

**RESOLUTION RECEIVING AND AWARDING PROPOSALS FOR HOME DELIVERED MEALS, PERSONAL CARE, PROTECTIVE SERVICES, TRANSPORTATION SERVICES AND INDEPENDENCE AND WELLNESS, SENIOR SERVICE PROGRAMS, ACDJFS**

WHEREAS, On June 22, 2021 by Resolution No. 2021-242, proposals were ordered for the Ashtabula County Job and Family Services Senior Service Programs for eligible residents of Ashtabula County; and

WHEREAS, proposals were received, as follows:

| <b>RFP # 5-22 Home Delivered Meals, Senior Levy Services</b>   |                      |                           |
|--|----------------------|---------------------------|
| It is the recommendation of Ashtabula County Job & Family Services and the Senior Levy RFP Evaluation Committee to award sub-grant agreements to the following Providers for the specified Senior Levy services: |                      |                           |
| <b>Providers &amp; Contract #:</b>   | <b>Services:</b>     | <b>Agreement Amounts:</b> |
| Country Neighbor Program, Inc.<br>#-22-4001-S  | Home Delivered Meals | \$230,923.28              |
| Ashtabula County Community Action Agency<br>#-22-4002-S  | Home Delivered Meals | \$309,687.84              |
| <b>Total Senior Levy Funds:</b>  | <b>\$540,611.12</b>  |                           |

| <b>RFP # 6-22 Personal Care, Senior Levy Services</b> |                     |                           |
|---|---------------------|---------------------------|
| <b>Providers &amp; Contract #:</b>                    | <b>Services:</b>    | <b>Agreement Amounts:</b> |
| Ashtabula Regional Home Health Services<br>#22-4015-S | Personal Care       | \$127,008.00              |
| Country Neighbor Program, Inc.<br>#22-4016-S          | Personal Care       | \$56,743.96               |
| <b>Total Senior Levy Funds</b>                        | <b>\$183,751.96</b> |                           |

| <b>RFP # 7-22 Transportation, Senior Levy Services</b> |                  |                           |
|--|------------------|---------------------------|
| <b>Providers &amp; Contract #:</b>                     | <b>Services:</b> | <b>Agreement Amounts:</b> |

|  |                     |              |
|--|---------------------|--------------|
| Ashtabula County Transportation System<br>#22-4017-S | Transportation      | \$70,141.34  |
| Country Neighbor Program, Inc.<br>#22-4018-S         | Transportation      | \$311,876.08 |
| <b>Total Senior Levy Funds:</b>                      | <b>\$382,017.42</b> |              |

**RFP # 8-22 Independence & Wellness, Senior Levy Services**

| <b>Providers &amp; Contract #:</b>                     | <b>Services:</b>                         | <b>Agreement Amounts:</b> |
|--|--|---------------------------|
| Ashtabula County Council on Aging<br>#22-4003-S        | Chore                                    | \$27,706.13               |
| Conneaut Human Resource Center<br>#22-4004-S           | Chore                                    | \$1,960.00                |
| Country Neighbor Program, Inc.<br>#22-4005-S           | Chore                                    | \$7,325.50                |
| Conneaut Human Resource Center<br>#22-4006-S           | Independence & Wellness                  | \$29,988.00               |
| Country Neighbor Program, Inc.<br>#22-4007-S           | Independence & Wellness                  | \$52,619.14               |
| Country Neighbor Program, Inc.<br>#22-4007-S           | Independence & Wellness-Congregate Meals | \$22,593.90               |
| Geneva Area Seniors Corporation<br>#22-4008-S          | Independence & Wellness                  | \$72,300.48               |
| Ashtabula County Community Action Agency<br>#22-4009-S | Independence & Wellness                  | \$5,390.00                |
| Ashtabula County Council on Aging<br>#22-4010-S        | Independence & Wellness                  | \$52,606.40               |

|   |                         |             |
|---|-------------------------|-------------|
| Catholic Charities of Ashtabula County<br>#22-4011-S      | SPS/APS Payeeship       | \$31,654.00 |
| Catholic Charities of Ashtabula County<br>#22-4011-S      | SPS/APS Guardianship    | \$25,214.32 |
| Ashtabula County Community<br>Action Agency<br>#22-4012-S | Homemaker               | \$49,000.00 |
| Conneaut Human Resource Center<br>#22-4013-S              | Homemaker               | \$22,659.56 |
| Country Neighbor Program, Inc.<br>#22-4014-S              | Homemaker               | \$99,807.12 |
| Ashtabula County YMCA<br>#22-4019-S                       | Independence & Wellness | \$36,614.91 |
| Country Neighbor Program, Inc.<br>#22-4020-S              | Companionship           | \$5271.42   |
| <b>Total Senior Levy Funds:</b>                           | <b>\$542,710.88</b>     |             |

WHEREAS, it is now necessary to receive the proposals and award them based upon recommendations of the Ashtabula County Department of Job & Family Services Department Evaluation Committee; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio that proposals are received and awarded, as outlined above.

**ASHTABULA COUNTY COMMISSIONERS  
CERTIFICATION PAGE**

**Resolution No. 2021-411**

**November 02, 2021**

**RESOLUTION RECEIVING AND AWARDING PROPOSALS FOR HOME DELIVERED MEALS, PERSONAL CARE, PROTECTIVE SERVICES, TRANSPORTATION SERVICES AND INDEPENDENCE AND WELLNESS, SENIOR SERVICE PROGRAMS, ACDJFS**

**Upon the motion of J.P. Ducro IV, seconded by Casey R. Kozlowski.**

**VOTE:**

**Kathryn L. Whittington**

**Aye**

**J.P. Ducro IV**

**Aye**

**Casey R. Kozlowski**

**Aye**

**CERTIFICATE OF CLERK**

IT IS HEREBY CERTIFIED that the foregoing is a true and correct transcript of a resolution acted upon and duly passed by the Board of County Commissioners of Ashtabula County, Ohio, on the date noted above.



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Lisa Hawkins, Clerk of the Board  
Board of County Commissioners  
Ashtabula County, Ohio



# Ashtabula County Department of Job & Family Services

Patrick J. Arcaro, Executive Director

|   |   |  |  |  |   |   |
|---|---|--|--|--|---|---|
| <b>ACTS</b><br>Toll Free<br>Ph: 1-800-445-1140<br>Fax: 440-994-2041 | <b>Job Source /<br/>One Stop</b><br>Ph: 440-994-1234<br>Fax: 440-992-7826 | <b>Social Services /<br/>Child Care</b><br>Ph: 440-994-2050<br>Fax: 440-994-2025 | <b>Financial / Medical Asst.<br/>Services</b><br>Ph: 440-998-1110<br>Fax: 440-998-1538 | <b>Fraud Hot-Line<br/>Enforcement</b><br>Ph: 440-998-1110<br>Fax: 440-998-1538 | <b>Nursing Home<br/>Services</b><br>Ph: 440-994-2050<br>Fax: 440-994-2059 | <b>Child Support<br/>Enforcement</b><br>Ph: 440-994-1212<br>Fax: 440-994-2016 |
|---|---|--|--|--|---|---|

September 20, 2021

Ashtabula County Board of Commissioners  
25 W. Jefferson Street  
Jefferson, OH 44047

RE: Recommendation for FY 2022 Senior Levy Services RFP #6-22 Personal Care

Honorable Commissioners:

Please find enclosed a report summarizing my recommendations for the above stated RFP.

