

AGENDA

CCESP Advisory Council Meeting

December 3, 2024, at 9:00 am – 10:30 am

Clinton County Office Annex, 111 S. Nelson Avenue, Wilmington OH 45177
Entrance B, Community Room A

<https://zoom.us/j/95712176119?pwd=yB27UxIjib2LbtyWw9SsuayQ1GJrZC.1>

Meeting ID: 957 1217 6119

Passcode: 561098

Join by Phone: 1-929-205-6099

CALL TO ORDER	Nicole Rodman
APPROVAL OF MINUTES <ul style="list-style-type: none">❖ September 17, 2024, Minutes (Action Needed)	Nicole Rodman
QUARTERLY REPORTS <ul style="list-style-type: none">❖ Program Dashboard & Financial Report❖ Program Update Report<ul style="list-style-type: none">○ Draft 2025 RFP Plan & Competitive Bidding Criteria○ 2025 Proposed Provider Monitoring Reviews	Ken Wilson & Ronnie Spears Ken Wilson
OLD BUSINESS	
NEW BUSINESS <ul style="list-style-type: none">❖ Five-Year Levy Projections❖ Community Engagement<ul style="list-style-type: none">○ Senior Center Outreach❖ CC Community Action Senior Center<ul style="list-style-type: none">○ Room Dividing Accordion Door (Action Needed)❖ 2025 Senior Center Grant RFP Process❖ 2025 Schedule of Meeting Dates	Ronnie Spears Haley Algood Ken Wilson Nicole Rodman Ken Wilson
HEARING THE PUBLIC	Nicole Rodman
ADJOURNMENT	Nicole Rodman

NEXT MEETING: February 18, 2025

MINUTES
CCESP ADVISORY COUNCIL MEETING
TUESDAY, SEPTEMBER 17, 2024 @ 9:00 A.M.

ATTENDANCE

Members Present: Sue Caplinger Stella Cramer Donald Gephart Timothy Hawk David Moore Jeffrey Orth Nicole Rodman	COA Staff: Nan Cahall Lisa Portune (virtual) Ronnie Spears Shelby Stout Ken Wilson	Guests:
Excused: Bob Baker	Facilitator: Nicole Rodman	Scribe: Christina Adams
Absent:		

CALL TO ORDER / WELCOME

The September 17, 2024 meeting of the CCESP Advisory Council was called to order by Nicole Rodman, Chair, at 9:00 a.m.

Introductions were made, welcoming David Moore and Jeffrey Orth as new members of the council.

APPROVAL OF MINUTES

Nicole Rodman called for a motion to approve the June 18, 2024 CCESP Advisory Council meeting minutes.

Motion: Stella Cramer made a motion to approve the June 18, 2024 minutes as presented.

Second: Donald Gephart seconded the motion.

Action: The June 18, 2024 minutes were unanimously approved as presented.

QUARTERLY REPORTS

Program Dashboard & Financial Report

Ken reviewed the Program Dashboard (please see handout for full details). This covers the second quarter (April – June 2024). At the end of quarter two, there were 444 individuals enrolled in ESP and 10 enrolled in Fast Track Home (FTH). Due to provider late billing, the average monthly cost per client was higher at the end of the second quarter, but this is not a significant change. FTH is a program for older adults who are leaving a hospital or nursing facility and provides services for up to sixty days following their discharge. The number of clients who transferred from FTH to ESP was down at the end of June, but this reflects that 70% of clients who enrolled in FTH did not need services beyond sixty days. Ken shared that we assist individuals who have a Medicare Advantage plan in accessing benefits such as

transportation or getting an emergency response device. Many older adults are not aware that their plan offers these benefits or how to access the benefits. Assisting with matching these benefits that can be covered by Medicare is a cost savings to the ESP program.

Tim commented that he is surprised to hear that individuals are not aware of these Medicare benefits because he is contacted frequently by his plan provider with these details. Ken responded that each plan has different eligibility requirements. We request a copy of clients Medicare card so that we can review their plan and make them aware of available benefits along with how to access those benefits.

Ronnie shared the Financial Report (please see handout for full details). These are actuals for January through June 2024 and the remainder is projections. We budgeted to draw down \$1.9M from levy funds but are projecting to draw down \$1.7M, putting us under budget by \$200K. There were no questions or comments.

Program Update Report

Lisa reviewed the Program Update Report (please see handout for full details).

Copay Evaluation

COA is evaluating changes to the method used to determine and collect copayments from clients who require a copay. The goal of these changes is to simplify the process, decrease complexity, and stabilize or increase copayment revenue. We have seen positive results from the current model being tested. Changes included in the current model along with next steps are outlined in the Program Update Report.

HUD Grant

Lisa provided an update on the Clinton County Home Modification HUD Program (see handout for details).

Ken noted that all is going smoothly with the HUD grant following a rocky start due to HUD requirements that complicated the process. We have worked out solutions to navigate these requirements that has allowed the process to run smoothly. The performance dashboard that HUD tracks on our projects in Clinton County shows that we are meeting all requirements. Feedback has been positive.

Ken added that there have been a couple of individuals who needed a home modification but did not meet the HUD requirements. We were able to cover those jobs with healthy aging funds.

Provider Quality Report

Lisa reviewed the Provider Quality Report (please see handout for full details). Homemaking, personal care, and respite were blended with the home care assistance service beginning in quarter one of 2023. Lisa noted that Clinton County Community Action Program scores for home delivered meals are improving and we are continuing to monitor. Lisa added that we have business relations partners who talk with each provider at least quarterly and review these scores with them. This is to ensure that our providers are meeting the ESP standards.

OLD BUSINESS

There was no old business to report.

NEW BUSINESS

Draft 2025 Budget

Ronnie reviewed the Draft 2025 Budget (please see handout for full details). The budget for Title III and state funding is reduced by \$100K due to the one-time ARPA funding ending in September 2024 along with some Title III dollars being shifted to the Clinton County Community Action Program.

