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MISSION/PROGRAM CHARGE

The Department has been charged with developing integrated strategies and policies for community development and regional planning activities that are consistent with the organizations Regional Action Strategy and Strategic Plan.

ORGANIZATIONAL/DEPARTMENT GOALS

- Promote cooperative efforts among community (county, city and municipal governments) and economic development agencies that advance individual and common interests in targeting commercial, industrial and infrastructure development that is data driven and supported
- Promote quality of life initiatives while safeguarding the region’s assets
- Assess and inventory regional infrastructure needs, including water, sewer, transportation, energy, utilities, recreation, education, healthcare, housing and site remediation
- Expand community outreach and engagement in a range of regional planning and development topics
- Establish and implement a communication plan to update stakeholders and the general public, share success stories, and promote community and regional planning
- Collect, compile, organize, analyze and disseminate data and data procedures needed for regional policy-setting and decision-making using the evolving capabilities of GIS
- Provide a desirable work environment and promote employee excellence

PROGRAMS/ACTIVITIES

- Appalachia Regional Commission/Economic Development Administration (ARC/EDA) - Provides assistance and support to public infrastructure such as water and wastewater system improvements, industrial parks, industrial multi-tenant buildings, access roads to industrial areas, and other similar projects that promote community/ economic development and job creation.

- Energy Program - Provides assistance to business, local government agencies and communities to help reduce pollution and save energy.
- **Municipal Technical Assistance Program (MTAP)** – Assists local governmental agencies with information technology, software and related training services.

- **Local Technical Assistance Program (LTAP)** – Promotes transportation technology through training, technical assistance and other customer services to elected municipal officials and their staff.

- **Transportation Planning** – Provides a forum where federal, state, regional and local decision makers identify issues/opportunities, conduct studies and make informed recommendations regarding the programming and implementation of transportation projects.

- **Geographic Information System (GIS)** – Collaborates with governmental agencies, community and business leaders as well as internal North Central departments to provide access to high quality geographic information.

- **Community Development/Regional Planning** – Encourages the exchange of meaningful strategies on how communities can soundly manage growth and development to efficiently and effectively link land use, transportation and economic development decision making at a regional level (Greenway Planning, PA Wilds, etc.).

**KEY ACTIVITIES/OUTCOMES FOR THIS PERIOD**

The Community Development Department remains extremely active and during the quarter, staff continued to promote cooperative efforts between community and economic development agencies throughout the region. As the progress report will indicate, outreach and engagement in a range of regional planning, tourism, and municipal assistance took precedence, including the continued monitoring and participation in activities related to the Community Development, Municipal Assistance and infrastructure impacts.

Below you will find additional core program activities for the quarter:

**A. Appalachian Regional Commission**

During the April - June 2015 period, staff were involved in three projects seeking fiscal year 2015 Appalachian Regional Commission funding and six new projects seeking fiscal year 2016 Appalachian Regional Commission funding consideration. Follow-up work on the applications submitted in the first quarter continued into the second quarter.

**Success Stories**
Two success stories to report in the quarter include funding approval for the McKean County Cell Tower Equipment Project and the Brookville Town Square Development Project.
McKean County Cell Tower Equipment Project
This project will replace an obsolete and ineffective communication system for McKean County. Equipment will be placed on a new communications cell tower located at 298 Blackberry Way on Prospect Hill near Smethport, PA. The Prospect Hill location serves as the “hub site” for all emergency service radio communications in McKean County.

Appalachian Regional Commission $200,000
Local Funds $266,747
Total $466,747
(All funding in this project is now approved and the equipment is expected to be in place by year-end 2015.)

Brookville Town Square Development Project
This project involved the clean-up and remediation of an environmentally hazardous .44 acre site in the middle of downtown Brookville’s Historic District. Once redeveloped, the site will create a public gathering place for community festivals, performances, exhibits, farmers’ market, and additional parking on the north side of the site adjacent to the Jefferson County Courthouse.

Appalachian Regional Commission $150,000
Pennsylvania DCNR 380,000
Local Funds 315,250
Total 845,250
(All funding in this project is now approved and construction will be completed later in 2015)

Pending Project Application
As of June 30, 2015, one project funding application is under review and remains pending.

Bradford Regional Airport Industrial Access Road
The purpose of this project is to build an access road 1,800 feet in length that will serve three of thirteen potential lots in an 82 acre airport industrial park in the southwest corner of the property. The proposed industrial park has frontage on PA Route 59 (east-west direction) and is located approximately three miles east of the U.S. Route 219 (north-south direction) intersection with PA Route 59.

Appalachian Regional Commission $780,000
Total $780,000

Potential Projects for Fiscal Year 2016 Consideration
During the quarter six new projects seeking fiscal year 2016 Appalachian Regional Commission funding consideration were submitted and are listed below:
NCPRPDC Partnership for Regional Economic Performance (PREP)
This project provides funding for the North Central Pennsylvania Regional Planning and Development Commission and its regional partners to pursue initiatives that will improve the business and economic climate of the region. Some of these initiatives include creating employment opportunities, encouraging capital formation, facilitating access to technology, accessing new market opportunities, creating new business opportunities, retaining youth in the Appalachian region, facilitating entrepreneurial development and increasing tourism opportunities.

Appalachian Regional Commission $285,000
Partnership for Regional Economic Performance $285,000
Total $570,000

Sandy Township Industrial Drive Interconnect Access Road
The purpose of this project is to connect Industrial Drive to Shaffer Road by way of an estimated 2,580 foot long access road which will open up approximately 150 acres for future development in Sandy Township, Clearfield County.

Appalachian Regional Commission $880,000
Sandy Township Funds $220,000
Total $1,100,000

Elk County Community Recycling Center Expansion
This project will expand the existing Elk County Community Recycling Center by 17,000 square feet on a remediated brownfield site.

Appalachian Regional Commission $200,000
Pennsylvania DEP $250,000
Pennsylvania RACP $1,000,000
Local Funds $700,000
Total $2,150,000

Genesee Water Authority Improvement Project
The purpose of this project is to provide a safe public water system with adequate storage capacity (new 135,000 gallon storage tank) and to meet Pennsylvania Department of Environmental Protection standards.

