

## Minutes

### Ashtabula County Senior Services Levy Advisory Board Meeting September 18, 2024 Ohio Means Jobs, 2247 Lake Ave., Ashtabula

#### Present

Patrick Arcaro  
Veronica Hanna  
Robert Kenyon  
Emory Moore  
Mary Pepperney  
Joseph Rapose  
Sharone Sing

#### Absent

Jerome Brockway  
Mary Runyan  
Cristine Rutz  
Ron Smith  
Dianne Solembrino  
Lynn Zalewski

#### Staff

Julie Carlo  
Darcy Mosier

#### BOCC

Kathryn Whittington,  
Zoom/Conference Call

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#### Call to Order

Chair, Joe Rapose called the meeting to order.

#### Approval of Minutes

The minutes from the July 17, 2024, meeting could not be approved, since there were not enough board members present to form a quorum.

#### Chair's Report

Chair, Joe Rapose thanked the evaluation committees and ACJFS staff for their time and hard work they put into the RFP process and Evaluation Committee meetings.

Executive Director, Patrick Arcaro shared SLAB member George Peterson submitted his letter of resignation as of this date, 9/18/24.

Joe shared the names of the board members whose terms were expiring on 12/31/24, Veronica Hanna, Joseph Rapose, and Cris Rutz. Joe asked those members to express to Darcy Mosier their intentions on renewing or not renewing their terms, by October 15th. Joe added the applicants' names will need to be reviewed by the nominating committee prior to the November 20<sup>th</sup>, Senior Levy Advisory Board meeting.

#### Funding

Julie Carlo presented the Revenue & Expense Report as of August 31, 2023. Julie shared the balance forward is \$1,098,398.53. The current year revenue is \$1,894,944.61 and total revenue is \$2,993,343.14. The total expenses are \$1,418,384.24 with an available balance of \$375,338.09.

#### Contract Reports

*Contract Report:* Darcy Mosier presented the contract report. This report represents payments made against provider's contracts beginning in January through the calendar year. Darcy reported the providers target is to have used approximately 58% of their annual budget which is through the month of July 2024. Darcy pointed out to the board those providers and services substantially above or below the target percentage for the month of July. ACCAA; Homemaker has used 39% of their contract funds. Samantha Dragon of ACCAA was contacted regarding the low usage of funds. Ms. Dragon shared ACCAA has hired some homemakers and improved their numbers for August. Samantha added the August invoice should reflect over 100 units for the month. ACCAA; Independence &

Wellness used all their funding and will continue to provide Information and Referral services utilizing other funding resources. ACCOA; Chore has used 75% of their funding and all their Independence & Wellness funding. ACCOA also will utilize other funding resources providing services until the end of the 2024 fiscal year. CNP; Transportation is at 75%. There has been a steady increase in units invoiced for Senior Transportation for the FY 2023 and 2024. When investigated, the increase is due to an increase in the amount of medical transportation request. Geneva Area Seniors Corp. has used 92% of their funding. Director Carolyn Holden was contacted and is aware Independence & Wellness services must be provided throughout the term of the contract.

Wait List: Darcy Mosier reviewed the providers displaying a waitlist. ARHHS Personal Care had fourteen (14) clients on their waitlist. Darcy shared, ARHHS waitlist has been consistent since March of 2024. ARHHS is utilizing all their SL funding without exceeding their monthly budgeted amount which is a contributing factor to the waitlist. ACCAA; Homemaker services has had a reoccurring waitlist since February. As mentioned, when reviewing the contract report, Darcy shared staffing continues to be the reason for the unused funds and waitlist. ACCAA is hopeful by recently hiring new homemakers, they will be able to retain them, resulting in the units increasing and the waitlist decreasing. CNP; Homemaker had a waitlist of thirty-four (34) in July. Barb Klingensmith shared County Neighbor Program did hire on a new homemaker and their waitlist has already decreased from July to August. ACCOA; Chore had a waitlist of eight (8) clients for lawn service in July, but it has since been decreased to zero (0).

### Committee:

Independence & Wellness, Quarterly meeting with Senior Center Directors- Joe Rapose gave a summary of the 9/11/24 quarterly meeting with the senior center directors via Zoom.

Ryan Tattrie from Conneaut Human Resource Center, Lisa Bruckman from Ashtabula County Council on Aging and Barb Klingensmith and Tiffany Artman from Country Neighbor, were in attendance. Joe Rapose and Mary Pepperney represented the SL Independence & Wellness committee.

