



**MEMBERS PRESENT:**

Alan Neuner, John Uehling, James Pachuki (via Zoom), Justin Ross, Jeb Stotter, Leslie Temple, Dan Knorr, Jeff Reber, Dave Park, Jennifer Wakeman, Susan McGarry, Joe Kantz, Trevor Finn, Chris Young

**MEMBERS ABSENT:**

Sam Schiccatano, Jeff Erdly

**GUESTS PRESENT:**

Dean Girton, Harold Hurst, Brian Hillard & Kelly Sanders (C-PACE Program), Tim Hippensteel (Project Manager), Amanda Craig Bradley (Business Outreach Manager), Aidan McDonald (Facilities Manager), Amanda Schell (Administrative Assistant).

The meeting was called to order by Jeb Stotter at 8:36 am.

Stotter asked for public comment on agenda items. Hearing none, he announced that the Board had met prior to the public meeting for an Executive Session to discuss real estate and legal matters, and moved on to the presentation of minutes.

**MINUTES:**

- June 1, 2022 Board Meeting: Motion by Joe Kantz to accept the minutes, Leslie Temple seconded the motion; carried unanimously.

**TREASURER'S REPORT**

Dan Knorr presented the Treasurer's Report. He noted two sets of financials for June and July due to the cancellation of July's Board meeting. Additionally, he noted the inclusion of a Q2 Profit & Loss Budget Performance report, which is generated on a quarterly basis. Knorr said expenses were typical for the months, with \$150,000 approved to be transferred into operations from county contributions. At the most recent Finance Committee meeting, updates on DRIVE's investment accounts were presented by representatives of those brokerages. Jennifer Wakeman added that a new class has been added to financial reports to represent income and expenses incurred for the former Sunbury Hospital property.

Motion to approve the Treasurer's Report made by Dave Park, seconded by Jeff Reber; carried unanimously.

## **STAFF REPORTS:**

### **Executive Director's Report:**

Jennifer Wakeman welcomed the Board and guests back after the cancellation of last month's meeting. She began her report with a brief update on the DRIVE building renovation project, inviting attendees to tour the newly renovated portions of the building. She informed the room that Amanda Craig Bradley and Aidan McDonald recently applied for and received a \$99,950 Rural Business Development Grant from the USDA for the DRIVE Innovation Hub. Amanda added that this grant will provide technology and infrastructure upgrades for the building, as well as fund programming and courses for entrepreneurs through Bucknell's SBDC. Aidan relayed that there is continued interest in DRIVE's newly renovated office space, with seamstress Ayana Ife recently signing a lease for a large space and inquiries and tours happening almost on a daily basis.

Jennifer noted that a recent meeting of One Million Cups, an organization for start-up entrepreneurs, was held at the StartUp Danville space and provided StartUp's last report to the USDA to the Board as a quarterly update on the project. Additionally, a social media report was provided to each Board member from Amanda Craig Bradley about her ongoing work at developing DRIVE's online presence and plans, which include collaboration with Focus Central PA and possible future wireless network marketing.

The RACP grant application for Sivana Converting has been submitted and Wakeman continues to work with Josh Funk in Sen. Gordner's office on the RACP process for Benton Foundary and Blaschak Coal. Jennifer noted her and Tim Hippensteel's ongoing work with Lauren Bryson at Focus Central PA, noting three of the projects they're collaborating on are included in the Project Updates document included in the Board Packet.

Wakeman continued to report on a number of tours DRIVE has facilitated in the last few months, including a tour of the DRIVE offices for Sen. Casey with the Bucknell SBDC, county commissioners, and some SBDC clients, another tour of the DRIVE space along with the former Sunbury Textile building with DCED's Jennifer Leinbach and Sarah Spishock as part of their final review of the GSKIZ zone modification request, and finally, a tour of the former Sunbury Hospital with numerous representatives from DCED. She added that she's been working hard with DRIVE staff on the RFP relating to the Sunbury Hospital to be considered later in the meeting, as well as providing support to Encina as they navigate local permitting related to their project.

Last, Wakeman noted her upcoming attendance at numerous state and national conferences, including IEDC's annual conference in Oklahoma City, the PEDDA conference in State College (with Tim Hippensteel and Amanda Craig Bradley), and the NREDA conference in Albuquerque.

## **COMMITTEE REPORTS:**

## Property Committee:

Jennifer Wakeman introduced a Request for Proposals for the former Sunbury Hospital property, noting this was prompted by interest from multiple developers and the Property Committee would like to give fair consideration to all ideas brought to the table. They modeled the RFP on the Days Inn RFP and would like to advertise this document in print and on the DRIVE website with a submission deadline of October 6, 2022. Dave Park inquired about the status of state funding to cover Sunbury Hospital carrying costs. Wakeman reported that this process is well underway with state administration.

*Motion to approve the publication of an RFP related to the former Sunbury Hospital made by Al Neuner, seconded by Dave Park; carried unanimously.*

## Broadband Committee:

Trevor Finn informed the room the Broadband Committee met in July with representatives from Xtreme LTE, SkyPacket, ConxxNE, and 4G Unwired regarding the BIG report. They provided a report containing their collective response to BIG's findings. Finn reviewed key points from the report and a copy was given to all Board members. Finn relayed that the report found BIG lacked a basic understanding of the equipment and the manufacturer's specifications, specifically with regard to electrical grounding. Further, Finn relayed that BIG didn't ask any questions of the DRIVE technical team or the Broadband Committee in its inquiry. Finn concluded that, due to these findings, the Committee wishes to move on from BIG's report. He informed the room that customers are generally grateful and happy with their internet service.

Tim Hippensteel provided an update of the network customer count, which stands at 395. Al Neuner inquired about annual new customer goals and Finn responded that Connx has the ability to connect approximately 1,000 new customers per year.

## OLD BUSINESS

Jeb Stotter commended the DRIVE staff for their ongoing efforts in support of DRIVE's mission.

## NEW BUSINESS

Stotter then moved to matters of New Business. Two resolutions were discussed during Executive Session were brought for consideration.

*Motion to adopt a Certificate of Resolution regarding Project Ocean Wave made by Al Neuner, seconded by Dan Knorr; carried unanimously. Leslie Temple abstained.*

*Motion to approve a Resolution to authorize the sale of a portion of the UPMC acquisition made*

by Dave Park, seconded by Chris Young; carried unanimously.

Finally, guests Brian Hillard and Kelly Sanders from the Sustainable Energy Fund's C-PACE program gave an informational presentation on this energy efficiency financing tool.

Jeb Stotter adjourned the meeting at 9:43 am.

**NEXT MEETING:** The DRIVE Board meets again on September 7th, 2022 at 8:30 am at 418 Railroad Street, Danville

Respectfully Submitted,

Al Neuner, Secretary