



**LACKAWANNA / LUZERNE
METROPOLITAN
PLANNING ORGANIZATION**

PUBLIC PARTICIPATION PLAN

JULY 2004

Amended May 2005

Amended October, 2007

Lackawanna/Luzerne Metropolitan Planning Organization (MPO) Public Participation Plan (PPP)

INTRODUCTION:

Getting the public involved in the transportation planning process has been a priority for federal, state, and local officials since the passage of the Intermodal Surface Transportation Efficiency Act (ISTEA) in 1991. Its successors, the Transportation Equity Act for the 21st Century (TEA-21), and the current transportation legislation, the Safe, Accountable Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) have maintained the requirement for greater public outreach and involvement. In an effort to formalize the public involvement procedures the MPO currently undertakes, and to propose some ways in which those efforts can be expanded, the MPO has formulated some basic goals and objectives

GOALS OF PUBLIC PARTICIPATION PLAN:

1. To involve all segments of the public in the transportation planning process, in particular minority and low-income citizens according to the regulations included in the 1964 Civil Rights Act, Title VI and Executive Order 12898 regarding Environmental Justice procedures.
2. To make the transportation planning process easily-accessible and understandable to all segments of the population.

OBJECTIVES:

1. Conduct outreach to the general public and minority/low income segments of the population and related advocate groups through the local media, correspondence with municipalities and personal contact regarding the transportation planning process.
2. Broaden the locations where transportation planning documents are placed for public comment, including the new MPO web page, and investigate the possibility of having those documents available in languages other than English should the need arise.

FORMAL MPO ACTIONS

The Transportation Advisory Committee

In 1994, the MPO formed a Transportation Advisory Committee (TAC) to aid in the preparation of the Long-Range Transportation Plan. The TAC was later revived as a permanent body to assist the MPO in providing input on all transportation-related plans, documents, and applications needing evaluation.

The TAC consists of 22 members – 11 from each County who represent industry, business, environmental and rail-to-trail groups, para-transit operators, minority and disabled persons and/or representatives of organizations that advocate for the disabled. (See Appendix A for current list of TAC members).

MPO Policy and Program Adoption:

Before adopting any major transportation document such as the Long-Range Transportation Plan (LRTP), the Air Quality Conformity Analysis and the TIP, the MPO uses a variety of measures to alert the public about the information, where it can be viewed, and how to submit comments including the following:

- 1. Newspaper Advertisements:** Legal and/or block advertisements are placed in three area newspapers alerting the public that documents/plans are available to review at the following seven locations: MPO Web Page, Luzerne County Planning Commission, Lackawanna County Regional Planning Commission, PennDOT District 4-0, the Osterhaut Free Library, the Hazleton Area Public Library, the Scranton City Library and the Carbondale Library. The ads also contain information as to the date, time and place of the public meeting at which interested parties can present oral and/or written comments. Sign-In sheets are provided with the documents so that the MPO knows the number of people who have reviewed the documents. A space for comments is also provided.
- 2. Press Releases:** Press releases are distributed to all area newspapers as well as to the NBC and the ABC affiliate television stations that cover the two counties. The press releases will also be sent to the minority newspapers/publications in the area.
- 3. Written Correspondence:** Memorandums are also sent to all the municipalities in Luzerne and Lackawanna Counties to inform them that the TIP or Long Range Transportation Plan, and all other important plans, are available for review and comment. The MPO has contacted the publishers of Spanish newspapers in the area, in regard to having transportation news covered, including a listing of the locations where all documents are available for public comment.
- 4. MPO Web Page:** The MPO has established a web page under the Luzerne County web site. The web page can be accessed by going to the Luzerne County web site at www.luzernecounty.org, clicking on “Departments and Agencies”, clicking on “Planning Commission”, and clicking on the “Lackawanna/Luzerne Metropolitan Planning Organization” located in the upper right hand corner. The MPO Web page can be access through a link on the Lackawanna County web site as well.
- 5. District 4-0 Web Site:** The TIP is also available for review by the public via a link on the main PennDOT web site (www.dot.state.pa.us). The PennDOT District 4-0 web site (www.neparoads.com) includes a list of major proposed projects with information and diagrams of those projects, and provides opportunities for viewers of the web site to obtain additional information.
- 6. Public Meetings:** District 4-0 holds public meetings prior to the start of all major projects. The meetings are held in the evening so that people who work during the day can attend. The District uses these meetings to inform the public of the preliminary engineering plans of a project and to gain their input. Meetings are also held, upon request, with local officials to explain project details and the impacts on their municipality. Notices of upcoming meetings are advertised by the

District in local newspapers and media advisories are sent to local media outlets and posted on the District's web page.

7. **State Transportation Commission Hearings:** Every two years, the MPO contacts all the municipalities within the two counties, as well as other interested parties (Chambers of Commerce, Business/Industrial, Development Organizations, etc.) regarding the State Transportation Commission Hearings, and provides them with information and assistance as to how they can submit projects to the STC. The contact is made via e-mail, standard mail or telephone calls.

As of May 23, 2013, the STC will no longer hold public hearings across the state. The STC has devised a Modernized Participation Method for gather public input which includes the following measures: STC Website Update, Pre 12-Year Program Survey, Statewide Webcast Public Meetings, Promotion using all forms of communications, and the designation of STC members to MPO/RPO regions.

8. **Newsletter:** In 1999, the MPO started to publish a quarterly newsletter, *Connections*, to help explain the transportation planning process to the general public and local officials in a concise, understandable manner and to provide up-to-date reports on major transportation projects and programs. The MPO distributes between 700 and 750 editions of *Connections* every quarter to all municipalities within the two-county area, and to interested parties including advocacy groups for minority and low-income populations. It is also available for perusal on the PennDOT District 4-0 web site and the MPO web page.
9. **Social Media:** The MPO is investigating how social media can be used to advertise MPO meetings and/or the availability of documents to be reviewed. The Luzerne County web site does not have any links to social media. Lackawanna County has a Facebook account. Efforts are being made to use this medium as a place to advertise meetings and to let the public know where documents can be reviewed. The District 4-0 Public Relations Department has a Twitter account. The MPO will request the use of this account to publicize MPO-related information and meetings.
10. **Work With Transit Operators:** The MPO will work cooperatively with the local transit operators to get information to their riders regarding all important transportation planning meetings and/or the availability of transportation planning documents to be reviewed.

Handicapped Accessibility

All MPO meetings and PennDOT District 4-0 Public Meetings are held at handicapped-accessible sites, and provisions can be made to accommodate hearing-impaired people via a TDD telephone option. The MPO can also provide rides to those who cannot get to the meetings on their own.

There is currently no formal policy for Luzerne County or Lackawanna County that addresses the blind and cognitively-challenged portion of the local population. It is an issue which has never come up with regard to any transportation-related meeting. If it does come up in the future, the MPO will take whatever steps possible to accommodate persons with those disabilities.

Environmental Justice/Title VI Procedures:

Executive Order #12898 stipulated that special efforts must be made to reach out to the minority and low-income segments of the local population. The MPO is continuing to notify community leaders of the minority and disabled segments of the population regarding review and comment opportunities on all important transportation planning documents. Spanish versions of the pertinent transportation planning documents are prepared via web translation tools, and the MPO has the ability to translate documents into other languages upon request using those same tools.

Title VI Complaint Procedure:

The MPO has adopted a Title VI Complaint Procedure document as well as a Title VI Complaint Form. Any person(s) who feel that he or she has been discriminated against on the basis of race, color sex, age, disability, low income, nationality or Limited English Proficiency has the right to file an official complaint against the offending party(ies) following the following approved complaint process:

Lackawanna/Luzerne Metropolitan Planning Organization Title VI Complaint Procedures

Purpose:

The Lackawanna/Luzerne Metropolitan Planning Organization (hereafter referred to as “the MPO”) Title VI Complaint Procedures have been written to specify the process employed by the MPO to investigate complaints, while ensuring due process for Complainants and Respondents. The process does not preclude the MPO from attempting to informally resolve complaints.

This procedure applies to all external complaints relating to any program or activity administered by the MPO and/or its sub-recipients, consultants and contractors, filed under Title VI of the Civil Rights Act of 1964 as amended, (including Disadvantage Business Enterprise and Equal Employment Opportunity components), as well as other related laws that prohibit discrimination on the basis of race, color, disability, sex, age, low income, nationality or Limited English Proficiency. Additional statutes include, but are not limited to, Section 504 of the Rehabilitation Act of 1973, the Civil Rights Restoration Act of 1987, and the Americans with Disability Act of 1990.

These procedures are part of an administrative process that does not provide for remedies that include punitive damages or compensatory remuneration for the Complainant. Intimidation or retaliation of any kind is prohibited by law.

Process:

An individual, or his or her representative, who believes that he or she has been subject to discrimination or retaliation prohibited by Title VI and other nondiscrimination provisions, has the right to file a complaint. Complaints need to be filed within 180 calendar days of the alleged occurrence, when the alleged discrimination became known to the Complainant, or in the case of a continuing inappropriate course of conduct, the date on which the conduct was discontinued or on which the latest alleged discriminatory conduct occurred.

Complaints maybe mailed to:

Title VI Compliance Officer
Agency Name
Address
Transportation City, State, Zip

Title VI Coordinator
Bureau of Equal Opportunity
Pennsylvania Department of
PO Box 3251
Harrisburg, Pennsylvania 17105-1720

Equal Opportunity Specialist
 U.S. Department of Transportation
 Federal Highway Administration
 228 Walnut Street; Room 508
 Harrisburg, Pa. 17105-1720

Equal Opportunity Specialist
 PA Human Relations Commission
 Harrisburg Regional Office
 Riverfront Office Center, 5th Floor
 1101-1125 South Front Street
 Harrisburg, PA 17104-2515

U.S. Department of Justice
 Civil Rights Division
 950 Pennsylvania Avenue, N.W.
 Office of the Assistant Attorney General, Main
 Washington, D.C. 20530

Civil Rights Officer
 U.S. Department of Transportation
 Federal Transit Administration
 Administration
 1760 Market St
 Suite 500
 Philadelphia, PA 19103-4124

Title VI Coordinator
 Office of Civil Rights
 Federal Aviation
 800 Independence Ave., SW
 Washington, DC 20591

Complaints shall be in writing and signed by the Complainant(s). If complaints are received by telephone or in person, the Title VI Compliance Manager, or other authorized representative, shall formally interview the person to provide the basis for the written complaint. If necessary, the authorized person will assist the Complainant in writing the complaint. The written complaint must include the following information:

- Name, address and telephone number of Complainant
- Basis of the complaint (e.g., Race, Color, National Origin, Sex, Age, Disability or Retaliation)
- A detailed description of the circumstances of the incident that led the Complainant to believe discrimination occurred.
- Names address and phone numbers of people who may have knowledge of the alleged incident or are perceived as parties to the alleged incident.
- Date or dates on which the alleged discrimination occurred
- Other agencies where the complaint was filed.
- As an investigation moves forward, additional information may be required.

IF the MPO receives a complaint, the PA Human Relations Commission will acknowledge receipt of the complaint by notifying the Complainant and immediately transmitting the complaint to the proper state and federal agency (e.g. Federal Highway Administration, Federal Transit Administration, and PennDOT) for investigation and disposition pursuant to that agency's Title VI complaint procedures.

The MPO Title VI Compliance Manager will maintain a log of all complaints received by the PA Human Relations Commission.

Lackawanna/Luzerne MPO TITLE VI COMPLAINT FORM

Please Print All Information Below

Complainant Name:

Name of Individual Assisting Complainant:

_____ / _____

Complainant Address:

Assisting Individual Address

Complainant Phone #
Cell }

Assisting Individual Phone # {Home or
Cell }

Basis of Complaint: (e.g., Race, Color, National Origin, Sex, Age, Disability, Retaliation)

Date(s) of alleged discrimination:

Please provide a detailed description of the circumstances of the incident(s), including any additional information supporting your complaint (please use additional pages as necessary):

Please provide the name(s), title and address of the person who discriminated against the Complainant.

Please provide, if applicable, names and contact information of people who may have knowledge of the alleged incident(s) or are perceived as parties to the alleged discriminatory incident(s):

Please list any other agency where the complaint has been filed:

Complainant Signature:

Date:

2010 Census Data

2010 Census data for Lackawanna and Luzerne Counties and their respective municipalities can be found via the following link:

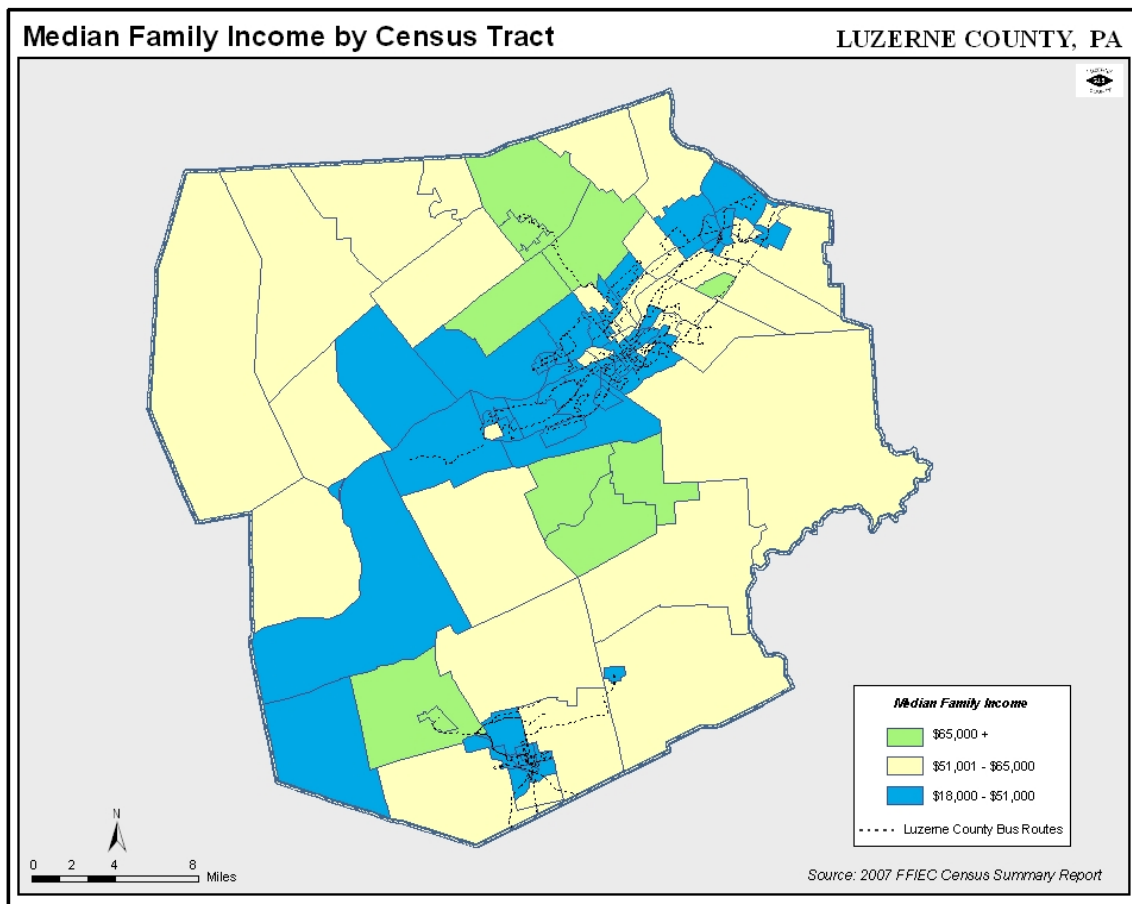
<http://pasdc.hbg.psu.edu/Data/Census/Profiles/tabid/1490/Default.aspx>

EJ Mapping:

2010 census data has been used to update maps designating the location of minority and low-income populations for Luzerne County. Efforts are underway to create updated maps by Lackawanna County.

