

Minutes

Ashtabula County Senior Services Levy Advisory Board Meeting November 20, 2024 Ohio Means Jobs, 2247 Lake Ave., Ashtabula

Present

Patrick Arcaro
Robert Kenyon
Veronica Hanna
Mary Pepperney
Joseph Rapose
Mary Runyan
Cristine Rutz
Sharone Sing
Ron Smith
Dianne Solembrino
Lynn Zalewski

Absent

Jerome Brockway
Emory Moore
Kathryn Whittington

Staff

Alissa Drees
Darcy Mosier

BOCC

Call to Order

Chair, Joe Rapose called the meeting to order.

Approval of Minutes

Joe Rapose asked the board to review the minutes from July 17, 2024, and September 18, 2024. After the board reviewed the minutes, Bob Kenyon made a motion to approve the minutes from July 17, 2024, and September 18, 2024. Mary Pepperney seconded the motion. Motion carried.

Chair's Report

Joe directed the board, to their November SLAB binder where the 2025 Senior Levy Advisory Board meeting schedule was located. Chair, Joe Rapose asked the floor for a motion to approve the proposed meeting schedule for 2025. Lynn Zalewski made a motion to approve the proposed senior levy advisory board 2025 meeting schedule. Mary Runyan seconded the motion. Motion carried.

Funding

Alissa Drees presented the Revenue & Expense Report as of October 31, 2024. Alissa noted a revenue & Expense Report for October 31, 2023, was included as a comparison. Alissa shared the balance forward is \$1,098,398.63. The current year revenue is \$1,917,054.97 and total revenue is \$3,016,463.50. The total expenses are \$1,806,528.80 with an available balance of \$289,766.37.

Contract Reports

Contract Report: Darcy Mosier presented the contract report. Darcy reported the providers target is to have used approximately 75% of their annual budget which is through September 2024. ACCAA; Homemaker has used 50% of their contract funds. Darcy contacted Director for Senior Services, Samantha Dragon. Ms. Dragon reported in September, ACCAA hired two new homemaker staff. At that time homemaker units increased, and client waitlist decreased. Mid November it was reported, one homemaker staff had switched to home delivered meal staff and Ms. Dragon was looking to hire two new homemaker staff. Darcy added, currently homemaker is providing services to forty-five (45) clients and there were four (4) on the waitlist.

Darcy shared, Conneaut Human Resource Center, Ashtabula County Council on Aging, and County Neighbor Program, Inc. are close to or have used, all their chore service funding for FY 2024. CNP; Personal Care has used 55% of their personal care funding. ACCOA Independence & Wellness, Ashtabula County Community Action Agency 2-1-1 Referral Service, and Geneva Area Seniors Corporation have used 100% of their funding and they are utilizing other funding sources to provide services through the end of FY 2024. Ashtabula County YMCA have used 52% of their funding for FY 2024. Darcy explained, Bonnie Konczal, Development & Outreach Director was contacted, and Bonnie stated a few possible reasons units have declined this year could be clients who were active previously are now homebound and not attending programming, clients who attended the outreach program qualifying under senior levy services now have supplemental insurance that pays for their attendance, and the units invoiced throughout FY2024 have been calculated differently from previous years which have reduced the number of units, drastically.

Wait List: Darcy Mosier reviewed the providers displaying a waitlist. ARHHS Personal Care had eleven (11) clients on their waitlist and provided service to sixty-seven (67) clients in September. Darcy reflected that ARHHS waitlist had significantly decreased in July when their 180-day reassessment occurred and they have been able to maintain a minimal waitlist, since. CNP; Homemaker had a waitlist of twenty-seven (27) clients while providing service to fifty-four (54) clients. The waitlist is the direct result of securing and retaining staff. ACCAA; Homemaker had a waitlist of three (3) clients while serving thirty-four (34) clients. Darcy pointed out that ACCAA's waitlist had reduced significantly over the past three months, and they are hopeful to increase units for the remaining 2024 FY.

Committee:

1. **Nominating Committees proposed recommendations for Senior Levy Advisory Board** – Joe Rapose shared the nominating committee recommended to reappoint Senior Levy Advisory Board members, Veronica Hanna, Cris Rutz and himself, Joe Rapose whose terms were expiring on December 31, 2024. Joe asked the floor for a motion to approve the recommendation from the nominating committee to reappoint Veronica Hanna, Cris Rutz and Joe Rapose for another three-year term on the Senior Levy Advisory Board. **Bob Kenyon made the motion to approve the nomination committee's recommendation. Dianne Solembrino seconded the motion. Motion carried.**

Old Business:

