

Minutes

Ashtabula County Senior Services Levy Advisory Board Meeting September 20, 2023 Ohio Means Jobs, 2247 Lake Ave., Ashtabula

Present

Patrick Arcaro
Jerome Brockway
Veronica Hanna
Robert Kenyon
Emory Moore
Mary Pepperney
Joseph Rapose
Mary Runyan
Cristine Rutz
Sharone Sing
Dianne Solembrino
Pam Zack
Lynn Zalewski

Absent

Jane Wallace

Staff

Alissa Drees
Darcy Mosier

BOCC

Kathryn Whittington

Call to Order

Chair, Joe Rapose called the meeting to order. Ashtabula County Auditor, David Thomas was introduced as the guest speaker. Mr. Thomas addressed questions about the 2023 Triennial Property Value Update. He also discussed with the board, different type of levy options that might be considered when planning the Senior Services Levy, 2025 campaign.

Approval of Minutes

Joe Rapose asked the board to review the minutes from July 12, 2023. After the board reviewed the minutes, Bob Kenyon made a motion to approve the minutes from July 12, 2023. Mary Runyan seconded the motion. Motion carried.

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.

Joe shared the names of the board members whose terms were expiring on 12/31/23, Jane Wallace, Sharone Sing, Emory Moore, and Pam Zack. Joe asked those members to express to Darcy Mosier their intentions on renewing or not renewing their terms, by October 16th. Joe added the applicants' names will need to be reviewed by the nominating committee prior to the November 15th, Senior Levy Advisory Board meeting.

Funding

Alissa Drees presented the Revenue & Expense Report as of August 31, 2023. Alissa shared the balance forward is \$968,732.67. The current year revenue is \$1,904,376.23 and total revenue is \$2,873,108.90. The total expenses are \$1,312,850.91 with an available balance of \$291,305.78.

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 2023. Darcy pointed out to the board those providers and services, that are above or below the target percentage for the month of July. CHRC; Homemaker was at 75%. CHRC has not sought additional funding, presently, and has approximately two- and one-half months of contract funds available. ACCAA; Homemaker has used 39% of their contract funds and shows an increase in units since the January. CNP; Homemaker has used 27% of their available funds. CNP Director shared a new homemaker staff has been hired and the part-time homemaker staff has increased their hours. The director is hopeful the units will increase by increased staffing. CNP; Companionship has used 27% of their available funds for FY 2023. ACCOA Independence & Wellness has used all but 6% of their funding. When the Senior Levy funds are exhausted ACCOA will continue to provide services using other funding resources. CNP; Transportation is at 75%. There has been a steady increase in units invoiced for Senior Transportation for the FY 2022 and 2023. YMCA has used 72% of their Senior Levy funding and Country Neighbor Program; Congregate Meal program has used 32% of their 2023 Senior Levy funding. Darcy shared the director is aware of the decrease in clients eating lunch at the congregate meal site and believes there are other opportunities in the county for food at this time i.e., Senior Food Box, Senior Produce Day, Senior Farm Market, to name a few. CNP will continue to monitor and follow up.

Wait List: Darcy Mosier reviewed the providers displaying a waitlist. ARHHS Personal Care had thirteen (13) clients on their waitlist. Darcy shared, ARHHS waitlist has continued to decrease since June and added, the data indicated when the 180-day reassessment occurred, several of the clients that were on the waitlist throughout the first half of the contract may have other circumstances or their needs have changed. Those clients are no longer on the waitlist. CNP; Homemaker has a waitlist of forty-four (44) which is the direct result of their previous staffing shortage. Darcy reminded the board, CNP has since hired one full time staff and the part time staff has increased their hours.

Committee:

1. **Independence & Wellness, Quarterly meeting with Senior Center Directors-** Joe Rapose gave a summary of the 9/13/23 quarterly meeting with the senior center directors via Zoom. Ashtabula County Council on Aging Director- Lisa Bruckman, Conneaut Human Resource Center Director- Ryan Tattrie, Geneva Area Senior Corp. Director- Carolyn Holden and Kristina Paxton of Country Neighbor Program attended the Zoom meeting. All center directors expressed the number of clients attending the centers had decreased during the summer months. Carolyn Holden of the Geneva Senior Center indicated she would like to incorporate volunteers to help with setting up activities as well as more senior participation to increase billable units. Carolyn stated she has reached out to Geneva Methodist Church who has indicated they were interested in providing the senior center with volunteers. Ryan Tattrie stated their cooking classes have been a great success and they are hoping to expand them to more than one day per month. Lisa Bruckman reported that the Senior Prom, which was a collaboration event amongst Ashtabula County Senior Centers, was a huge success. Lisa reported there were 165 meals served as well as that many attendees. The event was well received by all that attended. Kristina Praxton of Country

Neighbor Program shared clients at Country Neighbor were planning activities to help raise awareness for Falls Prevention Awareness Month sponsored by the Ohio Department of Aging. Kristina invited the other centers to participate and shared the link to the Ohio Department of Aging. All directors agreed technology and social media has helped promote the centers and is another great tool to be used for communicating the events and activities available to the seniors in Ashtabula County. The next quarterly meeting with the senior center directors will be in December.