Appalachian Regional Commission $150,000
Community Development Block Grant $565,800
Local Funds $191,450
Total $907,250
Bradford Historic Streetscape Project
The project will improve the infrastructure in the City of Bradford by providing resources for engineering, design, and the inspection of improved lighting, landscaping and pedestrian access to residents, businesses and improving the overall function and design of the historic downtown district.

Appalachian Regional Commission $250,000
Pennsylvania RACP $2,500,000
Pennsylvania Keystone Communities $150,000
Local $2,500,000
Total $5,400,000

North Central Workforce Skill Gap Project
This project will provide for job shadowing and work experience opportunities in the public and private sectors to assist youth secure future employment.

Appalachian Regional Commission $45,000
Workforce Title I TANF $45,000
Total $90,000

B. Economic Development Administration

During the April - June 2015 reporting period, one Comprehensive Economic Development Strategy (CEDS) meeting was held, monitoring the approved Jefferson County Business Park occurred, technical assistance was provided on the Clearfield Borough Riverwalk Development Project, and work continued on implementing the new five-year Comprehensive Economic Development Strategy that was approved in March 2013.

Jefferson County Business Park
The project to provide infrastructure to a 166 acre site north of Interstate 80 at the intersection of Interstate 80 and PA Route 28 (exit 81) in Jefferson County is moving forward and should be completed by the end of 2015. Construction of infrastructure to the site has an estimated cost of $616,850.

May 20, 2015, CEDS Meeting
The purpose of this meeting was to discuss two EDA projects, five projects seeking Appalachian Regional Commission funding, implementation of the five-year CEDS and a call for new projects to be considered for future funding possibilities. The meeting featured two guest speakers. Sherri Geary, Director of Economic Development, McKean County was the first speaker. Her topic was a one-day “Community Preservation Workshop” hosted by the University of Pittsburgh at Bradford on May 29, 2015. The other speaker was Larry Horning, Director of Operations, Workforce Development Program, at North Central. His topic was about
workforce trends occurring in each of North Central’s six counties focusing on employer needs, types of job listings at county CareerLink offices and Pennsylvania CareerLink® services.

**Clearfield Borough Riverwalk Development Project**

Technical assistance was provided to the Clearfield County Economic Development Corporation. The project is collectively three separate phases: a one mile Riverwalk park area, a hotel and market square development project, and a multi-tenant office building on a brownfield site. EDA funding was requested toward the construction of a two-story multi-tenant office building (10,000 square feet on each floor). Total project cost is estimated at $5,250,000. The EDA funding request submitted was $1,000,000 and would be matched by other state/local funding in the amount of $4,250,000. The project application was submitted on March 10, 2015, and was reviewed in the second quarter of 2015. The project did not get funded during this initial submission.

**Implementing the Five Year Comprehensive Economic Development Strategy**

During the past three months efforts continued to implement the plan that was approved in March 2013. Meetings were attended and discussions were held to familiarize local officials with the plan and its purpose. Continued coordination with the Commission’s Workforce Development Program also occurred. Further coordination with the Commission’s Rural Planning Organization (RPO) for transportation continued as an attempt to integrate economic development planning with transportation planning. Efforts will continue throughout 2015 to implement the plan.

**EDA Partnership Planning Grant Application**

This application requests $70,000 in Economic Development Administration (EDA) funding to continue North Central’s role as an EDA designated Economic Development District and to implement its Comprehensive Economic Development Strategy (CEDS). The application was submitted on June 12, 2015, for funding the program year July 1, 2015, through June 30, 2016.

**Other Technical Assistance**

Additional technical assistance was provided to various inquiries for state and federal funding for municipal economic development projects. Some site visits were made to identify possible strategies for implementation or further consideration. Newly released population estimates as of July 2014 were released by the U.S. Census Department and provided through the Pennsylvania State Data Center for release to various organizations and the general public. Staff attended the Pennsylvania State Data Center Spring Workshop held in Middletown on May 14, 2015.
C. **Energy**

During the April - June 2015 reporting period, various work program activities for the Energy program involved the following:

- Continued discussions with Bigler Township/Clearfield County regarding previously completed energy assessment and discuss long term asset management planning. Also included discussions regarding continued review of PUC website due to upcoming PUC decisions regarding updates to Act 129 eligible projects.
- Ongoing discussions with Pennsylvania Department of Environmental Protection (PA DEP) regarding submissions by First Energy for changes to Act 129 and how may impact communities and/or business in our region served by this utility.
  - Continued discussions Bigler Township/Clearfield County – Possible upgrade of lighting/insulation/construction from previous work performed from initial energy report, heading towards December 2015 budget.
  - Continued discussions with Vir Terra Landscaping of DuBois PA regarding heat loss in office area and new building and possible solutions.
- Continued promotion of:
  - North Central Energy Assistance Program
  - PA DEP Alternative Fuel Incentive Grant (AFIG) program
  - PennDOT programs:
    - Automated Red Light Enforcement (ARLE) program
    - Green Light Go program
- Venues for promotion of all programs in discussions, workshops, seminars and/or meetings:
  - Greater Jefferson Area Council of Governments Meeting
  - Moshannon Valley Council of Governments Annual Equipment Show.
  - Clearfield County Township Association Meeting

D. **MTAP/LTAP**

During the April - June 2015 reporting period, various MTAP and LTAP training and technical assistance activities took place:

**MTAP:**

- Promoted the MTAP and LTAP programs at:
  - Greater Jefferson Area Council of Governments Meeting
  - Moshannon Valley Council of Governments Equipment Show.
  - Two LTAP training sessions held during this past quarter
- Provided 16 technical assistance responses to the following municipalities:
  - Wallaceton Borough/Clearfield County
  - Coalport/Clearfield County
  - Heath Township/Jefferson County
- Decatur Township/Clearfield County
- City of St. Marys/Elk County
- Moshannon Valley Council of Governments
- Graham Township/Clearfield County
- Ridgway Township/Elk County
- Coudersport Borough/Potter County
- Curwensville Borough/Clearfield County (ongoing)
- Curwensville Borough Police Department (ongoing)
- Bigler Township/Clearfield County
- Falls Creek Borough/Jefferson County
- Jefferson County Treasurer’s Office/Jefferson County
- Decatur Township/Clearfield County
- City of St. Marys/Elk County

