

Minutes
Ashtabula County Senior Services Levy Advisory Board
July 19, 2017

Present

Patrick Arcaro
Debra Boyle
Joyce Crease
Paul Fuller
Susan Hill
Sandy John
Michelle Thomas
Virginia Walker
Pam Zack
Camille Zalar

Absent

Jerome Brockway
Neroy Carter
Randy Jones
Mary Pepperney
Mary Runyan
JP Ducro

Staff

Alissa Drees
Kira Ernst
Ronald Smith

BOCC

Call to Order

Michelle Thomas called the meeting to order.

Approval of minutes

Michelle asked the Board to review the minutes from May 15, 2017. After the Board read over the minutes and discussion notes, Susan Hill made the motion to approve the minutes from May 15, 2017 and Paul Fuller seconded the motion. All in favor.

Chair's Report

Michelle welcomed new board members Debra Boyle, Joyce Crease, and Camille Zalar, then had people present go around the room and introduce themselves.

2018 RFP Process. Michelle Thomas stated that they are going to make four RFPs this year including Personal Care, Home Delivered Meals, Transportations, and Independence and Wellness. She stated that they are changing the name from Education and Wellness to Independence and Wellness to encourage the seniors to remain independent in the home. Michelle said that Personal Care will have its own RFP due to needing an LPN or STNA license. The fiscal report will continue to have Adult Protective Services and special projects. Michelle stated the research requested on the Handyman service has been completed. ACDJFS had talked with all of the providers and decided to let the provider's complete services that fit their area. For example, Conneaut seniors receive a fine if their lawn is not mowed. Therefore, the senior center handyman focuses on lawn cutting services.

Comfort Keepers Service- Michelle informed the board that ACDJFS has received multiple complaints in regards to the services with Comfort Keepers. She reported that there are 52 seniors that went without

homemaker services, due to the loss of an employee. She stated that complaints are generally in regards to people receiving services once a month or once every other month. Michelle said the agency has contacted Deborah Newcomb from Conneaut Human Resource Center and Barbara from Country Neighbor to see if they can provide services for clients that are not receiving services regularly through Comfort Keepers. They will provide the homemaker services to the specified seniors for the rest of 2017. Conneaut stated that they would take the clients east of 11. Kira Ernst stated there are 6 clients east of 11 that could receive their services from CHRC. Alissa Drees stated that Comfort Keepers is having a hard time staffing. She also reported that an employee quit Comfort Keepers in May leaving 52 seniors with no services in June. Patrick asked if anyone has been in contact with Jack from Comfort Keepers. Alissa stated that no one has been in contact with Jack and that they were waiting on ideas from the board. Patrick stated he does not believe Jack will back out of contract. He said that in their last phone conversation Jack stated if other providers wanted to pick up clients that would be fine. Kira Ernst stated the first step ACDJFS will need to make is contacting Comfort Keepers to see how many clients their staff can see twice per month, which is the contracted amount of times per month. Kira reported that last month Comfort Keepers saw 53 of the 105 clients the contracted amount of times, which is biweekly. Joyce Crease asked how Comfort Keepers is paid. Michelle stated the levy pays them based on the units of services they've provided. She then informed the board that Comfort Keepers is currently under budget. Michelle stated that they saw 105 clients in June, however, there are more clients they did not see in June. Kira Ernst reported that there are a total of 172 clients that are on their active roster. Ron reported to board members, that there are two other providers that give homemaker services to other areas in the county. Patrick stated in the past the provider that received the contract pulled workers from the old service provider. However, when Comfort Keepers received the contract the ARHHS staff did not want to switch employers. Camille asked if there would be any additional cost if the board gives the other providers a number of Comfort Keepers clients. Michelle stated there would be no additional cost we would take money from Comfort Keepers contract. Patrick stated that we are looking to see if the board has any suggestions on this matter. Debra Boyle stated that finding good employees can be a difficult process, therefore, it may take time for all of the providers to find employees. Michelle stated that all board members are in agreement that they are behind the ACDJFS team trying to resolve this issue.

