

Minutes
Ashtabula County Senior Services Levy Advisory Board
January 13th, 2021

Zoom Meeting

Present

Patrick Arcaro
Jerome Brockway
Neroy Carter
Christine Litweiler
Mary Pepperney
Joseph Rapose
Rhonda Rodriguez
Mary Runyan
Dianne Solembrino
Michelle Thompson
Virginia Walker
Pam Zack
Lynn Zalewski

Absent

Willietta Bunch-
Marbury
Jane Wallace

Staff

Ronald Smith
Alissa Drees
Darcy Mosier

BOCC

Kathryn Whittington

Call to Order

Dr. Brockway called the Zoom meeting to order.

Chair's Report

Dr. Brockway welcomed the Senior Levy Advisory Board back for the new year and announced the newly reappointed members to the board. Those reappointed for FY 2021 are Christine Litweiler, Jane Wallace and Pam Zack. Dr. Brockway also welcomed Paul Fuller to the meeting in recognition for his years of service to the Senior Levy Advisory Board. Dr. Brockway expressed his gratitude to Paul for serving many years on the Board as well as the Director of the Ashtabula County Job & Family Services. Director Arcaro also extended his appreciation and gratefulness for Paul's many years dedicated to the Senior Levy Advisory Board. Paul thanked the Ashtabula County Commissioners for the Proclamation and the Senior Levy Advisory Board for the recognition. Dr. Brockway asked Paul, as the Nominating Committee Chair, to announce the committees recommendations for the new officers of the Senior Levy Advisory Board. Paul shared the recommendations from the Nominating Committee; Lynn Zalewski as Chair, Pam Zack as Vice Chair. Paul thanked everyone and excused himself from the meeting. Dr. Brockway put forth to the board the recommendation of the Nominating Committee and to close the floor for nominations. Neroy Carter made the motion to approve Lynn Zalewski for the Chair of the Senior Levy Advisory Board and Pam Zack as the Vice Chair. Dianne Solembrino seconded the motion. Motion carried. Dr. Brockway thanked the Senior Levy Advisory Board for all of their support while he served as the Chair for the Senior Levy Advisory Board. Dr. Brockway then turned the meeting over to the new Chair, Lynn Zalewski.

Lynn Zalewski requested that the Board sign and return the Conflict Of Interest forms that need to be obtained annually and returned to Darcy Mosier.

Approval of Minutes

Lynn Zalewski asked the board to review the minutes from November 16th, 2020. After the board reviewed the minutes, Mary Runyan made a motion to approve the minutes from November 16th, 2020. Dianne Solembrio seconded the motion. Motion carried.

Funding

Ron Smith presented the Revenue & Expense Report as of December 31st, 2020. He stated the year began with \$968,429.59. The current year revenue is \$1,833,731.85 and the total revenue is \$2,822,653.00. Ron notes, just under 94% of the budget was paid towards contracted expenses. The current balance is \$243,382.77. Ron reviewed the FY 2021 proposed Senior Service Levy budget with the board. Ron stated the balance forward is \$934,162.00. The estimated revenue from the Senior Levy which was reported by the County Auditors office, is \$1,874,286.00 with a total amount available of \$2,808,448.00. Ron showed in total expenses for the year \$1,955,626, less obligations with a potential available balance of \$176,322.00. Lynn Zalewski asked the floor for a motion to approve the proposed FY 2021 Senior Levy budget. Dianne Solembrio made a motion to approve the FY 2021 budget and Virginia Walker seconded the motion. Motion carried.

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 92% of their annual budget. Homemaker services that are below the target; Country Neighbor Program at 79%, Conneaut Human Resource Center at 64% and Ashtabula County Community Action Agency at 41%. These percentages are below the target percentage of 92% due to both the decrease in services by choice of the clients; COVID-19 and the ongoing staffing challenges these providers experience in the Homemaker positions. Catholic Charities of Ashtabula County presently spent 79% of payments against their contract. Jill Valentic, Executive Director shared the status of the Senior Levy contract and the reason behind the shortfall is due to COVID-19. Jill explained how direct service has changed in serving their clients. Jill expressed almost 100% of their direct service time is either over the phone or Zoom meeting due to clients living in nursing homes. At this time the majority of the facilities are either closed off or limited to certain essential providers from the public. Jill also added, she believes as conditions improve with COVID-19, their direct service time will increase. CNP; Independence & Wellness reflects 74%. CNP Congregate Meal site remains closed and is not providing meals due to COVID-19 which is directly affecting the decrease in percentage.