Discussion among the Senior Levy Advisory Board continued regarding transition of service needs, exploring a different model of services, and tapping into seniors' interest. Several agreed if the data indicates the senior center numbers continue to decline the board needs to explore what change in programming is needed to better meet the senior clients needs of Ashtabula County.

Old Business:

1. Questionnaire follow-up- Darcy shared follow up information regarding APS, from July meeting.
2. 2025 Senior Levy Campaign signup sheets- Chair, Joe Rapose provided three sign-up sheets to the board regarding 2025 Senior Levy Campaign Committees. Joe asked board members that were chairpersons of each committee to share with the board members that have not served on a campaign, their experiences as committee members. The committees are Fund-Raising, Speakers and Marketing Outreach Committee. Joe passed around the sign-up sheets and encouraged all members to become involved when it's time for the committees to organize. The members of the board suggested getting in touch with past Senior Levy Advisory Board members as well as others in the community to serve on the campaign committees.

New Business:

RFP Evaluation /Approval- The following are the provider requests, committee recommendations and Director Arcaro's recommendations for the FY 2024 Senior Levy Services.

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 \$255,195.00, unit rate of \$8.68. The Committee recommended to fund the amount and unit rate requested.
- iii. Lynn Zalewski made a motion to fund SL Home Delivered Meals in the total amount of \$588,360.00 for FY 2024. Dr. Brockway seconded the motion. Motion carried.

b. Personal Care

- i. Ashtabula Regional Home Health Services requested \$153,467.47, unit rate of \$42.86. The Committee recommended to fund the amount and the unit rate requested.
- ii. County Neighbor Program, Inc. requested \$49,815.00, unit rate of \$30.75. The Committee recommended to fund the amount and unit rate requested.
- iii. Bob Kenyon made a motion to fund SL Personal Care services for the FY 2024 in the amount of \$203,282.47. Mary Runyan second the motion. Motion carried.

iiii. CARESTAR requested \$84,444.47, unit rate of \$35.72. The committee recommended not funding CARESTAR after reviewing their proposal due to no current networking system in area or an established base in proximity. Joe Rapose asked the board if there was any discussion. No discussion from the floor. Dr. Brockway made a motion to not fund CARESTAR. Dianne Solembrino seconded the motion. Motion carried.

c. Transportation Services:

i. Country Neighbor Program, Inc. requested \$394,215.00, unit rate of \$2.15. The Committee recommended to fund the amount of \$350,020.00 of the contract amount requested and unit rate requested of \$2.15. 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.

iiii. Dianne Solembrino made a motion to fund SL Transportation service for the FY 2024, totaling \$421,592.80. Mary Runyan seconded the motion. Motion carried.

iii. Elite Executive Transportation requested \$325,000.00; unit rate \$3.25. The Committee recommended not funding Elite Executive Transportation due to proposal did not fully communicate how services would be provided with limited staff for senior services. Joe Rapose asked the floor if there was discussion. Dr. Brockway inquired if the recommended providers would serve as a coordinating agency to possibly consider bringing on new transportation providers. Alissa Drees explained it has been done in the past by way of subcontracting based on need. Unfortunately, the recommended providers' unit rate is less than what Elite has proposed, so unless Elite would be willing to lower their unit rate, the provider would be providing services at a deficit if subcontracting with them.

Dianne Solembrino made a motion to not fund Elite Executive Transportation for \$325,000.00, unit rate \$3.25. Veronica Hanna seconded the motion. Motion carried.

d. Chore Services:

i. Ashtabula County Council on Aging requested \$34,895.53, unit rate of \$24.07. The Committee recommended to fund the amount requested and unit rate.

ii. Conneaut Human Resource Center requested \$1,680.00, unit rate of \$24.00. The Committee recommended to fund the amount requested and unit rate.

iii. Country Neighbor Program, Inc. requested \$7,700.00, unit rate of \$27.50. The Committee recommended to decrease the requested amount by \$550.00 and fund the requested unit rate of \$27.50. The funded amount will allow the average units CNP/Chore services has provided in the past two FY's.

iiii. Mary Runyan made a motion to fund SL Chore services for the FY 2024 \$43,725.53. Lynn Zalewski seconded the motion. Motion carried.

e. Homemaker Services:

i. Conneaut Human Resource Center requested \$40,242.00; unit rate \$25.15. The Committee recommends funding the requested amount of contract funds and unit rate.

ii. Country Neighbor Program, Inc. requested \$77,000.00, unit rate \$28.00. Committee recommended to fund the requested amount of contract funds and unit rate.

