

**Minutes**  
**Ashtabula County Senior Services Levy Advisory Board Meeting**  
**July 12, 2023**  
**Ohio Means Jobs, 2247 Lake Ave., Ashtabula**

**Present**

Patrick Arcaro  
Jerome Brockway  
Veronica Hanna  
Bob Kenyon  
Mary Pepperney  
Joe Rapose  
Mary Runyan  
Cristine Rutz  
Sharone Sing  
Dianne Solembrino  
Pam Zack  
Lynn Zalewski

**Absent**

Emory Moore  
Jane Wallace  
Kathryn Whittington

**Staff**

Alissa Drees  
Darcy Mosier

**BOCC**

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**Call to Order**

Chair, Joe Rapose called the meeting to order.

**Approval of Minutes**

Joe Rapose asked the board to review the minutes from May 10, 2023, meeting. After the board reviewed the minutes, Mary Runyan made a motion to approve the minutes from May 10, 2023. Dr. Brockway seconded the motion. Motion carried.

**Chair's Report**

Joe Rapose, Chair expressed his thank you and appreciation to the Senior Levy Advisory Board, Executive Director, Patrick Arcaro and Job & Family Service staff for their time and effort hosting the 14<sup>th</sup> Annual Senior Conference.

**Funding**

Alissa Drees presented the Revenue & Expense Report through June 30, 2023. Alissa shared the current revenue is \$1,164,786.58, giving a total revenue of \$2,133,519.25. Contract expenses are \$1,003,110.52 leaving an available balance of \$563,032.04. Alissa brought to the boards attention the current revenue is in line with the June 30, 2022, Revenue & Expense Report.

**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 goal to date is to have used approximately 42% of their annual budget which is through the month of May. Darcy brought to the board's attention Ashtabula County Community Action and Country Neighbor Program, Homemaker services. Currently ACCAA is using 25% of their funding. The provider explained, at this time staffing is stable and the homemaker numbers should show an upswing in units. CNP continues to have a staff shortage which is driving their low percentage of payments towards their contract. CNP continues to aggressively seek qualified staff to fill vacancies. Country Neighbor Program, Companionship has used 3% of their funding. Barb Klingensmith currently has two volunteers and two seniors receiving services. Chore

services provided by Conneaut Human Resource Center was at 19%, Country Neighbor Program at 24%, and Ashtabula County Council on Aging at 25%. All providers are below the estimated 42%. Historically, ACCOA will level out towards the end of fall using all senior levy funds. CHRC and CNP may show an increase in percentage as the grass cutting months continue. Ashtabula County Council on Aging, Independence & Wellness is at 70%. Darcy reviewed ACCOA's previous invoice pattern and shared Senior Levy funding is often exhausted by July. Provider is aware that all services must be offered and available until 12/31/23, even if Senior Levy funding has been exhausted. Country Neighbor Program, Transportation is at 56%. Provider is aware of the possibility of exhausting funding prior to 12/31/23. Both fiscal and provider will continue to monitor.

Wait List: Darcy Mosier reviewed the providers displaying a waitlist. The waitlist consists of seniors who qualify for services through the senior levy, but the provider currently is unable to provide services due to limited funding or unavailable staffing. This challenge often results in a senior client being placed on a prioritized waitlist. ARHHS Personal Care had twenty-six (26) clients on their waitlist which is a direct result of limited in-home care staff and staying within their contracted monthly budget. ARHHS waitlist was down 35% since the last waitlist reported in April. There were three clients no longer receiving services which allowed for three waitlist clients to now become active and receiving services. Country Neighbor Program: Homemaker had forty-nine (49) clients on their waitlist for May which is the direct result of lack of staffing.

### **Committee:**

1. 2023 Senior Conference Committee update: Chair, Joe Rapose reviewed the senior conference pages in the board packet i.e., senior conference in review, senior conference budget summary, and the results of the placemat questionnaire. Mary Pepperney shared several positive comments that were stated by those senior attendees as well as vendors, participating at the event. Several other board members shared positive feedback from attendees. Alissa Drees pointed out the budget summary reflected sponsorships covered the total cost of the senior conference. Dr. Brockway noted the results of the prescription portion of the questionnaire and asked if all senior centers were providing prescription assistance information at the centers. Darcy added, the Independence & Wellness program description may include but is not limited to patient assistance programs that may include reduced cost prescriptions based upon eligibility, as well as assisting seniors who are Medicare Part D eligible with information to find suitable plans. Discussion on prescription assistance continued as well as results among the other categories within the questionnaire. The board concluded, follow up should be made with the senior centers regarding what type of prescription assistance do they provide, if any. Other safety matters regarding the questionnaire will be investigated and reported back to the board with findings. General discussion about the senior conference continued and will be noted and shared with the 2024 Senior Conference planning committee.

### **Old Business:**

1. RFP Release 7-7-23: Joe Rapose reminded the board of the up-and-coming Evaluation Committee meetings in August. Darcy added there were copies of the meeting schedule available at the sign in sheet, table. Joe emphasized to the members if they were not able to attend any of their assigned meeting dates and times to let Darcy know as soon as possible. Darcy shared with the board what stage they were at with the RFP process.

2. Senior Levy Campaign, 2025 renewal/replacement information: Joe Rapose asked to have a campaign sign-up sheet available at the September 20, 2023, Senior Levy Advisory Board meeting. Darcy shared an email inquiry/correspondence with Ashtabula County Auditor, David Thomas asking when the best time for a budget Commission meeting to be initiated to help determine if a replacement or renewal is needed. Darcy added and

shared Mr. Thomas' response and recommendation. The board is to follow up with the auditor in December, to schedule for a January 2024 meeting. Executive Director Arcaro asked that a meeting be scheduled with Auditor, David Thomas, prior to the September 20, 2023, Senior Levy Advisory Board meeting to gather information the board is seeking. The board continued discussing a campaign timeline and previous campaign highlights.

**New Business:** There was no new business to report.

**Public Comment:**

**Adjourn**

Bob Kenyon made a motion to end the meeting. Mary Pepperney seconded the motion. Motion carried. The meeting was adjourned.

**Next Board Meeting**  
**September 20, 2023, at 10 a.m.**  
**Ohio Means Jobs, 2247 Lake Ave.**