Luzerne County:

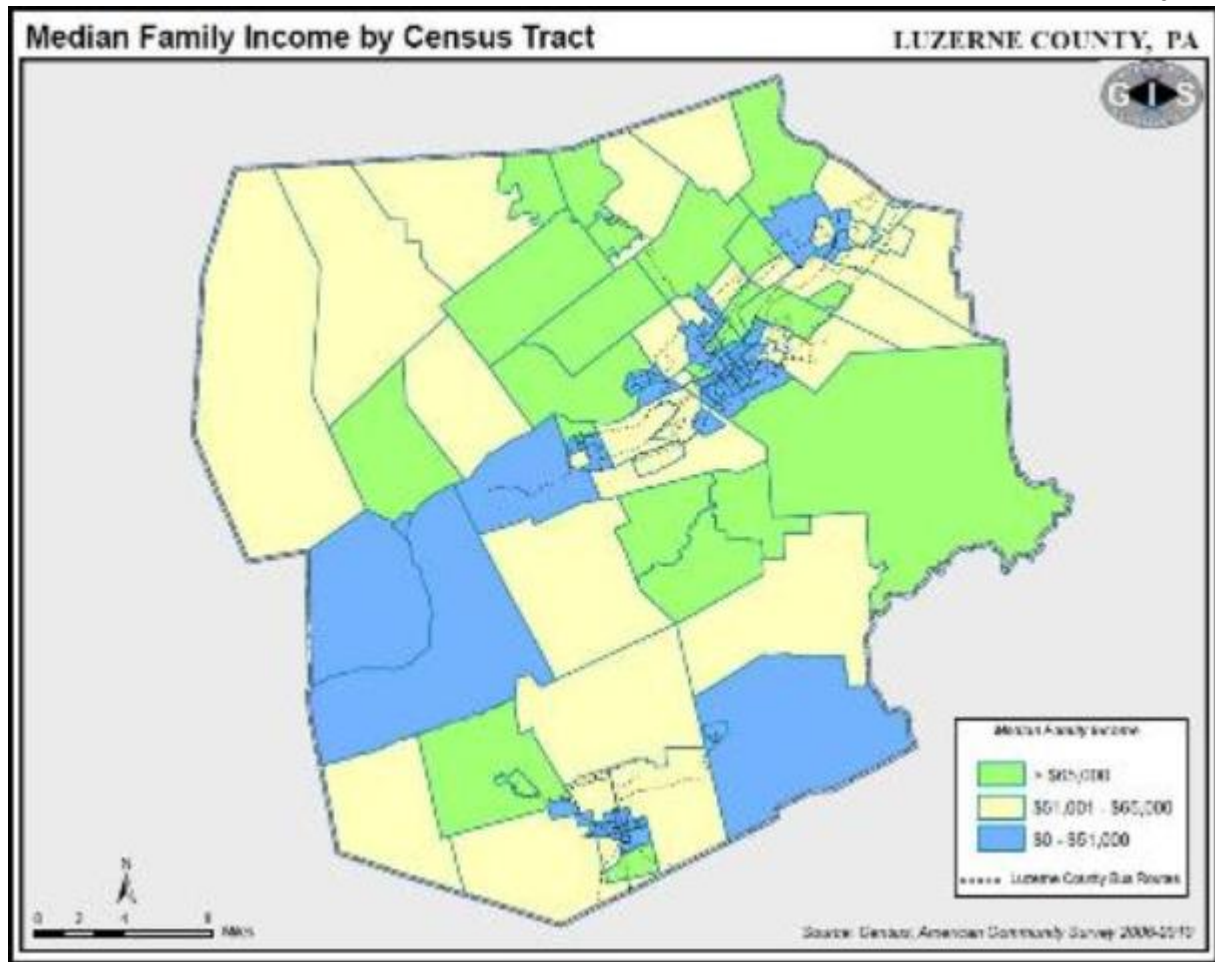
2000 Median Household Income by Census Tract: The Median Family Income parameter shows that the lowest categories of income (\$18,000-\$51,000) are centered in and around the urban areas of the cities of Wilkes-Barre and Hazleton. The majority of the census tracts in the county are designated as being “Moderate” or Middle” according to the data from which the maps were made.



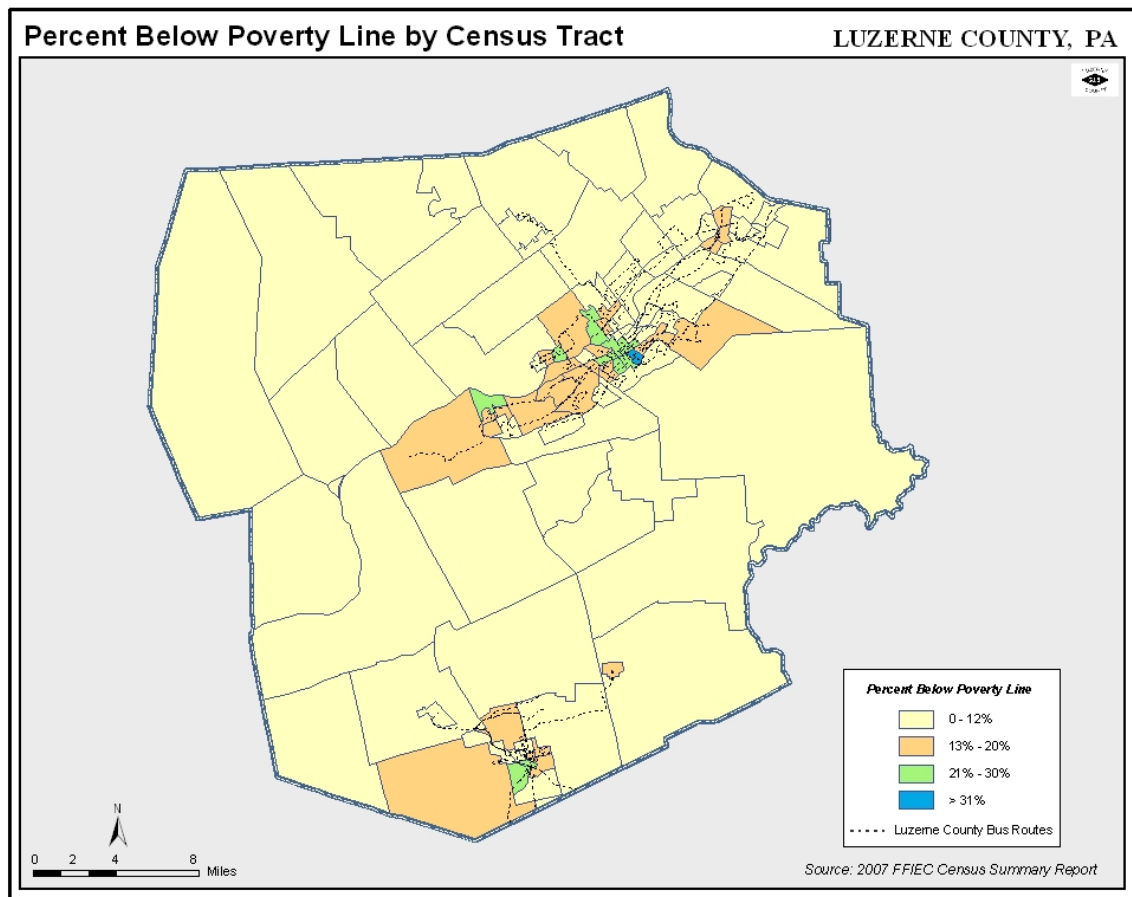
2010 Median Household Income by Census Tract: The 2010 census data indicates some changes in the Median Household Income from the 2000 data. The highest category of median income, \$65,000 and up which is represented in green, has increased. However, based on the large margin of error and local knowledge of the area, the staff feels that some areas shown in green are not accurate representations.

The middle median income of \$51,000 to \$65,000 areas, shown in yellow, have decreased, but the pattern is very similar to the 2000 data.

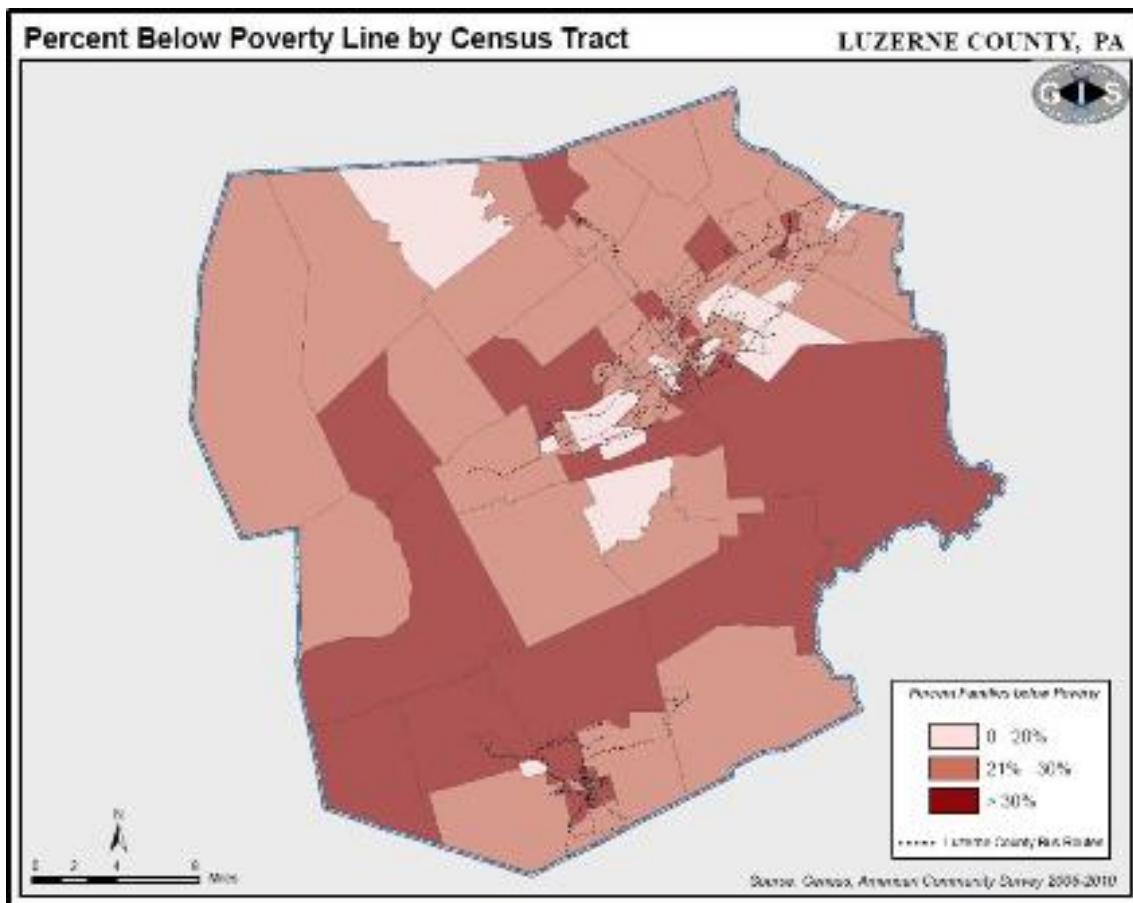
The lowest median income, shown in blue, depicts households earning \$18,000 to \$51,000. As in 2000, the urban centers of Wilkes-Barre City and Hazleton continue to rank in the lowest income category. In addition, some outlying townships, which were in the middle income category in 2000, have fallen into the blue range.



