

Minutes
Ashtabula County Senior Services Levy Advisory Board
November 17th, 2020

Zoom Meeting

Present

Patrick Arcaro
Paul Fuller
Christine Litweiler
Joseph Rapose
Rhonda Rodriguez
Mary Runyan
Dianne Solembrino
Michelle Thomas
Virginia Walker
Pam Zack

Absent

Jerome Brockway
Willietta Bunch-
Marbury
Neroy Carter
Mary Pepperney
Jane Wallace
Lynn Zalewski

Staff

Ronald Smith
Alissa Drees
Darcy Mosier

BOCC

Kathryn Whittington

Call to Order

Michelle Thomas called the Zoom meeting to order.

Approval of Minutes

Michelle Thomas asked the board to review the minutes from September 17th, 2020. After the board reviewed the minutes, Mary Runyan made a motion to approve the minutes from September 17th, 2020. Dianne Solembrino seconded the motion. Motion carried.

Chair's Report

Michelle Thomas brought the attention of the board to those on the Senior Levy Advisory Board with expiring terms. Paul Fuller, Christine Litweiler, Jane Wallace and Pam Zack terms will expire, December 31, 2020. Paul Fuller, Nominating Committee Chair, reviewed the process for those seeking to renew their terms on the Senior Levy Advisory Board. It was determined Darcy Mosier would send the applications to those seeking reappointment and members would directly return the application to Lisa Hawkins at the Commissioner's office. The applications would then be reviewed at the general work session of the Commissioners. Lisa Hawkins will notify of the appointments approved.

The finalized Senior Levy Advisory Board meeting schedule was reviewed for the 2021 year.

Funding

Ron Smith presented the Revenue & Expense Report as of October 31, 2020. He stated the year began with \$968,429.59. The current year revenue is \$1,826,063.94 and the total revenue is \$2,814,985.09. Ron notes we have spent so far this year 78.5% of total budget for contracted expenses.

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 75% of their annual budget. Country Neighbor Program; Home Delivered Meals has used 82% of their funds so far for the FY 2020. Darcy explained the higher percentage is due to the significant increase in home delivered meals due to COVID-19. CNP Congregate Meal site is not providing meals due to COVID-19 at this time, however those that would typically get their meals at the center are now having them home delivered, upon their request. Darcy noted that CNP has also received funds through Cares Act to assist in Home Delivered Meal funding through the end of the year. Ashtabula County Community Action Agency; Homemaker, is below the target at 38%. When ACCAA was asked why the percentage remains low, Joey Savel, Senior Services Program Coordinator explained not only are some clients refusing services for health and safety reasons due to COVID-19, but ACCOA continues to have a very difficult time filling open staffing positions. CHRC contract balance is at 55%. All clients' needs are being met at this time, however there are still clients who refuse provider services due to their concern of staff coming into their homes. This refusal is the result in CHRC's low percentage. Country Neighbor Program, Inc.; Homemaker is at 63% of their payments made against their contract. Some clients continue to refuse services due to COVID-19 concerns and CNP continues to have vacant positions for homemaker staff. Payments made against Chore services for both ACCOA and CNP are well above the target at 92% and 91%. When providers were asked if their funding will carry them through December, they stated the need for chore services typically drops off the last quarter of the FY. Ashtabula Regional Home Health Services; Personal Care is at 73%, slightly lower than the target amount and they are currently meeting all referrals. CNP; Personal Care has used 82% of their funds and are meeting the needs of their clients. Catholic Charities of Ashtabula County; Payeeship/Guardianship is at 53%. The percentage is below the target due to no invoices being submitted for Guardianship so far for FY 2020. Historically this has changed as CCOAC begins using levy funds for Guardianship when their other funding resources have been exhausted.

Wait List: Darcy Mosier reviewed the providers displaying a waitlist. CNP personal care had two clients on the waitlist mid-October. When contacted for more information, Executive Director, Barb Klingensmith confirmed those clients were now receiving services. ACCAA; Homemaker have five clients on the waitlist pending assessment and added they did hire one homemaker staff, but she was still in training. CNP; Homemaker also had five on their waitlist. Barb Klingensmith director of CNP shared the waitlist numbers are going down however, they have taken people off the waitlist and added new ones as the referrals are received. As they receive referrals, they continue to assess and prioritize those on the wait list. ACCOA; Chore, had one client on the waitlist. When ACCOA was contacted for more information, the client had received chore services.