- Upgraded various pieces of technology via North Central reimbursement process to:
  - Decatur Township/Clearfield County $ 300.00
  - Wallaceton Borough/Clearfield County 100.00
  - Coudersport Borough/Potter County 3,211.00
  - Bigler Township/Clearfield County 330.00
  - Coalport Borough/Clearfield County 90.00
  - Heath Township/Jefferson County 493.50
  - Falls Creek Borough/Jefferson County 360.00
  - Ridgway Township/Elk County 250.00
  - Jefferson County/Jefferson County 250.00

LTAP:

Provides local government officials and employee’s technology transfer and technical assistance opportunities regarding safety and maintenance issues for their local road programs. Activities this past quarter included:

- Training (28 registered/20 attended):
  - Drainage: The Key to Roads that Last/Port Allegany/McKean County – April 10, 2015
  - Safe Driver/Emporium/Cameron County – May 21, 2015
  - Moshannon Valley Council of Governments Annual Equipment Show/Clearfield Fairgrounds/Clearfield County – May 27, 2015

- Technical Assistance
  - Ridgway Township/Elk County/Traffic Count information (continuation)
  - Keating Township/McKean County/Traffic Count information (continuation)
Follow-up with all conservation districts in region to understand allowable traffic count procedures in each of the six counties served.

Washington Township regarding placing traffic counters on local roads for ADTs and contacts for state road data as in process of working with PennDOT on transfer of turnback roads.

E. **Transportation**

During the April - June 2015 reporting period, primary activities for the Transportation Program involved working with PennDOT and the Rural Planning Organization’s Transportation Committee regarding the FY 2015 and 17 Transportation Improvement Program, Long Range Transportation Plan and Linking Planning and NEPA.

- Participated on numerous PennDOT Work Group activities
- Continued activities related to “Engage North Central PA”, on online town hall forum to seek citizen input on planning activities. Service platform is now called “Mysidewalk”
- Participated in U.S. 119 meeting to discuss transportation concerns and new project opportunities
- Continued conversations with staff from RJ Corman Railroad, Clearfield County Commissioners and the Commission’s Executive Board regarding potentially re-establishing a rail connection through Clearfield County between DuBois and Curwensville
- Attended I-95 Freight Academy in New Brunswick, NJ from April 26-May 1
- Continued outreach to PennDOT District and project sponsors on the Knox Kane TAP project. Numerous phone and conference calls between project sponsor, PennDOT staff and FHWA
- Coordination with Elk and Cameron Counties on the West Creek Trails Transportation Alternative Project
- Participated in a PennDOT Long Range Transportation Plan & Comprehensive Freight Movement Plan
- Developed Online Web Mapping/Interface for RPO Committee Members
- Developed Online Web Mapping/Interface for Structurally Deficient Bridges
- Continued developing Transit Route Maps for functional classification update modeling
- Coordinated DuBois-Sandy Township Mobility Study
- Coordinated development of ATA Spare Ratio Transit tool
- Participated in ARC Network Appalachia Meetings

F. **GIS**

During the April - June 2015 reporting period, various work activities that took place for the GIS program involved the following:
- Continued GIS support for McKean and Cameron County (Asset Management)
- Finalized work on Parcel Realignment project in McKean. Continued working on Cameron County
- Participated in PennDOT Next Generation Governance & Implementation Team Meetings
- Participation in PEMA Regional GIS Task Force activities
- Finalized mapping and technical support for PA State Snowmobile Association (PSSA)
- Continued comprehensive asset management system for the Borough of Coudersport, Coudersport Water Authority, and Coudersport Sewer Authority
- Continued Crisis Management Planning with Ridgway School District regarding emergency response and access management
- Continued Coordination Activities for Regional Emergency Management Data Standardization with the PEMA Regional GIS Task Force
- Staff attended GIS-T in Ames, Iowa, April 18-22, 2015
- Continued PSSA Data Integration and Meeting Coordination

G. Community Development/Regional Planning

During the April - June 2015 reporting period, various activities took place in regard to community outreach and engagement in a range of regional planning, tourism and municipal assistance:

- Continued regional discussion regarding integrating regional Land Use, Transportation and Economic Development strategies and project prioritization into regional planning processes
- Continued Implementation of the North Central Greenways Mini-Grant Program, including maintenance of Greenway website
- Attended meetings and held discussions with various stakeholders regarding potential Greenway projects, to include project closeout field views
- Continued working with stakeholders representing the development of the West Creek Trail in Cameron County
- Met with Headwaters RC & D staff regarding proposal to develop the Knox and Kane Railroad. Numerous follow up telephone conversations on possible future grant applications through Multimodal Fund, TAP and DCED/ARC
- Continued meeting with City of DuBois and Sandy Township representatives regarding efforts to handle development and traffic congestion
- Participated in Route 6 Tourism Infrastructure Committee
- Developed Online Web Mapping / Interface for Local Government Contacts
- Meeting with Genesee Township and other TAP considerations along triple divide corridor
- Meeting with McKean County regarding Mount Jewett and Brookville potential TAP considerations
• Participated in the Clearfield County Township Association Meeting held in Brady Township
• Participated in the 10th Annual Moshannon Valley Council of Governments Equipment Show held at the Clearfield Firemen’s Park
• Continued managing regional Greenway Program. All North Central Greenway Mini Implementation grant projects (Round 1: DCNR) are under contract – Closed December 31, 2013:
  * Redbank Valley Trails - $25,000
    (Reimbursement requested: $25,000) – ext. May 31, 2014 - DONE
  * Curwensville Lake Dog Park - $24,532
    (Reimbursement requested: $14,528.27) – DONE – Under budget
  * Cameron County Trail Town Planning - $8,000
    (Reimbursement requested: $8,000) DONE
  * DuBois Redevelopment Beaver Meadow Sign-$6,710
    (Reimbursement requested: $6,710) - DONE
  * Beaver Meadow Walkway Trailhead - $25,000
    (Reimbursement requested: $25,000) - DONE
  * Clarion River Water Trail Map - $3,500
    (Reimbursement requested: $3,971.60) - DONE
  * Smethport Shawmut Trail Loop - $19,973
    (Reimbursement requested: $19,973) ext. May 31, 2014 DONE
  * Smethport Shawmut Trail Development - $8,890
    (Reimbursement requested: $8,890) - DONE
  * Tuna Valley Trail Improvement - $10,000
    (Reimbursement requested: $10,000) - DONE
  * Austin Dam Project - $18,395
    (Reimbursement requested: $18,250) - DONE