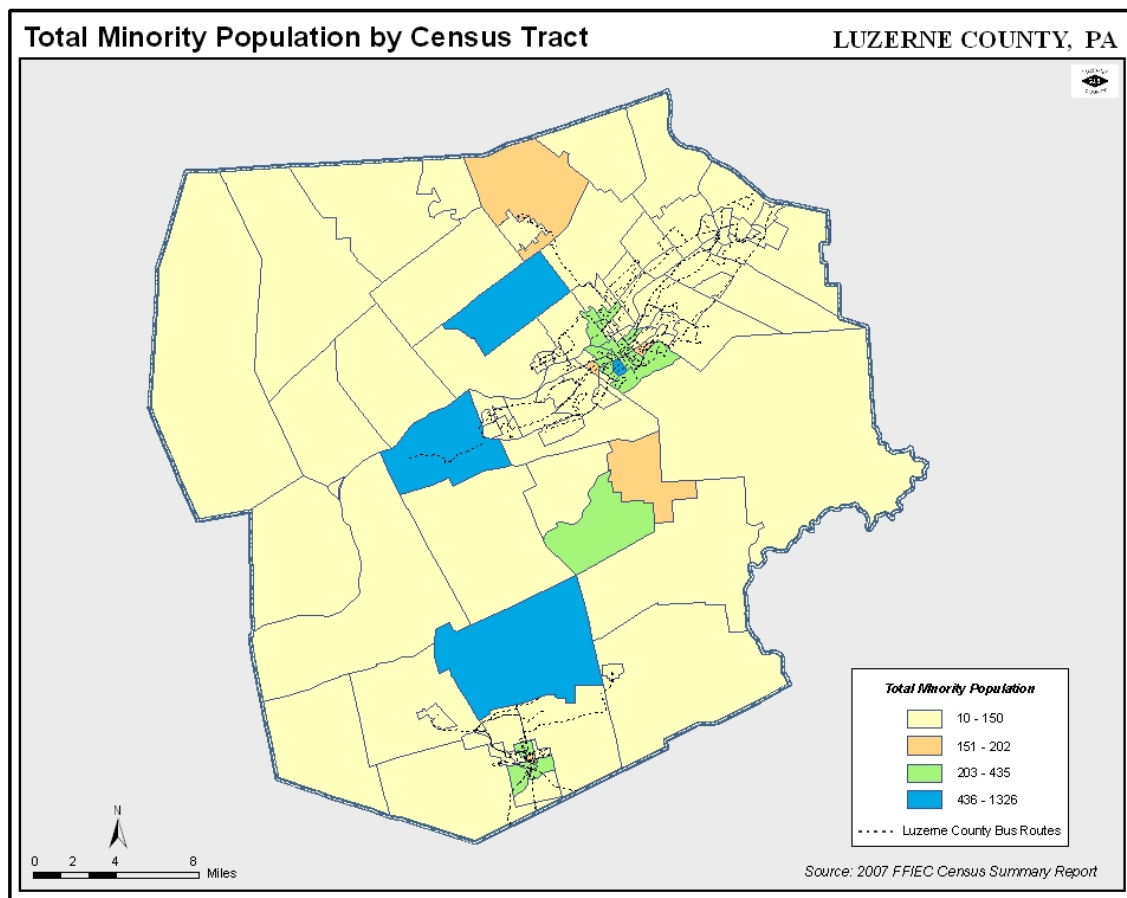
2000 Percentage of People Living Below Poverty Level by Census Tract: This map indicates that the areas experiencing the greatest percentage of people designated as Living Below The Poverty Line (LBPL) are concentrated in the Cities of Hazleton and Wilkes-Barre. Due to the low population in many of the outlying areas of the county, the percentage may not be the most accurate indicator of this parameter for these census tracts.



2010 Percent Below Poverty Line by Census Tract: Based on local knowledge of the area, the staff feels that the increased number of areas shown as being PBPL is very inaccurate. Some of the areas designated as PBPL are considered some of the more affluent areas of the county. Plus, this map contradicts the Median Household Income Map, which showed some of these same areas as being in the highest category of median income. The staff feels that the pattern of the 2000 census map is a more accurate depiction of the PBPL population than the 2010 map.

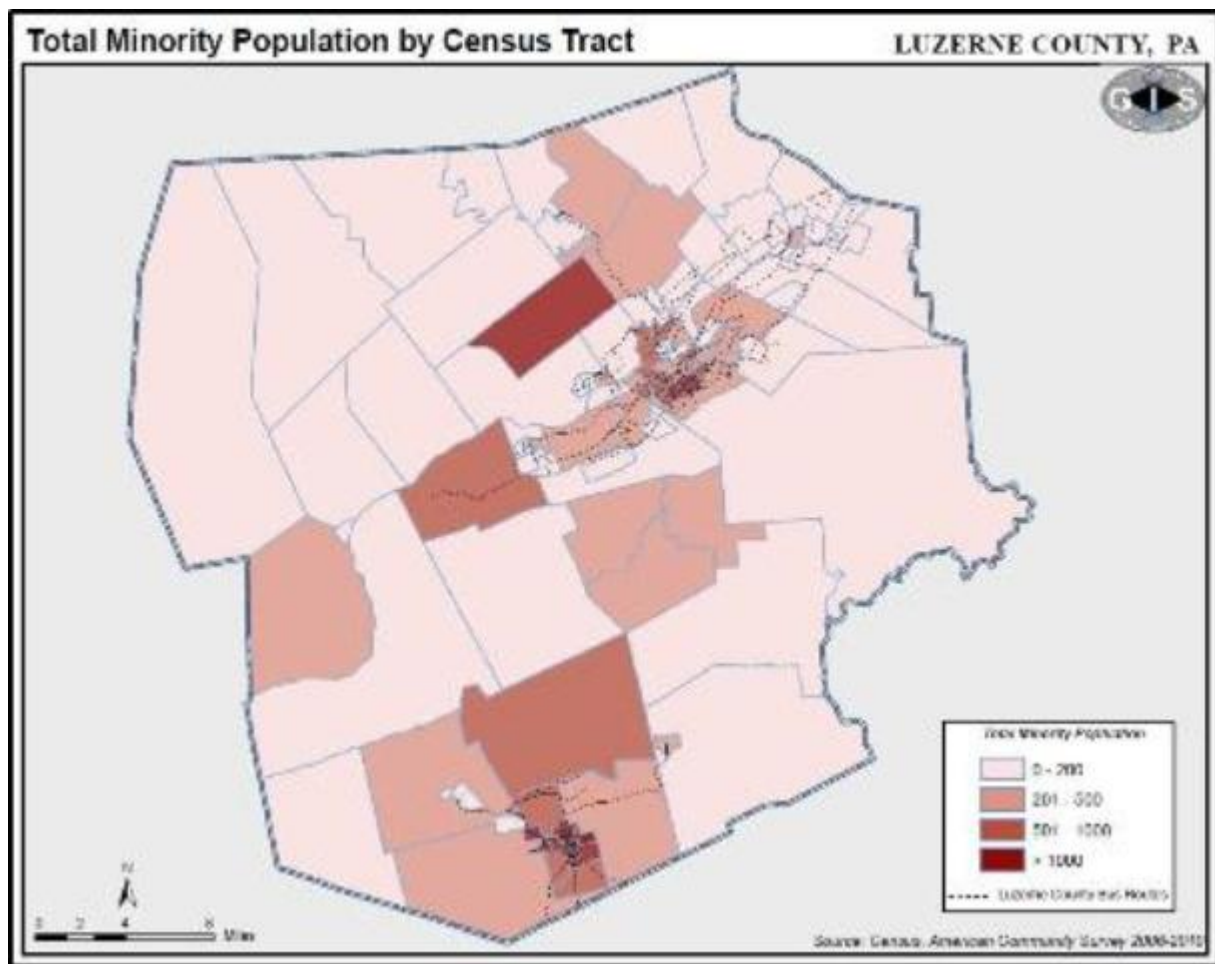


2000 Total Minority Population by Census Tract: The high numbers of minorities in the outlying areas of the county can be attributed to the 2 state prisons and 1 job corps center. The other areas of high minority populations are centered in and around the urban areas of the cities of Wilkes-Barre and Hazleton.

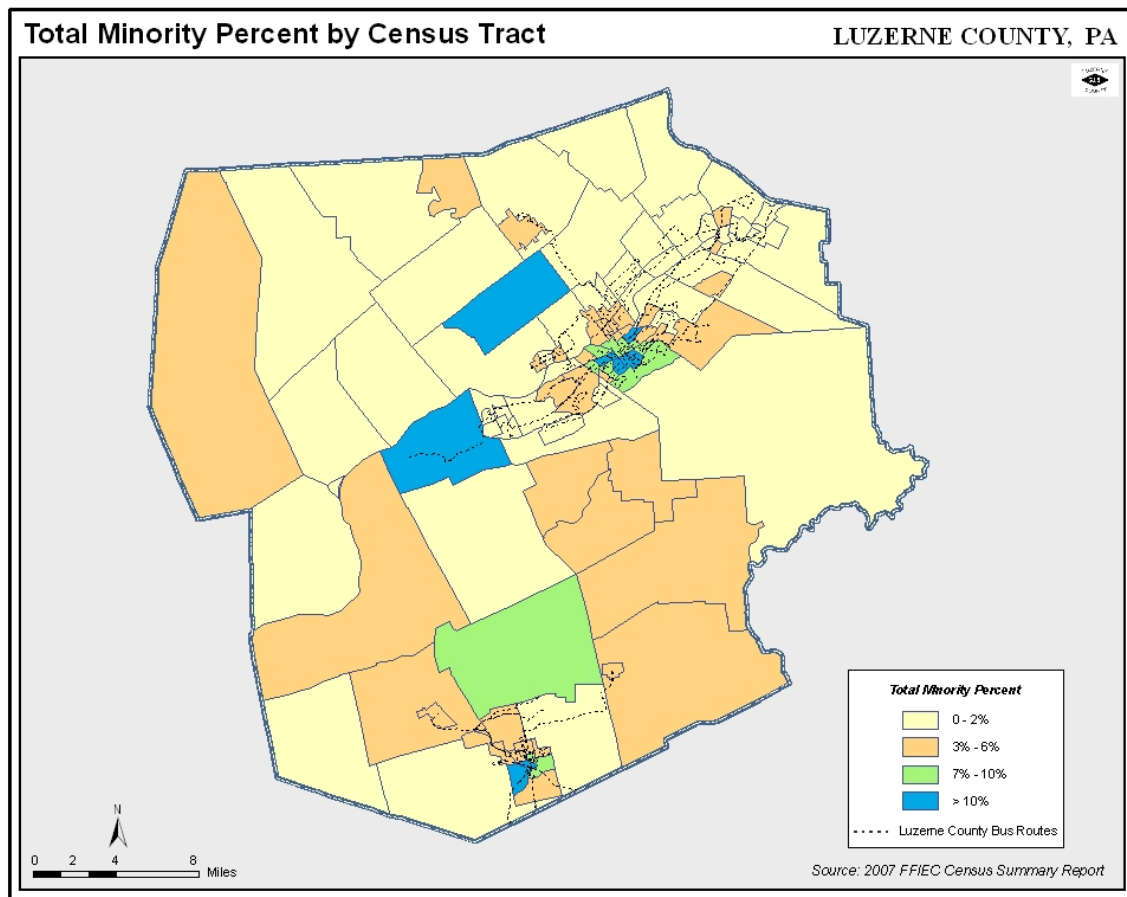


2010 Total Minority Population By Census Tract: For the most part, the distribution of the minority population in the areas has remained the same for the past ten years. The exception is in the area fanning out from the City of Hazleton which shows a larger area of categories 2 and 3.

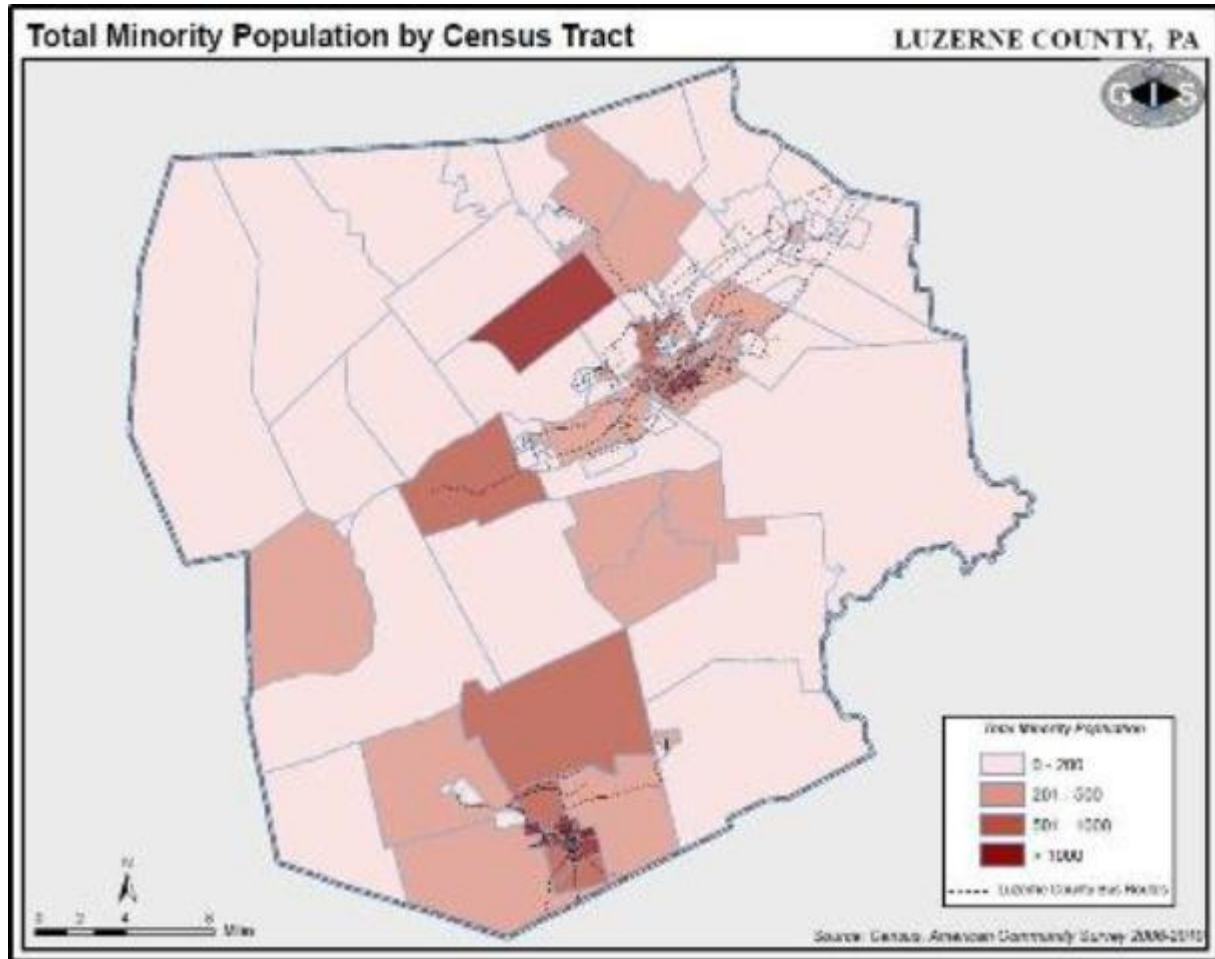
As in 2000, the concentration of the minority population in the Back Mountain area is due to the state prison population. The next level of concentration in Butler Township and Hunlock Township are due to the Job Corps facility population and the Retreat Correctional Facility population respectively.