These recommendations pertain to the recent RFP sought for Senior Levy Services. The purpose of the personal care program is to offer in-home services that would be an alternative to institutional care, where appropriate. Personal Care services are provided only in cases where neither the senior, nor anyone in the household, can perform or financially provide for the services, and where no relative, caregiver, community/volunteer agency, or third-party payer is capable or responsible for their provision. Eligible participants must have a verified need for the service, be age 60 or over, and reside in Ashtabula County.

It is my recommendation that the below stated entities be awarded sub-grant agreements for the respective programs mentioned herein. As always, my staff and I are available for your questions.

Respectfully,

Patrick J. Arcaro  
Executive Director

Enclosure

**Ashtabula County Job & Family Services  
RFP Recommendations**

| <b>RFP # 6-22 Personal Care, Senior Levy Services</b>   |                     |                           |
|---|---------------------|---------------------------|
| <p>It is the recommendation of Ashtabula County Job &amp; Family Services and the Senior Levy RFP Evaluation Committee to award sub-grant agreements to the following Providers for the specified Senior Levy services:</p> |                     |                           |
| <b>Providers &amp; Contract #:</b>  | <b>Services:</b>    | <b>Agreement Amounts:</b> |
| Ashtabula Regional Home Health Services<br>#22-4015-S   | Personal Care       | \$127,008.00              |
| Country Neighbor Program, Inc.<br>#22-1003-TANF   | Personal Care       | \$56,743.96               |
| <b>Total Senior Levy Funds:</b>   | <b>\$183,751.96</b> |                           |

Ashtabula County Senior Services Levy  
Ashtabula County Department of Job & Family Services  
RFP Recommendations

**RFP #6-22 Personal Care**

It is the recommendation of the Senior Services Levy Advisory Board to award a subgrant agreement to the following providers for Personal Care:

| Provider                                | Amount Funding 2022 | Amount Requested 2022 | Amount Funded 2021  | Unit Rate 2022 | Unit Rate 2021 | Comments   |
|---|---------------------|-----------------------|---------------------|----------------|----------------|--|
| Ashtabula Regional Home Health Services | \$127,008.00        | \$158,400.00          | \$126,396.00        | \$36.00 (+)    | \$35.11        | Committee recommended decreasing the amount requested from \$158,400.00 to \$129,600.00, a difference of \$28,800.00. The committee also recommended to increase the requested unit rate of \$36.00 providing 3600 units of service. This is the same number of units requested for FY2021. A large increase reflected in the proposed budget of \$21,077.41, allocated for salaries. The unit rate requested is competitive with private pay rate for personal care services. ARHHS also receives additional funding from other resources including those qualifying for Medicare/Medicaid and Direction Home. After further review, the SLAB and Director agree and recommend decreasing the original evaluation committee's recommendation of \$129,600.00 by 2%. |
| Country Neighbor Program, Inc.          | \$56,743.96         | \$57,902.00           | \$57,972.30         | \$26.50 (+)    | \$25.95        | The committee recommended funding the providers requested amount of \$57,902.00 and increased unit rate of \$26.50. The increase in unit cost of \$.55 is largely due to increase in salaries. This will decrease units provided by 49. After further review, the SLAB and Director agree and recommend decreasing the original evaluation committee's recommendation of \$57,902.00 by 2%.  |
| <b>Total:</b>                           | <b>\$183,751.96</b> | <b>\$216,302.00</b>   | <b>\$184,368.30</b> |                |                | Both providers are projected to use all their funding for FY 2021. They both consistently carry a waitlist, largely due to staffing shortages in applicants for home health aide positions. The committee recommended funding \$187,502.00 for Personal Care services, a difference of \$28,800.00 from requested amount. The SLAB and Director Arcaro agree and recommend decreasing the original evaluation committee's recommendations by 2%. This was to prevent working in a possible deficit.  |



# Ashtabula County Department of Job & Family Services

Patrick J. Arcaro, Executive Director

|  |   |  |  |  |   |   |
|--|---|--|--|--|---|---|
| ACTS<br>Toll Free<br>Ph: 1-800-445-4140<br>Fax: 440-994-2041 | Job Source /<br>One Stop<br>Ph: 440-994-1234<br>Fax: 440-992-7826 | Social Services /<br>Child Care<br>Ph: 440-994-2050<br>Fax: 440-994-2025 | Financial / Medical Asst.<br>Services<br>Ph: 440-998-1110<br>Fax: 440-998-1538 | Fraud Hot-Line<br>Enforcement<br>Ph: 440-998-1110<br>Fax: 440-998-1538 | Nursing Home<br>Services<br>Ph: 440-994-2050<br>Fax: 440-994-2059 | Child Support<br>Enforcement<br>Ph: 440-994-1212<br>Fax: 440-994-2016 |
|--|---|--|--|--|---|---|

September 20, 2021

Ashtabula County Board of Commissioners  
25 W. Jefferson Street  
Jefferson, OH 44044

RE: Recommendation for FY 2022 Senior Levy Services RFP #8-22 Independence & Wellness

Honorable Commissioners:

Please find enclosed a report summarizing my recommendations for the above stated RFP.

These recommendations pertain to the recent RFP sought for Senior Levy Services. The purpose of this program is to provide independence and wellness programs for the senior population of Ashtabula County. Such programs include Independence and Wellness, Adult Protective Services, Chore, and Homemaker and/or Companionship services. Eligible participants must have a verified need for the service, be age 60 or over, and reside in Ashtabula County.

It is my recommendation that the below stated entities be awarded sub-grant agreements for the respective programs mentioned herein. As always, my staff and I are available for your questions.

Respectfully,



Patrick J. Arcaro  
Executive Director

Enclosure

**Ashtabula County Job & Family Services  
RFP Recommendations**

**RFP # 8-22 Independence & Wellness, Senior Levy Services**

It is the recommendation of Ashtabula County Job & Family Services and the Senior Levy RFP Evaluation Committee to award sub-grant agreements to the following Providers for the specified Senior Levy services:

| <b>Providers &amp; Contract #:</b>                        | <b>Services:</b>                            | <b>Agreement Amounts:</b> |
|---|---|---------------------------|
| Ashtabula County Council on Aging<br>#22-4003-S           | Chore                                       | \$27,706.13               |
| Conneaut Human Resource Center<br>#22-4004-S              | Chore                                       | \$1,960.00                |
| Country Neighbor Program, Inc.<br>#22-4005-S              | Chore                                       | \$7,325.50                |
| Conneaut Human Resource Center<br>#22-4006-S              | Independence & Wellness                     | \$29,988.00               |
| Country Neighbor Program, Inc.<br>#22-4007-S              | Independence & Wellness                     | \$52,619.14               |
| Country Neighbor Program, Inc.<br>#22-4007-S              | Independence & Wellness-Congregate<br>Meals | \$22,593.90               |
| Geneva Area Seniors Corporation<br>#22-4008-S             | Independence & Wellness                     | \$72,300.48               |
| Ashtabula County Community Action<br>Agency<br>#22-4009-S | Independence & Wellness                     | \$5,390.00                |
| Ashtabula County Council on Aging<br>#22-4010-S           | Independence & Wellness                     | \$52,606.40               |
|   |   |                           |