Total - $150,000.00
Approved Projects - $150,000.00
Reimbursements requested to date: $140,322.87
Note: All Projects closed out with DCNR

• DEP Projects Rounds 1-4 – Must be closed by December 30, 2014
  
  DEP Projects Currently Under Contract
  * McKean County Conservation District - $40,000
    (Reimbursement requested: $18,190) – Underspent
  * Brockway Borough Municipal Authority - $21,250
    (Reimbursement requested: $21,250) DONE
  * DuBois Reservoir Water Monitor – $40,000
    (Reimbursement requested: $40,000) DONE
  * HD Youngblood Project - $13,423.50
    Reimbursement requested: $12,925.79) Underspent
* Chris Amidom Project - $13,806.50  
  (Reimbursement requested: $10,679.44) Underspent

* Oswayo Creek Stabilization - $33,267.30  
  (Reimbursement requested: $20,211.81) Underspent

* Korb Buffer Reforestation - $4,500.00  
  (Reimbursement requested: $4,298.03) Underspent

* McKean County Conservation District #2 - $40,000  
  (Reimbursement requested: $40,000) DONE

* Stormwater BMP & Irrigation Demo - $37,806.70  
  Reimbursement requested: $37,806.70) DONE

* Frederick Stream Restoration - $28,946.00  
  (Reimbursement requested: $27,729.27) Underspent

* Clarion River Stream Bank Restoration - $27,000  
  (Reimbursement requested $27,000) DONE

Total Amount - $300,000.00

Approved Projects – $300,000.00

Reimbursements requested to date: $260,091.04

Note 1: Funds fully expended. Project Sponsors reimbursed (less $5,000) pending DEP Payment

- Continued managing regional Greenway Program. DCNR Projects Rounds 1-4 – Must be closed by December 30, 2015

**DCNR Projects Currently Under Contract**

* Fox Township Community Park - $25,000  
  (Reimbursement requested: $25,000) DONE

* Sandy Beach Pavilion - $15,256  
  (Reimbursement requested: $7,628)

* DuBois Trail Surfacing - $25,000  
  (Reimbursement requested: $22,500) DONE

* DuBois Dog Park - $25,000  
  (Reimbursement requested: $22,500) DONE

* Shawmut Trail Bird Banding Station - $9,900  
  (Reimbursement requested: $8,910)

* DuBois Dog Park Waterline - $7,925  
  (Reimbursement requested: $3,962.50)

* DuBois Ice Rink - $25,000  
  (Reimbursement requested: $12,500)

* East End Connector Feasibility Study - $6,500  
  (Reimbursement requested: $3,250)

* Shawmut Trail and Bridge - $10,419  
  (Reimbursement requested: $9,372.50)

Total Amount - $150,000.00

Approved Projects – $150,000.00

Reimbursements requested to date: $115,623.00
MISSION/PROGRAM CHARGE

The mission of the North Central Enterprise Development Program is to foster economic vitality of the six-county area through a comprehensive regional economic development strategy – a strategy that focuses upon needs and potential opportunities that will result in improving the existing economic base and creating opportunities for new growth to enhance the overall quality of life in the region.

To achieve this mission, a private sector-oriented program was developed to provide the opportunities for growth by way of direct assistance in increasing market share, low-interest loans, access to space, and access to technologies.

ORGANIZATIONAL/DEPARTMENT GOALS

- Promote the resources and assistance available to encourage and sustain economic growth
- Meet and exceed specific program compliance goals as identified in the various program contracts
- Collaborate and coordinate program activities with local and regional economic development entities
- Identify and pursue opportunities that will expand and/or enhance current programs to benefit growth
- Respond to private sector needs that encourage the creation or retention of family-sustaining jobs
- Disseminate information, provide training/education information and promote seminars to keep industry sectors current on relative data
- Provide a desirable work environment and promote employee excellence to address the goals and objectives of the Regional Action Strategy and Strategic Plan

PROGRAMS/ACTIVITIES

- **Loan Assistance Program** – Provide access to low-interest loans and packaging loan assistance to address capitalization requirements.
• **Export Program** – Provide assistance to companies that are new to exporting and new to export markets and access to overseas markets to expand customer base of existing businesses within the region.

• **Procurement Program** – Provide assistance to companies to capitalize on opportunities to sell goods and services to the Department of Defense, Federal and State governments.

**KEY ACTIVITIES/OUTCOMES FOR THIS PERIOD**

**Loan/Finance Assistance** - Maintained active loan portfolio of 246 loans representing $25,567,775.20 in financing from all funds.

- Four loans were closed totaling $284,000 in financing.
- Private sector leverage was $198,000 and public sector leverage was $175,000.
- New jobs created were two with 96 retained jobs.
- Six companies continue with the “At-Risk” Business Program.
- Six loans were satisfied.
- One foreclosure action was pursued and two bankruptcy cases are pending liquidation or re-organization. These three legal actions represent a closed business in Potter County, an operating business in McKean County, and an operating business in Elk County.
- Seven site visits with approved borrowers were conducted. These site visits and interviews represent businesses in Elk, Jefferson, Clearfield and McKean Counties and two potential business expansion projects.
- Approved applications pending closing include two business expansion projects in Clearfield County, one business expansion project in Jefferson County, one business expansion project in Elk County and one business expansion in McKean County. These pending loan closings represent $900,00 in financing which will leverage $1,846,500 in private sector financing, and $300,000 in public sector financing.
- Staff participated with the Clarion University Small Business Development Center for a two-day workshop on Financial Management. This workshop was held in Bradford in April, DuBois in May and Ridgway in June. Staff also participated in the pre-conference financial training held at the 2015 Spring Pennsylvania Economic Development Association Conference in Harrisburg. Attendance at the PEDA training conference helps to fulfill the annual requirement of 20 hours of continuing education to maintain our Certified Provider status for the administration of the state’s loan programs.

