**Minutes**  
**Ashtabula County Senior Services Levy Advisory Board Meeting**

**July 13th, 2022**

**Ohio Means Jobs, 2247 Lake Ave., Ashtabula**

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| Present  Patrick Arcaro  Jerome Brockway  Robert Kenyon  Joseph Rapose  Mary Runyan  Dianne Solembrino  Virginia Walker  Jane Wallace  Pam Zack | Absent  Willietta Bunch-Marbury  Christine Litweiler  Emory Moore  Mary Pepperney  Lynn Zalewski | Staff  Alissa Drees  Darcy Mosier | BOCC  Kathryn Whittington |
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**Call to Order**  
Vice Chair, Pam Zack called the meeting to order.

**Approval of Minutes**  
Pam Zack asked the board to review the minutes from May 11, 2022. After the board reviewed the minutes, Dr. Brockway made a motion to approve the minutes from May 11, 2022. Mary Runyan seconded the motion. Motion carried.

**Chair’s Report**

Vice Chair, Pam Zack introduced new board member, Robert Kenyon to the Senior Levy Advisory Board effective 6/14/22-12/31/22.

**Funding**

Alissa Drees presented the Revenue & Expense Report as of June 30th, 2022. Alissa shared the balance forward is $994,021.17. The current year revenue is $1,109,874.54 and total revenue is $2,103,895.71. The total expenses are $983,375.80 with an available balance of $580,519.91.

**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 42% of their annual budget which is through the month of May 2022. ACCAA: Homemaker service was below the target at 34%. Darcy shared she corresponded with ACCAA and explained the low expenditure is due to lack of available staffing, however the units of service are steadily increasing. CHRC; Homemaker was at 57% which is above the target percentage. At this time, Conneaut is meeting the demand for services and their units of service are back in the PRE-COVID-19 range of units provided. CNP; Companionship has zero units thus far for the FY 2022. Barb Klingensmith has been unable to successfully secure volunteers for this program. CNP; Homemaker was at 25%. Currently CNP has five (5) part time staff members providing services. Chore service providers: CNP has used 15% of their contract and CHRC has used 10%. Darcy shared, historically CNP Chore service begins the FY slowly and the services typically pick up during the nice weather months. CHRC is slowly increasing their units of service. ACCOA has used 29% of their chore services funding. Their units are increasing as the lawn care need increases. CNP, Personal Care services are at 17%. Barb Klingensmith shared she currently has one (1) personal care staff member providing services to 25 seniors. At this time, she can provide services every other week to those seniors who have been assessed for services. Catholic Charities of Ashtabula County shows 19% of their contract being used for Payeeship. Darcy explained, CCOAC does use other funding sources first for Guardianship and by the end of summer Guardianship will begin utilizing the Senior Levy funding. ACCAA, 2-1-1 was well above the target at 84%. When contacted for clarification, ACCAA said once they have exhausted their SL funding, they will continue providing services using other funding resources. CNP; Transportation is at 51%. Units indicate there has been an increase of 18% in miles provided for the first five (5) months of this year compared to FY 2021.

*Wait List:* Darcy Mosier reviewed the providers displaying a waitlist. ARHHS Personal Care had forty-one (41) clients on their waitlist. ARHHS shared they must stay within their allotted budget from Senior Levy funding. ACCOA; Chore had one client on the waitlist and since reported that client has been assessed and provided service.

**Committee:**

1. *Senior Conference Committee update; Review event;* Pam Zack shared there were eighty (80) seniors in attendance at the senior centers, eighteen (18) senior attendees at various Ashtabula County libraries and eight (8) senior attendees that watched the virtual conference on their own devices outside of the centers or libraries. There was a total of 106 attendees. Board members shared and discussed some of the comments that were expressed from attendees at the senior centers as well as the comment portion of the survey that was handed out at the centers. The comments, concerns and praises will be shared and discussed at the SL Conference Planning Committee meeting, when planning begins for the 2023 Senior Conference. Pam thanked all those SLAB members who attended the virtual conference at the senior centers, JFS staff for delivering the promotional bags to the senior centers, all the organizations who donated the promotional items for the bags and CNP for donating the cookies. Pam Zack directed the boards attention to the results of the survey. Two of the categories in the survey the board pointed out as concerning were Prescription Assistance and Safety. Board members shared their concern for those seniors in the community that answered “no” they could not afford the medications they are taking. Mary Runyan questioned what follow-up would be done with the results. Alissa Drees shared the senior centers do provide Prescription Assistance support. Discussion continued regarding ways to reach seniors for education and assistance. Pam added there is an Independence & Wellness Quarterly meeting in September where it could be discussed with Senior Center Directors the results from the survey and possibly address how the centers could communicate and remind their clients of the programs that directly address Prescription Assistance. Dianne Solembrino added the results from the survey also indicated there were seniors that did not feel safe in their homes. Kathryn Whittington questioned if these seniors would be able to be identified and follow up actions be taken. Darcy Mosier will follow up with the center where the surveys came from, to hopefully identify those seniors who felt at risk and provide direction.

**Old Business:**

1. RFP Release- Pam reviewed the timeline for the 2023 SL RFP process. The request was made to the Board of Commissioners to solicit the Requests for Proposals for the following programs: Independence and Wellness, Home Delivered Meals, Personal Care and Transportation. This was approved on 6/21/22. The release for the Request for Proposals was solicited in the Star Beacon, the official Ashtabula County Board of Commissioners website and the Senior Levy Facebook page on 7/4/22, 7/6/22. The RFPs for Senior Levy were released on 7/8/22 and the closing date is 8/3/22. Pam added the Evaluation Committee will have the option to meet in person at Ohio Means Jobs site and/ or zoom. She also asked the board members to fill in on the provided spreadsheet how they would be attending, and how they would like the RFP information shared, in an email or hardcopy in binder. Pam also offered if members would like to pick up the RFP binders before the first meeting, Darcy will let the committee know when the binders will be available for pickup. Dr. Brockway questioned the board on the total amount of funding and breakdown by services allocated for the FY 2023 RFP’s. Alissa Drees responded that it hard to fit an actual percentage overall based on services due to not knowing what the 2023 RFP’s will be requesting. She added funding would be based on historical information, their use of their funding and the number of services provided. Dr. Brockway then brought up the topic of the 2025 Senior Levy campaign regarding renewal and/or replacement of the Senior Services Levy. Kathryn Whittington made the recommendation for the SLAB to meet with the Ashtabula County Budget Commission for more information on how to utilize the process for the Senior Services Levy.

**New Business:**

1. Director Arcaro shared that he had received a letter from Barb Klingensmith asking for volunteers for Feed the Hope on Friday, September 9th, 2022, at 9:00 a.m., located at Mount Carmel Community Center, Ashtabula, Ohio.

No public available for comment.

**Adjourn**

Dr. Brockway made a motion to adjourn the meeting. Mary Runyan seconded the motion. Motion carried. The meeting was adjourned.

**Next Board Meeting**  
**September 21st, 2022, at 10 a.m.**  
**Ohio Means Jobs**