Healthy Aging dollars are not included in the 2025 budget as this was one-time funding in 2024.

Ken added that the five-year levy plan looks healthy even though the loss of Federal funding has a significant impact on the levy.

Tim asked if the money that was saved this year goes into a fund and will be available in 2025 should we go over budget. Ronnie stated that the money rolls over and will be available in 2025 if needed. Ken shared that this fund stays with the county, so the county auditor has a fund with the levy collections. We only draw down what is needed from the levy fund.

Nicole asked if we draw down monthly or quarterly. Ronnie stated levy funds are drawn monthly by reimbursement.

Nicole Rodman called for a motion to approve the 2025 budget.

Motion: Donald Gephart made a motion to approve the 2025 budget as presented.

Second: Timothy Hawk seconded the motion.

Action: The 2025 budget was unanimously approved as presented.

HEARING THE PUBLIC

No one from the public was present.

ADJOURNMENT

With no further business to discuss, Nicole adjourned the meeting at 9:50 a.m.

NEXT MEETING

December 3, 2024



**Clinton County ESP
Program and Financial Report
Quarter 3, 2024 (Jul. - Sep. 2024)**



Clinton County ESP
Quarter 3, 2024 (July - September 2024)
EXECUTIVE SUMMARY

Highlighted Findings

1. Census Trends

- A. Compared to last year (Quarter 3, 2023), census decreased by -9 clients (from 460 to 451) or -1.96%.
- B. Compared to last quarter (Quarter 2, 2024), census increased by 7 client (from 444 to 451) or 1.58%.

2. Fast Track Home

- A. Average length of stay has decreased by -7 days compared to Quarter 2, 2024 (from 60 to 53).
- B. New Enrollments increased by 5 when compared Q2, 2024 (14 from to 19).
- C. Total clients who transferred to ESP from FTH increased by 4 from Quarter 2, 2024 (from 5 to 9).

3. Financials

- A. Total Levy Revenue: The amount projected to be drawn down from the levy is \$1.7 million in 2024 as of the third quarter, as compared to the budgeted amount of \$1.9 million. The variance as compared to budget is under by \$150,622 or 8%
- B. Total Expenses: The projected expenses are \$1.8 million as compared to \$2.1 million in the budget. The variance as compared to budget is under by \$257,782 or 12.3%
- C. Purchase Services: The expense for in home services was lower by \$211,766 or 13.5% as compared to budget



Clinton County ESP
Quarter 3, 2024 (July - September 2024)
TRADITIONAL ESP CENSUS TRENDS

Quarter-End Census by Program

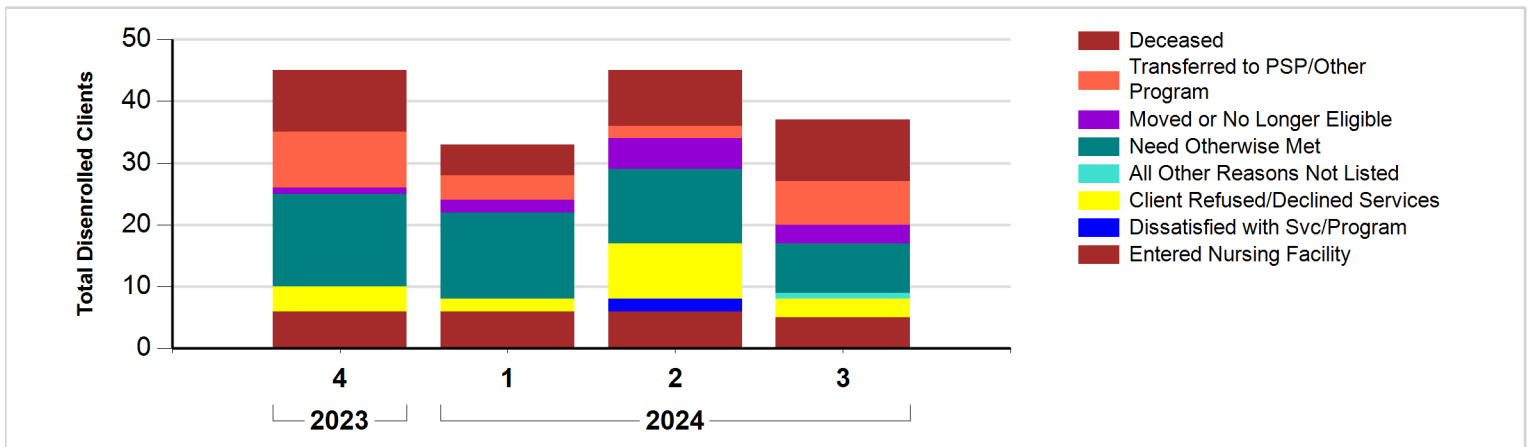
Year	2023		2024	
Quarter	4	1	2	3
ESP	456	457	444	451
FTH	12	10	10	9
Medicaid Programs	157	143	145	153
Passport	21	14	16	20
Assisted Living	1	0	2	2
Molina	59	56	58	59
Aetna	76	73	69	72

Quarter-End Census, New Enrollments, and Disenrollments

Year	2023		2024	
Quarter	4	1	2	3
Quarter-End Census	456	457	444	451
New Enrollments	38	32	34	41
Disenrollments	45	33	45	37