**Loans Approved and Closed during the April—June 2015 reporting period:**

<table>
<thead>
<tr>
<th>Business Name</th>
<th>County</th>
<th>Amount</th>
<th>Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hominy Ridge Lodge &amp; Cabins</td>
<td>Jefferson</td>
<td>$13,000</td>
<td>Micro IRP</td>
</tr>
<tr>
<td>Quehanna Motor Lodge, Inc.</td>
<td>Clearfield</td>
<td>$16,000</td>
<td>Micro IRP</td>
</tr>
<tr>
<td>Sintergy, Inc.</td>
<td>Jefferson</td>
<td>$180,000</td>
<td>IRP</td>
</tr>
<tr>
<td>Kunes Castle Inc.t/a Benezette Hotel</td>
<td>Elk County</td>
<td>$75,000</td>
<td>IRP</td>
</tr>
<tr>
<td><strong>Total Projects Loans</strong></td>
<td></td>
<td>$284,000</td>
<td></td>
</tr>
</tbody>
</table>
**Export Marketing Program** – Provides value-added assistance to North Central clients who are interested or engaged in international trade. Reflective of the strategic goals established by North Central, the major objective of the Export Marketing Assistance Program is to assist in job and business creation through an economic development defined program that promotes diversification and advancement in regional growth at the international level.

- **Work Orders** for this reporting period totaled 27. Work Orders capture the counseling assistance that includes the services of the 19 Pennsylvania Overseas Offices which are located in: Australia, Brazil, Canada, Czech Republic, Chile, Mexico, Eastern Mediterranean Region, Saudi Arabia, Germany, United Kingdom, France, Netherlands, China, India, Indonesia, Singapore, South Korea, Taiwan and the UAE. Each request to an overseas office is tracked separately so a company may have multiple Work Orders.

- Export Actions were tracked at 21. Export Actions are defined as counseling successes: traveling to market, participation in overseas trade shows or missions, meeting with prospective customers overseas and signing an agent or distributor. Export Actions for this reporting period were dominated by company participation in trade shows and inbound missions (6) and meetings with potential foreign buyers (10). Three companies scheduled in-country meetings with a PA Overseas Office Representative as part of their business/trade show travels.

- Active export companies for this reporting period – 106
- Conducted 85 counseling sessions including new client outreach regarding export assistance service; Export Compliance and Audit Procedures, Export Documentation, and the Global Assistance (GAP) Program, follow-up of work orders/market research reports, trade show participation and international travel assistance.

- North Central Export, North Central Workforce Investment Board, Clarion Small Business Development Center and the U.S. Commercial Service - Pittsburgh partnered in co-sponsoring a “Counterintelligence and Mitigating Risks in International Markets” Seminar. Special Agent Daniel Markley of the FBI - Pittsburgh Office addressed the counterintelligence and security risks businesses may be faced with and how to possibly mitigate these risks. LeeAnne Haworth, Senior Trade Specialist with the U.S. Commercial Service/Pittsburgh, addressed the strategies companies can incorporate while travelling abroad to protect both staff and critical company information. Thirty nine individuals representing twenty companies in the North Central Region attended the April 8, 2015, which was held at the Red Fern.

- The Core PA Global Region under MIIA hosted the first Familiarization Tour (FAM) for International Journalist the week of April 19, 2015. Plastics were the focus of this first tour and included five journalists from Paris, Mumbai, Copenhagen, and Amsterdam. Bradley Lashinsky, of Jefferson County Economic Development, presented to the group at the April 22, 2015, Breakfast Briefing. Export Marketing Director Christine Perneski and Bradley participated in the Kick-Off Dinner welcoming the group on the evening of April 20, 2015.

- Export Marketing staff participated in the Annual NASBITE Conference which was held in St. Louis, Missouri, April 14-18, 2015. Participation in the NASBITE Annual Conference affords the opportunity for the recertification of staff under the Certified Global Business Professional (CGBP) criteria.
• MacDonald and Owen Lumber Company was recognized as the recipient of the 2015 Governor’s ImPAct Award for Export. Jack Monnoyer attended the awards ceremony that was held in Hershey May 21, 2015.

• Export Marketing Director Christine Perneski participated in the Global Petroleum Show that was held in Calgary Canada June 9-11, 2015. Activities were organized and funded under the Made It In America (MIIA) Initiative which focuses on Foreign Investment. The PA Investment Delegation included five individuals: Cynthia Traore (NTRPDC), Kim D. Barnes (NTRPDC), Christine Perneski (NCPRPDC), Linda Thomson (JARI), and Jason Fink (WLCCC). North Central, Cynthia of NTRPDC and Linda of JARI were awarded travel grants under MIIA to participate. Jason Rose of the PA Investment Office Canada assisted in organizing one-to-one meetings. A total of seven meetings were scheduled in addition to attending the trade event. A total of 30 leads were generated for follow-up.

**Procurement Technical Assistance Program** - The Procurement Technical Assistance Center’s mission is to maximize the number of capable companies participating in the government marketplace by determining contracting readiness and assisting business become contract ready. Services offered by the PTAC include: one-on-one counseling, free bid-match services, assistance with registrations and socio-economic certifications, solicitation/proposal and documentation reviews; provision of military specifications and standards, and the offering of training/workshops.