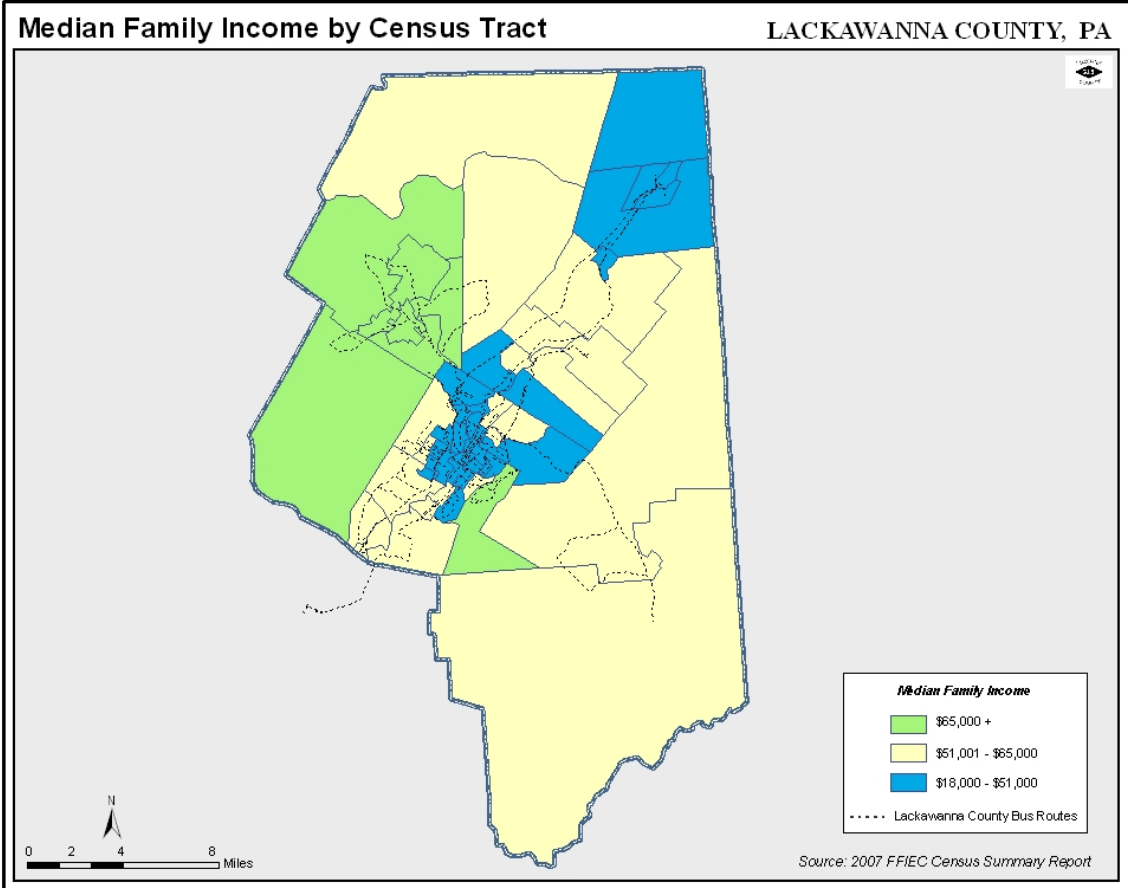
2000 Total Minority Percentage by Census Tract: One of the large blue areas disappears on this map because, when viewed in comparison to the population of all the census tracts outside of the site of the of Job Corps center, the minority population is small.

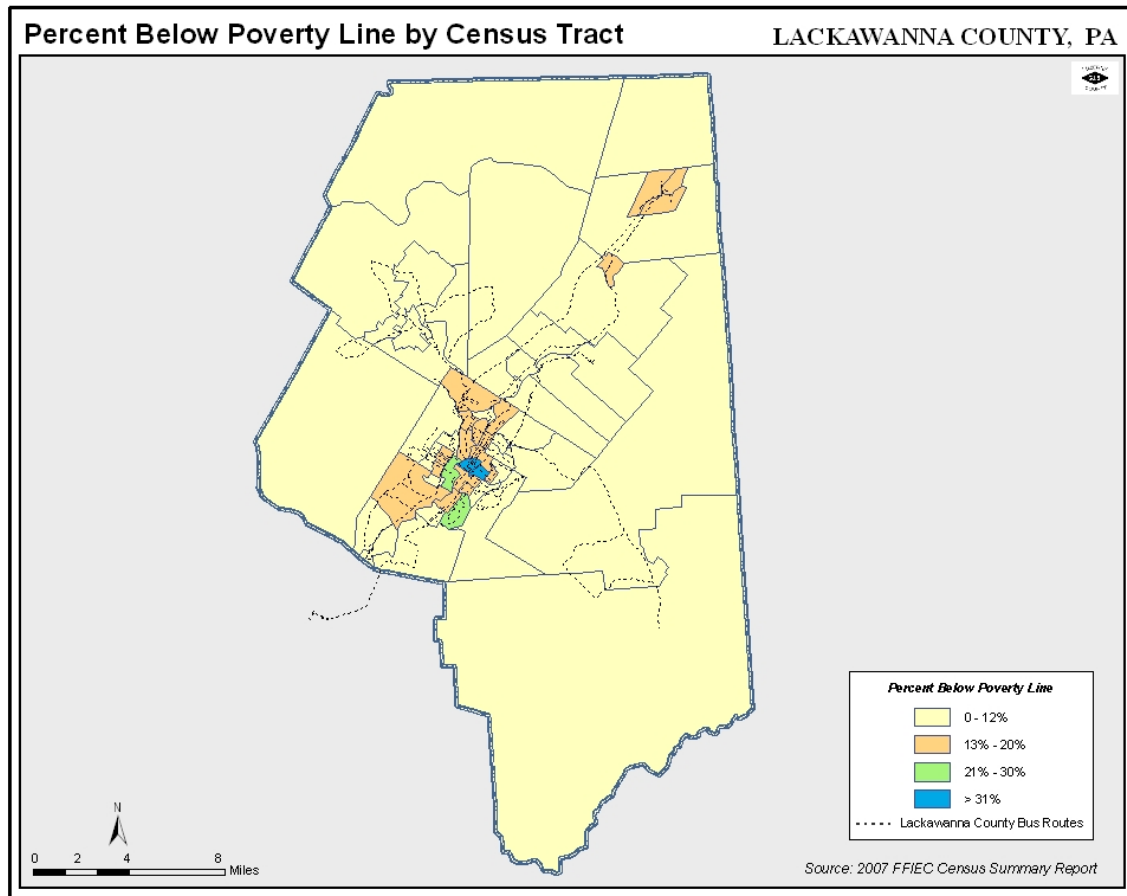


2010 Total Minority Percentage: As in 2000, the percentage of the minority population is concentrated in and around the cities of Wilkes-Barre and Hazleton, and in the areas where the correctional/job corps facilities are located. There has been a slight increase in the mid-range categories, but, overall, the distribution of the minority population has remained steady.



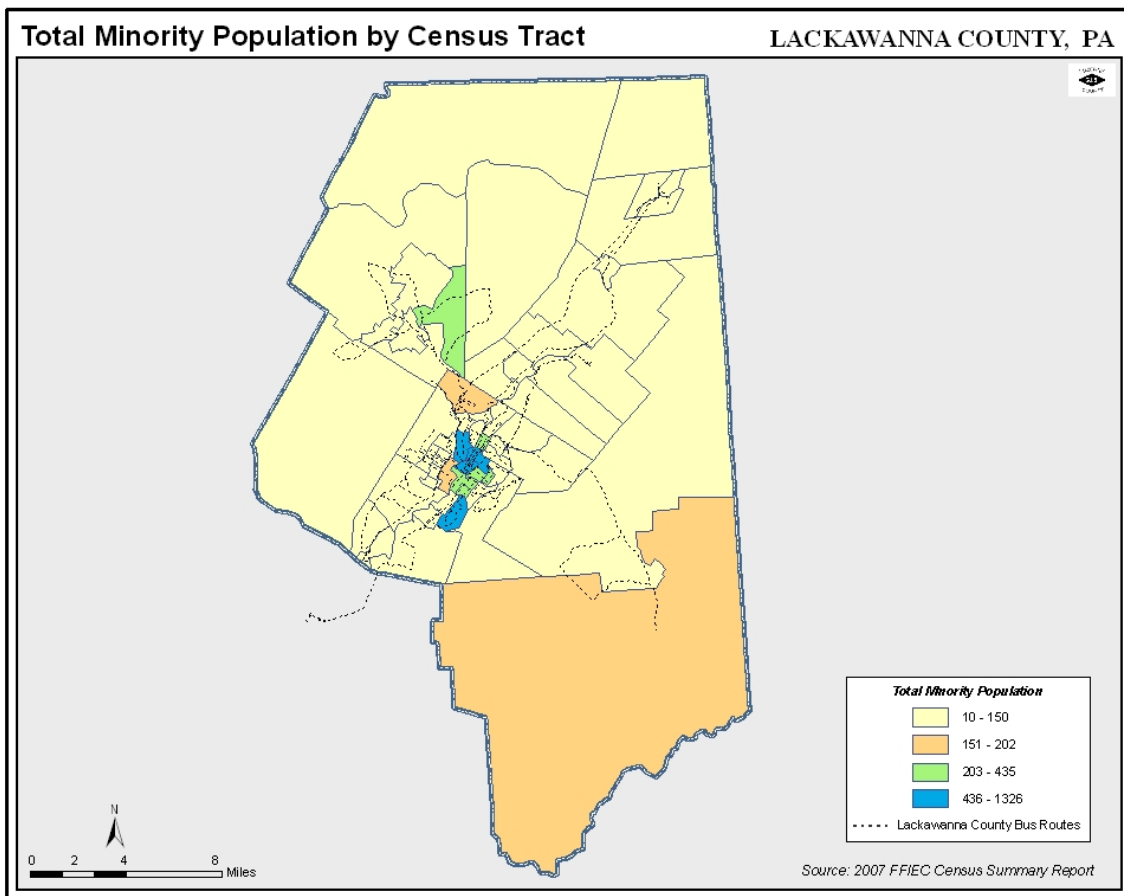
Lackawanna County: Using the 2000 United States Census Bureau data and mapping the targeted populations by census tract shows that the portion of the population below poverty level is centered in the cities of Scranton and Carbondale. The population making less than \$40,000/year is located in the urban core of the county from Old Forge and Moosic Boroughs in the south to Fell Township in the north, following the Lackawanna River. These are the historic areas of development within the corridor following the Lackawanna River.

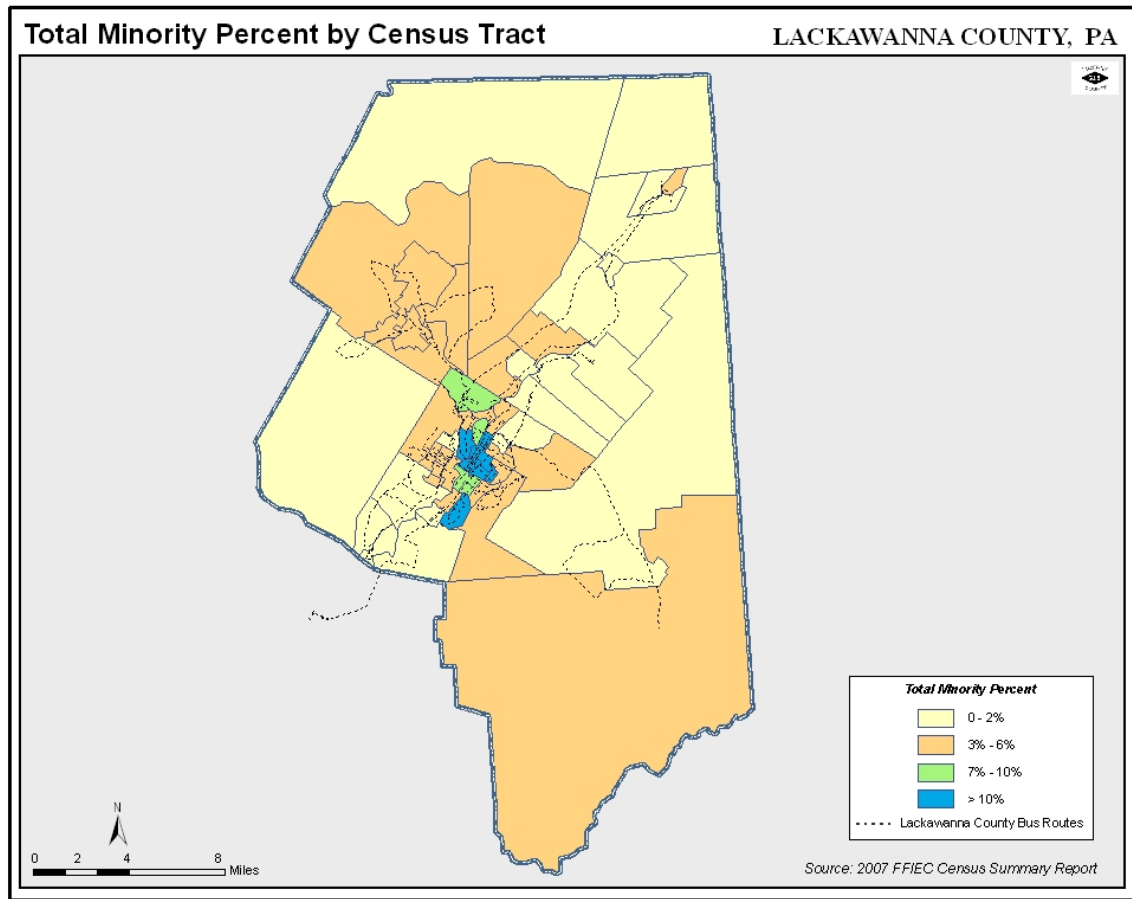




Total Minority Population & Percentage of Minority Population:

The major concentrations of minorities within a census tract by number are shown in the City of Scranton and in South Abington Township. The largest concentrations by percentage include these areas and expand somewhat within the city limits and include additional areas in Abington and Glenburn Townships as well as South Abington Township. The largest growth in minority population has occurred in the Abington area over the past twenty years.





