

Minutes
Ashtabula County Senior Services Levy Advisory Board Meeting
May 21, 2025
Ohio Means Jobs, 2247 Lake Ave., Ashtabula

Present

Patrick Arcaro
Veronica Hanna
Bob Kenyon
Mary Runyan
Cristine Rutz
Sharone Sing
Ron Smith
Dianne Solembrino
Lynn Zalewski

Absent

Jerome Brockway
Emory Moore
Paula Pristov
Mary Pepperney
Joe Rapose

Staff

Alissa Drees
Darcy Mosier

BOCC

Katheryn Whittington
(absent)

Call to Order

Vice Chair, Bob Kenyon called the meeting to order.

Approval of Minutes

Bob Kenyon asked the board to review the Senior Levy Advisory Board minutes from March 19, 2025. After the board reviewed the minutes, Mary Runyan made a motion to approve the minutes from March 19, 2025. Lynn Zalewski seconded the motion. Motion carried.

Chair's Report

The vice chair had no new information to report.

Funding

Alissa Drees presented the Revenue & Expense Report through April 30, 2025. Alissa shared the balance forward is \$985,229.65. Alissa added the first quarter taxes have been received giving a current year revenue of \$1,156,161.21 and total revenue of \$2,141,380.86. The grand total expenses year to date is \$763,601.10 leaving an available balance of \$799,379.48. Alissa pointed out to the SLAB, this balance is right in line with 2024 revenue and expenses.

Contract Reports

Contract Report: Darcy Mosier presented the Contract Report, which outlines payments made against provider contracts from January through March 2025. She stated that providers are expected to have utilized approximately 25% of their annual budgets by the end of March. Darcy drew the Board's attention to the Ashtabula County Community Action Agency (ACCAA) Homemaker Services, which has used only 4% of its allocated funding to date. She shared correspondence from Samantha Dragon, Director of Senior and Community Services, who reported continued staffing challenges. The agency currently has one part-time homemaker on staff, and two candidates are in the process of applying

for the position. Ms. Dragon expressed optimism that onboarding these individuals will result in an increase in clients served.

The Board engaged in discussion regarding homemaker staffing levels, wages, unit rates, and service delivery. A request was made for a comparison of staffing levels, wages, and benefits across all three homemaker service providers. Ms. Mosier acknowledged the request and will follow up with the requested information at a future meeting.

Regarding Chore Services, the Ashtabula County Council on Aging has utilized 44% of its allocated funding. The higher-than-expected usage was attributed to snow removal services provided during January and February. Darcy noted that service units have decreased in the spring but are expected to increase again in June with the start of lawn care services. The Conneaut Human Resource Center has used 2% of its chore services funding, while the Country Neighbor Program has not utilized any chore services funds to date.

Arcadia's Personal Care Services reported 4% of funding utilized. The agency had a slow start in January and February but has since begun serving new clients. Lastly, ACCAA's Independence and Wellness program, under Information and Referral Services, has used 54% of its funding. Darcy explained that the program is currently utilizing Senior Levy funds. Once those funds are exhausted, ACCAA will begin drawing from other funding sources.

Wait List: Darcy Mosier provided an overview of providers currently maintaining a waitlist. She explained that the waitlist consists of seniors who qualify for services under the senior levy; however, due to limited funding or insufficient staffing, providers are unable to initiate services immediately. As a result, qualified clients are placed on a prioritized waitlist based on need and provider capacity.

ARHHS Personal Care reported two (2) clients on their active waitlist, which is a result of adhering to their contracted annual budget. Darcy also noted that ARHHS maintains a secondary waitlist comprised of clients who are temporarily residing in assisted living facilities, undergoing rehabilitation, or otherwise out of the home. These clients are reassessed upon returning home to determine their level of need and priority for services.

The Ashtabula County Community Action Agency (ACCAA) Homemaker program reported thirteen (13) clients on their waitlist. This is attributed to having only one part-time staff member available to deliver services at this time.

The Country Neighbor Program's Homemaker services reported a significant waitlist of fifty-two (52) clients as of March. This number reflects the program's commitment to remaining within its allocated funding limits for the fiscal year.

Committee:

1. 2024 Senior Conference Planning Committee update: Bob Kenyon noted the planning committee will be scheduling venue tours at Saint John School, Lakeside Jr. High School and Town Square Mall for the 2026 senior conference.

2. RFP Committee; Review process and timeline: Bob informed the Board that the proposed timeline for the Request for Proposals (RFP) and the evaluation committee meeting schedule is included in the SLAB meeting packet for review. He requested that any Board members who are unable to attend the scheduled committee meetings notify Darcy Mosier as soon as possible to allow for necessary adjustments.

Old Business: Bob Kenyon reminded Board members that the SLAB packet included the May 6th special election results by precinct for their review. Board members engaged in discussion regarding the election results, campaign budget, the return of campaign signs, and planning for future campaigns. Lynn Zalewski congratulated the committee on the successful passage of the senior levy, which passed with 71.5% voter approval. She reviewed the campaign's financial summary, including the beginning balance, donations received, expenditures, and the remaining balance. Lynn also provided a recap of the marketing strategies used during the campaign. Ron Smith acknowledged the effectiveness of the campaign signs and expressed appreciation to Randy Jones for his work in promoting the levy through social media. Further discussion of campaign activities and future planning continued among the members.

New Business: Bob shared the 2025 Feed the Hope is slated for Friday, September 5th, 2025, at the Ashtabula County Fair Grounds, Jefferson, Ohio.

Adjourn

Dianne Solembrino made a motion to end the meeting. Sharone Sing seconded the motion. Motion carried. The meeting was adjourned.

**Next Board Meeting
July 16, 2025, at 10 a.m.
Ashtabula County Job & Family Services
2924 Donahoe Drive, Ashtabula**