Procurement Program operates on calendar year – period of April through June 2015 is 2nd Quarter:

• Professional development training:
  Donna attended 24.133 hours of training including:
  o April 1: Contracting with HUBZone Small Businesses/SBA Webinar
  o April 8: Counterintelligence & Mitigating Risk in International Markets with Special Agency Daniel Markley, FBI
  o April 15: COSTARS Connections with Bruce Beardsley, Pennsylvania Costars; Clarion
  o April 30: Doing Business with the VA; Jonathan Taliani, US Department of Veteran Affairs; Erie
  o May 13: Doing Business with the Defense Logistics Agency; Northwest PA PTAC
  o May 18: Commonwealth SBPI Construction Program; YouTube presentation with Oz Anderson
  o June 4: Dynamic Networking for Small Business: Growing Your Business with Teaming/Joint Ventures/Mentor Protégé Relationships, Part I and Part II; Erie
  o June 18: Doing Business with Penn State; Duane Bullock and Vernon Davis; Bellefonte
  o June 23: CVE Pre-Application Webinar & Town Hall; webinar

• Nine new clients added for 2nd Quarter:
  o 6 clients – April
  o 2 clients – May
  o 1 client – June
  o Working with 63 active clients
• Provided 83:07 hours of counseling services to 34 businesses
• Sponsored one training event – COSTARS Connection in partnership with Northwest PA PTAC and the Clarion Small Business Development Center; 16 attendees from our region

KOZ

• Worked with the county subzone coordinators to identify “KOZ Success Stories” to be submitted along with the tax information for the statewide 2011-2014 KOZ impact report for the North Central section.
• Reported the following impact for the Keystone Opportunity Zone Program in the North Central region based on original tax revenue prior to the program compared to 2014 revenue.
  o The six counties in the North Central region collectively recognized an increase in municipal, county and school district tax revenue of $1,348,434.56 based on development of KOZ parcels that have since expired.
• Followed up with local subzone coordinators in all the counties that have parcels set to expire under the “Floating 10” program on December 31, 2015. There is an opportunity to apply for an extension of benefits for individual parcels but the request must be submitted to Harrisburg by October 1, 2015, for consideration. In addition, all local taxing bodies will have to approve the extension of benefits. The following counties have expressed interest in potentially extending benefits on strategic parcels: Clearfield, Elk, Jefferson and McKean.
MISSION/PROGRAM CHARGE

To provide quality services, and support in employment, training, employee relations, benefits, compensation and safety. Create and maintain a foundation which will enable North Central to promote the development, the involvement, and the retention of its employees to ensure customer satisfaction.

ORGANIZATIONAL/DEPARTMENT GOAL

• Make quality a part of the way we work
• Improve efficiency and effectiveness and employ technology and methods which enhance service, communications and productivity
• Help make North Central a great place to work - professionally and personally

KEY ACTIVITIES/OUTCOMES FOR THIS PERIOD

• All general appraisals have been completed for North Central’s Performance Plan for the fiscal year ending June 30, 2015.
• After going out for quotes for our medical insurance we have decided to go with Highmark Community Blue for the new fiscal year beginning July 1, 2015. Our broker is to be commended for getting us a rate hold for the upcoming year.
• We have hired Linda Franco as our new Regional Workforce System Coordinator in the WIB department. Linda has worked in Workforce Development for 14 years and transitioned to her new job on June 15, 2015.
• The auditing firm of Baker Tilly is in the process of working on the 5500 audit for our 403B Retirement Plan. They are hoping to finish the audit so that we can file by the end of July.
• Mary Theresa Cianca retired on May 1, 2015, after working for North Central for 12 years. She has worked as the Loan Portfolio Coordinator in Enterprise Development for the last 9 years.
• We have hired Kate Feely as an Adult /Welfare Employability Counselor in our Workforce Development department based in McKean and Potter counties. Kate started her employment with us on March 30, 2015.
• On April 13, 2015, Mary Thorwart started work in the WIC department. Mary was hired as the Program Secretary/Clinic Clerk based in our Ridgway Office.
• On April 20, 2015, Kristi Wendel was hired as the Loan Portfolio Coordinator in the Enterprise Development Department based in the Ridgway Office.
MISSION/PROGRAM CHARGE

The Information Systems Department serves three major functions at North Central: Internet Service Provider, Information Technology (IT) development, and IT support. Each function is essential in enabling North Central to provide services to our six county region. Our goal is to maintain and enhance our current technology infrastructure, equipment, and software while continuing to develop improved processes for North Central staff and clients.

ORGANIZATIONAL/DEPARTMENT GOALS

- Provide Help Desk, networking, and training support for North Central staff
- Maintain and support Internet service
- Develop and maintain North Central software and data files
- Maintain and enhance Wireless Wide Area Network
- Provide Telecommunication and Media support
- Provide technology and telecommunication infrastructure support to outside entities
- Provide videoconferencing capacity for all North Central departments

PROGRAMS/ACTIVITIES

- Installed new computers, monitors and printers for staff and out-station offices
- Moved Cameron County CareerLink and installed new scanner
- Installed new WiFi unit and switch at the Elk County CareerLink
- Assisted Office of Human Services with technical support
- The physical inventory of all North Central locations was completed
- Conducted a job shadow event for four students from St. Marys Area High School

KEY ACTIVITIES/OUTCOMES FOR THIS PERIOD

- Worked with Elk County 911 and Chestnut Ridge Communications on the installation of Emergency Services hardware at the Snow Dome site.
- A complete VoIP phone system was installed at the Ridgway office site during this quarter. Zito Media was the vendor selected. The project was completed under the budget. Our IT staff was responsible for the following:
  - Run ethernet cabling to all staff locations.
- Made patch cables and installed patch panels
- Installed POE switches
- Assisted in staff training

- Met with PA Game Commission officials on multiple occasions to discuss the feasibility of providing an Internet link for a proposed Elk viewing camera. A site survey was completed as well as a path analysis. The project has been deemed feasible by linking to the State Radio Network. Deliverables have been laid out for all parties.
MISSION/PROGRAM CHARGE

The North Central Workforce Investment Board is one of 22 Boards across Pennsylvania. The mission of the NCWIB is to provide the leadership necessary to ensure we have an educated and skilled workforce that exceeds the workforce needs of local employers.