Transit Service

The MPO also overlaid all of the maps with current transit routes to show whether the low-income and/or minority groups have access to bus service. The transit routes are centered in and around the urban areas of the Cities of Scranton and Carbondale in Lackawanna County, the Wyoming Valley in Luzerne County and the City of Hazleton. The people who use transit in the MPO area tend to be captive riders, the majority of whom are senior citizens, who have no other means of transportation available to them. The transit operators have been experimenting with changing routes and servicing new venues in an effort to make transit a more attractive option for the population as a whole.

The mapping also shows that all areas of the targeted populations are serviced by public transportation via the County of Lackawanna Transit System (COLTS). This system operates on a fixed-route schedule six days a week with its own busses and contractor services on some other routes.

Modern Language Association (MLA):

The tables below show the total and percentage in the two counties of all languages spoken in the 2-county area. In Lackawanna County, 190,895 people speak English and 10,758 people speak different languages. In Luzerne County, a total of 287,775 people speak English, and 14,863 people speak a variety of different languages. However, these tables do not indicate whether the people who speak Languages-Other-

Than-English also speak English. The tables following the two below show the amount of people who also speak English in addition to their native tongue.

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Lackawanna County, Pennsylvania Show all languages spoken in Lackawanna County		
	Show age breakdown (all languages)	
	Show ability to speak English (all languages)	
	Sort by rank	
Click a language name for details.		
Language	Total	%
All languages other than English combined	10,758	5.33%
Arabic	110	0.05%
Bengali	24	0.01%
Chinese	119	0.05%
English	190,895	94.66%
Formosan	29	0.01%
French	640	0.31%
German	545	0.27%
Greek	75	0.03%
Gujarathi	158	0.07%
Hebrew	125	0.06%
Hindi	105	0.05%
Hungarian	49	0.02%
India (not elsewhere classified)	194	0.09%
Italian	2,184	1.08%
Japanese	45	0.02%
Korean	19	<.01%
Laotian	130	0.06%
Lithuanian	100	0.04%
Pennsylvania Dutch	65	0.03%
Persian	105	0.05%
Polish	1,415	0.70%
Portuguese	45	0.02%
Russian	525	0.26%
Slovak	214	0.10%
Spanish	3,160	1.56%
Tagalog	69	0.03%
Ukrainian	164	0.08%
Urdu	25	0.01%
Vietnamese	225	0.11%
Yiddish	80	0.03%
Total:	201,653	

MLA Data Center Results

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Luzerne County, Pennsylvania Show all languages spoken in Luzerne County Show age breakdown (all languages) Show ability to speak English (all languages) Sort by rank		
Click a language name for details.		
Language	Total	%
All languages other than English combined	14,863	4.91%
Arabic	309	0.10%
Chinese	110	0.03%
Czech	55	0.01%
Dutch	45	0.01%
English	287,775	95.08%
French	950	0.31%
German	1,055	0.34%
Greek	214	0.07%
Gujarathi	54	0.01%
Hebrew	80	0.02%
Hindi	184	0.06%
India (not elsewhere classified)	30	<.01%
Italian	2,089	0.69%
Japanese	89	0.02%
Korean	115	0.03%
Lithuanian	300	0.09%
Pennsylvania Dutch	75	0.02%
Polish	2,700	0.89%
Portuguese	69	0.02%
Romanian	185	0.06%
Russian	519	0.17%
Serbo-Croatian	125	0.04%
Slovak	705	0.23%
Slovene	39	0.01%
Spanish	4,200	1.38%
Tagalog	99	0.03%
Ukrainian	174	0.05%
Urdu	30	<.01%
Vietnamese	164	0.05%
Yiddish	75	0.02%
Total:	302,638	

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Language	Total	%
Lackawanna County, Pennsylvania		
Click a language name for details.		
Show all languages spoken in Lackawanna County Show age breakdown (all languages) Hide ability to speak English (all languages) Sort by rank		
All languages other than English combined	10,758	5.33%
Speak English "well" or "very well"	9,352	
Speak English "not well" or "not at all"	1,406	
Arabic	110	0.05%
Speak English "well" or "very well"	100	
Speak English "not well" or "not at all"	10	
Bengali	24	0.01%
Speak English "well" or "very well"	20	
Speak English "not well" or "not at all"	4	
Chinese	119	0.05%
Speak English "well" or "very well"	64	
Speak English "not well" or "not at all"	55	
English	190,895	94.66%
Formosan	29	0.01%
Speak English "well" or "very well"	25	
Speak English "not well" or "not at all"	4	
French	640	0.31%
Speak English "well" or "very well"	600	
Speak English "not well" or "not at all"	40	
German	545	0.27%
Speak English "well" or "very well"	455	
Speak English "not well" or "not at all"	90	
Greek	75	0.03%
Speak English "well" or "very well"	75	
Speak English "not well" or "not at all"	0	
Gujarathi	158	0.07%
Speak English "well" or "very well"	114	
Speak English "not well" or "not at all"	44	
Hebrew	125	0.06%
Speak English "well" or "very well"	125	
Speak English "not well" or "not at all"	0	
Hindi	105	0.05%
Speak English "well" or "very well"	90	
Speak English "not well" or "not at all"	15	
Hungarian	49	0.02%

Speak English "well" or "very well"	45	
Speak English "not well" or "not at all"	4	
<u>India (not elsewhere classified)</u>	194	0.09%
Speak English "well" or "very well"	154	
Speak English "not well" or "not at all"	40	
<u>Italian</u>	2,184	1.08%
Speak English "well" or "very well"	2,015	
Speak English "not well" or "not at all"	169	
<u>Japanese</u>	45	0.02%
Speak English "well" or "very well"	35	
Speak English "not well" or "not at all"	10	
<u>Korean</u>	19	<.01%
Speak English "well" or "very well"	15	
Speak English "not well" or "not at all"	4	
<u>Laotian</u>	130	0.06%
Speak English "well" or "very well"	85	
Speak English "not well" or "not at all"	45	
<u>Lithuanian</u>	100	0.04%
Speak English "well" or "very well"	100	
Speak English "not well" or "not at all"	0	
<u>Pennsylvania Dutch</u>	65	0.03%
Speak English "well" or "very well"	65	
Speak English "not well" or "not at all"	0	
<u>Persian</u>	105	0.05%
Speak English "well" or "very well"	105	
Speak English "not well" or "not at all"	0	
<u>Polish</u>	1,415	0.70%
Speak English "well" or "very well"	1,250	
Speak English "not well" or "not at all"	165	
<u>Portuguese</u>	45	0.02%
Speak English "well" or "very well"	30	
Speak English "not well" or "not at all"	15	
<u>Russian</u>	525	0.26%
Speak English "well" or "very well"	415	
Speak English "not well" or "not at all"	110	
<u>Slovak</u>	214	0.10%
Speak English "well" or "very well"	190	
Speak English "not well" or "not at all"	24	
<u>Spanish</u>	3,160	1.56%
Speak English "well" or "very well"	2,710	
Speak English "not well" or "not at all"	450	
<u>Tagalog</u>	69	0.03%
Speak English "well" or "very well"	65	
Speak English "not well" or "not at all"	4	
<u>Ukrainian</u>	164	0.08%
Speak English "well" or "very well"	160	
Speak English "not well" or "not at all"	4	
<u>Urdu</u>	25	0.01%

Speak English "well" or "very well"	25	
Speak English "not well" or "not at all"	0	
<u>Vietnamese</u>	225	0.11%
Speak English "well" or "very well"	140	
Speak English "not well" or "not at all"	85	
<u>Yiddish</u>	80	0.03%
Speak English "well" or "very well"	65	
Speak English "not well" or "not at all"	15	
Total:	201,653	

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MLA Data Center Results

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Language	Total	%
Luzerne County, Pennsylvania		
	Show all languages spoken in Luzerne County Show age breakdown (all languages) Hide ability to speak English (all languages) Sort by rank	
Click a language name for details.		
All languages other than English combined	14,863	4.91%
Speak English "well" or "very well"	13,074	
Speak English "not well" or "not at all"	1,789	
Arabic	309	0.10%
Speak English "well" or "very well"	305	
Speak English "not well" or "not at all"	4	
Chinese	110	0.03%
Speak English "well" or "very well"	95	
Speak English "not well" or "not at all"	15	
Czech	55	0.01%
Speak English "well" or "very well"	55	
Speak English "not well" or "not at all"	0	
Dutch	45	0.01%
Speak English "well" or "very well"	45	
Speak English "not well" or "not at all"	0	
English	287,775	95.08%
French	950	0.31%
Speak English "well" or "very well"	835	
Speak English "not well" or "not at all"	115	
German	1,055	0.34%
Speak English "well" or "very well"	935	
Speak English "not well" or "not at all"	120	
Greek	214	0.07%
Speak English "well" or "very well"	185	
Speak English "not well" or "not at all"	29	
Gujarathi	54	0.01%
Speak English "well" or "very well"	50	
Speak English "not well" or "not at all"	4	
Hebrew	80	0.02%
Speak English "well" or "very well"	80	
Speak English "not well" or "not at all"	0	
Hindi	184	0.06%
Speak English "well" or "very well"	164	
Speak English "not well" or "not at all"	20	
India (not elsewhere classified)	30	<.01%

Speak English "well" or "very well"	30	
Speak English "not well" or "not at all"	0	
Italian	2,089	0.69%
Speak English "well" or "very well"	1,955	
Speak English "not well" or "not at all"	134	
Japanese	89	0.02%
Speak English "well" or "very well"	85	
Speak English "not well" or "not at all"	4	
Korean	115	0.03%
Speak English "well" or "very well"	100	
Speak English "not well" or "not at all"	15	
Lithuanian	300	0.09%
Speak English "well" or "very well"	275	
Speak English "not well" or "not at all"	25	
Pennsylvania Dutch	75	0.02%
Speak English "well" or "very well"	75	
Speak English "not well" or "not at all"	0	
Polish	2,700	0.89%
Speak English "well" or "very well"	2,520	
Speak English "not well" or "not at all"	180	
Portuguese	69	0.02%
Speak English "well" or "very well"	55	
Speak English "not well" or "not at all"	14	
Romanian	185	0.06%
Speak English "well" or "very well"	150	
Speak English "not well" or "not at all"	35	
Russian	519	0.17%
Speak English "well" or "very well"	440	
Speak English "not well" or "not at all"	79	
Serbo-Croatian	125	0.04%
Speak English "well" or "very well"	100	
Speak English "not well" or "not at all"	25	
Slovak	705	0.23%
Speak English "well" or "very well"	670	
Speak English "not well" or "not at all"	35	
Slovene	39	0.01%
Speak English "well" or "very well"	35	
Speak English "not well" or "not at all"	4	
Spanish	4,200	1.38%
Speak English "well" or "very well"	3,335	
Speak English "not well" or "not at all"	865	
Tagalog	99	0.03%
Speak English "well" or "very well"	95	
Speak English "not well" or "not at all"	4	
Ukrainian	174	0.05%
Speak English "well" or "very well"	160	
Speak English "not well" or "not at all"	14	
Urdu	30	<.01%

Speak English "well" or "very well"	30	
Speak English "not well" or "not at all"	0	
Vietnamese	164	0.05%
Speak English "well" or "very well"	115	
Speak English "not well" or "not at all"	49	
Yiddish	75	0.02%
Speak English "well" or "very well"	75	
Speak English "not well" or "not at all"	0	
Total:	302,638	

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The tables shown above regarding Languages other than English that are spoken in both counties indicate that, although there are many languages represented within the two counties, the majority of the people also speak English well.

In Lackawanna County, only .7% of the population does not speak English well or at all. In Luzerne County, only .6% of the population does not speak English well or not at all.

With such low percentages of residents who do not speak English well in both counties, it is hard to justify expending time, resources, and personnel toward translating all transportation planning-related documents into 29 different languages.

However, since Spanish is the language spoken by most of the people listed as speaking a Language-Other-Than-English, the MPO will continue to use internet translation tools to provide planning documents in Spanish where appropriate.

Limited English Proficiency (LEP):

The primary way in which the MPO staff deals with the public is through written plans, programs, and other documents. It has already been stated that the MPO translates important plans and other information into Spanish, the primary non-English language spoken in the region when put before the public for review and comment. The MPO staff does not provide a service, such as the transit operators, in which we deal with a portion of the public who may have limited proficiency in English on a daily basis.

The County Of Lackawanna Transportation System (COLTS), the Luzerne County Transportation Authority (LCTA), and Hazleton Public Transit (HPT) have prepared the following plans/procedures to address the LEP issue:

COLTS:

Introduction

This Limited English Proficiency Plan has been prepared to address the County of Lackawanna Transit System's (COLTS) responsibilities as a recipient of federal financial assistance as they relate to the needs of individuals with limited English language skills. The plan has been prepared in accordance with Title VI of the Civil Rights Act of 1964, 42 USC 2000d, etc, and its implementing regulations, which state that no person shall be subjected to discrimination of the basis of race, color, or national origin.