Disenrollment Outcomes

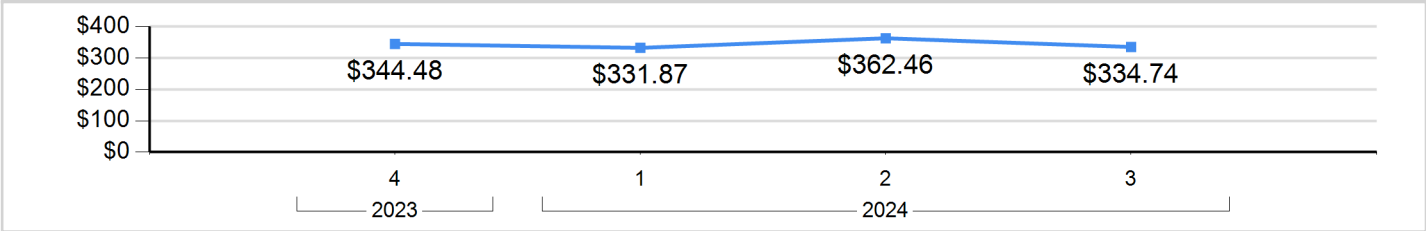
Year	2023		2024	
Quarter	4	1	2	3
Client Refused/Declined Services	4	2	9	3
Deceased	10	5	9	10
Dissatisfied with Svc/Program	0	0	2	0
Entered Nursing Facility	6	6	6	5
Moved or No Longer Eligible	1	2	5	3
Need Otherwise Met	15	14	12	8
Transferred to PSP/Other Program	9	4	2	7
All Other Reasons Not Listed	0	0	0	1
Total	45	33	45	37





Clinton County ESP
Quarter 3, 2024 (July - September 2024)
TRADITIONAL ESP SERVICE TRENDS

Average Monthly Cost per Client



Distinct Clients Served by Service Group

Year	2023		2024		
	Quarter 4	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Consumer Directed Care	18	21	27	22	
Electronic Monitoring	260	271	248	256	
Home Care Assistance	271	263	266	251	
Home Delivered Meals	176	171	164	177	
Home Medical Equipment	21	19	17	7	
Home Modification	2	3	1	4	
Other Services	3	2	1	1	
Transportation	7	13	16	11	
All Services (Unduplicated)	462	458	446	438	

Units Billed by Service Group¹² *Please see the notes page for unit of measure descriptions by service.*

Year	2023		2024		
	Quarter 4	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Consumer Directed Care	1,850	1,499	2,158	1,893	
Electronic Monitoring	815	844	803	835	
Home Care Assistance	5,130	4,639	4,845	4,407	
Home Delivered Meals	11,697	10,874	10,714	11,176	
Home Medical Equipment	24	21	17	7	
Home Modification	2	3	1	4	
Other Services	4	3	2	1	
Transportation	39	50	63	37	

Dollars Paid by Service Group (Purchased Services)¹²

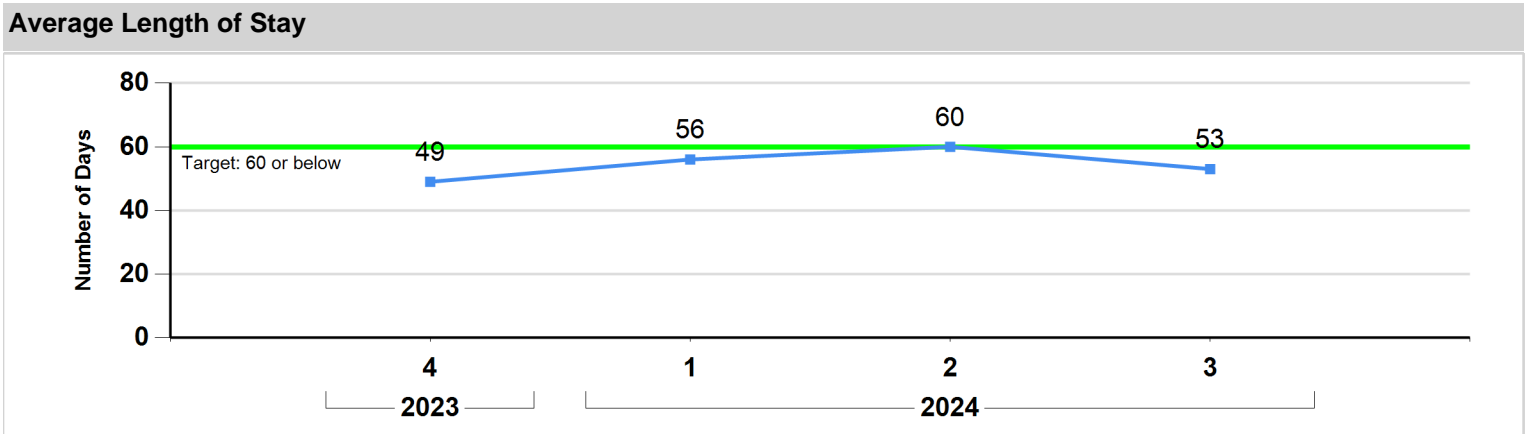
Year	2023		2024		
	Quarter 4	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Consumer Directed Care	\$34,889	\$31,046	\$42,704	\$36,173	
Electronic Monitoring	\$20,982	\$21,464	\$18,666	\$18,877	
Home Care Assistance	\$184,254	\$161,783	\$175,307	\$154,887	
Home Delivered Meals	\$120,483	\$119,207	\$117,200	\$122,029	
Home Medical Equipment	\$4,287	\$10,475	\$7,813	\$1,327	
Home Modification	\$1,055	\$4,250	\$90	\$6,820	
Other Services	\$2,970	\$3,000	\$300	\$250	
Transportation	\$3,214	\$5,375	\$5,928	\$4,177	
All Services	\$372,134	\$356,600	\$368,008	\$344,540	



Clinton County ESP FTH
Quarter 3, 2024 July - September 2024)
FAST TRACK HOME CENSUS TRENDS

Total Clients Served, New Enrollments, Disenrollments				
	2023	2024		
	Quarter 4	Quarter 1	Quarter 2	Quarter 3
New Enrollments	23	14	14	19
Disenrollments	20	16	13	21
Clients Transferred to ESP	9	5	5	9
	45.00%	31.25%	38.46%	42.86%