**Ashtabula County Job & Family Services  
RFP Recommendations**

| <b>RFP # 8-22 Independence &amp; Wellness, Senior Levy Services</b>  |                         |                           |
|--|-------------------------|---------------------------|
| It is the recommendation of Ashtabula County Job & Family Services and the Senior Levy RFP Evaluation Committee to award sub-grant agreements to the following Providers for the specified Senior Levy services: |                         |                           |
| <b>Providers &amp; Contract #:</b>   | <b>Services:</b>        | <b>Agreement Amounts:</b> |
| Catholic Charities of Ashtabula County<br>#22-4011-S   | SPS/APS Payeeship       | \$31,654.00               |
| Catholic Charities of Ashtabula County<br>#22-4011-S   | SPS/APS Guardianship    | \$25,214.32               |
| Ashtabula County Community Action<br>Agency<br>#22-4012-S  | Homemaker               | \$49,000.00               |
| Conneaut Human Resource Center<br>#22-4013-S   | Homemaker               | \$22,659.56               |
| Country Neighbor Program, Inc.<br>#22-4014-S   | Homemaker               | \$99,807.12               |
| Ashtabula County YMCA<br>#22-4019-S  | Independence & Wellness | \$36,614.91               |
| Country Neighbor Program, Inc.<br>#22-4020-S   | Companionship           | \$5271.42                 |
|  |                         |                           |
| <b>Total Senior Levy Funds:</b>  | <b>\$542,710.88</b>     |                           |
|  |                         |                           |

Ashtabula County Senior Services Levy  
Ashtabula County Department of Job & Family Services  
RFP Recommendations

RFP #8-22 Senior Service Program

It is the recommendation of the Senior Services Levy Advisory Board to award a subgrant agreement to the following providers for Chore Services:

| Provider                          | Amount Funding 2022 | Amount Requested 2022 | Amount Funded 2021 | Unit Rate 2022 | Unit Rate 2021 | Comments  |
|-----------------------------------|---------------------|-----------------------|--------------------|----------------|----------------|---|
| Ashtabula County Council on Aging | \$27,706.13         | \$28,271.56           | \$27,339.00        | \$21.75        | \$21.03        | The committee recommended to fund the requested amount of \$28,271.56 and the requested unit rate of \$21.75. ACCOA requested unit rate remains below other providers unit rates. The increase requested of the contract amount is \$931.66 with no increase in units. The increase in contract funds and unit rate is reflected in salaries. The committee noted ACCOA historically has no unused funds for Chore services and would possibly increase units from the eastern county. The committee noted at this time ACCOA is on track to use all their funds for the FY 2021. After further review, the SLAB and Directorate agree and recommend decreasing the original evaluation committee's recommendation of \$28,271.56 by 2%.  |
| Conneaut Human Resource Center    | \$1,960.00          | \$4,800.00            | \$3,000.00         | \$30.00        | \$20.00        | The committee recommended not to fund CHRC; Chore services for the FY 2022 due to no service needed for the first half of FY2021. CHRC did not have a Chore contract for FY 2020. FY2019, CHRC had an unused balance of \$1,163.75. The committee agreed the SL funds would be better allocated towards services that are actively providing services and that clients may be referred to ACCOA for services. Director Arcaro requested further review on the committee's recommendation and would like the committee to consider the cost effectiveness of other providers driving to Conneaut to provide this service. He reminded the committee, if the funding would not be used it would go back into the SL funding. CHRC Director, Ryan Tarric provided the information requested by committee regarding the occupancy cost and the committee found his budget request to be valid. The committee recommended to fund CHRC the amount used in FY 2019 of \$2,000.00 and maintain the unit rate of \$20.00. After further review, the SLAB and Director agree and recommend decreasing the evaluation committee's recommendation of \$2,000.00 by 2%. |
| Country Neighbor Program, Inc.    | \$7,325.50          | \$7,475.00            | \$7,312.50         | \$23.00        | \$22.50        | The committee recommended to fund CNP the requested amount of \$7,475.00 and the requested unit rate of \$23.00 for the FY 2022. The increase in contract amount is \$162.50 and the increase in unit rate is \$.50. CNP had \$0.00 unused funds in FY2020. There is no increase in units   |



Ashtabula County Senior Services Levy  
Ashtabula County Department of Job & Family Services  
**RFP Recommendations**

**RFP #8-22 Senior Service Program**

It is the recommendation of the Senior Services Levy Advisory Board to award a subgrant agreement to the following providers for **Independence and Wellness Services**:

| Provider                                 | Amount Funding 2022 | Amount Requested 2022 | Amount Funded 2021 | Unit Rate 2022 | Unit Rate 2021 | Comments   |
|--|---------------------|-----------------------|--------------------|----------------|----------------|--|
| Ashtabula County Community Action Agency | \$5,390.00          | \$5,500.00            | \$5,500.00         | \$9.29 (-)     | \$9.29         | The committee recommends funding the requested contract and unit amount. There were no increases requested. ACCOA is projected to have an unused fund amount of approximately \$2,155.00 for the FY2021. After further review, the SLAB and Director agree and recommend decreasing the original evaluation committee's recommendation of \$5,500.00 by 2%.  |
| Ashtabula County YMCA                    | \$36,614.91         | \$66,721.92           | \$37,362.15        | \$4.47 (-)     | \$3.86         | The Y proposed a contract amount of \$66,721.92 with unit rate of \$2.50. This is an increase of \$29,365.77 and decrease of \$1.36 in unit rate. The committee requested a contract and unit price for six (6) to seven (7) hours of classes offered at the Ashtabula site and the current hours for the outreach program. The YMCA proposed a revised contract amount of \$46,488.70 and unit price of \$4.47. This is an increase of \$9,126.55 for the contract amount and an increase in unit rate of \$.61. The decreases in the revised budget totaled \$20,233.22, mostly for the group instruction instructors. With the new revision, it will allow a total of 10,400 units for the entire program. This will allow an additional 712 units for the proposed Ashtabula site. When asked if the YMCA would increase or decrease their unit rate if the contract amount stayed the same as FY 2021, they responded by saying it would stay the same. The committee would like to further review the contract amount and unit rate with the SLAB. After discussion and review, the SLAB and Director agree and recommend decreasing the revised evaluation committee's recommendation of \$37,362.15 by 2%. |
| Ashtabula County Council On Aging        | \$52,606.40         | \$67,808.00           | \$53,660.00        | \$21.19 (+)    | \$17.14        | The committee recommends not increasing the contract amount from FY 2021 and recommends funding the requested unit rate of \$21.19. The increased unit rate will allocate 2533 units of service. All ACCOA funding was used in FY 2020. Provider requested an increase in unit rate of \$4.05 and an increase in contract amount of  |