Executive Order 13166, titled Improving Access to Services for Persons with Limited English Proficiency, indicates that differing treatment based upon a person's inability to speak, read, write, or understand English is a type of notional origin discrimination. It directs each federal agency to publish guidance for its' respective recipients clarifying their obligation to ensure that such discrimination does not take place. This order applies to all state and local agencies which receive federal funds, including COLTS which receives federal funds through the U.S. Department of Transportation (U.S. DOT).

Plan Summary

COLTS has developed this Limited English Proficiency Plan to help identify reasonable steps for providing language assistance to persons with limited English proficiency (LEP) who wish to access services provided by COLTS. As defined in Executive Order 13166, LEP persons are those who do not speak English as their primary language and have limited ability to read, speak, write, or understand English.

This plan outlines how to identify a person who may need language assistance, the ways in which assistance may be provided, staff training that may be required, and how to notify LEP persons that assistance is available.

In order to prepare this plan, COLTS undertook the U.S. DOT's four-factor LEP analysis which considers the following factors:

1. The number or proportion of LEP persons in the service area who may be served or are likely to encounter a COLTS program, activity, or service.
2. The frequency with which LEP persons come in contact with COLTS programs, activities, or services.
3. The nature and importance of programs, activities, or services provided by COLTS to the LEP population.
4. The resources available to COLTS and overall cost to provide LEP assistance.

A summary of the results of the COLTS four-factor analysis is in the following section.

Four-Factor Analysis

1. *The number or proportion of LEP persons in the service area who may be served or are likely to encounter a COLTS program, activity, or service.*

The Census Bureau has a range of four classifications of how well people speak English. The classifications are "very well", "well", "not well", and "not at all". For planning purposes, COLTS is considering people that speak English "not well" or "not at all" as Limited English Proficient persons.

Table 1 shows the languages spoken at home for all persons five years old and older, with number and percentage of persons broken out for Lackawanna County.

Table 1: Language Spoken At Home For The Population 5 Years And Over

Selected Social Characteristics in the United States	Estimate	Margin of Error (+/-)	Percent	Margin of Error (+/-)
LANGUAGE SPOKEN AT HOME				
Population 5 years and over	197,756	*****	197,756	(X)
English only	185,835	620	94.0%	0.3

Language other than English	11,921	619	6.0%	0.3
Speak English less than "very well"	4,272	363	2.2%	0.2
Spanish	4,763	308	2.4%	0.2
Speak English less than "very well"	1,930	252	1.0%	0.1
Other Indo-European languages	5,376	571	2.7%	0.3
Speak English less than "very well"	1,401	275	0.7%	0.1
Asian and Pacific Islander languages	1,480	206	0.7%	0.1
Speak English less than "very well"	822	182	0.4%	0.1
Other languages	302	118	0.2%	0.1
Speak English less than "very well"	119	85	0.1%	0.1

Source: U.S. Census Bureau, 2005-2009 American Community Survey

2. *The frequency with which LEP persons come in contact with COLTS programs, activities, or services.*

COLTS assessed the frequency with which staff and drivers have, or could have, contact with LEP persons. The following "touch points" and frequencies have been identified:

Primary Touch Points	Frequency
Bus	Frequently
Drivers	Frequently
Receptionist	Frequently
Dispatchers (after-hours customer service)	Frequently
Website	Frequently
Print Media	Occasionally
Broadcast Media	Occasionally
Public Relations Media	Occasionally

3. *The nature and importance of programs, activities, or services provided by COLTS to the LEP population.*

The largest concentration of LEP individuals in the OCLTS service area is Spanish. Services provided by COLTS that are most likely to encounter LEP individuals are the fixed route system which serves the general public.

4. *The resources available to COLTS and overall cost to provide LEP assistance.*

COLTS assessed its available resources that could be used for providing LEP assistance, including determining how much a professional interpreter and translation service would cost on an as-needed basis, which of its documents would be the most valuable to be translated if the need should rise, and taking an inventory of available organizations that COLTS could partner with for outreach and translation efforts. Based on the four-factor analysis, COLTS developed its LEP Plan as outlined in the following section.

There are five areas that comprise COLTS' LEP Plan:

1. Identifying LEP individuals who need language assistance
2. Language assistance measures
3. Training staff
4. Providing notice to LEP persons
5. Monitoring and updating the LEP plan

Plan outline

1. Identifying LEP individuals who need language assistance
 - Examine customer service records for language assistance have been received in the past, either at meetings or over the phone, to determine whether language assistance might be needed at future events;
 - When COLTS sponsors an event, have a staff person greet participants as they arrive. By informally engaging participants in conversation it is possible to informally gauge each attendee's ability to speak and understand English;
 - Have Census Bureau Language Identification Flashcards on all transit vehicles to assist transit operators in identifying specific language assistance needs of passengers. If such individuals are encountered, vehicle operators will be instructed to try to obtain contact information to give to the Director of Transit Operations for follow-up. Dispatchers and receptionists will also be instructed to obtain contact information from LEP individuals they encounter, either in person or over the phone, recording the passengers' requests for language assistance in customer service database.
2. Language assistance measures

There are numerous language assistance measures available to LEP persons, including both oral and written language services.

- Network with local human service organizations that provide services to LEP individuals and seek opportunities to provide information on COLTS programs and services;
- Placement of statements in notices and publication that interpreter services are available for public comment meetings with seven day advance notice. A listing needs to be compiled.
- Survey transit operators, dispatchers, and receptionists annually on their experience concerning and contacts with LEP persons during the previous year;
- Provide Language Identification Flashcards at COLTS' headquarters and onboard the fleet;

- Post the title VI Policy and LEP plan on the agency website;
- Provide on-line translation services of the COLTS website (www.coltsbus.com)

3. Staff training

- Develop training material to educate COLTS' staff on the Title VI LEP requirements for providing meaningful access to services for LEP persons;
- Provide staff with a description of language assistance services offered by COLTS;
- Provide staff with specific procedures to be followed when encountering an LEP person, including how to handle a potential Title VI/LEP complaint;
- Instruct staff on the use of the Language Identification Flashcards

4. Providing notice to LEP persons

- Offer general information on the COLTS' website which has a translate feature;
- Develop a Pocket Guide detailing fares and popular route schedules in Spanish;
- Several of COLTS' policies are printed in both English and Spanish and displayed in our fleet

5. Monitoring and updating the LEP plan

This plan is designed to be flexible and should be viewed as a work in progress. As such, it is important to consider whether new documents and services need to be made accessible for LEP persons, and also to monitor changes in the demographics and types of services.

COLTS will update the LEP Plan as required by U.S. DOT.

- Determine how the needs of LEP persons have been addressed;
- Determine the current LEP population in the service area and whether the need for translations services has change;
- Determine whether the transit system's financial resources are sufficient to fund language assistance resources needed;
- Determine whether complaints have been received concerning COLTS' failure to meet the needs of LEP individuals.

Dissemination of COLST' LEP Plan

COLTS' LEP Plan and Title VI Policy will be included on our website (www.coltsbus.com)

COLTS' LEP Plan will also be shared with human service organizations in its service area.

Any person or agency with internet access will be able to access and download the plan from the OCLTS website. Alternatively, any person or agency may request a copy of the plan via telephone, fax, mail, or in person, and shall be provided a copy of the plan at no cost. LEP individuals may request copies of the plan in translation which COLTS will provide if feasible.

Questions or comments regarding the LEP Plan may be submitted to the COLTS' Executive Director as follows:

Robert Fiume, Executive Director
 County of Lackawanna Transit System
 800 North South Road
 Scranton, PA 18504

Phone: 570-346-2061

COLTS Welfare-To-Work Program (w2w):

In 1999, COLTS began participating in the w2w program. Since its inception, when COLTS was a sub-grantee of the Economic Development Council of Northeast Pennsylvania, the w2w program has expanded from four municipalities to COLTS entire service area in 2003. At the present time (2007), there are 100 employed, low-to-moderate income and Temporary Assistance To Needy Families (TANF) individuals enrolled in the program. COLTS attempts to turn over their w2w client list every 18 months. It is important to remember that the purpose of the program is to provide discounted transportation to and from work until clients earn enough money to leave the program and pay the regular full fare.

COLTS, in cooperation with their partners (see list below), certifies clients as to their eligibility in terms of employment and income for the w2w discount pass program. Eligible w2w enrollees purchase a 31-day discount pass for \$20 - half the price of the cost paid by the general public. The difference between the revenues generated from the w2w evening service and the cost of the program is subsidized by COLTS' w2w demonstration grant from PennDOT.

Since the beginning of the project in 1999, COLTS established formal partnership agreements with the following agencies:

- Lackawanna County Assistance Office
- Career Link of Lackawanna County
- Child Care Information Services
- United Neighborhood Centers of Scranton and Lackawanna County
- Scranton-Lackawanna Human Development Agency
- Scranton & Lackawanna County Housing Authorities
- Northeastern Transit, a private transportation provider that contracts with COLTS to provide the weeknight bus service

Each of these partner agencies assists COLTS in recommending potential w2w clients and certifying their employment and income eligibility.

The MPO, with the help of COLTS personnel, will use the agencies listed above to help spread the word about transportation issues in an effort to broaden the scope of public participation.

LCTA:



BERT TURINSKI

WILLIAMRICCEJTI

TONI VALENTI

DANIEL FRASCELLA DANIEL

CaREEN MILAZZO, Ph.D,

McCORMICK

ROSEMARY LOMBARDO

STANLEY STRELISH, Executive Director

The number and proportion of LEP persons served within the service boundaries of the Luzerne County Transportation Authority (LCT A) is significantly below state or national averages.

- ∴ LCT A has assessed this information through a mix of data information that includes the U.S. census, Pennsylvania census and local government agencies. Statistical information is included to verify results.

The LCT A has only come into contact with a few LEP riders (Hispanic) in 1 (one) specific service area, Wilkes-Barre Township (Wal-Mart). The driver noted that they did not understand the fare structure. This was alleviated by adding Spanish to existing English farebox signage.

- Contact with LCTA's vehicle operators informed us that they never had problems with LEP riders except for the Wal-Mart issue.
- The dispatch office has never had a problem with LEP persons.
- LCT A's customer service telephone lines have never had questions directed to the agency by LEP persons.
- The biggest LEP population of LCTA's service area would be in the city of WilkesBarre. It is not concentrated in one specific area. Other communities served don't have a population of LEP persons to get statistical information pertinent to the subject.

There has never been a major issue with LEP persons within the LCTA service area. However, this may not be the case in the future. The LCT A will closely monitor demographic data and contact community organizations and LEP persons that may determine that bus service information should be translated into additional languages. The LCT A will also train members of our staff to identify LEP issues.

- If language assistance is necessary, the LCTA will take into consideration the percentage of our agency's capital and/or operating budget that can be devoted to language assistance expenses.

The LCT A has contacted Wilkes University and Kings College in Wilkes-Barre, for language interpretation assistance in case of an emergency circumstance. The language department has agreed to help.

)

HPT:

LEP Plan Summary

HPT has developed this Limited English Proficiency Plan (LEP) to help identify reasonable steps to provide language assistance for LEP persons seeking meaningful access to HPT services as required by Executive Order 13166. A limited English Proficiency person is one who does not speak English as their primary language and who has limited ability to read, speak, write, or understand English. This plan details procedures on how to identify a person who may need language assistance, the ways in which assistance may be provided, training staff, how to notify LEP persons that assistance is available, and information of future updates.

In developing the plan while determining the HPT extent of obligation to provide LEP services, HPT conducted a U.S. Department of Transportation four-factor LEP analysis, which considers the following:

1. The number or proportion of LEP persons eligible in HPT's service area who maybe served or likely to encounter a program, activity or service.
2. The frequency with which LEP individuals come in contact with HPT services.
3. The nature and importance of the program, activity or service provided by HPT to LEP populations; and
4. The resources available to HPT and overall cost to provide LEP assistance.

A brief explanation is provided below:

Four Factor Analyses

- 1. The number or population of LEP persons eligible in the HPT service area who maybe served or likely to encounter a program, activity or service.**

HPT examined the 2000 United States Census for the HPT service area was able to determine that approximately 8.1 percent, or 1,779 people within the service area age 5 or older spoke a language other than English. Of the 1,779 people reporting that they speak languages other than English 808 or 3.7 percent of respondents indicated that they speak English less than very well.

Spanish Languages comprised the largest non-English speaking groups in the service area. There were 881 respondents identified as speaking Spanish.

- 2. The frequency with which LEP individuals come in contact with a HPT program, activity or service.**

HPT assessed the frequency at which staff and operators have or could possibly have contact with LEP persons. This includes documenting phone calls and surveying drivers. In association with the completion of the Hazleton Intermodal Facility, HPT

has implemented a Spanish-speaking translation panel on our website and also includes Spanish written public timetables and schedules at the Intermodal Facility and HPT buses.

3. The nature and importance of the program, activity or service provided by HPT to LEP community.

There is no large geographic concentration of any one type of LEP individuals in the HPT service area. The overwhelming majority of the population, 91.9 percent of residents speak English only. Therefore, there is a lack of any programs or activities that would seriously impact LEP individuals.

4. The resources available to HPT and overall cost.

HPT has assessed its available resources that could be used for providing LEP assistance. This included identifying costs associated with the subscription to a Language Line service, the costs of additional translation services such as a professional interpreter on an as needed basis, which documents would be the most valuable to be translated if and when the populations supports it, taking an inventory of available organizations that we could partner with for outreach and translation efforts, and made a determination of what level of staff training is needed.

After analyzing the four factors, HPT developed the following plan for assisting persons of Limited English proficiency:

How to identify an LEP person who needs Language Assistance?