1. Senior Levy 2025 Subgrant Agreement update- Joe Rapose stated the proposed recommendations of the 2025 Senior Levy Services Subgrant Agreements were not able to be voted on at the September 18, 2024, Senior Levy Advisory Board meeting due to not having a minimum number of members present to make the proceeding of the meeting valid. Darcy reviewed all provider requests; committee recommendations and Director Arcaro's recommendations for the FY 2025 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 \$259,602.00 unit rate of \$8.83. The Committee recommended to fund the amount and unit rate requested.
 - iii. Joe Rapose asked the Board to make a motion to approve the evaluation committees' recommendations for Home Delivered Meal services for FY 2025 in the amount of \$592,767.00. Bob Kenyon made the motion to approve RFP Evaluation approval for Home Delivered Meals Services as presented for FY 2025 in the amount of \$592,767.00. Diane Solembino seconded the motion. Motion carried.
 - b. Personal Care
 - i. Ashtabula Regional Home Health Services requested \$162,425.60, unit rate of \$45.32. The Committee recommended to fund the same amount that was funded in FY 2024 of \$153,467.47 and the requested unit rate of \$45.32.
 - ii. County Neighbor Program, Inc. requested \$50,006.25, unit rate of \$31.75. The Committee recommended to fund the amount of \$40,000.00 and unit rate requested of \$31.75.
 - iii. Arcadia Home Health Care and Staffing requested \$105,008.18 and unit rate of \$35.00. The committee recommended funding \$35,000.00 and the requested unit rate of \$35.00.
 - iiii. Lynn Zalewski made the motion to approve RFP Evaluation committee approval for Personal Care Services as presented for FY 2025 in the amount of \$228,467.47. Veronica Hanna seconded the motion. Motion carried.
 - c. Transportation Services:
 - i. Country Neighbor Program, Inc. requested \$414,200.00, unit rate of \$2.18. The Committee recommended to fund the same amount of \$350,020.00 funded in FY 2024 and fund the unit rate requested of \$2.18. 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. SLAB will monitor for additional funding needs and request.
 - 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.
 - iii. GoGeneva aka Elite Executive Transportation requested \$112,620.00; unit rate \$2.25. The Committee recommended not funding GoGeneva aka Elite Executive Transportation due to lack of senior transportation experience presented and wheelchair lift accommodations.
 - iiii. Ashtabula County Council on Aging requested \$23,453.87; unit rate \$2.35. The Committee recommended not funding ACCOA Transportation due to their limited-service area which might be restricting their ability to provide adequate senior transportation for all senior client's needs.
 - iiiii. Mary Runyan made the motion to approve RFP Evaluation approval for Transportation Services as presented for FY 2025 in the amount of \$421,592.80 and to not fund GoGeneva in the amount of \$112,620.00 and Ashtabula County Council on Aging in the amount of \$23,453.87 for senior transportation services. Mary Pepperney seconded the motion. Motion carried.

d. Chore Services:

- i. Ashtabula County Council on Aging requested \$48,768.69, unit rate of \$27.87. The Committee recommended to fund \$41,805.00 and the requested unit rate of \$27.87.
- ii. Conneaut Human Resource Center requested \$8,700.00, unit rate of \$29.00. The Committee recommended to fund the \$1,672.20 and unit rate of \$27.87.
- iii. Country Neighbor Program, Inc. requested \$7,000.00, unit rate of \$35.00. The Committee recommended to fund \$6,967.50 and unit rate of \$27.87.
- iiii. Bob Kenyon made the motion to approve RFP Evaluation approval for Chore Services as presented for FY 2025 in the amount of \$50,444.70. Dianne Solembrino seconded the motion. Motion carried.

e. Homemaker Services:

- i. Conneaut Human Resource Center requested \$62,000.00; unit rate \$31.00. The Committee recommends funding \$48,875.00 and the unit rate of \$28.75.
- ii. Country Neighbor Program, Inc. requested \$79,062.25, unit rate \$28.75. Committee recommended to fund \$70,000.00 and the requested unit rate of \$28.75.
- iii. Ashtabula County Community Action Agency requested \$49,000.00; unit rate \$27.07. The Committee recommended funding \$40,000.00 and the requested unit rate of \$27.07.
- iiii. Mary Runyan made the motion to approve RFP Evaluation approval for Homemaker services in the amount of \$158,875.00. Ron Smith seconded the motion. Motion Carried.

f. Guardianship/Payeeship Services:

- i. Catholic Charities of Ashtabula County requested a total of \$56,868.32, unit rate of \$78.00 for Guardianship and unit rate of \$66.88 for Payeeship. The Committee recommended to fund the amount and unit rate requested.
- ii. Dianne Solembrino made the motion to approve RFP Evaluation approval for Adult Protective Services/ Guardianship and Payeeship as presented for FY 2025 in the amount of \$56,868.32. Lynn Zalewski seconded the motion. Mary Pepperney abstained from voting. Motion carried.