Ashtabula County Senior Services Levy  
Ashtabula County Department of Job & Family Services  
RFP Recommendations

|  |                    |                    |                    |                    |                |  |
|--|--------------------|--------------------|--------------------|--------------------|----------------|--|
|  |                    |                    |                    |                    |                | <p>\$14,128.00. The requested increase is reflected in the proposed budget for salaries. After further review, the SLAB and Director agree and recommend decreasing the original evaluation committee's recommendation of \$53,680.00 by 2%.</p>   |
| <p>Conneaut Human Resource Center</p>                            | <p>\$29,988.00</p> | <p>\$34,200.00</p> | <p>\$30,600.00</p> | <p>\$19.00 (+)</p> | <p>\$17.00</p> | <p>The committee recommends not increasing the contract amount or unit rate from FY 2021, allowing 1800 units as proposed. To increase the unit rate to amount requested would lower the units by 190. CHRC has provided close to the units proposed prior to COVID.<br/>CHRC had \$255.00 unused funds for FY 2020. Provider is requesting an additional \$2.00 per unit rate and an increase of \$3,600.00 in contract amount. The increase is reflected in the proposed budget of \$3,905.00 in salaries, \$3,682.00 in occupancy cost. CHRC funding in part has been provided by United Way of Ashtabula County in addition to the Senior Levy funds. Director Arcaro ask that the committee further review the increase in unit rate. CHRC Director Ryan Tattire provided further information about the increase in occupancy cost. The increase in cost is to cover the electrical contract necessary for the Senior Together programming to provide updated technology. The committee agrees to increase the unit rate to \$19.00 as requested. After further review, the SLAB and Director agree and recommend decreasing the original evaluation committee's recommendation of \$30,600.00 by 2%.</p> |
| <p>Country Neighbor Program, Inc.- Independence and Wellness</p> | <p>\$52,619.14</p> | <p>\$54,000.00</p> | <p>\$53,693.00</p> | <p>\$22.50 (+)</p> | <p>\$22.16</p> | <p>The committee recommends not to increase the contract amount from FY 2021 and recommends awarding the requested unit rate of \$22.50, allocating 2386 units of service as requested. CNP requested an increase of \$307.00 in contract amount with an increase in unit rate of \$.34. The increase is reflected in proposed budget of \$2,478.00 for salaries and payroll related expenses. The increase in the unit rate is due to the rising cost of operations and the need to offer more competitive wages in today's job market. After further review, the SLAB and Director agree and recommend decreasing the original evaluation committee's recommendation of \$53,693.00 by 2%.</p>   |

Ashtabula County Senior Services Levy  
Ashtabula County Department of Job & Family Services  
RFP Recommendations

|  |                     |                     |                     |                    |         |  |
|--|---------------------|---------------------|---------------------|--------------------|---------|--|
| Country Neighbor Program, Inc.- Congregate Meals | <b>\$22,593.90</b>  | \$23,055.00         | \$3,000.00          | <b>\$7.95 (+)</b>  | \$6.50  | <p>The committee recommended to combined CNP, HDM and congregare meal funds so the funding could be fluent between the two, should the congregare meal site close doors to seniors due to health and safety reasons. It was discovered the funding could not be combined resulting in the keeping the funding separated as it has been previously.</p> <p>The committee recommends increasing CNP Congregate Meal funds from \$3,000.00 which was allocated to cover overhead expenses to \$23,055.00 and fund Congregate Meal services on-site. The \$1.45 increase is also recommended, allocating 2900 units of service.</p> <p>CNP requested a large increase in contract amount of \$20,055.00 and an increase in unit rate of \$1.45. CNP did not provide Congregate Meals on site due to Covid. All clients receiving Congregate Meals were provided meals through CNP Home Delivered Meal services. Requested increases of \$1,395.00 are reflected in Payroll-related expenses, a large increase of \$7,665.00 in consumable supplies and \$3,545.00 for other program resources. After further review, the SLAB and Director agree and recommend decreasing the original evaluation committee's recommendation of \$23,055.00 by 2%.</p> |
| Geneva Area Seniors Corporation                  | <b>\$72,300.48</b>  | \$86,511.00         | \$73,776.00         | <b>\$17.25 (+)</b> | \$12.38 | <p>The committee recommended no increase in the contracted amount of \$73,776.00, from FY 2021 and recommends an increase in unit rate of the requested amount of \$17.25 allowing 4276 units of service. GASC had \$2,231.06 in unused funds in FY 2020. GASC requested an increase in unit rate of \$4.87 and an increase of \$12,735.00 in contract amount. The proposed budget reflected an increase of \$27,456.00 in salaries and increase in payroll-related expenses of \$2,286.60. There was an increase of \$15,000.00 in other program resources. GASC has no other funding resources. After further review, the SLAB and Director agree and recommend decreasing the original evaluation committee's recommendation of \$73,776.00 by 2%.</p>  |
| <b>Total:</b>                                    | <b>\$272,112.83</b> | <b>\$337,795.92</b> | <b>\$257,611.15</b> |                    |         | <p>FY 2020 showed \$18,362.06 total unused funds combined for Independence &amp; Wellness. The SLAB and Director Arcaro agree and recommend decreasing the original evaluation committee's recommendations by 2%. This was to prevent working in a possible deficit.</p>   |

Ashtabula County Senior Services Levy  
Ashtabula County Department of Job & Family Services  
**RFP Recommendations**

**RFP #8-22 Senior Service Program**

It is the recommendation of the Senior Services Levy Advisory Board to award a subgrant agreement to the following providers for Guardianship/Payeeship Services:

| Provider   | Amount Funding 2022 | Amount Requested 2022 | Amount Funded 2021 | Unit Rate 2022 | Unit Rate 2021 | Comments   |
|--|---------------------|-----------------------|--------------------|----------------|----------------|--|
| Catholic Charities of Ashabula County Guardianship | \$25,214.32         | \$25,728.90           | \$35,000.00        | \$78.00        | \$78.00        | The committee recommended to fund the requested amount and unit rate proposed by provider. There was a decrease in the amount of funding requested from provider for the FY 2022 by \$9,271.10 due to the decrease in units provided for FY 2020 and projected for FY 2021. There was no change in unit rate. After further review, the SLAB and Director agree and recommend decreasing the original evaluation committee's recommendation of \$25,728.90 by 2%.  |
| Catholic Charities of Ashabula County Payeeship    | \$31,654.00         | \$34,000.00           | \$24,728.90        | \$66.88        | \$66.88        | The committee recommended to fund the increase of \$9,271.10 due to an increase in units needed by provider for Payeeship services and the requested amount of unit rate. However, the committee recommends decreasing the amount requested by provider by \$1,700.00. \$2,200.00 of the increase proposed was reflected in CCOAC's budget for small equipment purchase of a lap top computer for a single caseworker. The committee recommends the amount of \$500.00 be allocated towards the small equipment request totaling an increase amount of \$7,571.10. After further review, the SLAB and Director agree and recommend decreasing the original evaluation committee's recommendation of \$32,300.00 by 2%. |
| <b>Total:</b>                                      | <b>\$56,868.32</b>  | <b>\$59,728.90</b>    | <b>\$59,728.90</b> |                |                | The SLAB and Director Arcaro agree and recommend decreasing the original evaluation committee's recommendations by 2%. This was to prevent working in a possible deficit.  |

Ashtabula County Senior Services Levy  
Ashtabula County Department of Job & Family Services  
RFP Recommendations