- Examine records of requests for language assistance in requesting information from HPT staff and bus operators.
- Survey bus operators and other staff on an annual basis at the beginning of each fiscal year regarding their experience on having any direct contact with LEP individuals.
- At City Council Meetings staff identifies individuals with LEP and provides an interpreter if required.

Language Assistance Measures

- HPT's website has been re-designed to include a Spanish written translation panel.

- When an interpreter is needed, in person, telephone or at a meeting, City of Hazleton has two staff members available that provide translation services if required.

Staff Training

- HPT offered to provide basic conversational Spanish courses at the local Community College to all HPT drivers.
- All staff and contractors are provided with an annual update and understanding of Title VI policy and LEP responsibilities.
- Staff and contractors are provided with an annual update on how to handle a Title VI and/or LEP compliant.

Outreach Techniques

Although the HPT service area does have a minimal amount of LEP individuals in the community, HPT does follow the following procedures in providing outreach to individuals with LEP in the community:

- HPT works with the Hazleton Area School Districts - Concerned Parents Association to provide information to the Spanish-speaking student population and their parents on schedule and transit services.
- Bus schedules are translated and made available on HPT buses and at the Hazleton Intermodal Facility.
- HPT advertises in a local Spanish printed newspaper of general circulation on an as need basis.

Monitoring and Updating the LEP Plan

- HPT will follow the Title VI program update schedule that they are currently under to update our LEP Plan. The next update of the plan will include Census 2010 population and language spoken in the home data. Based on the 2010 Census data HPT will evaluate the current plan to determine if there are significant changes in the types of languages where translation services are needed.

Dissemination of the Limited English Proficiency Plan

- HPT includes a copy of their LEP Plan on their website at www.ridehpt.com along with its Title VI Policy and Complaint

procedures. HPT's notice of Rights under Title VI to the public is available at the HPT's Intermodal Facility and on all vehicles.

Copies of the LEP Plan will be provided upon request. LEP persons may obtain copies / translations of the plan upon request.

Any question or comments regarding the plan should be directed to:

Ralph Sharp, Director
 Hazleton Public Transit
 126 West Mine Street, Suite A
 Hazleton, PA 18201
 570-459-5414
[E-Mail: ralph@hazletoncity.org](mailto:ralph@hazletoncity.org)

Transit Public Participation Process

The TIP public participation process satisfies the POP public participation requirements.

Project Selection Procedures:

For the preparation of the 2011-2035 Long Range Transportation Plan (LRTP), the MPO used the 6-point prioritization process shown below that resulted in a numerical score. This enabled the MPO to evaluate projects and ultimately decide which projects would appear on the LRTP and the TIP. This process will be used for all new projects added to the TIP or LRTP.

Lackawanna and Luzerne County Project Ranking Criteria

The overall purpose of the project ranking criteria is to ensure consistency in the prioritization of transportation projects that may address transportation needs in both Lackawanna and Luzerne counties.

Federal regulations require that the six factors contained on the following pages be explicitly considered, analyzed as appropriate, and reflected in the planning process.

Details about each are described following the factor and include the following:

- Purpose and general project characteristics
- Points assigned under that factor
 - If a project does not fit the purpose or characteristics, it earns zero points.
 - A project may not earn points for every factor.
 - The number of points assigned for each project is determined by its impact. Specific improvements or activities are listed to define “high”, “medium”, or “low” impact projects. A project earns points according to one impact level only.

- Points earned are summed to give each project a total “score”.
- Proposed projects are ranked in numerical order to indicate a preliminary priority order.

The preliminary priority order will be further refined based on eligibility and availability of funding sources and by the policy guidance of the specific county.

PROJECT RANKING CRITERA

- 1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency by increasing the accessibility and mobility options available to people and goods.**
- 2. Increase the safety and security of the transportation system for motorized and non-motorized users.**
- 3. Protect and enhance the environment, promote energy conservation, improve quality of life, and promote consistency between transportation improvements and state and bi-county planned growth and economic development patterns.**
- 4. Enhance integration and connectivity of the transportation system across and between modes, for people and freight in an effort to promote efficiency in system management and operation.**
- 5. Emphasize preservation and connectivity of the existing transportation system (all modes).**
- 6. Ensure consistency with the fundamental principles of Title VI and Environmental Justice.**

1. **Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency by increasing the accessibility and mobility options available to people and goods.**

Project Impacts

High Impact Projects - 3 Points	
<ul style="list-style-type: none"> • Improves access to existing regional activity centers which retain jobs 	<ul style="list-style-type: none"> • On the Agricultural Access Network, Priority Commercial Network, Industrial/Commercial Access Network, or the PA Core Highway Network
<ul style="list-style-type: none"> • Improves access to airports in the county 	<ul style="list-style-type: none"> • On interstate, arterial, or collector roads where total vehicle traffic is high: AADT > 10,000 vehicles/day
<ul style="list-style-type: none"> • Improves rail or vehicular access to existing freight distribution facilities or major industrial districts 	<ul style="list-style-type: none"> • On interstate, arterial, or collector roads where heavy truck traffic is high: ADTT > 1,500 trucks/day
<ul style="list-style-type: none"> • New access to regional activity centers or abandoned/ undersized/ idle industrial or commercial centers which creates new jobs 	
Medium Impact Projects - 2 Points	
<ul style="list-style-type: none"> • Transportation demand management strategies, programs, and incentives 	<ul style="list-style-type: none"> • On arterial or collector roads where total vehicle traffic is high: AADT = 5,000 to 10,000 vehicles/day
	<ul style="list-style-type: none"> • On arterial or collector roads where heavy truck traffic is medium: ADTT = 700 to 1,500 trucks/day
Low Impact Projects - 1 Points	
<ul style="list-style-type: none"> • Supports mobility needs of business and industry that is not in an activity center 	<ul style="list-style-type: none"> • Rehabilitation of existing access facilities
Not Applicable - 0 Points	
<ul style="list-style-type: none"> • Project Does Not Meet Characteristics or Criteria 	

2. Increase the safety and security of the transportation system for motorized and non-motorized users.

Project Impacts

High Impact Projects - 3 Points	
<ul style="list-style-type: none"> Creates a new and appropriate evacuation route to a facility in the hazard mitigation plan 	<ul style="list-style-type: none"> Reduces crashes at interchanges, intersections, and/or roadway segments with crash rates more than double the statewide average: DELTA > 2.00
<ul style="list-style-type: none"> Meets a Homeland Security Goal 	<ul style="list-style-type: none"> Bridge safety improvements on structurally deficient bridges: Sufficiency Rating < 50.0
<ul style="list-style-type: none"> Creates security surrounding a transit facility 	<ul style="list-style-type: none"> Reduces crashes at intersections with pedestrian crashes
Medium Impact Projects - 2 Points	
<ul style="list-style-type: none"> Updates or improves an existing evacuation route 	<ul style="list-style-type: none"> Reduces crashes at interchanges, intersections, and/or roadway segments with crash rates greater than the statewide average: DELTA of 1.01 to 2.00
<ul style="list-style-type: none"> Partially meets a Homeland Security Goal 	<ul style="list-style-type: none"> Bridge safety improvements on bridges with medium sufficiency: Sufficiency Rating of 50.1 to 80.0
<ul style="list-style-type: none"> Updates or improves security surrounding a transit facility 	<ul style="list-style-type: none"> On an Interstate diversion route
Low Impact Projects – 1 Points	
<ul style="list-style-type: none"> Reduces crashes at interchanges, intersections, and/or roadway segments with crash rates less than the statewide average: DELTA < 1.00 	<ul style="list-style-type: none"> Bridge safety improvements on bridges with high sufficiency: Sufficiency Rating > 80.0
Not Applicable - 0 Points	
<ul style="list-style-type: none"> Project Does Not Meet Characteristics or Criteria 	

3. Protect and enhance the environment, promote energy conservation, improve quality of life, and promote consistency between transportation improvements and state and county planned growth and economic development patterns.

Project Impacts

High Impact Projects - 3 Points	
<ul style="list-style-type: none"> Traffic calming (as appropriate by roadway class) within established neighborhood or activity center 	<ul style="list-style-type: none"> Preservation of wetlands
<ul style="list-style-type: none"> Directly promotes shift from single-occupancy vehicles (SOV) with transit 	<ul style="list-style-type: none"> Preservation of existing greenway corridors
<ul style="list-style-type: none"> Bus Replacement for vehicles beyond useful life <ul style="list-style-type: none"> Transit bus = 12 years or 500,000 miles Van = 4 years or 100,000 miles 	<ul style="list-style-type: none"> Bicycle/pedestrian facilities serving primarily transportation use
	<ul style="list-style-type: none"> Significant reduction in the quantity and improvement to the quality of water runoff
	<ul style="list-style-type: none"> Clean fuel buses/vehicles – alternative fuel infrastructure
<ul style="list-style-type: none"> Detour length > 10 miles 	<ul style="list-style-type: none"> In “Priority” development area
Medium Impact Projects - 2 Points	
<ul style="list-style-type: none"> Traffic calming (as appropriate by roadway class) 	<ul style="list-style-type: none"> Signal updating and interconnections
<ul style="list-style-type: none"> Enhances efficiency of transit operators 	<ul style="list-style-type: none"> Wetlands banking/mitigation
<ul style="list-style-type: none"> Minimal reduction in the quantity and improvement to the quality of water runoff 	<ul style="list-style-type: none"> Preservation of historic structures in national or state register, or of significant local interest
<ul style="list-style-type: none"> Rehabilitation or reconstruction of transit vehicles or facilities that increases riders 	<ul style="list-style-type: none"> Bicycle/pedestrian facility within an established neighborhood or activity center
<ul style="list-style-type: none"> Parking management 	<ul style="list-style-type: none"> Intersection channelization resulting in the reduction of stop and go traffic
<ul style="list-style-type: none"> Detour length of 2 to 9 miles 	<ul style="list-style-type: none"> Park and ride lots
	<ul style="list-style-type: none"> In “Mixed-Density Infill” development area
Low Impact Projects - 1 Points	
<ul style="list-style-type: none"> New signal projects 	<ul style="list-style-type: none"> Noise barrier projects
<ul style="list-style-type: none"> Performance/condition improvement of transit vehicles or facilities 	<ul style="list-style-type: none"> No significant change in quantity/quality of water runoff
<ul style="list-style-type: none"> Detour length of < 2 miles 	<ul style="list-style-type: none"> In “Low-Density Infill” development area
Not Applicable - 0 Points	
<ul style="list-style-type: none"> Project Does Not Meet Characteristics or Criteria 	

Potential adds:

Parks and state game lands

Proximity to school facilities

Seasonal usage an issue?

4. Enhance integration and connectivity of the transportation system across and between modes, for people and freight, in an effort to promote efficiency in system management and operation.

Project Impacts

High Impact Projects - 3 Points	
<ul style="list-style-type: none"> Encourages Right of Way preservation in major regional corridors 	<ul style="list-style-type: none"> Park and Ride lots that are located more than 5 miles outside the urbanized area served and are served by transit
<ul style="list-style-type: none"> Eliminates or overcomes major barrier in existing major regional corridor 	<ul style="list-style-type: none"> Bicycle/pedestrian facilities making intermodal linkages or regional connections, particularly in areas with a significant traditionally underserved population
<ul style="list-style-type: none"> Provides gap closure in major regional corridor 	<ul style="list-style-type: none"> Development of intermodal transportation centers
<ul style="list-style-type: none"> Intermodal transfer projects 	
Medium Impact Projects - 2 Points	
<ul style="list-style-type: none"> Encourages Right of Way preservation in minor regional corridor 	<ul style="list-style-type: none"> Park and Ride lots that are located up to 5 miles outside the urbanized area served
<ul style="list-style-type: none"> Eliminates or overcomes minor barriers in an existing major regional corridor 	<ul style="list-style-type: none"> Transportation demand management strategies, programs, and incentives
<ul style="list-style-type: none"> Provides gap closure in minor regional corridor 	<ul style="list-style-type: none"> Rehabilitation of intermodal transportation centers
Low Impact Projects - 1 Points	
<ul style="list-style-type: none"> Eliminates or overcomes minor barriers in a minor regional corridor 	<ul style="list-style-type: none"> Park and ride lots located within the urbanized area served
<ul style="list-style-type: none"> Provides gap closure in local corridor 	
Not Applicable - 0 Points	
<ul style="list-style-type: none"> Project Does Not Meet Characteristics or Criteria 	

Minor and Major regional corridor are defined by the functional class of the facility where the project is located

5. Emphasize preservation and connectivity of the existing transportation system (all modes).

Project Impacts

High Impact Projects - 3 Points	
<ul style="list-style-type: none"> • Interstate with IRI Rating of “Poor” or “Fair” • National Highway System (NHS) Routes with IRI Rating of “Poor” • Any roadway with > 2,000 ADT and IRI Rating of “Poor” 	<ul style="list-style-type: none"> • Identified as a high priority bridge project by PennDOT or municipality (local bridge) • Bridge safety improvements on structurally deficient bridges: Sufficiency Rating < 50.0
<ul style="list-style-type: none"> • Reconstruction or resurfacing of arterial highways 	<ul style="list-style-type: none"> • Upgrade of a traffic signal system or corridor with more than 10 signals
<ul style="list-style-type: none"> • Existing transit facility replacement/rehab that prolongs useful life of assets (improves “substandard” or “poor” condition ratings) 	<ul style="list-style-type: none"> • Transit vehicle replacement/rehab consistent with Federal Transit Administration (FTA) standards <ul style="list-style-type: none"> – Transit bus = 12 years or 500,000 miles – Vans = 4 years or 100,000 miles
<ul style="list-style-type: none"> • Maintains/preserves bicycle and pedestrian facilities particularly in the urban core 	<ul style="list-style-type: none"> • Improvement/replacement of railroad grade crossings, including repair/replacement of warning signals or control devices
Medium Impact Projects - 2 Points	
<ul style="list-style-type: none"> • Interstate with IRI Rating of “Good” • National Highway System (NHS) Routes with IRI Rating of “Fair” or “Good” • Any roadway with > 2,000 ADT and IRI Rating of “Fair” 	<ul style="list-style-type: none"> • Identified as a medium priority bridge project by PennDOT, or the municipality (local bridge) • Bridge safety improvements on bridges with medium sufficiency: Sufficiency Rating of 50.1 to 80.0
<ul style="list-style-type: none"> • Reconstruction of collector highways 	<ul style="list-style-type: none"> • Upgrade of a traffic signal system, installation of a new traffic signal system, or realignment of an roadway/intersection that specifically enhances network connectivity
<ul style="list-style-type: none"> • Existing transit facility replacement/rehab that prolongs useful life of assets (improves “adequate” condition ratings) 	<ul style="list-style-type: none"> • Roadway and bridge support infrastructure improvements (drainage, retaining, signal)
Low Impact Projects - 1 Points	
<ul style="list-style-type: none"> • Interstate with IRI Rating of “Excellent” • National Highway System (NHS) Routes with IRI Rating of “Excellent” • Any roadway with > 2,000 ADT and IRI Rating of “Good” or “Excellent” 	<ul style="list-style-type: none"> • Bridge safety improvements on bridges with high sufficiency: Sufficiency Rating > 80.0
Not Applicable - 0 Points	
<ul style="list-style-type: none"> • Project Does Not Meet Characteristics or Criteria 	