Enrollment by Setting				
	2023	2024		
Enrollment Setting	Quarter 4	Quarter 1	Quarter 2	Quarter 3
Miami Valley Hospital	0	0	0	4
Spousal Meals	1	1	1	2
Community	0	2	7	0
Clinton Memorial Hospital	14	5	3	7
The Christ Hospital	0	0	1	1
TriHealth Hospital Network	1	2	0	0
Veterans Admin - VA	1	0	0	0
Other Hospital	1	1	0	1
Skilled Nursing Facilities	5	3	1	2
Skilled HHC	0	0	0	1
Not Captured	0	0	1	1
Total	23	14	14	19





Clinton County ESP FTH
Quarter 3, 2024 (July - September 2024)
FAST TRACK HOME SERVICE TRENDS

Distinct Clients Served by Service Group

Year	2023		2024	
Quarter	4	1	2	3
Electronic Monitoring	7	4	1	4
Home Care Assistance	12	7	8	4
Home Delivered Meals	10	10	10	18
Home Medical Equipment	1	0	2	2
Home Modification	1	0	0	0
Transportation	0	0	1	0
All Services (Unduplicated)	21	16	14	19

Units Billed by Service Group *Reference: Please see page 9 for unit of measure descriptions by service.*

Year	2023		2024	
Quarter	4	1	2	3
Electronic Monitoring	13	6	2	6
Home Care Assistance	104	96	70	47
Home Delivered Meals	179	249	276	458
Home Medical Equipment	3	0	2	2
Home Modification	1	0	0	0
Transportation	0	0	2	0

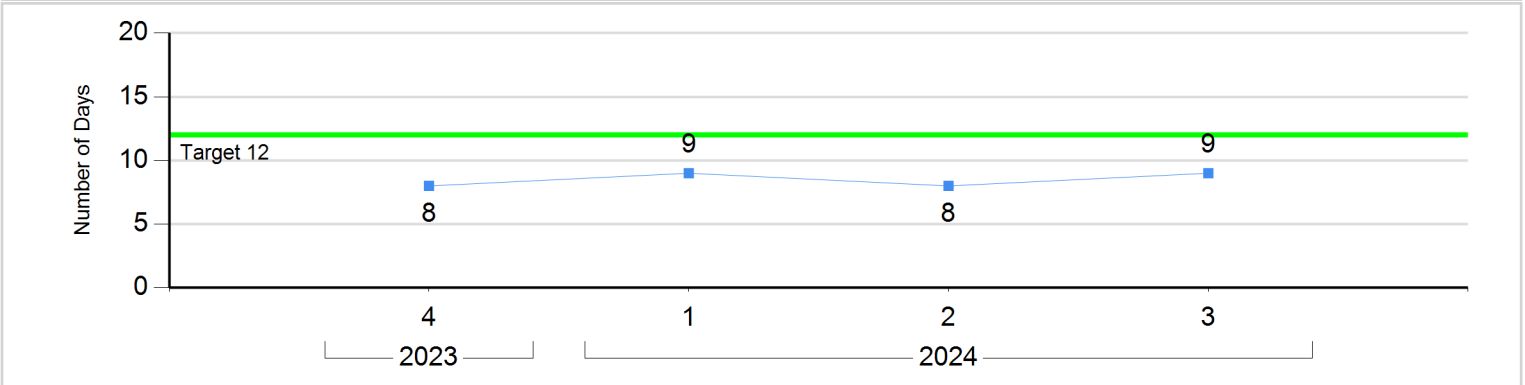
Dollars Paid by Service Group (Purchased Services)

Year	2023		2024	
Quarter	4	1	2	3
Electronic Monitoring	\$238	\$152	\$50	\$150
Home Care Assistance	\$3,656	\$3,473	\$2,444	\$1,635
Home Delivered Meals	\$1,982	\$2,760	\$3,039	\$5,034
Home Medical Equipment	\$128	\$0	\$215	\$2,650
Home Modification	\$785	\$0	\$0	\$0
Transportation	\$0	\$0	\$330	\$0
All Services	\$6,789	\$6,385	\$6,078	\$9,468



Clinton County ESP
Quarter 3, 2024 (July - September 2024)
Traditional ESP PERFORMANCE TRENDS

Average Number of Days from Intake Call to the Enrollment Assessment¹



Home Care Provider Network Referrals and Capacity

Year	Quarter	# Clients in Need of HCA or CDC	# Clients Not Matched with a Provider	% of Clients Not Matched with a Provider	% of Clts Receiving Traditional HCA	% of Clts Receiving CDC
2023	4	275	2	1%	92%	7%
2024	1	289	18	6%	86%	8%
2024	2	341	20	6%	85%	9%
2024	3	323	26	8%	81%	11%

Home Delivered Meals - Client Satisfaction Survey Results

	Year	2024			
	Quarter	4	1	2	3
Overall Satisfaction		94.93%	90.60%	97.51%	97.02%
Good Choice of Meals Available		86.49%	69.23%	94.00%	92.16%

Home Care Assistance - Client Satisfaction Survey Results

	Year	2024			
	Quarter	4	1	2	3
Overall Satisfaction		94.80%	92.05%	96.39%	93.68%
Aide is Dependable		94.34%	93.55%	97.44%	91.57%

Medical Transportation - Client Satisfaction Survey Results

	Year	2024			
	Quarter	4	1	2	3
Overall Satisfaction		100.00%	100.00%	95.00%	96.00%
Service Returns Client Home Promptly		100.00%	100.00%	100.00%	100.00%



Clinton County ESP
Quarter 3, 2024 (July - September 2024)
MEDICARE BENEFIT COST SAVINGS

ESP Cost Savings Analysis

Referrals

Year	2023	2024	2024	2024
Quarter	Q4	Q1	Q2	Q3
Number of Members Assisted	7	2	3	5
Over The Counter(OTC)	2	1	3	5

Services Awarded

Year	2023	2024	2024	2024
Quarter	Q4	Q1	Q2	Q3
Emergency Response Service	4	1	2	5
Medical Transportation	1	1	3	2
Total Distinct Clients	18	3	2	5

Rolling Annual Cost Savings

Year	2023	2024
Total Cost Savings(as of qtr. end date)	\$24,199	\$20,700



Clinton County ESP

Quarter 3, 2024 (July - September 2024)