There was discussion and possible concern on the packaging of the Community Action Home Delivered Meals. There have been some complaints from clients having trouble opening the meal containers. Darcy Mosier will contact Community Action, Director Diana Brooks to inquire about the packaging along with County Neighbor Program.

Committee:

1. *Evaluation Committee, Independence and Wellness; GASC Spreadsheet-* Michelle Thomas asked members of the board if they had any question regarding Geneva Area Seniors Corporations spreadsheet reflecting units, payment amount and expenses for the FY 2020. Michelle explained the units were going down due to the center being closed. Paul Fuller asked if the new director has been hired. Darcy Mosier shared Robert Gruber was the new director and his starting date was November 16th, 2020.
2. *Independence & Wellness/Technology Committee;* Paul Fuller, chairperson reviewed with the board that senior centers have been closed to the public due to COVID-19, since late March 2020. Due to the closings, some of the services through the centers have not been available. The Independence & Wellness/Technology Committee reached out to the centers to try and understand what would help them during this pandemic time, to help prevent social isolation among the seniors, that may be occurring due to the centers being closed. A survey was created by the committee for the centers and their senior clients to fill out. The results of the survey indicated technology would help the centers reach some seniors directly and equipment for the centers may enhance a virtual senior center experience. The directors worked together and presented the committee with a list of equipment and/or software that their respective centers would use to make the connection between center and senior. There were perimeters in which the centers must adhere to in order to receive the funds for technology. A January 6th, 2021 Zoom meeting is set for the Independence & Wellness/Technology Committee to meet with the Senior Center Directors to discuss where the centers are at in their technology programming.
3. *Nominating Committee;* Paul Fuller will be reaching out to the committee members to review applicants and the Chair and Vice Chair positions.

New Business: RFP Evaluation approval. Independence & Wellness

RFP Pre-Selection Meeting- Listed below are the recommendations of the evaluation committees.

1. Independence & Wellness:

- i. Ashtabula County Community Action Agency requested \$5,500.00, unit rate of \$9.29. The Committee recommended to fund the amount requested.
- ii. Country Neighbor Program requested \$53,693.00/\$3,000.00, unit rate of \$22.16/\$6.50 for Independence & Wellness and Congregate Meals. The Committee recommended to fund CNP, Independence & Wellness Andover/Orwell the amounts proposed. The Congregate meal funding is the minimal expense for overhead until Andover resumes congregate meals on site.
- iii. Ashtabula County YMCA requested \$37,362.15, unit rate of \$3.86. The Committee recommended to fund the amount requested.
- iv. Geneva Area Senior Corporation requested \$73,776.00, unit rate of \$12.38. The recommendation for GASC is to fund \$18,444.00 for the first quarter of FY 2021.

v. Conneaut Human Resources Center requested \$46,000.00, unit rate of \$25.00. The Committee recommended to fund \$30,600.00 and unit rate of \$17.00 and allocate the technology funds through Independence & Wellness/Technology.

vi. Ashtabula County Council On Aging, Inc. Center for Active Living requested \$58,447.40, unit rate of \$17.14. The Committee recommended the amount of \$53,680.00 which is the same as FY 2020 and increase the unit rate, as requested to \$17.14.

vii. Darcy Mosier went through the evaluation committee's recommendations for each of the Independence & Wellness providers proposals. Dianne Solembrino made a motion to approve the funding amounts and unit rates for ACCAA, CNP, YMCA, GASC, CHRC and ACCOA services. Paul Fuller seconded the motion. Motion carried.

Senior Center units 1/12th of contract funding- Alissa Drees, Fiscal Supervisor explained to the Senior Levy Advisory Board, during the duration of Pandemic the senior centers have been getting 1/12th of their contracted amount. Alissa asked if the SLAB will continue to fund the senior centers 1/12th of their contracted amount or fund solely by units submitted. After discussion the SLAB agreed to continue paying those providers 1/12th of their contracted amount and reevaluate after the first quarter. Director Arcaro recommended to pay the centers 1/12th of their contracted amount. Paul Fuller made the motion to continue to pay 1/12th at least through the first quarter where the board can reevaluate the current crisis. Rhonda Rodriquez seconded the motion. Motion carried.

Public Comment

No public available for comment.

Adjourn

Pam Zack made a motion to adjourn the meeting. Dianne Solembrino seconded the motion. Motion carried. The meeting was adjourned.

Next Board Meeting
January 13th, 2021 at 10 a.m.
Zoom Meeting