6. Ensure consistency with the fundamental principles of Title VI and Environmental Justice.

Project Impacts

High Impact Projects - 3 Points	
<ul style="list-style-type: none"> • Address safety problems 	<ul style="list-style-type: none"> • Located in a community with a high concentration of low-income <u>and</u> minority populations that exceed the Two-County averages
<ul style="list-style-type: none"> • Result in reduced truck traffic 	
<ul style="list-style-type: none"> • Result in reduced noise impacts or the installation of noise walls 	
<ul style="list-style-type: none"> • Improve accessibility to employment 	
<ul style="list-style-type: none"> • Deliver safety and community enhancing benefits (e.g., sidewalks, safe routes to school, bicycle/pedestrian network improvements, congestion mitigation and air quality improvements) 	
Medium Impact Projects - 2 Points	
<ul style="list-style-type: none"> • Avoids right-of-way acquisition 	<ul style="list-style-type: none"> • Located in a community with a high concentration of low-income <u>or</u> minority population that exceeds the Two-County average
Low Impact Projects - 1 Points	
<ul style="list-style-type: none"> • Repairs roadways or bridges, unless the project would result in bringing more traffic into the neighborhood 	<ul style="list-style-type: none"> • Located in a community with a high concentration of low-income <u>or</u> minority <u>or</u> other traditionally underserved population that exceeds the Two-County average
Not Applicable - 0 Points	
<ul style="list-style-type: none"> • Project Does Not Meet Characteristics or Criteria 	

L RTP Public Outreach Program: The public outreach efforts for the preparation and adoption of the 2011-2035 LRTP are itemized in Chapter 5 of the *Lackawanna/Luzerne Regional Plan which can be found on the MPO web page under "Plans and Documents"*.

INFORMAL PUBLIC INVOLVEMENT ACTIONS:

People contact the MPO on a regular basis to discuss transportation problems that affect them or their community directly. Depending on the problem at hand, the MPO advises these people on how to secure funding for a project via placement on the TIP if the situation calls for such action. In some instances, the MPO is helpful in directing the public to alternate funding sources.

EVALUATION PROCEDURES:

The MPO will monitor the public participation outreach efforts via the indicators listed below. However, it should be noted that there are limits to the methods of getting the public involved in the transportation planning process. All the MPO can do is extend the invitation and make every effort to get the word out about all facets of the planning process. People have busy lives today,

and unless a project affects them directly, it is unlikely that they will give up a few hours of their day or evening to read a plan/document or attend a meeting. Citizens tend to make their opinions known when they disagree with a project or plan. If they do not have any issues with the work of the MPO, we do not hear from them. Hence, lack of comments/participation should not necessarily be judged as a failure of communication or outreach efforts.

Participation Level Indicators:

- ☛ The number of changes or recommendations made to plans and/or documents as a result of input from the public;
- ☛ The number of minority/disabled people that agree to serve on the TAC, PPP Advisory Committee, or the Steering Committee;
- ☛ The number of people who read and offer comments on the planning documents put out for public display via the Sign-In Sheets;
- ☛ The number of people that contact us via the MPO web page or the newsletter;
- ☛ The number of people who attend public meetings on specific projects held by PennDOT District 4-0;
- ☛ The number of people who attend the public hearings for planning documents such as the TIP, The Long Range Plan, the Public Participation Plan, etc.
- ☛ The number of complaints we receive regarding lack of information or opportunities for participation in the transportation planning process.

Frequency of Evaluations:

These procedures should be reviewed following the preparation and adoption of significant transportation planning documents/plans, such as the TIP, the Long Range Transportation Plan, the Public Participation Plan, etc.

Future Options:

The MPO is aware that the Hispanic population in Luzerne County has grown substantially over the last few years, and by all indications, will continue to grow in the future. The increase in the Hispanic population in Lackawanna County has not been as pronounced, but will probably increase in the future as well. As stated in this report, the MPO is making outreach efforts to leaders in the Hispanic and Black communities. We hope that these leaders will eventually agree to serve on the TAC, or some other transportation-related committee, and publish transportation articles in their respective publications. We will work with them and try to provide any needed improvements to the transportation planning process within our power, including making some publications available in other languages.

The Planning Commissions of Luzerne and Lackawanna Counties, which with District 4-0 personnel make up the staff of the MPO, have no control over the hiring practices of the MPO staff. The Luzerne County Manager and the Lackawanna County Commissioners make all personnel decisions for the two planning commission staffs. Candidates are selected on the basis

of their qualifications. Luzerne County has an Affirmative Action Employment Policy which states that “It is the policy of Luzerne County that all applicants will be hired based on merit without regard to race, color, religion, sex, national origin, age, disability, or familial status.”

Public involvement is an evolving process and the Lackawanna/Luzerne MPO will continue to strive to consider the transportation needs of the entire population it serves, given the limited staff and time resources available.

APPENDIX A

LACKAWANNA/LUZERNE MPO TRANSPORTATION ADVISORY COMMITTEE

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APPENDIX B

Lackawanna County, Pennsylvania

Further information Want more? [Browse data sets for Lackawanna County](#)

People QuickFacts	Lackawanna County	Pennsylvania
Population, 2011 estimate	NA	12,742,886
Population, 2010	214,437	12,702,379
Population, percent change, 2000 to 2010	0.5%	3.4%
Population, 2000	213,295	12,281,054
Persons under 5 years, percent, 2010	5.4%	5.7%
Persons under 18 years, percent, 2010	20.5%	22.0%
Persons 65 years and over, percent, 2010	17.7%	15.4%
Female persons, percent, 2010	51.9%	51.3%

White persons, percent, 2010 (a)	92.0%	81.9%
Black persons, percent, 2010 (a)	2.5%	10.8%
American Indian and Alaska Native persons, percent, 2010 (a)	0.2%	0.2%
Asian persons, percent, 2010 (a)	1.7%	2.7%
Native Hawaiian and Other Pacific Islander, percent, 2010 (a)	Z	Z
Persons reporting two or more races, percent, 2010	1.5%	1.9%
Persons of Hispanic or Latino origin, percent, 2010 (b)	5.0%	5.7%
White persons not Hispanic, percent, 2010	89.7%	79.5%

Living in same house 1 year & over, 2006-2010	87.6%	87.4%
Foreign born persons, percent, 2006-2010	4.0%	5.6%
Language other than English spoken at home, pct age 5+, 2006-2010	7.4%	9.9%
High school graduates, percent of persons age 25+, 2006-2010	87.5%	87.4%
Bachelor's degree or higher, pct of persons age 25+, 2006-2010	23.7%	26.4%

Veterans, 2006-2010	19,598	1,034,976
Mean travel time to work (minutes), workers age 16+, 2006-2010	19.7	25.5
Housing units, 2010	96,832	5,567,315
Homeownership rate, 2006-2010	66.1%	71.0%
Housing units in multi-unit structures, percent, 2006-2010	29.4%	20.7%
Median value of owner-occupied housing units, 2006-2010	\$137,100	\$159,300
Households, 2006-2010	86,318	4,940,581
Persons per household, 2006-2010	2.37	2.47
Per capita money income in past 12 months (2010 dollars) 2006-2010	\$24,152	\$27,049
Median household income 2006-2010	\$43,673	\$50,398
Persons below poverty level, percent, 2006-2010	13.2%	12.4%
Business QuickFacts		
	Lackawanna County	Pennsylvania
Private nonfarm establishments, 2009	5,415	298,432 ¹
Private nonfarm employment, 2009	98,621	5,044,648 ¹
Private nonfarm employment, percent change 2000-2009	5.6%	-0.8% ¹
Nonemployer establishments, 2009	11,013	743,302

Total number of firms, 2007	15,566	981,501
Black-owned firms, percent, 2007	0.7%	4.6%
American Indian- and Alaska Native-owned firms, percent, 2007	F	0.3%
Asian-owned firms, percent, 2007	S	3.2%
Native Hawaiian and Other Pacific Islander-owned firms, percent, 2007	F	0.0%
Hispanic-owned firms, percent, 2007	S	2.3%
Women-owned firms, percent, 2007	23.5%	27.0%

Manufacturers shipments, 2007 (\$1000)	D	234,840,418
Merchant wholesaler sales, 2007 (\$1000)	3,127,587	142,859,202
Retail sales, 2007 (\$1000)	3,178,821	166,842,778
Retail sales per capita, 2007	\$15,185	\$13,323
Accommodation and food services sales, 2007 (\$1000)	360,487	19,625,449
Building permits, 2010	265	19,740
Federal spending, 2009	2,436,983	139,880,659 ¹
Geography QuickFacts		
	Lackawanna County	Pennsylvania
Land area in square miles, 2010	459.08	44,742.70
Persons per square mile, 2010	467.1	283.9
FIPS Code	069	42
Metropolitan or Micropolitan Statistical Area	Scranton--Wilkes-Barre, PA Metro Area	

1: Includes data not distributed by county.

Luzerne County, Pennsylvania

Further information Want more? [Browse data sets for Luzerne County](#)

People QuickFacts	Luzerne County	Pennsylvania
Population, 2011 estimate	NA	12,742,886
Population, 2010	320,918	12,702,379
Population, percent change, 2000 to 2010	0.5%	3.4%
Population, 2000	319,250	12,281,054
Persons under 5 years, percent, 2010	5.2%	5.7%
Persons under 18 years, percent, 2010	20.2%	22.0%
Persons 65 years and over, percent, 2010	17.9%	15.4%
Female persons, percent, 2010	51.1%	51.3%

White persons, percent, 2010 (a)	90.7%	81.9%
Black persons, percent, 2010 (a)	3.4%	10.8%
American Indian and Alaska Native persons, percent, 2010 (a)	0.2%	0.2%
Asian persons, percent, 2010 (a)	1.0%	2.7%
Native Hawaiian and Other Pacific Islander, percent, 2010 (a)	Z	Z
Persons reporting two or more races, percent, 2010	1.5%	1.9%
Persons of Hispanic or Latino origin, percent, 2010 (b)	6.7%	5.7%
White persons not Hispanic, percent, 2010	88.2%	79.5%

Living in same house 1 year & over, 2006-2010	88.1%	87.4%
Foreign born persons, percent, 2006-2010	4.1%	5.6%
Language other than English spoken at home, pct age 5+, 2006-2010	7.1%	9.9%
High school graduates, percent of persons age 25+, 2006-2010	87.0%	87.4%
Bachelor's degree or higher, pct of persons age 25+, 2006-2010	20.2%	26.4%
Veterans, 2006-2010	30,751	1,034,976
Mean travel time to work (minutes), workers age 16+, 2006-2010	21.8	25.5
Housing units, 2010	148,748	5,567,315
Homeownership rate, 2006-2010	69.9%	71.0%
Housing units in multi-unit structures, percent, 2006-2010	20.6%	20.7%
Median value of owner-occupied housing units, 2006-2010	\$113,300	\$159,300
Households, 2006-2010	130,855	4,940,581
Persons per household, 2006-2010	2.36	2.47

Per capita money income in past 12 months (2010 dollars) 2006-2010	\$23,245	\$27,049
Median household income 2006-2010	\$42,224	\$50,398
Persons below poverty level, percent, 2006-2010	13.7%	12.4%
Business QuickFacts	Luzerne County	Pennsylvania
Private nonfarm establishments, 2009	7,379	298,432 ¹
Private nonfarm employment, 2009	124,158	5,044,648 ¹
Private nonfarm employment, percent change 2000-2009	-2.5%	-0.8% ¹
Nonemployer establishments, 2009	15,913	743,302

Total number of firms, 2007	22,566	981,501
Black-owned firms, percent, 2007	1.0%	4.6%
American Indian- and Alaska Native-owned firms, percent, 2007	F	0.3%
Asian-owned firms, percent, 2007	1.9%	3.2%
Native Hawaiian and Other Pacific Islander-owned firms, percent, 2007	F	0.0%
Hispanic-owned firms, percent, 2007	2.8%	2.3%
Women-owned firms, percent, 2007	23.6%	27.0%

Manufacturers shipments, 2007 (\$1000)	5,708,309	234,840,418
Merchant wholesaler sales, 2007 (\$1000)	2,174,732	142,859,202
Retail sales, 2007 (\$1000)	5,223,747	166,842,778
Retail sales per capita, 2007	\$16,746	\$13,323
Accommodation and food services sales, 2007 (\$1000)	442,900	19,625,449
Building permits, 2010	359	19,740
Federal spending, 2009	3,284,998	139,880,659 ¹
Geography QuickFacts	Luzerne County	Pennsylvania
Land area in square miles, 2010	890.33	44,742.70
Persons per square mile, 2010	360.4	283.9
FIPS Code	079	42
Metropolitan or Micropolitan Statistical Area	Scranton--Wilkes-Barre, PA Metro Area	