RFP #8-22 Senior Service Program

It is the recommendation of the Senior Services Levy Advisory Board to award a subgrant agreement to the following providers for Homemaker Services:

| Provider                                 | Amount Funding 2022 | Amount Requested 2022 | Amount Funded 2021 | Unit Rate 2022 | Unit Rate 2021 | Comments  |
|--|---------------------|-----------------------|--------------------|----------------|----------------|---|
| Counaut Human Resource Center            | \$22,659.56         | \$26,722.00           | \$27,000.00        | \$21.02        | \$20.00        | The committee recommended to reduce funds of the requested amount by \$3,600 and increase the unit rate by \$1.20. CHRC had \$10,120.00 unused funds FY2020 with a projected amount of unused funds of \$2,940.00 for the FY2021. These both were determining factors in lowering the recommended funding along with consistently displaying no waitlist. The recommendation allows for the 1100 units which was the proposed units by CHRC. The committee noted salaries, consumable supplies and contract and professional services reflect large increases in the proposed budget. After further review, the SLAB and Director agree and recommend decreasing the original evaluation committee's recommendation of \$23,122.00 by 2%. |
| Country Neighbor Program, Inc.           | \$99,807.12         | \$101,844.00          | \$98,530.00        | \$23.00        | \$22.25        | The committee recommended to fund CNP the requested amount of the proposed contract and unit rate. This will allow the proposed units of 4428, which did not increase from FY 2021. Currently CNP; Homemaker is on target to use all their funding for FY 2021 and continues to display waitlist for services. The increase in contract amount was directly related to salaries at an increase of \$3,314.00 and unit rate increase of \$.75. This adjustment is to attract and retain applicants for home care positions. After further review, the SLAB and Director agree and recommend decreasing the original evaluation committee's recommendation of \$101,844.00 by 2%.   |
| Ashtabula County Community Action Agency | \$49,000.00         | \$72,467.25           | \$70,000.00        | \$26.89        | \$25.97        | The committee recommended to fund ACCAA \$22,467.25 less than the amount requested of \$72,467.25 and fund the unit rate requested of \$26.89 which is an increase of \$.92 per unit. ACCAA had \$20,941.33 unused funds FY 2019 and is projected to have unused funds for FY2021 of \$30,538.56. ACCAA proposes 3548 units yet provided 1,519 units for the FY 2020 and will likely provide approximately 1512 for the FY 2021. The committee believes the decline in units provided over the past year and half indicates a shift in need being provided by ACCA. After further review, the SLAB and Director agree and recommend decreasing the original evaluation committee's recommendation of \$50,000.00 by 2%.                   |



Ashtabula County Senior Services Levy  
Ashtabula County Department of Job & Family Services  
**RFP Recommendations**

**RFP# 8-22 Companionship Services**

It is the recommendation of the Senior Services Levy Advisory Board to award a subgrant agreement to the following providers for Companionship Services.

| Provider                       | Amount Funding 2022 | Amount Requested 2022 | Amount Funded 2021 | Unit Rate 2022 | Unit Rate 2021 | Comments  |
|--------------------------------|---------------------|-----------------------|--------------------|----------------|----------------|---|
| Country Neighbor Program, Inc. | \$5,771.42          | \$5,379.00            |                    | \$16.30 (+)    |                | Committee recommended funding the contract amount and unit rate requested. Companionship is a new proposed program. The SLAB will monitor for outcome. CNP proposed 330 units. Budget allocated \$1,862.00 for salaries and \$2,450.00 for travel and short-term training. After further review, the SLAB and Director agree and recommend decreasing the original evaluation committee's recommendation of \$5,379.00 by 2%. |
| <b>Total:</b>                  | <b>\$5,771.42</b>   | <b>\$5,379.00</b>     |                    |                |                | The SLAB and Director Arcaro agree and recommend decreasing the original evaluation committee's recommendations by 2%. This was to prevent working in a possible deficit.   |



# Ashtabula County Department of Job & Family Services

Patrick J. Arcaro, Executive Director

|  |   |  |  |  |   |   |
|--|---|--|--|--|---|---|
| ACTS<br>Toll Free<br>Ph: 1-800-445-4140<br>Fax: 440-994-2041 | Job Source /<br>One Stop<br>Ph: 440-994-1234<br>Fax: 440-992-7826 | Social Services /<br>Child Care<br>Ph: 440-994-2050<br>Fax: 440-994-2025 | Financial / Medical Asst.<br>Services<br>Ph: 440-998-1110<br>Fax: 440-998-1538 | Fraud Hot-Line<br>Enforcement<br>Ph: 440-998-1110<br>Fax: 440-998-1538 | Nursing Home<br>Services<br>Ph: 440-994-2050<br>Fax: 440-994-2059 | Child Support<br>Enforcement<br>Ph: 440-994-1212<br>Fax: 440-994-2016 |
|--|---|--|--|--|---|---|

September 20, 2021

Ashtabula County Board of Commissioners  
25 W. Jefferson Street  
Jefferson, OH 44044

RE: Recommendation for FY 2022 Senior Levy Services RFP #8-22 Independence & Wellness

Honorable Commissioners:

Please find enclosed a report summarizing my recommendations for the above stated RFP.

These recommendations pertain to the recent RFP sought for Senior Levy Services. The purpose of this program is to provide independence and wellness programs for the senior population of Ashtabula County. Such programs include Independence and Wellness, Adult Protective Services, Chore, and Homemaker and/or Companionship services. Eligible participants must have a verified need for the service, be age 60 or over, and reside in Ashtabula County.

It is my recommendation that the below stated entities be awarded sub-grant agreements for the respective programs mentioned herein. As always, my staff and I are available for your questions.

Respectfully,



Patrick J. Arcaro  
Executive Director

Enclosure

**Ashtabula County Job & Family Services  
RFP Recommendations**

| <b>RFP # 8-22 Independence &amp; Wellness, Senior Levy Services</b>  |   |                           |
|--|---|---------------------------|
| It is the recommendation of Ashtabula County Job & Family Services and the Senior Levy RFP Evaluation Committee to award sub-grant agreements to the following Providers for the specified Senior Levy services: |   |                           |
| <b>Providers &amp; Contract #:</b>   | <b>Services:</b>                            | <b>Agreement Amounts:</b> |
| Ashtabula County Council on Aging<br>#22-4003-S  | Chore                                       | \$27,706.13               |
| Conneaut Human Resource Center<br>#22-4004-S   | Chore                                       | \$1,960.00                |
| Country Neighbor Program, Inc.<br>#22-4005-S   | Chore                                       | \$7,325.50                |
| Conneaut Human Resource Center<br>#22-4006-S   | Independence & Wellness                     | \$29,988.00               |
| Country Neighbor Program, Inc.<br>#22-4007-S   | Independence & Wellness                     | \$52,619.14               |
| Country Neighbor Program, Inc.<br>#22-4007-S   | Independence & Wellness-Congregate<br>Meals | \$22,593.90               |
| Geneva Area Seniors Corporation<br>#22-4008-S  | Independence & Wellness                     | \$72,300.48               |
| Ashtabula County Community Action<br>Agency<br>#22-4009-S  | Independence & Wellness                     | \$5,390.00                |
| Ashtabula County Council on Aging<br>#22-4010-S  | Independence & Wellness                     | \$52,606.40               |
|  |   |                           |

**Ashtabula County Job & Family Services  
RFP Recommendations**

| <b>RFP # 8-22 Independence &amp; Wellness, Senior Levy Services</b>  |                         |                           |
|--|-------------------------|---------------------------|
| It is the recommendation of Ashtabula County Job & Family Services and the Senior Levy RFP Evaluation Committee to award sub-grant agreements to the following Providers for the specified Senior Levy services: |                         |                           |
| <b>Providers &amp; Contract #:</b>   | <b>Services:</b>        | <b>Agreement Amounts:</b> |
| Catholic Charities of Ashtabula County<br>#22-4011-S   | SPS/APS Payeeship       | \$31,654.00               |
| Catholic Charities of Ashtabula County<br>#22-4011-S   | SPS/APS Guardianship    | \$25,214.32               |
| Ashtabula County Community Action<br>Agency<br>#22-4012-S  | Homemaker               | \$49,000.00               |
| Conneaut Human Resource Center<br>#22-4013-S   | Homemaker               | \$22,659.56               |
| Country Neighbor Program, Inc.<br>#22-4014-S   | Homemaker               | \$99,807.12               |
| Ashtabula County YMCA<br>#22-4019-S  | Independence & Wellness | \$36,614.91               |
| Country Neighbor Program, Inc.<br>#22-4020-S   | Companionship           | \$5271.42                 |
|  |                         |                           |
| <b>Total Senior Levy Funds:</b>  | <b>\$542,710.88</b>     |                           |
|  |                         |                           |