FINANCIALS: Based on Actual Revenue & Expenses as of September 30th,

	Annual Projected	Annual Budget	Budget Variance	Percent Budget Variance
Revenue				
Tax Levy Appropriations	\$1,743,834	\$1,894,456	(\$150,622)	-8.0%
Federal & State Funding				
Title III B	\$14,596	\$0	\$14,596	
Title III C2 - Home Delivered Meals	(5,152)	154,523	(159,675)	-103.3%
Title III E - Caregiver Support	4,841	0	4,841	
Alzheimer's	867	0	867	
Nutrition Services Incentive Program (NSIP)	10,816	15,708	(4,892)	-31.1%
Senior Community Services (SCS)	0	0	0	
Other Federal (AARPA)	36,419	0	36,419	
Client Contributions				
Client Donations	0	451	(451)	-100.0%
Co-Pays Received	37,887	36,750	1,137	3.1%
Total Revenue	\$1,844,106	\$2,101,888	(\$257,782)	-12.3%
Expenses				
Operating Expenses				
COA Administrative	\$116,606	\$132,906	\$16,300	12.3%
Intake & Assessment	2,275	4,542	2,267	49.9%
FTH Case Management	59,278	68,112	8,834	13.0%
Case Management	312,682	331,297	18,615	5.6%
Total Operational Expenses	\$490,842	\$536,857	\$46,016	8.6%
Purchased Services				
Home Care Assistance	\$665,504	\$775,115	109,611	14.1%
Consumer Directed Care	153,823	157,329	3,506	2.2%
Home Medical Equipment	25,485	43,727	18,242	41.7%
Emergency Response Systems	77,855	91,957	14,102	15.3%
Minor Home Modifications	14,845	89,572	74,727	83.4%
Chore	5,158	2,729	(2,429)	-89.0%
Home Delivered Meals	493,565	525,654	32,089	6.1%
Medical Transportation	19,860	45,833	25,973	51.9%
Senior Center Funding	52,168	50,000	(2,168)	0.0%
Healthy Aging Grant **	(154,998)	(216,885)	(61,887)	-4.0%
Gross Purchased Services	\$1,353,265	\$1,565,031	\$211,766	13.5%
Gross Program Expenses	\$1,844,106	\$2,101,888	\$257,782	12.3%
Client Census	461**	441	-20	-4.5%
Cost of Services per Client	\$268.37	\$303.02	\$34.65	11.4%

* The category total I&A, FTH Case Mgmt, and Case Mgmt as compared to budget are under by \$29,716 or 7.4%.

** Healthy Aging Grant being used for Utility Assistance and Digital Literacy Outside of the County Levy Elderly Services Program.

*** projected year end census

1. Census Trends

- A. Quarter-End Census by Program is a client count based on a one-day snapshot of clients with a status of 'Enrolled' or 'Suspended' on the last day of the quarter. It is used as an approximation of how many clients are being served on any given day.
1. The Service Trends section shows the client count based on billing data. This shows the number of clients whom services were delivered and invoiced. Given these differences, the quarter-end census and the client count for all services will not match.
- B. New Enrollments are calculated by taking the total number of clients who have an enrollment date during the quarter and an approved care plan.
- C. Disenrollment Outcomes
1. All Other Reasons Not Listed includes: Dissatisfied with Service/Program, Refused Cost, Share/Verification, Health/Safety, and Unable to Meet Client Need.
 2. Client Non-Compliant includes: Declined Call/Visit, Delinquent Balance, Refused, Transfer to Passport/Other Program and Unable to Contact.
 3. Adding the difference between *New Enrollments* and *Disenrollments* in a given quarter to the previous *Quarter-end Census* may result in a discrepancy due to the timing of census reporting and back dating client enrollments and disenrollments.

2. Service Trends

- A. Average Monthly Cost per Client is based on the average monthly cost of Intake and Assessment, Administration, Care Management and Provider Services divided by the quarter-end census.
- B. Clients Served by Service Group is based on billing data. These numbers represent the unduplicated client counts within each service group and overall. The All Services client count will not equal the sum of the service group subtotals because many clients receive more than one service.
- C. Home Care includes homemaking, personal care, companion, and respite services.
- D. Other Services includes Environmental Services and Independent Living Assistance (Hamilton only) Adult Day Services and Adult Day Transportation.
- E. Dollars Paid by Service Group represents the total from the financial system. Clients Served and Units Billed represent when service was provided, dollars paid represents when services were paid.

3. FTH Census Trends

- A. Clients Enrolled in ESP is calculated by taking the clients who disenrolled from Fast Track Home within the quarter then determining the clients who have an active registration with the traditional ESP.
- B. Community Enrollment may include emergency referrals to ESP FastTrack service such as: Community Paramedicine, APS referral or other agency referral for FTH specific services.

4. FTH Service Trends

- A. Other Services includes Pest Control.

5. Unit of Measure Descriptions by Service

- A. Adult Day - Number of Days
- B. Consumer Directed Care - Number of Hours
- C. Electronic Monitoring - Number of Months
- D. Home Care - Number of Hours
- E. Home Delivered Meals - Number of Meals
- F. Medical Transportation - Number of Trips

6. N/A: This is displayed on a case-by-case basis, but is most frequently related to a rate or unit change. The metric should display data in subsequent quarters after the change has taken effect.

7. Benefit Cost Savings:

OTC Medicare cards help cover the cost of over-the-counter drugs for seniors enrolled in certain Medicare Advantage plans. Not every Medicare Advantage plan offers this benefit, and limitations vary between the plans that do.

Clinton County Program Update Report November 2024

Home Care Assistance (HCA)

11/1/24- Senior Helpers of Southern Ohio has added Clinton County to their service area.

Katy's Home Care has been placed on a level 2 violation for non-compliance with the Conditions of Participation. Evidence of compliance is due on November 16, 2024.

