Many of the recommended solutions require PennDOT approval since they will occur on state roads.

The consultant has completed the action plan portion of the study. Improvement concepts have been presented to District 5-0 Traffic and Design staff, the County Commissioners, the Steering Committee and Borough Council. A meeting with the Project Steering Committee to further refine the final plan was held on August 27<sup>th</sup>. The project consultant team presented the project at the Annual Pennsylvania Parking Association held in Allentown in November 7<sup>th</sup>. The final project report is expected to soon be delivered.

**Milford Borough Traffic Study:** Milford Borough and Pike County officials expressed interest in conducting a traffic congestion and parking study. Staff met with borough elected officials and Pike County Planning staff on January 7<sup>th</sup> to discuss the proposed scope of the study. The study would potentially address traffic circulation and congestion issues, traffic signals and signage, turning movements, pedestrian safety and parking shortages. The NEPA MPO Technical Committee authorized NEPA to seek Supplemental Planning Funds from PennDOT for the study. Staff submitted an application for funding to PennDOT Central Office at the end of February.

\$60,000 in funding was awarded to the Milford Borough Traffic Study in May. \$15,000 in matching funds will be pursued from local sources. A steering committee is being established to guide and review the

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study. A conference call with the consultant for the project, Michael Baker International, and representatives from Pike County and Milford Borough was held on October 18<sup>th</sup> to refine the scope of the project work.

A steering committee for the project has been identified. A kickoff meeting on the project will be held on January 21st.

**Passenger Rail Service Restoration Between New York City and the City of Scranton:** NEPA continues to participate in planning activities for the restoration of rail service between Scranton and New York being managed by the Pennsylvania Northeast Regional Rail Authority. Focus is upon an initial segment of the rail extension within the western portion of New Jersey and the possibility of funding under provisions of the FAST Act. NEPA staff has participated in advisory committee meetings with the PNRRA, Congressman Cartwright's staff, Senator Blake's staff, Lackawanna and Monroe counties and other stakeholders to further discuss a strategy for advancing the development of the project. NEPA staff most recently attended meetings on November 12<sup>th</sup> and December 18<sup>th</sup> to discuss next step strategies toward advancing the project. The Advisory Committee has engaged an engineering consultant to provide cursory structural assessments of two key concrete railroad bridges and railbed conditions in the targeted segment. The committee has secured \$400,000 in Local Share Account funds and is actively seeking other potential funding sources to develop a full engineering cost and ridership update. The committee is also engaging with officials in New Jersey and conducted a meeting with the N.J. rail representatives at the Monroe County Campus of Northampton Community College. It was agreed that periodic bi-state meetings will be held to encourage cooperation between Pennsylvania and New Jersey on the project. The next meeting between the PA and NJ delegations will occur later this Spring.

**I-80 Eastern Monroe County Reconstruction Project** – Staff attended a Public Hearing on November 13<sup>th</sup> at the Monroe County Emergency Management Facility on an Environmental Assessment Report which presented impacts of the project based upon proposed design alternatives. A Final project design is expected to be selected in the coming months.

**Local Asset Inventory:** NEPA staff has completed the roadway and bridge information in the four NEPA MPO counties. NEPA staff is now internally reviewing data prior to submission for PennDOT quality analysis. NEPA staff plans to initiate an inventory of ADA ramps in the four-county MPO region in the coming months. A standardized geo-data template is being developed in consultation with PennDOT.

**Geographic Information Systems (GIS):** GIS staff is continuing to more fully develop its GIS capabilities. Staff has been engaged in the development of the LRTP, particularly the project selection process and the Title VI/Environmental Justice Plan and the development of the Transportation Improvement Plan Updates. Staff has constructed a more developed GIS profile on the NEPA website of NEPA's Transportation Maps & Applications and can be viewed on [NEPA's ArcGIS Online Homepage](#). GIS staff has been engaged during the TIP development process and has mapped all TIP projects in the four-county area. GIS technology has been applied to all transportation program and planning activities and is being further enhanced to aid with project tracking and public information awareness. Most recently, GIS staff completed functional classification mapping for Monroe and Carbon counties and is working on Schuylkill County. Staff continues to update LTAP mapping, and county bridge locators. Staff also applied GIS technology to NEPA's other program offerings, including NEPA BFC client mapping, New Markets Tax Credit mapping, Tobyhanna Army Depot employment mapping, CEO Weinberg Food Pantry mapping and PA Local Development District mapping.

