

**Minutes**  
**Ashtabula County Senior Services Levy Advisory Board**  
**July 16th, 2020**

**Phone Conference**

**Present**

Patrick Arcaro  
Jerome Brockway  
Neroy Carter  
Paul Fuller  
Christine Litweiler  
Joseph Rapose  
Rhonda Rodriguez  
Dianne Solembrino  
Michelle Thomas  
Virginia Walker  
Jane Wallace  
Pam Zack  
Lynn Zalewski

**Absent**

Willietta Bunch-  
Marbury  
Mary Pepperney  
Mary Runyan

**Staff**

Ronald Smith  
Alissa Drees  
Darcy Mosier

**BOCC**

Kathryn Whittington

**Call to Order**

Dr. Brockway called the conference call meeting to order.

**Approval of Minutes**

Dr. Brockway asked the board to review the minutes from January 15, 2020. After the board reviewed the minutes, Paul Fuller made the motion to approve the minutes from January 15, 2020. Neroy Carter seconded the motion. Motion carried.

**Chair's Report**

Dr. Brockway asked Campaign Chairperson, Paul Fuller and Pam Zac for summary of Senior Services Levy Campaign. Paul shared many thanks to all those that volunteered and gave their time and contributions. Pam Zac added, everyone worked together, and they were happy with such favorable results. Dr. Brockway noted there were many challenges with this campaign, and he greatly appreciated everyone's efforts.

Darcy Mosier addressed the cancelation of the Senior Conference for the 2020 year. All contracts were canceled due to the Pandemic. There will be plans made for the 2021 Senior Conference, however no date has been established at this time.

**Funding**

Ron Smith presented the Revenue & Expense Report as of June 30, 2020. He stated the year began with \$968,429.59. The current year revenue is \$1,075,280.59. Total revenue \$2,064,201.74 leaving an estimated, unobligated available balance of \$299,857.32. Paul Fuller asked Ron Smith if there were any changes in revenue and payment of taxes thus far this year

due to Covid. Ron stated at this time there has been no impact noted or reflected in the Ashtabula County Senior Services Levy Revenue and Expenses Report.

### **Contract Reports**

Contract Report: Darcy Mosier presented the contract report. This report represents payments made against provider's contracts beginning January 1, 2020 through the calendar year. Darcy reported that the providers goal to date, is to have used approximately 42% of their annual budget. Ashtabula County Community Action Agency; Homemaker has used 18%, Conneaut Human Resources Center; Homemaker used 32% and Country Neighbor Program, Inc.; Homemaker has used 34%. Darcy added the percentages of contract balance used are low in this service area due to providers reporting a percentage of clients choosing to put homemaker services on hold and not have providers staff in their homes due to Covid. Chore Services for Ashtabula County Council on Aging; 28% and Country Neighbor Program; 18%, Inc., were also below the 42% target. Darcy shared, there does show an increase in chore services provided since April and those percentages may level out in the months to come. Country Neighbor Program, Inc. Transportation percentage of 39% was not significantly low, however provider did state some of the medical transports had been replaced by Telehealth appointments for health and safety purposes. Catholic Charities of Ashtabula County was at 22% due to Guardianship has used other funding since the beginning of the year for services. Once those funding sources are exhausted, the Senior Levy funds will then be utilized. All providers of Independence & Wellness are close to target of 42%.

Wait List: Darcy Mosier reviewed the providers displaying a waitlist. Ashtabula Regional Home Health Services served 26 clients, while 7 clients were on the waitlist. Clarification was obtained from Ashtabula Regional Home Health Services regarding waitlist; provider explained those on the waitlist were all in skilled nursing at this time. Once released from skilled services, personal care will provide services. Country Neighbor Program, Inc., displayed 16 clients waiting for homemaker service. Provider stated services by clients who chose to withhold services due to Covid were left on the roster for when they chose to resume their services. As the clients became re-activated the waitlist would have diminished, however staffing then became a challenge. Darcy expressed Country Neighbor Program; Inc. was actively seeking qualified staffing to fill positions.

Dr. Brockway brought the boards attention to the summary of activities provided by Independence & Wellness providers. Darcy Mosier added Senior Centers currently have no activities at facilities due to health and safety reasons and current health crisis. Board member, Chris Litweiler questioned if Heap and RX programs at the Senior Centers were still in person. Alissa Drees confirms there is no in person appointments currently, however phone appointments are in place. Board member, Neroy Carter explained he had individuals' question if there were chore services being offered at this time. Darcy stated, "Yes", Ashtabula County Council On Aging is in the office on Tuesdays and Thursdays and working from home the other days. Chore services are available by both Ashtabula County Council On Aging and Country Neighbor Program, Inc. Neroy asked that there be an email provided to board members with a contact information for chore providers so he can share with seniors when asked.

## **Committees**

*1. RFP Committees-* Dr. Brockway ask Darcy Mosier for an overview of RFP process. Darcy noted the committee members have been notified of the committees evaluating for each service. Darcy offered the date of the evaluation review will begin 8/12/20 and continue until 8/26/20. Alissa Drees added at this time all meetings will be via conference call and documentation will all be shared electronically unless otherwise requested.

## **New Business:**

*1. Independence and Wellness/ Technology-* Senior Levy Advisory Board discussed possible technological updates for Senior Centers be able to provide programing to their clients while centers are not able to host in center activities, due to Covid. Alissa Drees reviewed with the board members that in 2019 there was funding and verbiage added to the Independence & Wellness RFP for Senior Centers to provide technological and social media assistance programs for seniors at their respective centers. Dr. Brockway added possible professional developmental training for senior center staff might be necessary and expressed that there might be a possibility the senior centers may be closed for some time. Paul Fuller, board member stated senior centers should first be asked to identify what the senior's needs are in order to be able to provide the most needed services. Pam Zack, board member agreed with Paul Fuller that the need must first be identified. Board member, Neroy Carter asked if the senior centers have checked into possible federal funding while the centers have not been providing in center programming. Alissa Drees explained there are providers requesting for assistance through "Cares Act" and they will possibly know by September if they qualified or will be receiving funds. Dr. Brockway asked if the board agrees to proceed by contacting the senior centers to see what their needs are with regards to technology and programing to best meet the needs of the seniors. Dr. Brockway suggested the Independence and Wellness committee investigate the needs of both provider and client and share with the Senior Levy Advisory Board their findings, at the September meeting. Neroy Carter, Lynn Z. and Paul F. along with other committee members agreed to meet in order to pursue and identify the needs of both senior centers and clients.

## **Public Comment**

No public available for comment.

## **Adjourn**

Paul Fuller made a motion to adjourn the meeting. Neroy Carter seconded the motion. Motion carried. The meeting was adjourned.

**Next Board Meeting**  
**September 17th, 2020 at 10 a.m.**

**TBA**