ORGANIZATIONAL/DEPARTMENT GOAL

- The established One-Stop Pennsylvania CareerLink® Centers will be improved continuously resulting in reduced bureaucracy and increased cost efficiency
- Employer and job seeker customers and the community at large will know about and use the Workforce Investment System and will understand its strong ties to economic development
- The customer and market-driven Workforce Investment System and the Pennsylvania CareerLink® Centers will have high and improving customer satisfaction rates from employer and job seeker customers
- A proactive and comprehensive portion of the workforce System will be developed that will identify and meet the emerging needs of employer organizations facing company survival and/or expansion
- The North Central Workforce Investment System will meet and exceed the federally mandated performance measures, and will ensure that this does not negatively impact achievement of the other goals

PROGRAMS/ACTIVITIES

WIB Board (effective July 1, 2015 will be the WDB – Workforce Development Board)

- In collaboration with our Chief Local Elected Officials, created our new North Central Workforce Development Board in accordance with the Workforce Innovation and Opportunity Act. This Board is now a 25 member board with the majority representing the private sector. Many members of the WIB transitioned over to the new board. Staff look forward to working with members.
- The North Central Youth Council will be transitioning to a standing committee under the new legislation. Staff will be working on identifying members to participate on this committee.
Hired Linda Franco in the position of Regional Workforce System Coordinator. The focus of this position will be on communication between the Workforce Investment Board and regional Pennsylvania CareerLink® Centers, particularly as policy under the new Opportunities Act is developed and implemented. Linda has been with North Central for 14 years as an Employability Counselor in our PA Elk County CareerLink®. She is a wonderful addition to the team.

Planning
- North Central JOBS! Training continued through this reporting period as well as the implementation of an employer directory of resources and services.
- Make It In America (MIIA) grant – CNC Lathe training continues to take place at the Clearfield County Career and Technology Center. Two classes were held this quarter with 15 participants completing the program.
- Training through the PA Department of Corrections is currently being planned for staff. The training consists of a two-day session that will provide employability counselors and others with training to assist them in serving this population.

Industry Partnerships
- The following training programs were held for the Manufacturing Industry Partnership: Certified Quality Technician and CNC Lathe Training.
- The following training programs were held for the Healthcare Industry Partnership: Emergency Room Certification Exam Review, Critical Care RN Certification Exam Review, Medical Surgical Certification Exam Review, ICD-10 Training, Advanced Wound Care, Case Management, OASIS–C1, Diabetic Assessment and Medication Assistance.

Career Counseling
- Joe Royer and Joe Shields attended the Job Fair at PSU DuBois on Wednesday, April 1, 2015, for networking purposes and the opportunity to have some of our students we were counseling in our schools in our counties to attend and network for themselves. There were a variety of businesses from the area and some from out of the area to broaden the student’s perspective on prospective employers.
- Joe Royer attended the NOCTE testing for students that attend the CCCTC in Clearfield. The NOCTE tests are their hands-on testing that evaluates their competency in their given program of study at the school.
- Joe Shields assisted in planning a Career Fair that was held at DuBois Central Catholic on April 15, 2015. Roughly 120 students met with 25 different employers, representing various industries.
- Joe Shields coordinated field trips for a group of ten Brockway Area High School students to tour local businesses in the DuBois Area. On April 27 the group toured Domtar and on April 28 the group toured Paris Cleaners – Healthcare Linen Division.
- On May 26, a group of four students in the medical assisting class at Jeff Tech toured Mulberry Square in Punxsutawney and interviewed for open nursing assisting positions. In the end, three of the students were hired on at Mulberry Square.
Jefferson County schools began their Chapter 339 Training. On June 15, Joe Shields and Pam attended the first meeting, an information session for schools moving forward with their comprehensive guidance plans that are to include career counseling.

Pam Streich, Joe Royer, and Joe Shields attended the AHEN 2nd Annual Conference in Somerset, Kentucky. The focus of the conference was: “Increasing Postsecondary Education Attainment in Appalachia: It’s All About GRIT.” The group listened to many great ideas that can be implemented in our area and also presented in a breakout session on our work in our area.

KEY ACTIVITIES/OUTCOMES FOR THIS QUARTER

- On Tuesday, May 19, Joe Royer met with Jerry Stewart, North Central Youth Employability Counselor, and Jessica McKendrick, CCCTC Student Services Coordinator. They met with six students on the program that is available to them through North Central and had them fill out applications for enrollment to see if they were eligible.

- Joe Royer, with the help of Pam Streich, was able to access the PREP/Workforce Network and connected a student from Curwensville, Alex Cramer, to the Clarion University SBDC and to the PA Wilds Center for Entrepreneurship. Alex created his own business, “Out of the Woodwork”, in his parents’ garage for his passion for woodworking and established a LLC and obtained a tax identifier with the proper codes to establish himself as a business owner.

- WIB staff have been working with other PREP partners in the development of an online resource directory for employers with protocol 80, Inc. This resource was identified as a need by our employers through the focus groups held for the Jobs 1st grant.

- Pam and Susie attended an event in New Cumberland with the Acting Secretary of Labor and Industry, Kathy Manderino, Acting Deputy Secretary for Workforce Development, Diane Bosak, and various staff from L & I. The day-long event was titled “Designing the Future: A Workforce Innovation and Opportunity Act Conversation.” We heard first from the Acting Secretary about her vision for workforce and then from a panel of partners on how we can strengthen the system. We then were able to choose from seven break-out sessions to discuss these major topics of transition into WIOA. This initiative will continue with each of the break-out sessions forming a committee to work on the topic to share valuable input with the administration. All partners have been invited to participate. Follow-up committee meetings have occurred monthly following the kick-off event.

- Pam and Susie, as well as WIB Chair Sharon Engle, attended the Pennsylvania Workforce Development Association’s Annual Conference in Hershey from May 6 through 9. This year’s conference focused on “Driving Innovation.” We benefitted from many outstanding plenary speakers, as well as great workshops all geared to prepare us for the WIOA transition.