Darcy reviewed summary from June 24, 2024, meeting with committee.

Barb Klingensmith introduced Tiffany Artman the new Programming Director for CNP. Tiffany shared all the new programming that is being introduced at CNP. Some of the new activities are chair volleyball, Yatzy, Dominos, Pickleball, Cardio Drumming, game hour, nature trip and cornhole, to name a few. Crafts continue to be activities enjoyed by the clients. Tiffany said tie dyeing was a big hit, and they also have crocheting. Tiffany added the friend visit from the APL is always popular. CNP believes the increase in attendees is due to the combination of postings on Facebook, monthly activity mailings, personal invites as well as phone calling to seniors that once participated in the centers who have not attended for some time. They are showing an increase of 20 new attendees this quarter.

Lisa Bruckman, Director of ACCOA shared the increased number of seniors participating this quarter was up 9%, adding they currently have 259 unduplicated clients attending the center. Lisa added freezer meals, parties and food, games, cards, BINGO, WII Bowling, and fitness classes are attended regularly. The arts and crafts participation has slowed down over the summer. The educational and cultural component provided at the center is Medicare informational speakers, especially this time of year, blood pressure screenings and day trips outside of Ashtabula County. Lisa expressed she continues to explore the after 5 pm programming for those seniors who have returned to work but still want to participate in senior center programming after work hours.

Ryan Tattrie shared new senior attendees have been coming to CHRC. Ryan did not have any data with him, he was at home sick but wanted to log on to listen. He did share CHRC has a new walking program, that is often done at the Conneaut Lake Park, weather permitting and CHRC continues to have seniors who log on virtually for different weekly programming activities.

The three directors did share and discuss their transportation concerns not only to and from their centers but for seniors in general that live in Ashtabula County.

The next quarterly meeting will be in December.

1. Evaluation Committee update- Evaluation Committee proposed to streamline the RFP information they receive from JFS to evaluate RFPs from providers, for Senior Levy proposals, moving forward. After a brief discussion, it was agreed Darcy would email the SLAB with the proposed information to gather a census from the board and report back at the November 20<sup>th</sup>, 2024, meeting with the information. At that time the SLAB may motion to move forward with the changes.

### **Old Business:**

1. 2025 Senior Levy Campaign- Chair Joe Rapose shared with the SLAB members that 2025 SL Campaign steering committee have each received a flash drive containing 2020 SL Campaign information. Joe reminded the members what members were serving on the steering committee; Joe Rapose, Dr. Brockway, Lynn Zalewski, Ron Smith, and Randy Jones volunteered to help with technology. Chair Joe Rapose reminded the SLAB that a decision needed to be made regarding a renewal, replacement or other for the steering committee to proceed with the next step of meeting with the budget commission. Joe stressed this needed to be done as soon as possible. The SLAB requested Darcy to email all SLAB members to gather a census on how the SLAB would like to proceed with a renewal, replacement and/or other. Darcy was to share the information received with the campaign steering committee. Joe expressed any updates on the campaign committee will be shared at the November 20<sup>th</sup>, 2024, SLAB meeting.
2. Feed The Hope- Joe Rapose brought to the board members attention the thank you letter from Barb Klingensmith for the Senior Levy donation to Feed the Hope.

### **New Business:**

RFP Evaluation /Approval- Darcy Mosier reviewed the provider requests, committee recommendations and Director Arcaro's recommendations for the FY 2025 Senior Levy Services but the SLAB was unable to motion or vote on the recommendations since there were not enough board members present to form a quorum.

#### a. Home Delivered Meals Services

- i. Ashtabula County Community Action Agency requested \$333,165.00, unit rate of \$8.65. The Committee recommended to fund the amount and unit rate requested.
- ii. Country Neighbor Program, Inc. requested \$259,602.00 unit rate of \$8.83. The Committee recommended to fund the amount and unit rate requested.

#### b. Personal Care

- i. Ashtabula Regional Home Health Services requested \$162,425.60, unit rate of \$45.32. The Committee recommended to fund 2024 amount of \$153,467.47 and the requested unit rate of \$45.32.
- ii. County Neighbor Program, Inc. requested \$50,006.25, unit rate of \$31.75. The Committee recommended to fund the amount of \$40,000.00 and unit rate requested of \$31.75.
- iii. Arcadia Home Health Care and Staffing requested \$105,008.18 and unit rate of \$35.00. The committee recommended funding \$35,000.00 and the requested unit rate of \$35.00.

