**Minutes  
Ashtabula County Senior Services Levy Advisory Board  
January 10, 2018**

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

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

**Approval of minutes**  
Dr. Brockway asked the board to review the minutes from September 20, 2017 and the discussion notes form November 15, 2017. After the board read over the minutes and notes, Randy Jones made the motion to approve the minutes from September 20, 2017 and Mary Pepperney seconded the motion. All in favor.

**Chair’s Report**

Dr. Brockway informed the board that there was a conflict of interest form that all board members must complete and return to Kira Ernst. He stated, at the last meeting Michelle Thomas nominated Dr. Brockway to be the Chair of the Board and herself as the vice chair, however, there were not enough board members to form a quorum. He asked if there were any additional nominations for officers. The board stated they had no nominations. Paul Fuller motioned to approve Dr. Brockway as the Chair of the board and Michelle Thomas as vice chair. Mary Pepperney seconded the motion. All in favor.

**Funding**Ron Smith presented the Revenue & Expense Report as of December 31, 2017. He stated that the year began with $798,874.05, and $1,806,252.73 was collected in taxes from the Senior Levy for a total available amount of $2,605,126.78. The total expenses YTD were $1,652,554.85. Ron reported that the levy has $343,686.00 in obligations to providers who have yet to send in their December 2017 invoice.

**Contract Reports**

*Contract Report:* Kira Ernst presented the contract report. The report represented payments made against provider’s contracts that began January 1, 2017 and ran through the calendar year. Kira reported that some providers have submitted all their invoices for 2017. She stated for the providers that have turned in all 2017 invoices, the amount listed under contract balance is the amount not used in their contract.

*Wait List:* Kira Ernst reported that Country Neighbors served clients have continued to increase throughout the year due to taking on additional seniors from Comfort Keepers clientele. Debra Boyle asked why Ashtabula Regional Home Health has $28,194.11 left in their budget. Kira reported that they have not turned in their invoice for December, therefore, that number would decrease.

**Committees**

*Senior Conference Committee* – Dr. Brockway stated that the first Senior Citizens Conference meeting will be January 26, 2018 at 3pm at Ashtabula County Department of Job & Family Services.

**Old Business**

**New Business**

*Senior Citizen Conference* – Dr. Brockway informed the board that the conference will be held on June 8, 2018. Alissa stated that Lakeside is reserved for this date, however, if the board chooses to have it elsewhere we would need to make sure the same date is available. Dr. Brockway stated that there were some complaints in regards to parking at Lakeside. Alissa reported that Lakeside was repaving driveway and no one was informed of this until one day prior to the conference. She stated, this year, ACDJFS will call prior to conference to verify no maintenance will be occurring during the conference. Mary inquired if the letters were sent from the BOCC thanking the volunteers from last years conference. Alissa stated we would follow up to verify if the letters had been sent.

**Public Comment**

No public available for comment.

**Adjourn**

Mary Pepperney made the motion to adjourn the meeting. Paul Fuller seconded the motion. The meeting was adjourned.

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