**Minutes  
Ashtabula County Senior Services Levy Advisory Board  
September 12, 2018**

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| --- | --- | --- | --- |
| Present | Absent | Staff | BOCC |
| Patrick Arcaro  Jerome Brockway  Neroy Carter  Joyce Crease  Paul Fuller  Susan Hill  Randy Jones  Mary Pepperney  Mary Runyan | Debra Boyle  Michelle Thomas  Virginia Walker  Jane Wallace  Camille Zalar | Alissa Drees  Kira Ernst  Ronald Smith |  |
| Pam Zack |  |  |  |

**Call to Order**Dr. Brockway called the meeting to order.

**Approval of minutes**  
Dr. Brockway asked the board to review the minutes from July 11, 2018. After the board read over the minutes, Mary Runyan made the motion to approve the minutes from July 11, 2018 and Susan Hill seconded the motion. All in favor.

**Chair’s Report**

*ACTS Advertising Opportunity*- Dr. Brockway informed the board that the Senior Levy had an advertising opportunity with ACTS Transportation. He suggested the Senior levy emblem to be placed on their buses. Neroy Carter made the motion to approve advertising for two ACTS buses for six months and Mary Pepperney seconded the motion.

**Funding**Ron Smith presented the Revenue & Expense Report as of August 31, 2018. He stated that the year began with $952,571.93, and $1,774,547.28 was collected in taxes from the Senior Levy for a total available amount of $2,727,119.21. The total expenses YTD were $1,172,408.32.

**Contract Reports**

*Contract Report:* Kira Ernst presented the contract report. The report represented payments made against provider’s contracts that began January 1, 2018 and ran through the calendar year. Kira reported all the providers should have used 67% of their annual budget as of August 2018. Mary Pepperney requested to build a task force to begin the planning process regarding the growth of the senior population and how Personal Care will be prepared for this growth. She also requested an Independence and Wellness task force to evaluate the program.

Randy Jones made the motion to allocate $1,000 into consulting under special projects, effective immediately for the Independence and Wellness and Personal Care committees, Susan Hill seconded the motion. All in favor.

*Wait List:* Kira Ernst reported that the personal care waitlist will continue to grow due to having no additional funds to take on more clientele. Ashtabula County Council on Aging waitlist had decreased from June to July for chore services.

**New Business**

*RFP Pre-Selection Meeting* –

1. Chore Services:
   * 1. ACCOA: ACCOA requested an increase in funding ($22,300.42) and the unit rate remained unchanged at $19.31.
     2. CHRC: CHRC requested a decreased funding amount of $3,045.00 and the same unit rate of $17.50.
     3. CNP: Country Neighbor requested the same funding amount of $6,782.50 and in increased unit rate of $21.53.
     4. Paul Fuller motioned to approve the funding amounts and unit rates for ACCOA, CHRC, and CNP chore services. Susan Hill seconded the motion. All in favor.
2. Homemaker:
   * 1. ACCAA: ACCAA requested an increase in funding of $22,300.42. The unit rate would remain the same at $19.31.
     2. CHRC: CHRC requested a decrease in funding ($32,000) and the same unit rate of $17.50.
     3. CNP: CNP requested the same funding as 2018 of $6,782.50 and an increased unit rate of $21.53.
     4. Randy Jones motioned to approve ACCAA, CHRC, and CNP for their requested funding amounts and unit rates. Mary Pepperney seconded the motion. All in favor.
3. Protective Services:
   * 1. CCOAC: Paul Fuller made the motion to approve CCOAC for the same funding ($59,728.90) and the same unit rate ($78.00/$66.88) as 2018. Susan seconded the motion. Mary Pepperney abstained.
4. Home Delivered Meals:
   * 1. ACCAA: Community Action funding decreased to $338,241.00 and their unit rate decreased to $7.90.
     2. CNP: Country Neighbor requested additional funding of $182,655.00. The unit rate remained unchanged from 2018 at $8.10.
     3. Mary Pepperney motioned to approve ACCAA and CNP for the requested funding and unit rate. Mary Runyan seconded the motion. All in favor.
5. Personal Care:
   * 1. ARHHS: Regional Home Health requested additional funding of $126,873.00 and an increased unit rate of $34.29.
     2. CNP: Country Neighbor requested an increase in their funding ($56,855.30) and an increased unit rate ($25.45).
     3. Randy Jones motioned to approve the increased funding and unit rates for ARHHS and CNP. Susan Hill seconded the motion. All in favor.
6. Transportation:
   * 1. CNP: Country Neighbor requested an increase of funds ($274,508.52) and an increased unit rate ($1.87).
     2. ACTS: ACTS requested the same funding ($71,572.80) and unit rate ($53.48) as 2018.
     3. Richmond: Richmond did not attend the Pre Proposal Conference, therefore, they did not pass the Stage 1 Evaluation Process. Neroy asked if Richmond subcontracts through Country Neighbor and Patrick stated they do subcontract and have other funding sources.
     4. Susan Hill motioned to approve CNP and ACTs for their requested funding amounts and unit rates and not fund Richmond. Paul Fuller seconded the motion. All in favor.

**Public Comment**

No public available for comment.

**Adjourn**

Randy Jones made the motion to adjourn the meeting. Neroy Carter seconded the motion. All in favor. The meeting was adjourned.

**Next Board Meeting  
November 14, 2018  
Ohio Means Jobs**