

February 5, 2025

MEMBERS PRESENT: Dave Park, Jeff Erdly, Joe Kantz, Justin Ross, Megan Brosious, Jeff Reber, Jennifer Wakeman, Trevor Finn, Jeb Stotter, John Uehling, Sam Schiccatano, Dean Brewer, Leslie Temple, Mike Thomas

MEMBERS ABSENT: Matthew Rousu, Bashar Hanna

GUESTS PRESENT:

Tim Hippensteel (Program Director, Blueprint Development Corporation), Amanda Craig Bradley (Business Outreach Manager), Aidan McDonald (Entrepreneurship Program Manager), Colleen Patterson (Office Manager), Karen Hackman Esq. (Solicitor)

The meeting was called to order by Jeb Stotter at 8:30am.

Mr. Stotter welcomed board members and opened the floor for public comment. *"The DRIVE board welcomes input from the public on agenda items. Any comments or questions unrelated to the agenda can be directed to DRIVE's executive director via email at info@driveindustry.com."*

Hearing none Jeb Stotter moved to accept last meeting minutes.

MINUTES:

- December 4, 2024 Board Meeting: Motion by Mike Thomas to accept the minutes, John Uehling seconded the motion; passed unanimously.

ELECTION OF OFFICERS FOR 2025: John Uehling and Karen Hackman Esq. presented the 2025 officers. Jeb Stotter (Chair), Leslie Temple (Vice Chair), Megan Brosious (Treasurer), Dave Park (Secretary).

Motion to adopt the 2025 Officers made by Joe Kantz, seconded by Jeff Reber; carried unanimously.

TREASURER'S REPORT: Megan Brosious presented Treasurer's Report, she highlighted the 2024 P&L to Budget expense lines Marketing/Advertising, Broadband, Railroad Street, Insurance.

Motion to approve the Treasurer's Report made by Dave Park, seconded by Mike Thomas, carried unanimously.

EXECUTIVE DIRECTOR'S REPORT: Jennifer Wakeman presented the Executive Director's Report highlighting the staff activities for the past month. She highlighted elected officials visiting the region, BR&E, Focus, and upcoming conferences for staff. Jennifer reminded the board of the RIC meeting on March 11th.

FINANCE COMMITTEE REPORT: Megan Brosious presented the Finance Committee Report. Megan presented the Review Services proposal from Riley and Company. It is a three-year engagement. Jeff Reber suggested motion language should be specific stating review and not audit.

Motion to accept Review Services Proposal of Riley and Company made by Megan Brosious, seconded by Dave Park; carried unanimously.

BROADBAND COMMITTEE REPORT: Jennifer Wakeman presented the Broadband Committee Report. Jennifer presented the updated DRIVENet Operating Agreement with SkyPacket. The update changes DRIVE and SkyPacket's roles in the network. SkyPacket will now operate and manage the network. The network stays as an open access network, others would now contract with SkyPacket. SkyPacket will oversee all costs for the network. DRIVE will no longer receive a revenue share with the network, DRIVE remains as a partner.

Trevor Finn stated this moves the broadband project to its original goal.

Jeff Reber asked if we still have liability associated with the network. Jennifer says yes but nothing more than what our liability insurance would cover.

Motion to approve DRIVENet Operating Agreement made by Trevor Finn, seconded by Joe Kantz; carried unanimously.

Jennifer Wakeman presented the ratification of the MOU with A2D. This ratification states that DRIVE supports A2D with their BEAD application. Trevor Finn stated that this doesn't prevent counties from offering support to other companies.

Motion to ratify MOU with A2D made by Jeff Reber, seconded by Megan Brosious; carried unanimously.

OLD BUSINESS:

RACP RESOLUTION COMMITTING FUNDS: Jennifer Wakeman presented the RACP resolution committing funds for the asbestos abatement project at the Sunbury Hospital property. This is required by the Office of the Budget; this commits the funds for the use of the project.

Motion to approve RACP Resolution made by Dave Park, seconded by Justin Ross; carried unanimously.

NEW BUSINESS:

MOU WITH FOCUS CENTRAL PA: Jennifer Wakeman presented the MOU with Focus Central PA. The MOU will last for one year, it will make Lauren Bryson a DRIVE employee however Focus will still contribute funds for Lauren's payroll. Focus remains its own separate entity with its own board. Justin Ross asked if the intent is to work through the next phase of this and whether that is stated in the MOU. Jennifer said yes it states, "renewal of MOU will either be renewed or amended prior to the end of the year." Joe Kantz, Jeff Reber and Jeb Stotter stated their support and excitement for this MOU and how it will free Lauren's time up. Justin asked if the milestones were laid out in the MOU. Jennifer said no but her and Lauren can discuss said milestones and memorialize that elsewhere.

Motion to adopt MOU with Focus Central PA, made by Mike Thomas, and seconded by Trevor Finn; carried unanimously.

Joe Kantz clarified with Karen Hackman Esq. that members of Focus board who also sit on DRIVE board can still vote. Karen said yes.

The Board went into Executive Session for legal and property matters at 9:17am and ended at 9:35am.

The Board returned to Normal Session at 9:35am, Jeb stated no action is recommended at this time.

Jeb Stotter adjourned the meeting at 9:36am.

NEXT MEETING: The DRIVE Board meets again on March 5, 2025 at 8:30am at 418 Railroad Street, Danville PA 17821.

Respectfully Submitted,

Dave Park, Secretary