- The Youth Council members, at their quarterly meeting, spent some time on a strategy session discussing opportunities as we transition our Youth Programs into WIOA. Many great ideas and recommendations developed out of the group meeting.
• Incumbent and entry-level training continues to be offered throughout our region through both the Jobs 1st Grant and our Manufacturing and Healthcare Industry Partnerships. Please visit our website at www.ncwib.org, click on “News and Events” then North Central JOBS! for more up-to-date information.

• On June 23, 2015, we held our first Career Pathways Task Force Meeting with KayLynn Hamilton, from Penn State, as our guest speaker. Career pathways are an important component of the new Workforce Investment Opportunities Act and will be supported by the Workforce Investment Board. Preliminary integration into Education and Training areas include Organization, Sectoral and Job Specific. For more information on the value of Career Pathways we recommend viewing Success in the New Economy by Kevin Fleming on YouTube.
MISSION/PROGRAM CHARGE

The Workforce Development department is focused on four areas of quality service: 1) All customers will receive a needs assessment to determine the appropriate mix of services, 2) Job seekers and Employers will be provided with workshop opportunities to address training or information needs, 3) Job seekers will be provided financial aid to address technical training needs driven by employer demands and market needs, 4) All customers will have access to job placement services.

KEY ACTIVITIES/OUTCOMES FOR THIS PERIOD

- **PA Workforce Development Association (formerly PA Partners):** PWDA Operation Council/Training committee continues to work with the Department of Labor to schedule staff development training with the focus on the new legislation: Workforce Innovation and Opportunity Act (WIOA), business services, and career counseling.

- **North Central Website:** [www.ncentral.com](http://www.ncentral.com) Workforce Development section is being updated to highlight Success stories/photos; Office/staff contact information; video presentations; and Program descriptions. Under Workforce, select Workforce Development to access information on job seeker and employer services.

- **PWDA Governor’s Achievement Award 2015:** The North Central EARN (Welfare) nominee has been selected for the 2015 award. Article and photo may be reviewed at the [www.ncentral.com](http://www.ncentral.com) website select: Workforce Development, news and events, success stories (EARN).

- **Youth Program:** In-School Youth and Out-of-School Youth Program year report presented to Youth Council may be reviewed at the North Central website: [www.ncentral.com](http://www.ncentral.com), Workforce Development, News and events: Success stories, Youth: Operations Youth Report 7-1-14 to 4-30-15

- **North Central Workforce Development Operations:** As the North Central Workforce Development staff close out the July 1, 2014, to June 30, 2015, program year and transition to the new programs under WIOA below are some benchmarks:
  - New Adult, Dislocated Worker, EARN customer enrollments: 663
  - New In School and Out School Youth served: 825
  - Individual Training Account (ITA) funds awarded: $192,104.70
  - On-the Job Training (OJT) contracts awarded: $463,413.15
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MISSION/PROGRAM CHARGE

The Pennsylvania WIC Program is committed to improving the health of eligible pregnant women, new mothers, and children by providing nutrition education, breastfeeding support, healthy foods, and referrals to health and social programs during the critical stages of fetal and early childhood development.

ORGANIZATIONAL/DEPARTMENT GOAL

- To increase breastfeeding incidence rates, breastfeeding duration intervals
- To advance WIC’s mission as the premier maternal and child nutrition education program within our communities
- To increase staff expertise in the fields of maternal/child feeding, breastfeeding, and human relations
- To increase enrollment of our target population by providing outreach services to those target areas

PROGRAMS/ACTIVITIES

- North Central Breastfeeding Peer Counselors provided 637 breastfeeding promotion and support contacts to pregnant and breastfeeding WIC participants. The Peer Counselors are required to contact clients at strategic times during their pregnancy and after delivery. Contacts can also be initiated by the participant. The Peer Counselors can be reached outside of their regular work hours on work provided cell phones (58 phone contacts were accepted during non-work hours during this quarter). The Peer Counselors provide excellent breastfeeding promotion and support as evidenced by their client contact notes and feedback received from WIC program participants.
- Staff attended four local inter-agency collaborative board meetings this quarter. Staff members are assigned to participate in monthly conference calls in the following areas: Retail Store Coordination, Management Information Systems, and Food Package Committee. Staff attended a WIC Director Meeting and a Breastfeeding Coordinator Meeting coordinated by the State WIC Agency. WIC Staff attended the Emporium Children’s Fair on June 4, 2015.
• The WIC Director and Clearfield WIC staff have been busy coordinating with the Clearfield Head Start administrative and center staff as we venture into a joint pilot project. Planning is underway to open a WIC Clinic in the Clearfield Head Start building. Special funding has been allotted to cover the cost of opening this new clinic site. It is anticipated that the site will be open and ready to serve participants by September 1, 2015.
• Staff participated in the following trainings this quarter: Front Porch Project held in Potter County and CIS (utilizing Client Information Services). All staff successfully completed their mandatory nutrition education training for this FFY.

**KEY ACTIVITIES/OUTCOMES FOR THIS PERIOD**

• Governor Tom Wolf issued a Proclamation announcing May 2015 as Women, Infants, and Children Month in Pennsylvania. Approximately 250,000 Pennsylvania residents benefit from WIC Program services each month. There are currently 24 local WIC agencies providing services in 270 clinics across the state.
• The State Agency bi-annual breastfeeding reports were released in May. 61.31% of participants enrolled in the North Central WIC Program initiate breastfeeding (compared with the state agency rate of 59.46%).
• All WIC staff members who provide breastfeeding promotion and support in the clinic setting are required to complete annual proficiency testing. Annual proficiency testing is a two part State WIC Agency exam and assesses the employee’s breastfeeding knowledge and assessment skills. All North Central staff successfully completed the annual proficiency requirements by scoring an 87% or higher on each exam.
• Pennsylvania State WIC Agency staff visited the North Central WIC Program on June 24-25 to conduct mandatory Fiscal and Retail Store Management Reviews. Krista Baney conducted the Fiscal Training at the Administrative Office. Porsch Bruner visited the Clearfield WIC site to audit the Retail Store section of our local agency. Results of the visit are pending.
• A total of 4,290 participants were served in our local service area this quarter. An average of 3,825 participants received monthly program benefits.