Minor Home Modification

No change since the last report.

Electronic Monitoring Systems (formerly Emergency Response Services)

Guardian Medical Monitoring's proposal to RFP 001-24: ESP Electronic Monitoring Systems (EMS) was awarded the EMS contract with an effective date of November 1, 2024. All appeals have been addressed and Guardian Medical Monitoring is now under contract with COA.

Environmental Services

As of 11/1/24, Arrow Heating Cooling and Maintenance has added Environmental services to their contract for Clinton County.

Home Delivered Meals

Planning has begun for the COA 2025 Nutrition Provider Summit that will be held January 16th at the COA offices. Discussion topics will include strategies to modernize Home Delivered Meals, approaches to increase donation-based funding for the meal delivery program, and innovative ideas for program growth and cost savings.

Senior Farmers Market Nutrition Program

The Department of Aging awarded COA \$150,000 for the 2024 program. 90% of the grant is divided amongst our five-county region based on past participation/redemption numbers, with 10% of the grant to be used for administrative costs. Clinton County received \$12,000 (240 clients). Thus far, 152 individuals who reside in Clinton County are participating in the program, and 2 farmers/markets in Clinton County are approved to accept the benefits. The 2024 program ends 11/30/2024.

2025 Provider Monitoring Schedule

CLINTON COUNTY ESP PROVIDER MONITORING SCHEDULE

(Please find below the list of Clinton County Providers of ESP Services and the tentative dates for annual review for 2025.)

Clinton County ESP Providers	Review Type	Review Tentative Date
101 Mobility	Biennial	Sep-26
Active Day Cincinnati	Annual	Dec-24
American Ramp Systems	Biennial	Nov-25
Arrow Heating Cooling and Home Maintenance, LLC	Annual	Nov-25
Bayley Adult Day	Annual	Aug-25
Bernens Medical Pharmacy	Biennial	Dec-25
Clinton County Community Action Program	Annual	Sep-25
Custom Home Elevator	Biennial	Aug-25
First Community Health Care Services, LLC	Annual	Jan-25
Gabriel's Angels	Annual	Aug-25
Guardian Medical Monitoring (PAA4 home PAA)	Biennial	Nov-25
Home First Non-Medical	Biennial	Dec-25
Janz Medical Supply FKA Mullany's	Annual	Jun-25
Katy's Home Health Care LLC	Annual	Aug-25
Milt's Termite & Pest Control (PAA 2)	Biennial	Jul-25
PWC People Working Cooperatively, Inc.	Biennial	May-25
Senior Helpers of Dayton	Annual	Sep-25
Stateline Medical Equipment	Biennial	May-26
Tri-State Maintenance	Biennial	Jun-26

2025 Draft Request for Proposal (RFP) Schedule

COA is evaluating the possibility of issuing the following RFP's during 2025:

- Transportation
- Home Care Assistance

- Laundry Delivery

We will continue to monitor client service needs as the year progresses to determine if any additional RFPs need to be published this upcoming year.

RFP evaluations will have 3 categories:

- **Financial Analysis and Stability:** Proposals will be scored on their agency's demonstration of financial stability.
- **The Organization and Capabilities Overview:** Focus will include- emergency preparedness, quality improvement and service delivery to meet the changing needs of the older adults. Proposals demonstrating a county presence will receive additional scoring.
- **Pricing:** Does the Proposal demonstrate competitive pricing with respect to other proposals received?

Clinton County Elderly Services Program Levy Projection

CURRENT COA PROJECTION: Nov 2024						
	Year 1 2023 Actual	Year 2 2024 Est.	Year 3 2025 Est.	Year 4 2026 Est.	Year 5 2027 Est.	Levy Cycle Total
Revenue						
Beginning Fund Balance	252,802	751,021	1,274,186	1,469,150	1,490,316	252,802
Levy Revenue (Cash Basis)	2,267,001	2,267,001	2,267,001	2,267,001	2,267,001	11,335,003
COA Levy Draw	1,721,243	1,743,834	2,072,037	2,245,834	2,421,093	10,204,040
Title III and State Funding (Accrual Basis)	376,525	62,386	70,516	70,516	70,516	650,459
Client Donations & Co-Pays (Accrual Basis)	26,637	37,887	39,521	41,016	42,233	187,293
Total Revenue to support ESP	2,124,405	1,844,106	2,182,074	2,357,366	2,533,842	11,041,793
Total Available Revenue (incl. previous year carryover)	2,922,965	3,118,294	3,651,224	3,847,682	3,870,066	12,151,038
COA Operational Expenses						
Provider Services (Accrual Basis)	1,602,422	1,425,320	1,511,049	1,658,044	1,801,821	7,998,656
portion to go directly to	-	(154,998)	-	-	-	(154,998)
FTH Provider Services	34,031	30,775	44,056	46,155	47,681	202,698
Information & Assistance (Accrual Basis)	4,794	2,275	4,170	6,173	8,236	25,647
Care Management (Accrual Basis)	270,089	312,682	325,953	335,798	350,384	1,594,906
FTH Care Management	51,783	59,278	108,870	112,136	115,500	447,566
Senior Center Funding	26,956	52,168	50,000	50,000	50,000	229,124
Program Management (Accrual Basis)	134,330	116,606	137,977	149,061	160,220	698,193
Total COA Operational Expenditures	2,124,405	1,844,106	2,182,074	2,357,366	2,533,842	11,041,793
Timing and Settlement fee adjustment adjustment	47,540					
Actual & Estimated Median Fund Balance	751,021	1,274,187	1,469,150	1,490,316	1,336,224	1,336,224
Year Ending Client Census	468	461	484	497	510	
Estimated Clients Served Annually	670	670	663	686	699	

Assumptions:

Census: Census is estimated based on the market penetration - currently at 40.2%, estimating to trend back up to 42.5%; the census is composed of both Traditional ESP and FTH clients.