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Staff attended training on ArcGIS Pro software at the ESRI office in Chesterbrook, PA on November 19-20. Staff also attending the ESRI Mid-Atlantic Geospatial Transportation Users Conference in Philadelphia on December 10-11.

**Lackawanna/Luzerne, Lehigh Valley and Reading MPOs:** NEPA staff continues to correspond and collaborate with representatives of the Lackawanna/Luzerne, Reading and Lehigh Valley MPOs in the interest of coordinating transportation planning and programming activities between the adjoining MPOs and the NEPA MPO. NEPA is a designated voting member on the Lackawanna-Luzerne Technical Committee and regularly attends these meetings to report on the activities of regional concern and discuss potential collaborations toward addressing common transportation issues facing the greater region as well. Staff most recently attended the Lackawanna-Luzerne MPO Technical Committee meeting on January 8th.

**Pike County Road Task Force:** NEPA staff attended the Pike County Road Task Force Meeting on November 21<sup>st</sup> and December 19<sup>th</sup>. NEPA staff presented on the Long Range Transportation Plan update. NEPA GIS staff has developed maps for each municipality that shows transportation infrastructure based upon existing data and newly developed local bridge and road asset inventory data.

**Schuylkill County Chamber of Commerce Transportation Task Force:** NEPA staff attended the Chamber Transportation Task Force meeting in Pottsville on November 14<sup>th</sup> and December 12<sup>th</sup> and continued to provide updates on the NEPA MPO TIP and LRTP development.

**Local Technical Assistance Program (LTAP):** NEPA has partnered with PennDOT to deliver the LTAP training series in the Lackawanna-Luzerne Metropolitan Planning Organization (MPO) region, the NEPA MPO region and Wayne County.

The following classes were held in Fall 2019.

LTAP Courses	Date and Time	Location	Attendance
Stop Signs and Intersection Traffic Control	August 6, 2019 8:00 AM to 3:00 PM	Salem Township Building <i>Luzerne Co.</i>	11
Speed Limits and Speed Management	August 13, 2019 8:00 AM to 12:00 PM	Schuylkill Community Education Council <i>Schuylkill Co.</i>	11
ADA Transition Plans	September 12, 2019 8:00 AM to 12:00 PM	NEPA Alliance <i>Luzerne Co.</i>	9
Full Depth Reclamation	October 1, 2019 8:00 AM to 12:00 PM	Salem Township Building <i>Luzerne Co.</i>	17
Salt and Snow Management	October 10, 2019 8:00 AM to 3:00 PM	Pike Co. Training Center <i>Pike Co.</i>	17
Salt and Snow Management	October 15, 2019 8:00 AM to 3:00 PM	Lackawanna Co. Ctr. For Public Safety <i>Lackawanna Co.</i>	18
Salt and Snow Management	October 16, 2019 8:00 AM to 3:00 PM	Washington Township Building <i>Schuylkill Co.</i>	17

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LTAP Courses	Date and Time	Location	Attendance
Curves on Locals Roads	October 17, 2019 8:00 AM to 12:00 PM	Middle Smithfield Township <i>Monroe Co.</i>	10
Managing Utility Cuts	October 30, 2019 8:00 AM to 12:00 PM	Jim Thorpe Memorial Hall <i>Carbon Co.</i>	10
Work Zone Traffic Control	November 7, 2019 8:00 AM to 12:00 PM	Wayne Township Building <i>Schuylkill Co.</i>	14
Introduction to Traffic Studies	December 18, 2019 8:00 AM to 12:00 PM	Middle Smithfield Township <i>Monroe Co.</i>	10