g. 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 \$64,025.00; unit rate \$25.99. The committee recommended funding the amount of \$59,582.97 and the requested unit rate of \$25.99.
- iii. Conneaut Human Resource Center requested \$43,350.00; unit rate \$25.50. The Committee recommends funding the requested contract amount and unit rate.
- iiii. Country Neighbor Program, Inc. requested \$64,260.00; unit rate \$25.50. The committee recommended funding \$62,125.00 and the proposed unit rate of \$25.50.
- iiiii. County Neighbor Program, Inc. congregate meals requested \$12,295.00; unit rate \$8.75. The committee recommended funding the requested contract amount and the requested unit rate.
- iiiii. Geneva Area Senior Corporation requested \$69,238.00; unit rate \$23.00. The committee recommended to fund GASC \$40,719.25 and requested unit rate of \$23.00.
- iiiii. Ashtabula County YMCA requested \$19,706.80; unit rate \$7.60. The evaluation committee recommended funding \$15,859.38 and the requested unit rate of \$7.60.
- iiiii. Alert Medical Alarms requested \$5,343,194.95 and unit rate of \$31.80. The evaluation committee recommended not funding Alert Medical Alarms due to the proposal provides a device with agreement and the committee believes it would not be the best use of senior levy funds.
- iiiii. Bob Kenyon made the motion to approve RFP Evaluation approval for Independence & Wellness Services as presented for FY 2025 in the amount of \$239,431.60 and to not fund Alert Medical Alarms in the amount of \$5,343,194.95. Veronica Hanna seconded the motion. Motion carried.

The total amount of funding requested for FY 2025 is \$1,985,753.89. The total amount recommended to fund for FY 2025 is \$1,748,446.89.

2. Approval to change RFP Evaluation Criteria and Scoring System- Joe reviewed the newly revised RFP Evaluation Criteria and Scoring System in the SLAB packet provided. Joe explained previously the evaluation committee felt the documentation presented to the evaluation committees were cumbersome and board members agreed the process needed to be streamlined. Joe added, much of the information provided by JFS staff in the RFP evaluation packet was not scorable at the stage two evaluation level. Darcy reviewed the changes made. Lynn Zalewski recommended minor changes to verbiage. Joe asked the floor for a motion to make the recommended changes to the RFP Evaluation Criteria and Scoring System to be used, beginning in 2025. Mary Pepperney made a motion to approve the changes made to the RFP Evaluation Criteria and Scoring System. Mary Runyan seconded the motion. Motion carried.
3. 2025 Senior Levy Campaign update- Joe addressed the senior levy advisory board requesting for discussion and a vote on how they would like to proceed with the 2025 Senior Service Levy ballot language for the election in May. The board briefly discussed the information that had been presented to them previously by Ashtabula County Auditor, David Thomas, along with the projected amount of funding with either a renewal or replacement. The board agreed at this time a renewal of an existing levy at the same rate be placed on the May 2025 ballot. Chair, Joe Rapose asked the floor for a motion to place a renewal of an existing levy at the same rate with no additional funds, be placed on the May 2025 ballot for the Ashtabula County Senior Services Levy. Bob Kenyon made the motion to request a renewal. Cris Rutz seconded the motion. Darcy called the roll, Veronica Hanna, “yes”, Bob Kenyon, “yes”, Mary Pepperney, “yes”, Mary Runyan, “yes”, Cristine Rutz, “yes”, Sharone Sing, “yes”, Ron Smith, “yes”, Dianne Solebrino, “yes”, Lynn Zalewski, “yes”. The motion was carried.
4. 2025 Senior Conference venue considerations- Joe pointed out to the board the senior conference venue options with projected cost were provided in the SLAB packet as asked by the board to be presented at the November SLAB meeting. Darcy reviewed all three options with cost for venue and food. The board discussed options presented and a motion was made by Mary Runyan for the 2025 Senior Conference to be held at Lakeside High School. Cris Rutz seconded the motion. Motion was carried.

New Business:

1. Ratify County Neighbor Program, Inc. request for the additional funds of \$90,000.00 for Senior Service Levy; Transportation FY 2024- Joe asked the board for discussion followed by a motion to ratify an amendment for additional funds. There was no discussion by the board. Lynn Zalewski made a motion to ratify County Neighbor Program, Inc. request for additional funds in the amount of \$90,000.00 for senior transportation. Ron Smith seconded the motion. Motion carried.

Public Comment

No public available for comment.

Adjourn

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

Next Board Meeting
January 15, 2025, at 10 a.m.
Ohio Means Jobs