Revenues:

Levy Tax Collections: 2023 - 2027 annual collection is based on 3/2024 reconciliation and estimate from the auditor's office. The Adjustment (\$47,540) reflects the 2 months that COA and county differ (COA includes Nov+Dec 2023 while county includes Nov+Dec 2022) and the cost of the settlement fees that the county is paying out of the levy balance.

Title III revenue in 2023 includes additional ARPA funds; The 2024-2027 revenues are based on the area plan.

In 2024, COA received the Healthy Aging grant, in the amount of \$220,066, which is the amount allocated to Clinton County. COA used 70% of this grant to reduce the Provider services cost to the county, with no admin cost, and in effect lowered the Admin cost base, which also reduced the Program Management cost to the county.

Costs:

Provider services costs are estimated on a Cost per Client basis; **Home Modification** costs were reduced by 50% in anticipation of using the HUD grant dollars to execute certain job requests; HUD grant is applied through June of 2026; **Home Delivered Meals** are calculated using census - 33% of clients enrolled use the service and receive on average 24 meals/month; the cost per meal dropped in Oct of 2023; cost will increase 4% in subsequent years, per RFP. **Home Care Assistance** is estimated for 49% of clients enrolled, with an average of 27 units per client per month, and cost increases in line with HCA RFP rate increases; **EMRS** cost is lower due to RFP, where the selected bidder cost was a 20% reduction in cost.

A yearly amount of \$50,000 for Senior Centers was added for this cycle, and the service will be administered by COA in conjunction with the Advisory Council. In 2023 actual cost was \$27K, in 2024 it was \$52K.

UPDATES from last report

Actual census for Jan-Oct 2024 came in lower than the August projection, so we reduced the market penetration; 2024 year end census went down to 461 from 469 in August - this has reduced projected cost for all years.

Accordian Doors at the Senior Center – were installed when the building was built. They are falling apart at the top and difficult to pull to open/close. The doors are utilized on a daily basis to divide the rooms for exercise, programs, etc.

I reached out to 5 businesses:

1 – unable to provide a quote

2 – unable to provide a quote – do not do accordian doors

3 – Rough estimate of \$35,057 and \$37,376 (went by our measurements)

4 – Unable to provide a quote – do not do accordian doors

5 – Provided a quote of \$29,320 (they actually came out and measured)