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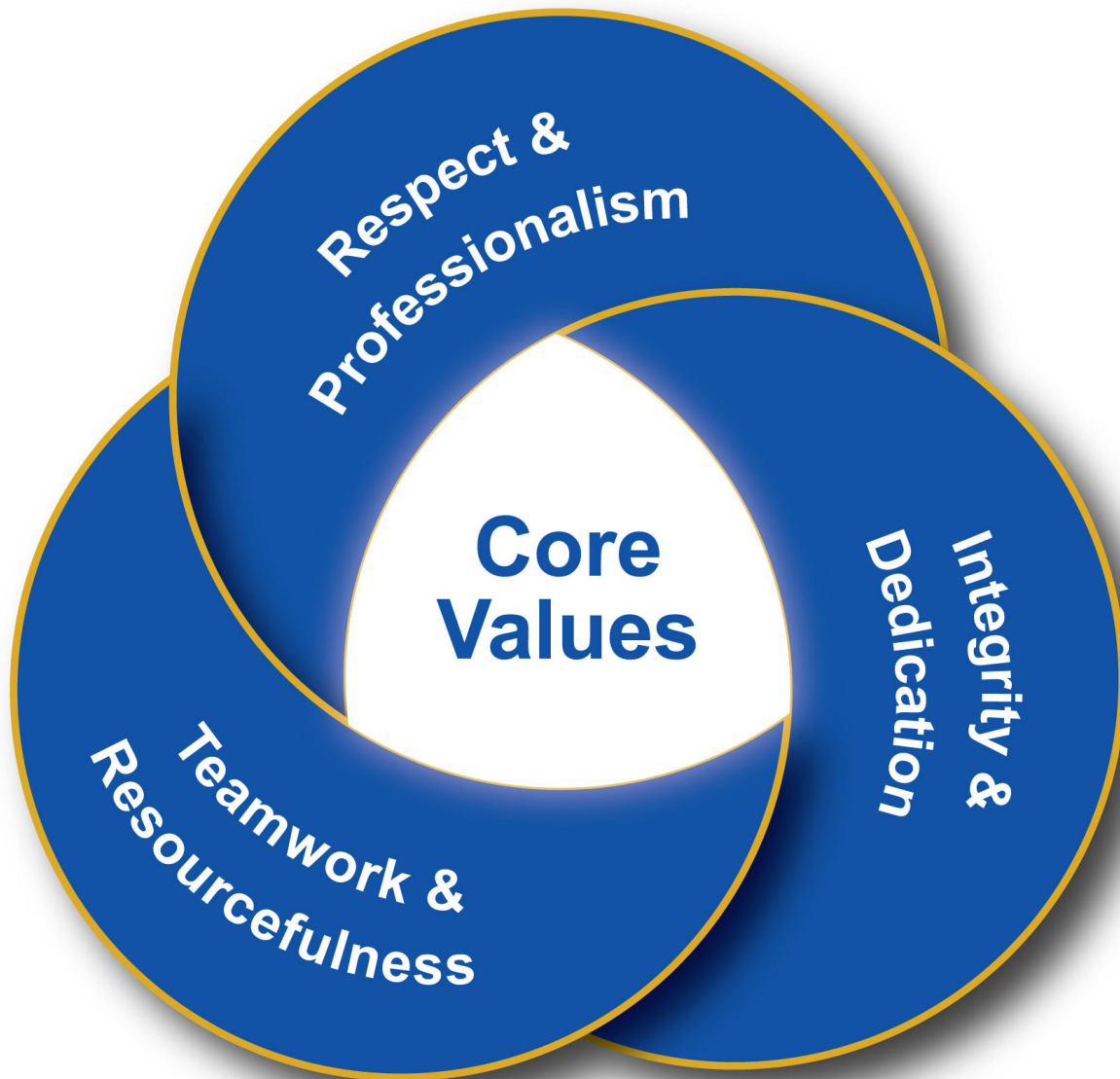
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# NEPA's Mission

The Northeastern Pennsylvania Alliance (NEPA) is a regional multi-county economic development agency providing leadership, planning, expertise and services to regional and local governments, businesses, institutions, and individuals through innovative and beneficial collaborations and partnerships to enhance the economic development and quality of life in the area.



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