Ashtabula County Senior Services Levy  
Ashtabula County Department of Job & Family Services  
RFP Recommendations

RFP #8-22 Senior Service Program

It is the recommendation of the Senior Services Levy Advisory Board to award a subgrant agreement to the following providers for Chore Services:

| Provider                          | Amount Funding 2022 | Amount Requested 2022 | Amount Funded 2021 | Unit Rate 2022 | Unit Rate 2021 | Comments  |
|-----------------------------------|---------------------|-----------------------|--------------------|----------------|----------------|---|
| Ashtabula County Council on Aging | \$27,706.13         | \$28,271.56           | \$27,339.00        | \$21.75        | \$21.03        | The committee recommended to fund the requested amount of \$28,271.56 and the requested unit rate of \$21.75. ACCOA requested unit rate remains below other providers unit rates. The increase requested of the contract amount is \$931.66 with no increase in units. The increase in contract funds and unit rate is reflected in salaries. The committee noted ACCOA historically has no unused funds for Chore services and would possibly increase units from the eastern county. The committee noted at this time ACCOA is on track to use all their funds for the FY 2021. After further review, the SLAB and Director agree and recommend decreasing the original evaluation committee's recommendation of \$28,271.56 by 2%.   |
| Comneaut Human Resource Center    | \$1,960.00          | \$4,800.00            | \$3,000.00         | \$30.00        | \$20.00        | The committee recommended not to fund CHRC; Chore services for the FY 2022 due to no service needed for the first half of FY2021. CHRC did not have a Chore contract for FY 2020. FY2019, CHRC had an unused balance of \$1,163.75. The committee agreed the SL funds would be better allocated towards services that are actively providing services and that clients may be referred to ACCOA for services. Director Arcaro requested further review on the committee's recommendation and would like the committee to consider the cost effectiveness of other providers driving to Comneaut to provide this service. He reminded the committee, if the funding would not be used it would go back into the SL funding. CHRC Director, Ryan Tattie provided the information requested by committee regarding the occupancy cost and the committee found his budget request to be valid. The committee recommended to fund CHRC the amount used in FY 2019 of \$2,000.00 and maintain the unit rate of \$20.00. After further review, the SLAB and Director agree and recommend decreasing the evaluation committee's recommendation of \$2,000.00 by 2%. |
| Country Neighbor Program, Inc.    | \$7,325.50          | \$7,475.00            | \$7,312.50         | \$23.00        | \$22.50        | The committee recommended to fund CNP the requested amount of \$7,475.00 and the requested unit rate of \$23.00 for the FY 2022. The increase in contract amount is \$162.50 and the increase in unit rate is \$.50. CNP had \$0.00 unused funds in FY2020. There is no increase in units   |

Ashtabula County Senior Services Levy  
 Ashtabula County Department of Job & Family Services  
**RFP Recommendations**

|               |                    |                    |                    |  |  |  |
|---------------|--------------------|--------------------|--------------------|--|--|--|
|               |                    |                    |                    |  |  | requested from FY 2021. The committee noted CNP is on track to use all their funds for the FY 2021. After further review, SLAB and Director agree and recommend decreasing the original evaluation committee's recommendation of \$7,475.00 by 2%. |
| <b>Total:</b> | <b>\$36,991.63</b> | <b>\$40,546.56</b> | <b>\$37,651.50</b> |  |  | The SLAB and Director Arraro agree and recommend decreasing the original evaluation committee's recommendations by 2%. This was to prevent working in a possible deficit.  |

Ashtabula County Senior Services Levy  
Ashtabula County Department of Job & Family Services  
RFP Recommendations

RFP #8-22 Senior Service Program

It is the recommendation of the Senior Services Levy Advisory Board to award a subgrant agreement to the following providers for Independence and Wellness Services:

| Provider                                 | Amount Funding 2022 | Amount Requested 2022 | Amount Funded 2021 | Unit Rate 2022 | Unit Rate 2021 | Comments   |
|--|---------------------|-----------------------|--------------------|----------------|----------------|--|
| Ashtabula County Community Action Agency | \$5,390.00          | \$5,500.00            | \$5,500.00         | \$9.29 (-)     | \$9.29         | The committee recommends funding the requested contract and unit amount. There were no increases requested. ACCAA is projected to have an unused fund amount of approximately \$2,155.00 for the FY2021. After further review, the SLAB and Director agree and recommend decreasing the original evaluation committee's recommendation of \$5,500.00 by 2%.  |
| Ashtabula County YMCA                    | \$36,614.91         | \$66,721.92           | \$37,362.15        | \$4.47 (-)     | \$3.86         | The Y proposed a contract amount of \$66,721.92 with unit rate of \$2.50. This is an increase of \$29,365.77 and decrease of \$1.36 in unit rate. The committee requested a contract and unit price for six (6) to seven (7) hours of classes offered at the Ashtabula site and the current hours for the outreach program. The YMCA proposed a revised contract amount of \$46,488.70 and unit price of \$4.47. This is an increase of \$9,126.55 for the contract amount and an increase in unit rate of \$.61. The decreases in the revised budget totaled \$20,233.22, mostly for the group instruction instructors. With the new revision, it will allow a total of 10,400 units for the entire program. This will allow an additional 712 units for the proposed Ashtabula site. When asked if the YMCA would increase or decrease their unit rate if the contract amount stayed the same as FY 2021, they responded by saying it would stay the same. The committee would like to further review the contract amount and unit rate with the SLAB. After discussion and review, the SLAB and Director agree and recommend decreasing the revised evaluation committee's recommendation of \$37,362.15 by 2%. |
| Ashtabula County Council On Aging        | \$57,606.40         | \$67,808.00           | \$53,680.00        | \$21.19 (+)    | \$17.14        | The committee recommends not increasing the contract amount from FY 2021 and recommends funding the requested unit rate of \$21.19. The increased unit rate will allocate 2533 units of service. All ACCOA funding was used in FY 2020. Provider requested an increase in unit rate of \$4.05 and an increase in contract amount of  |