Wait List: Darcy Mosier reviewed the providers displaying a waitlist. Ashtabula County Community Action; Home Delivered Meals had sixteen (16) clients on their waitlist. When contacted for further information, Joey Savel, Senior Services Program Coordinator explained the waitlist reflected those not receiving meals and that was due to funding. Ms. Savel added, they were waiting to see if they were going to receive additional CARES ACT funds for the FY 2021 before

eliminating the waitlist. Alissa Drees explained to the board that ACCAA received additional funding for Home Delivered Meals in the fall through CARES ACT. The board discussed the waitlist for ACCAA; Home Delivered Meals and the information given. It was agreed by the board that Alissa Drees will follow up with ACCAA for a detailed description of requirements and criteria to receive Home Delivered Meals that are paid for by Senior Levy funds. In addition, the board would like to know what assessment tools ACCAA uses to determine who qualifies for meals along with the amount of donations received from those clients. The board would also like a sample of the donation letter that is given to clients regarding donations, an account of how ACCAA prioritizes clients priority of need and ACCAA's additional funding sources. Katheryn Whittington asked Alissa to inquire if the Senior Levy clients that receive Home Delivered Meals have made donations or are they being charged for their meals. Kathryn added, seniors receiving meals funded by Senior Levy funds can not be solicited or asked for funds by Home Delivered Meal providers. Equally important, the boards concern are the seniors going without meals. Alissa confirmed she spoke with Joey Savel this morning and those sixteen (16) clients rated a four on the assessment scale in terms of need, with one being the highest level of need. To expand on that, Alissa stated these clients had the ability to drive, shop, fund and prepare their own meals and wanted the meals because they have been available. Country Neighbor Program; Personal Care had three (3) clients on their list who have since been assessed and receiving services. ACCAA; Homemaker had nineteen (19) clients on their waitlist who have been assessed and receiving services as of today. CNP; Homemaker had sixteen (16) clients on their waitlist some staffing issues as well as assessments and services being provided. ACCOA; Chore had eleven (11) on their waitlist. Lisa Bruckman, Director was notified in November of the status of their contract funding and Lisa stated level of services do dive for the month of December. ACCOA did provide service to one (1) client due to the urgency of the need and provided the client chore service.

Mary Pepperney expresses a need for the board to explore the possibilities of changing the definition in the 2022 RFP process for Homemaker/ Personal Care services. Mary supports her statement by pointing out the steady waitlist in those provider services due to lack of staffing.

Committee:

Lynn Zalewski asked board members to remain on the same committees as last year. If members would like to change committees they can express that to Darcy.

1. Independence & Wellness/Technology Committee; Lynn Zalewski shared the committee was created to monitor funds that will be allocated for technology to the four (4) senior centers. On January 6th, 2021 was the first quarterly meeting; all agencies were represented. At this time all centers remain closed to the public due to health and safety reasons. However, the senior centers are offering virtual or telephone services in addition to wellness calls, food banks, mailing packets, newsletters, Facebook activities and more. Lynn shared the goal remains to reach out to all seniors who participated at the Senior Centers regardless of level of ability or interest in technology. She added this would encompass those that have technology and know how to use it, those that have

technology and don't know how to use it and those that do not have technology and have no desire to use it. CNP has received their technology funds and are beginning to use their equipment.

2. Senior Conference Committee: Will be having a meeting at the end of January to explore the possibilities of hosting the annual 2021 Senior Conference. The committee will report to the Senior Levy Board at the March SLAB meeting.

Mary Pepperney shared her concern about seniors getting the COVID-19 vaccination information plan. Mary asked if there can be a strategy for the Senior Levy Advisory Board to help facilitate that information to the seniors. Kathryn Whittington shared EMA director Mike Fitchet was in charge of coordinating and facilitating the vaccine schedule and asked, Darcy or Alissa contact Mike Fitchet at EMA and possibly produce a document to get out to the seniors directly.

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
March 17th, 2021 at 10 a.m.
Zoom Meeting