Funding

Ron Smith presented the Revenue & Expense Report as of April 30, 2017. He stated that the year began with \$798,874.05, and \$1,048,362.32 was collected in taxes from our Senior Levy for a total available amount of \$1,847,236.37. The total expenses YTD were \$823,595.24. Joyce asked who comes up with the budget for all of the programs. Ron stated that the budget committee meets and discusses the budget for the following calendar year

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. Patrick requested for the Adult Protective Services numbers to also have a total listed for 2016 and a running total for 2017.

Wait List: Kira Ernst informed the new members the wait list includes the number of people served along with the reported number of clients waiting to receive services. She reported that the reasoning for ACCAA home delivered meals and ARHHS personal care wait list being high is due to the fact they are both unable to add any more seniors to the program without running out of monies before the end of the contract year. Kira said that the reasoning for the high wait list at Ashtabula County Council on Aging is because a number of chores seniors request are plumbing and electrical. The current chore personnel is not qualified to work on electrical and plumbing.

Committees

Budget Committee - Michelle stated that the budget committee has met and they were trying to decide where they could take money to give more to the Personal Care and Home Delivered meals programs. She said that they had met and no change will be made. There was no way to give more money without taking it from another program who needs the money too. Michelle stated that there are more people staying at home and less dollars to keep them there. Patrick stated the last levy cycle they went out for a replacement instead of a renewal and unless they go out for a replacement levy again, to seek more dollars from tax payers, it's going to be very difficult to reach the demand. He also reported that the idea has come up to change the age requirement for senior levy services from 60 years and older to 65 years and older. Patrick stated that the change could not happen until the levy is put on the ballot and the wording is changed.

SLAB Committees – Michelle reported that she created the evaluation committees for the RFP's. Michelle informed the board members of the committees they were assigned to. She went on to advise the board members that each evaluation committee will have to meet with their entire committee in order to make any decisions. Alissa Drees informed the board that an email will be going out next week in order to schedule the meetings for all of the committees. Alissa reported that the dates will be from August 28, 2017- September 8, 2017. Ron reported that there is a checklist for stage one and that ACDJFS staff will take care of that first step.

Old Business

Conneaut Van/Bus – Patrick reported that he is trying to spend as little money on the bus as possible. Michelle stated that the board had voted on spending up to \$10,000 and that Conneaut Human Resource Center currently does not have a bus. They are using their own personal vehicles for the seniors. Patrick said that he is in the process of trying to receive a van from ACTS and that the money the SLAB committee voted to spend on the new van would go towards paying any expenses to fix the bus.

New Business

Review of Senior Conference – Kira Ernst stated that all expenses have been paid for the Senior Conference. She also reported that there are two vendors who have yet to pay, however, their checks are both on the way. She stated there were a total of 193 attendees at the 10th Annual Senior Citizen Conference. The boards' biggest issues were the parking lot being paved and having no knowledge of that until two days prior, Great Wave had limited Wi-Fi access in the library, and cooperation with the office staff. The conference had 49 vendors and a total of 20 sponsors for the event. She reviewed the Senior Conference placemat survey in which the seniors stated their biggest issue was the walking, signage, and parking. The seniors reported they enjoyed all of the information they received from the conference and the speakers. Kira then said that the vendors voiced the biggest concerns with the conference were communication, the seniors only attending the vendor room the first hour, not having enough time to set up, and the seniors only wanting the free merchandise. Virginia said that at the follow up Senior Conference meeting they had discussed whether Lakeside was a good fit for next year. Joyce Crease stated she did attend the event and thought the event went very smoothly. She said her only concern was the vendor room should be closed during the first speech when the sponsors are acknowledged.

Public Comment

No public available for comment.

Adjourn

Susan Hill made the motion to adjourn the meeting. Sandy John seconded the motion. The meeting was adjourned.

Next Board Meeting

September 20, 2017

Ohio Means Jobs