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

iiii. Dr. Brockway made a motion to fund SL Homemaker Services for the FY 2024 \$166,242.00. Mary Runyan seconded the motion. Motion carried.

f. Companionship Services:

i. Country Neighbor Program, Inc. requested \$4,500.00; unit rate \$15.00. The committee recommended not funding CNP Companionship program for the FY 2024. The committee reviewed and monitored the usage of contract funds for FY 2022 and first half of 2023. The first amount of funding for the program was used on 5/23. The evaluation committee agrees the inability to secure volunteers for the program makes companionship no longer viable to fund.

ii. Bob Kenyon made the motion not to fund CNP, Companionship services for FY 2024 in the amount of \$4,500.00. Mary Runyan seconded the motion. Motion carried.

g. 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.

ii. Dr. Brockway made a motion to fund CCOAC Guardianship and Payeeship Mary Runyan seconded the motion. Mary Pepperney abstained. Motion carried.

h. 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 \$60,278.57; unit rate \$24.11. The committee recommended funding the amount of \$54,582.97 and the unit rate of \$24.11. After reviewing the proposed budget, the committee recommended decreasing \$5,695.00 from the requested amount due to funds allocated for Senior Shuttle Van and Van Insurance. The Independence & Wellness subgrant agreement states "Restriction of client Transportation: This Subgrant Agreement does not provide for the transportation of Senior Levy clients."

iii. Conneaut Human Resource Center requested \$38,700.00; unit rate \$22.50. The Committee recommends funding the requested contract amount and unit rate.

iiii. Country Neighbor Program, Inc. requested \$57,125.00; unit rate \$25.50. The committee recommended funding the contract amount and proposed unit rate.

iiiii. County Neighbor Program, Inc. congregate meals requested \$21,800.00; unit rate \$8.32. the Committee recommended decreasing funding amount to \$13,000.00 and funding the requested unit rate of \$8.32. The evaluation committee reviewed the pattern of unused funds since 2020 for the congregate meals program and the decline in units since. The funding amount the committee recommends will allow the average number of units that has been provided over the past three in contract cycles.

iiiiii. Geneva Area Senior Corporation requested \$72,380.00; unit rate \$23.00. The committee recommended to fund GASC \$40,719.25 and unit rate \$23.00. The committee recommended to decrease the requested contract amount from \$72,380.00 to \$40,719.25 and unit rate requested of \$23.00. After reviewing the proposed budget, the committee recommended decreasing the proposed amount by \$31,660.75 which is the amount of money directly allocated towards transportation services. The Independence & Wellness subgrant agreement states “Restriction of client Transportation: This Subgrant Agreement does not provide for the transportation of Senior Levy clients.”

iiiiiii. Mary Pepperney made a motion to fund SL Independence & Wellness services for the FY 2024 \$209,627.82. Mary Runyan seconded the motion. Motion carried.

iiiiiiii. Ashtabula County YMCA requested \$53,499.49; unit rate \$5.68. The evaluation committee requested the YMCA Program Director, Health & Wellness Director, and suggested the Finance Director, attend a meeting with the evaluation committee. The request was the result of documentation that was not provided in 2022 for FY 2023 and again in 2023 for FY 2024. On 8/24/23 the Health & Wellness Director attended the meeting to explain why the requested documentation was not able to be provided. After careful consideration and discussion, it is still unclear what percentage of units submitted for invoicing are also paid by other sources. Currently, the YMCA is not able to provide an accurate breakdown of those seniors attending the outreach program that are solely funded by SL funds. It is the recommendation of the committee: The YMCA is not funded by SL due to the lack of insufficient documentation and the inability to provide accurate information when requested. Bob Kenyon made a motion to not fund YMCA, Senior Levy outreach program for FY 2024. Mary Pepperney seconded the motion. Motion carried.

2024 Senior Conference platform and venue- Joe Rapose opened the floor for discussion about the 2024 Annual Senior Conference venue. Joe explained the need for the venue to be secured this early. After review and discussion, the board agreed to secure Lakeside High School for the 2024 Annual Senior Conference. Mary Pepperney made a motion to contract Lakeside High School as the venue for the 2024 Annual Senior Conference. Dianne Solebrino seconded the motion. Motion carried. Darcy will call Ashtabula Area City Schools Business Office for available dates and contract information.

Feed The Hope, contribution letter- Joe pointed out the Feed The Hope request for contribution letter, that was in the SLAB packet. Joe reminded the board the contribution was made by the Senior Levy Advisory Board for the event held on September 8th, 2023.

Public Comment

No public available for comment.

Adjourn

Lynn Zalewski made a motion to adjourn the meeting. Dianne Solebrino seconded the motion. Motion carried. The meeting was adjourned.

Next Board Meeting
November 15th, 2023, at 10 a.m.
Ohio Means Jobs