#### c. Transportation Services:

- i. Country Neighbor Program, Inc. requested \$414,200.00, unit rate of \$2.18. The Committee recommended to fund the amount of \$350,020.00 of the contract amount requested and unit rate requested of \$2.18. The committee recommended funding less than the requested amount and advise provider to request additional funds if needed as to not tie up the amount requested initially, and SLAB will monitor for additional funding.

ii. Ashtabula County Transportation System requested \$71,572.80, unit rate of \$65.78/hr. The Committee recommended funding the amount requested and unit rate.

iii. GoGeneva aka Elite Executive Transportation requested \$112,620.00; unit rate \$2.25. The Committee recommended not funding GoGeneva aka Elite Executive Transportation.

iiii. Ashtabula County Council on Aging requested \$23,453.87; unit rate \$2.35. The Committee recommended not funding ACCOA Transportation.

d. Chore Services:

i. Ashtabula County Council on Aging requested \$48,768.69, unit rate of \$27.87. The Committee recommended to fund \$41,805.00 and the requested unit rate of \$27.87.

ii. Conneaut Human Resource Center requested \$8,700.00, unit rate of \$29.00. The Committee recommended to fund the \$1,672.20 and unit rate of 27.87.

iii. Country Neighbor Program, Inc. requested \$7,000.00, unit rate of \$35.00. The Committee recommended to fund \$6,967.50 and unit rate of \$ 27.87.

e. Homemaker Services:

i. Conneaut Human Resource Center requested \$62,000.00; unit rate \$31.00. The Committee recommends funding \$48,875.00 and the unit rate of \$28.75.

ii. Country Neighbor Program, Inc. requested \$79,062.25, unit rate \$28.75. Committee recommended to fund \$70,000.00 and the requested unit rate of \$28.75.

iii. Ashtabula County Community Action Agency requested \$49,000.00; unit rate \$27.07. The Committee recommended funding \$40,000.00 and the requested unit rate of \$27.07.

f. Guardianship/Payeeship Services:

i. Catholic Charities of Ashtabula County requested a total of \$56,868.32, unit rate of \$78.00 for Guardianship and \$66.88 for Payeeship. The Committee recommended to fund the amount and unit rate requested.

g. Independence & Wellness Services:

i. Ashtabula County Community Action, Information and Referral for Seniors Program requested \$5,500.00; unit rate \$9.29. The committee recommended the amount requested and the unit rate.

ii. Ashtabula County Council on Aging requested \$64,025.00; unit rate \$25.99. The committee recommended funding the amount of \$59,582.97 and the requested unit rate of \$25.99.

iii. Conneaut Human Resource Center requested \$43,350.00; unit rate \$25.50. The Committee recommends funding the requested contract amount and unit rate.

iiii. Country Neighbor Program, Inc. requested \$64,260.00; unit rate \$25.50. The committee recommended funding \$62,125.00 and the proposed unit rate of \$25.50.

iiiii. County Neighbor Program, Inc. congregate meals requested \$12,295.00; unit rate \$8.75. The Committee recommended funding the requested contract amount and the requested unit rate.

iiiii. Geneva Area Senior Corporation requested \$69,238.00; unit rate \$23.00. The committee recommended to fund GASC \$40,719.25 and requested unit rate of \$23.00.

iiiii. Ashtabula County YMCA requested \$19,706.80; unit rate \$7.60. The evaluation committee recommended funding \$15,859.38 and the requested unit rate of \$7.60.

iiiiiii. Alert Medical Alarms requested \$5,343,194.95 and unit rate of \$31.80. The evaluation committee recommended not funding Alert Medical Alarms.

2024 Senior Conference platform and venue- Joe Rapose opened the floor for discussion about the 2025 Annual Senior Conference venue. Joe explained the reason why the venue will need to be discussed as soon as possible to secure the traditional date of the first Friday in June. Darcy shared an alternative consideration. The SLAB asked further sites to be investigated. The 2025 Annual Senior Conference will be discussed at the November 20<sup>th</sup>, 2024, SLAB meeting to determine and secure a venue.

**Public Comment**

No public available for comment.

**Adjourn**

Chair, Joe Rapose ended the meeting.

**Next Board Meeting**  
**November 20<sup>th</sup>, 2024, at 10 a.m.**  
**Ohio Means Jobs**