

Minutes
Ashtabula County Senior Services Levy Advisory Board
November 6th, 2019

Present

Patrick Arcaro
Jerome Brockway
Paul Fuller
Susan Hill
Mary Runyan
Dianne Solembrino
Virginia Walker
Pam Zack

Absent

Willietta Bunch-
Marbury
Neroy Carter
Mary Pepperney
Michelle Thomas
Jane Wallace
Lynn Zalewski

Staff

Ronald Smith
Alissa Drees
Darcy Mosier

BOCC

Kathryn Whittington

Call to Order

Dr. Brockway called the meeting to order.

Approval of Minutes

Dr. Brockway asked the board to review the minutes from September 11th, 2019. After the board reviewed the minutes, Mary Runyan made the motion to approve the minutes from September 11th, 2019. Paul Fuller seconded the motion.
Motion carried.

Chair's Report

Dr. Brockway thanked those that attended the Commissioners meeting November 7th, 2019 and expressed appreciation to the Commissioners for considering putting the renewal levy on the ballot March 17th, 2020 for the Ashtabula County Senior Services. Dr. Brockway shared that Senior Levy Advisory Board member Susan Hill, submitted her letter of resignation to the County Commissioner's office. Dr. Brockway also brought the boards attention to those current Senior Levy Advisory Board members whose terms will be expiring December 31st, 2019. Those members were encouraged to submit applications to the County Commissioners by December 1st, 2019 if interested in seeking another term. The 2020 Senior Levy Advisory Board calendar was reviewed. Dr. Brockway asked the board to officially approve the SLAB 2020 dates as presented. Virginia Walker made the motion to approve the 2020 SLAB meeting dates. Paul Fuller seconded the motion. Motion carried.

Funding

Ron Smith presented the Revenue & Expense Report as of September 30th, 2019. He stated the year began with \$968,429.59. The current year revenue is \$1,809,651.43. The total expenses YTD were \$1,324,001.80 leaving an estimated, unobligated available balance of \$240,214.22.

Contract Reports

Contract Report: Darcy Mosier presented the contract report. This report represents payments made against provider's contracts beginning January 1, 2019 through the calendar year. Darcy reported that providers should have used approximately 75% of their annual budget as of October 2019, and she went through each program. Darcy noted that each provider is aware of their contract target percentage. Alissa Drees confirms that those providers who are above their contract target percentage will continue to provide services. Dr. Brockway observed the Ashtabula YMCA percentage was at 96% and well above the target of 75%. Alissa explains the YMCA showed great growth this year which was why they requested additional funding for FY 2020. Dr. Brockway asked if there were any reasons given for providers that are below the target use of funds. Darcy shared Country Neighbor Program was at 66% for Home Delivered Meals. They currently are providing meals to all seniors who have been assessed. Barb Klingensmith, Executive Director of County Neighbor Program shared the home delivered meals program fluctuates due to the assessment process, inability to reach clients and hospitalizations which often reflects a waitlist. Ashtabula County Community Action; Homemaker was at 63% which reflected staffing issues. ACCAA are currently fully staffed. Country Neighbor Program; Homemaker 64% and Personal Care 68% has experienced staffing issues. Both services combined have added six (6) additional staff to their organization. Catholic Charities of Ashtabula County are at 51%. Darcy explained CCAC have two (2) billing sources and once one (1) source is exhausted they begin using the Senior Levy funds. Darcy added CCAC should show an increase in the use of Senior Levy funds for the remaining FY 2019. Alissa Drees reminded the board the target of 75% is only through September 2019 and 25% of the contract year, remains. Dr. Brockway asked if there is a possibility providers may have a balance of unused contract funds at the end of the year. Alissa said yes and confirmed this does happen.

Wait List: Darcy Mosier reported, as of September 30th, 2019, Ashtabula County Community Action Agency; Homemaker had 2 clients on their waitlist due to staffing. As of November 1, 2019, they are fully staffed and have a full schedule of clients. Country Neighbor Program; Homemaker has 16 clients on their waitlist. October 23rd, 2019, Barb Klingensmith, Executive Director, shared she has 3 new staff and nine (9) clients from the waitlist have been provided service. Country Neighbor Program; Personal Care has eight (8) on the waitlist and has hired an STNA at 40 hrs. a week to bridge that gap. Ashtabula County Council on Aging; Chore has 11 on their waitlist and Executive Director, Lisa Bruckman explained she is staying within her FY 2019 budget while placing priority on safety repairs first.

Committees

1. Nominating Committee- Virginia Walker agreed to replace Susan Hills seat on the nominating committee. Susan Hill resigned from the Senior Levy Advisory Board, effective December 31, 2019.

2. Campaign Committee update- Paul Fuller shared the campaign Co-chairs have met and are working on a strategy plan. The Co-chairs have secured Pam Zack to be the Treasurer for the levy and are currently planning a "Kick off" event to form campaign committees. Paul added they are working on drafting a letter to send to individuals and businesses to solicit campaign funds and invite those who share an interest or thoughts on the

Senior Service Levy campaign to attend the event. The Co-chairs are planning for the event and committees to begin after January 1st, 2020.

Old Business:

Contract update- Darcy Mosier and Alissa Drees attended the work session of the Ashtabula County Commissioners on October 1st, 2019 to review the FY 2020 Senior Service Levy contracts. The Commissioners signed the FY 2020 contracts on October 8th, 2019 and contracts were returned to Ashtabula County Job & Family Services.

New Business:

A formal request from Country Neighbor Program for an increase of \$58,000.00 in anticipation of using all the 2019 Ashtabula County Senior Services Levy transportation funds allocated by October 31, 2019.

Dr. Brockway reviewed with the board, CNP; Transportation Service had expended 90% of their funds at the end of September 2019. Data from FY 2018 and FY 2019 was analyzed and discussed. Dr. Brockway expressed the needs for senior transportation has increased over all, while Mary Runyan stressed the medical necessity for transports have become greater. Paul Fuller reminded the Senior Levy Advisory Board this is a basic service Senior Levy provides. After further discussion Mary Runyan made a motion to approve Country Neighbor Program request for \$58,000.00 for Transportation for the FY 2019. Susan Hill seconded the motion. Motion carried.

Dr. Brockway thanked Susan Hill for the years of experience, dedication and input she provided the Senior Levy Advisory Board.

Public Comment

No public available for comment.

Adjourn

Mary Runyan made the motion to adjourn the meeting. Dianne Solembrino seconded the motion. Motion carried. The meeting was adjourned.

**Next Board Meeting
January 15th, 2020 at 10 a.m.
Ohio Means Jobs**