Ashtabula County Senior Services Levy  
Ashtabula County Department of Job & Family Services  
RFP Recommendations

|   |             |             |             |             |         |  |   |
|---|-------------|-------------|-------------|-------------|---------|--|---|
|   |             |             |             |             |         |  | \$14,128.00. The requested increase is reflected in the proposed budget for salaries. After further review, the SLAB and Director agree and recommend decreasing the original evaluation committee's recommendation of \$53,680.00 by 2%.   |
| Conneaut Human Resource Center                            | \$29,988.00 | \$34,200.00 | \$30,600.00 | \$19.00 (+) | \$17.00 |  | The committee recommends not increasing the contract amount or unit rate from FY 2021, allowing 1800 units as proposed. To increase the unit rate to amount requested would lower the units by 190. CHRC has provided close to the units proposed prior to COVID.<br>CHRC had \$255.00 unused funds for FY 2020. Provider is requesting an additional \$2.00 per unit rate and an increase of \$3,600.00 in contract amount. The increase is reflected in the proposed budget of \$3,905.00 in salaries, \$3,682.00 in occupancy cost. CHRC funding in part has been provided by United Way of Ashtabula County in addition to the Senior Levy funds. Director Arcaro ask that the committee further review the increase in unit rate. CHRC Director Ryan Tattre provided further information about the increase in occupancy cost. The increase in cost is to cover the electrical contract necessary for the Senior Together programming to provide updated technology. The committee agrees to increase the unit rate to \$19.00 as requested. After further review, the SLAB and Director agree and recommend decreasing the original evaluation committee's recommendation of \$30,600.00 by 2%. |
| Country Neighbor Program, Inc.- Independence and Wellness | \$52,619.14 | \$54,000.00 | \$53,693.00 | \$22.50 (+) | \$22.16 |  | The committee recommends not to increase the contract amount from FY 2021 and recommends awarding the requested unit rate of \$22.50, allocating 2386 units of service as requested. CNP requested an increase of \$307.00 in contract amount with an increase in unit rate of \$.34. The increase is reflected in proposed budget of \$2,478.00 for salaries and payroll related expenses. The increase in the unit rate is due to the rising cost of operations and the need to offer more competitive wages in today's job market. After further review, the SLAB and Director agree and recommend decreasing the original evaluation committee's recommendation of \$53,693.00 by 2%.   |

Ashtabula County Senior Services Levy  
Ashtabula County Department of Job & Family Services  
RFP Recommendations

|  |                     |                     |                     |                    |         |  |
|--|---------------------|---------------------|---------------------|--------------------|---------|--|
| Country Neighbor Program, Inc.- Congregate Meals | <b>\$22,593.90</b>  | \$23,055.00         | \$3,000.00          | <b>\$7.95 (+)</b>  | \$6.50  | <p>The committee recommended to combined CNP, HDM and congregare meal funds so the funding could be fluent between the two, should the congregare meal site close doors to seniors due to health and safety reasons. It was discovered the funding could not be combined resulting in the keeping the funding separated as it has been previously.</p> <p>The committee recommends increasing CNP Congregate Meal funds from \$3,000.00 which was allocated to cover overhead expenses to \$23,055.00 and fund Congregate Meal services on-site. The \$1.45 increase is also recommended, allocating 2900 units of service.</p> <p>CNP requested a large increase in contract amount of \$20,055.00 and an increase in unit rate of \$1.45. CNP did not provide Congregate Meals on site due to Covid. All clients receiving Congregate Meals were provided meals through CNP Home Delivered Meal services. Requested increases of \$1,395.00 are reflected in Payroll-related expenses, a large increase of \$7,665.00 in consumable supplies and \$3,545.00 for other program resources. After further review, the SLAB and Director agree and recommend decreasing the original evaluation committee's recommendation of \$23,055.00 by 2%.</p> |
| Geneva Area Seniors Corporation                  | <b>\$72,300.48</b>  | \$86,511.00         | \$73,776.00         | <b>\$17.25 (+)</b> | \$12.38 | <p>The committee recommended no increase in the contracted amount of \$73,776.00, from FY 2021 and recommends an increase in unit rate of the requested amount of \$17.25 allowing 4276 units of service. GASC had \$2,231.06 in unused funds in FY 2020. GASC requested an increase in unit rate of \$4.87 and an increase of \$12,735.00 in contract amount. The proposed budget reflected an increase of \$27,456.00 in salaries and increase in payroll-related expenses of \$2,286.60. There was an increase of \$15,000.00 in other program resources. GASC has no other funding resources. After further review, the SLAB and Director agree and recommend decreasing the original evaluation committee's recommendation of \$73,776.00 by 2%.</p>  |
| <b>Total:</b>                                    | <b>\$272,112.83</b> | <b>\$337,795.92</b> | <b>\$257,611.15</b> |                    |         | <p>FY 2020 showed \$18,362.06 total unused funds combined for Independence &amp; Wellness. The SLAB and Director Arcano agree and recommend decreasing the original evaluation committee's recommendations by 2%. This was to prevent working in a possible deficit.</p>   |

Ashtabula County Senior Services Levy  
Ashtabula County Department of Job & Family Services  
**RFP Recommendations**

**RFP #8-22 Senior Service Program**

It is the recommendation of the Senior Services Levy Advisory Board to award a subgrant agreement to the following providers for Guardianship/Payeeship Services:

| Provider  | Amount Funding 2022 | Amount Requested 2022 | Amount Funded 2021 | Unit Rate 2022 | Unit Rate 2021 | Comments   |
|---|---------------------|-----------------------|--------------------|----------------|----------------|--|
| Catholic Charities of Ashtabula County Guardianship | \$25,214.32         | \$25,728.90           | \$35,000.00        | \$78.00        | \$78.00        | The committee recommended to fund the requested amount and unit rate proposed by provider. There was a decrease in the amount of funding requested from provider for the FY 2022 by \$9,271.10 due to the decrease in units provided for FY 2020 and projected for FY 2021. There was no change in unit rate. After further review, the SLAB and Director agree and recommend decreasing the original evaluation committee's recommendation of \$25,728.90 by 2%.  |
| Catholic Charities of Ashtabula County Payeeship    | \$31,654.00         | \$34,000.00           | \$24,728.90        | \$66.88        | \$66.88        | The committee recommended to fund the increase of \$9,271.10 due to an increase in units needed by provider for Payeeship services and the requested amount of unit rate. However, the committee recommends decreasing the amount requested by provider by \$1,700.00. \$2,200.00 of the increase proposed was reflected in CCOAC's budget for small equipment purchase of a lap top computer for a single caseworker. The committee recommends the amount of \$500.00 be allocated towards the small equipment request totaling an increase amount of \$7,571.10. After further review, the SLAB and Director agree and recommend decreasing the original evaluation committee's recommendation of \$32,300.00 by 2%. |
| <b>Total:</b>                                       | \$56,868.32         | \$59,728.90           | \$59,728.90        |                |                | The SLAB and Director Arcaro agree and recommend decreasing the original evaluation committee's recommendations by 2%. This was to prevent working in a possible deficit.  |

Ashtabula County Senior Services Levy  
Ashtabula County Department of Job & Family Services  
**RFP Recommendations**

**RFP #8-22 Senior Service Program**

It is the recommendation of the Senior Services Levy Advisory Board to award a subgrant agreement to the following providers for Homemaker Services:

| Provider                                 | Amount Funding 2022 | Amount Requested 2022 | Amount Funded 2021 | Unit Rate 2022 | Unit Rate 2021 | Comments  |
|--|---------------------|-----------------------|--------------------|----------------|----------------|---|
| Conneaut Human Resource Center           | \$27,659.56         | \$26,722.00           | \$27,000.00        | \$21.02        | \$20.00        | The committee recommended to reduce funds of the requested amount by \$3,600 and increase the unit rate by \$1.20. CHRC had \$10,120.00 unused funds FY2020 with a projected amount of unused funds of \$2,940.00 for the FY2021. These both were determining factors in lowering the recommended funding along with consistently displaying no waitlist. The recommendation allows for the 1100 units which was the proposed units by CHRC. The committee noted salaries, consumable supplies and contract and professional services reflect large increases in the proposed budget. After further review, the SLAB and Director agree and recommend decreasing the original evaluation committee's recommendation of \$23,122.00 by 2%. |
| Country Neighbor Program, Inc.           | \$99,807.12         | \$101,844.00          | \$98,530.00        | \$23.00        | \$22.25        | The committee recommended to fund CNP the requested amount of the proposed contract and unit rate. This will allow the proposed units of 4428, which did not increase from FY 2021. Currently CNP; Homemaker is on target to use all their funding for FY 2021 and continues to display waitlist for services. The increase in contract amount was directly related to salaries at an increase of \$3,314.00 and unit rate increase of \$.75. This adjustment is to attract and retain applicants for home care positions. After further review, the SLAB and Director agree and recommend decreasing the original evaluation committee's recommendation of \$101,844.00 by 2%.   |
| Ashtabula County Community Action Agency | \$49,000.00         | \$72,467.25           | \$70,000.00        | \$26.89        | \$25.97        | The committee recommended to fund ACCAA \$22,467.25 less than the amount requested of \$72,467.25 and fund the unit rate requested of \$26.89 which is an increase of \$.92 per unit. ACCAA had \$20,941.33 unused funds FY 2019 and is projected to have unused funds for FY2021 of \$30,538.56. ACCAA proposes 3548 units yet provided 1,519 units for the FY 2020 and will likely provide approximately 1512 for the FY 2021. The committee believes the decline in units provided over the past year and half indicates a shift in need being provided by ACCA. After further review, the SLAB and Director agree and recommend decreasing the original evaluation committee's recommendation of \$50,000.00 by 2%.                   |

Ashtabula County Senior Services Levy  
 Ashtabula County Department of Job & Family Services  
**RFP Recommendations**

|               |                     |                     |                     |  |  |   |
|---------------|---------------------|---------------------|---------------------|--|--|---|
| <b>Total:</b> | <b>\$171,466.68</b> | <b>\$201,033.25</b> | <b>\$195,530.00</b> |  |  | The SLAB and Director Arcaro agree and recommend decreasing the original evaluation committee's recommendations by 2%. This was to prevent working in a possible deficit. |
|---------------|---------------------|---------------------|---------------------|--|--|---|

Ashtabula County Senior Services Levy  
 Ashtabula County Department of Job & Family Services  
**RFP Recommendations**

**RFP# 8-22 Companionship Services**

It is the recommendation of the Senior Services Levy Advisory Board to award a subgrant agreement to the following providers for Companionship Services.

| Provider                       | Amount Funding 2022 | Amount Requested 2022 | Amount Funded 2021 | Unit Rate 2022 | Unit Rate 2021 | Comments  |
|--------------------------------|---------------------|-----------------------|--------------------|----------------|----------------|---|
| Country Neighbor Program, Inc. | \$5,271.42          | \$5,379.00            |                    | \$16.30 (+)    |                | Committee recommended funding the contract amount and unit rate requested. Companionship is a new proposed program. The SLAB will monitor for outcome. CNP proposed 330 units. Budget allocated \$1,862.00 for salaries and \$2,450.00 for travel and short-term training. After further review, the SLAB and Director agree and recommend decreasing the original evaluation committee's recommendation of \$5,379.00 by 2%. |
| <b>Total:</b>                  | \$5,271.42          | \$5,379.00            |                    |                |                | The SLAB and Director Arcaro agree and recommend decreasing the original evaluation committee's recommendations by 2%. This was to prevent working in a possible deficit.   |



# Ashtabula County Department of Job & Family Services

Patrick J. Arcaro, Executive Director

|  |   |  |  |  |   |   |
|--|---|--|--|--|---|---|
| ACTS<br>Toll Free<br>Ph: 1-800-445-4140<br>Fax: 440-994-2041 | Job Source /<br>One Stop<br>Ph: 440-994-1234<br>Fax: 440-992-7826 | Social Services /<br>Child Care<br>Ph: 440-994-2050<br>Fax: 440-994-2025 | Financial / Medical Asst.<br>Services<br>Ph: 440-998-1110<br>Fax: 440-998-1538 | Fraud Hot-Line<br>Enforcement<br>Ph: 440-998-1110<br>Fax: 440-998-1538 | Nursing Home<br>Services<br>Ph: 440-994-2050<br>Fax: 440-994-2059 | Child Support<br>Enforcement<br>Ph: 440-994-1212<br>Fax: 440-994-2016 |
|--|---|--|--|--|---|---|

September 20, 2021

Ashtabula County Board of Commissioners  
25 W. Jefferson Street  
Jefferson, OH 44044

RE: Recommendation for FY 2022 Senior Levy Services RFP #7-22 Transportation

Honorable Commissioners:

Please find enclosed a report summarizing my recommendations for the above stated RFP.

These recommendations pertain to the recent RFP sought for Senior Levy Services. The purpose of the Transportation program is to provide both Medical and Non-Medical transportation to Ashtabula County residents age 60 and over. Medical transportation may include trips that are both within and outside of Ashtabula County.

It is my recommendation that the below stated entities be awarded sub-grant agreements for the respective programs mentioned herein. As always, my staff and I are available for your questions.

Respectfully,

Patrick J. Arcaro  
Executive Director

Enclosure

**Ashtabula County Job & Family Services  
RFP Recommendations**

| <b>RFP # 7-22 Transportation, Senior Levy Services</b>   |                     |                           |
|--|---------------------|---------------------------|
| It is the recommendation of Ashtabula County Job & Family Services and the Senior Levy RFP Evaluation Committee to award sub-grant agreements to the following Providers for the specified Senior Levy services: |                     |                           |
| <b>Providers &amp; Contract #:</b>   | <b>Services:</b>    | <b>Agreement Amounts:</b> |
| Ashtabula County Transportation System<br>#22-4017-S   | Transportation      | \$70,141.34               |
| Country Neighbor Program, Inc.<br>#22-4018-S   | Transportation      | \$311,876.08              |
| <b>Total Senior Levy Funds:</b>  | <b>\$382,017.42</b> |                           |

Ashtabula County Senior Services Levy  
Ashtabula County Department of Job & Family Services  
**RFP Recommendations**

**RFP# 7-22 Transportation**

It is the recommendation of the Senior Services Levy Advisory Board to award a subgrant agreement to the following providers for Transportation:

| Provider                       | Amount Funding 2022 | Amount Requested 2022 | Amount Funded 2021 | Unit Rate 2022 | Unit Rate 2021 | Comments   |
|--------------------------------|---------------------|-----------------------|--------------------|----------------|----------------|--|
| Country Neighbor Program, Inc. | \$311,876.08        | \$318,240.90          | \$318,240.00       | \$2.02 (+)     | \$1.95         | Committee recommended funding the contract amount and unit rate requested. All funds were used for FY2020. There is an increase of \$.90 from previous year due to calculation of unit rate times the requested units provided. After further review, the SLAB and Director agree and recommend decreasing the original evaluation committee's recommendation of \$318,240.90 by 2%. |
| ACTS                           | \$70,141.34         | \$71,572.80           | \$71,572.80        | \$62.05/hr (+) | \$60.92/hr     | Committee recommended amount requested and unit rate. After further review, the SLAB and Director agree and recommend decreasing the original evaluation committee's recommendation of \$71,572.80 by 2%.  |
| Total:                         | \$382,017.42        | \$389,813.70          | \$389,812.80       |                |                | There is no increase in funds from FY 2021 to FY2022. There is a unit increase for CNP of \$.07 and ACTS of \$1.13. The SLAB and Director Arcaro agree and recommend decreasing the original evaluation committee's recommendations by 2%. This was to prevent working in a possible deficit.  |