Top



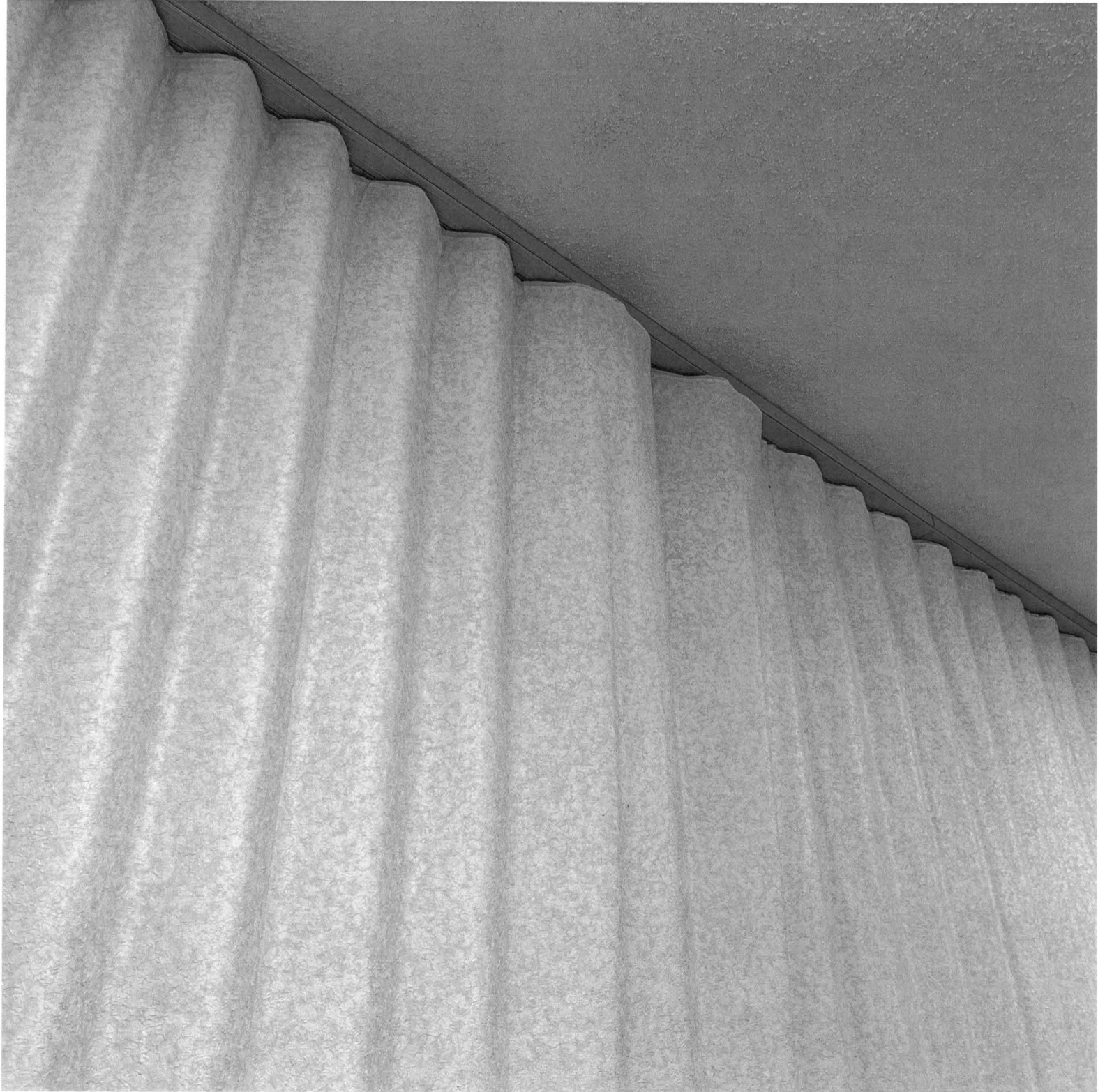


Bottom

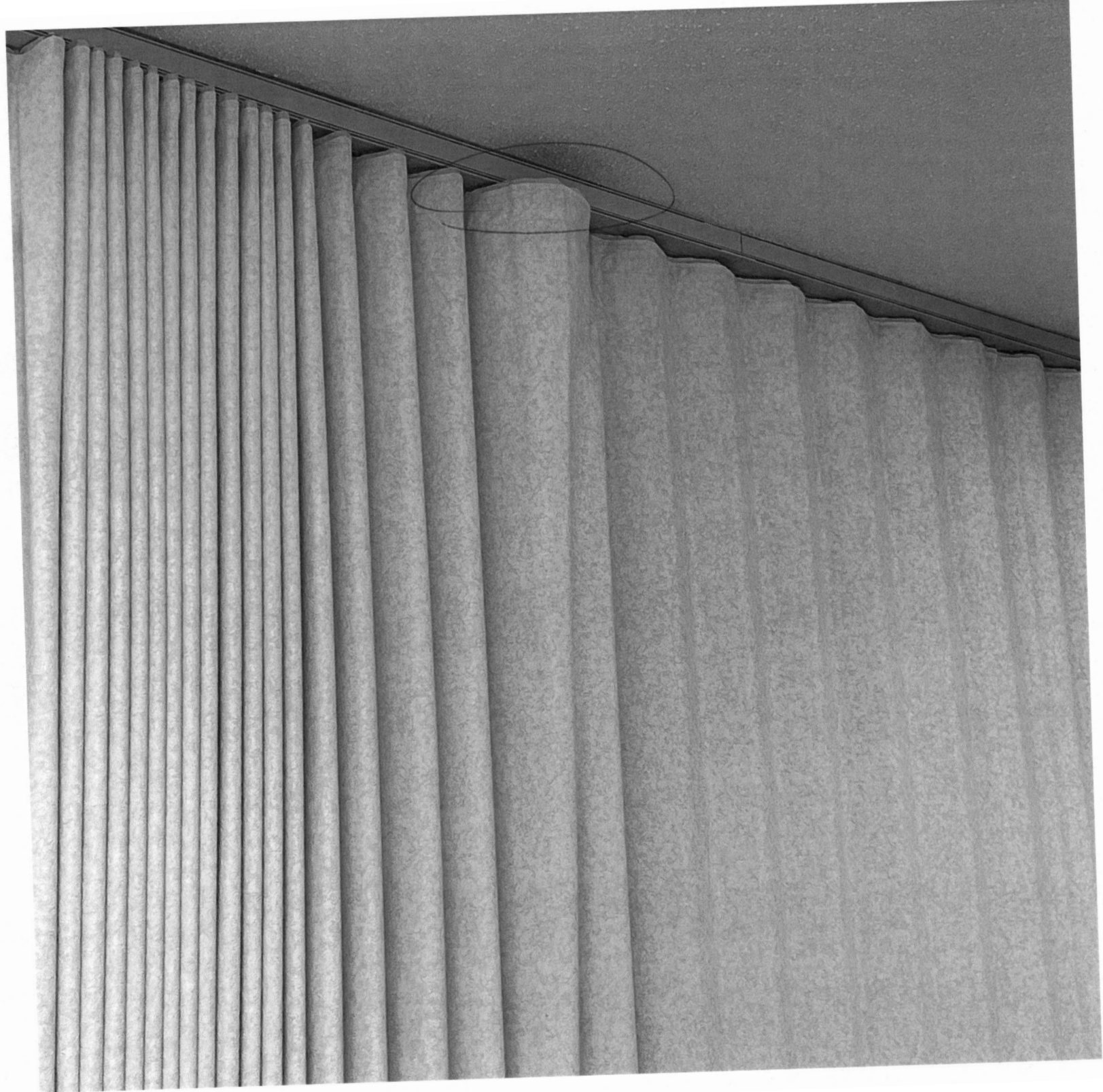


Top
bunched up





Top
pulled
loose





CIH – Space Management Division - Indianapolis
CIH-SMD, 9190 Corporation Drive, Indianapolis, Indiana 46256
Main Phone: 844-543-0202 Fax: 317-558-5712

CIH-SMD Quotation # 2024-211

SPACE MANAGEMENT DIVISION
Bid Proposal

Date: 9/10/2024

Job Name: Clinton County Community Action Program, Inc.
Wilmington, OH

To: Clinton County Community Action Program, Inc.
Attn: Jane Newkirk
E-mail: janenewkirk@clintoncap.org

Operable Panel Partition

One (1) Opening approximately 43'-1 7/8" long by 10'-9 1/2" tall

Modernfold SM8 accordion partition as manufactured by Modernfold Inc.; #5 aluminum track with ceiling contact guard; three-dimensional welded steel frame; ball bearing trolleys; 3 ply top and bottom sweep seals; continuous horizontal pantograph hinges; Heavy Duty Vinyl covering selected from Modernfold standard vinyl selections; 39 STC acoustical rating.

COST: \$ 29,320.00 excluding tax

CIH will remove existing accordion partition and dispose of accordion partition. CIH will install new trim board to cover where existing accordion was removed at ceiling then install new accordion partition. All work to be performed during norma working hours.

Submitted by: Mike Velikoff – velikoffm@cih-inc.com – 513-205-0605

All prices are quoted subject to the following:

- Acceptance within 30 days and credit approval by CIH Credit Department.
- Terms of Sale are NET 30 days from date of invoice.
- Material will be billed proportionately as shipped with payment due when rendered.
- We include unloading of our material at jobsite, if product is furnished and installed.

Jane Newkirk
10-16-24

Jane Newkirk

From: Mike Velikoff <velikoffm@cih-inc.com>
Sent: Tuesday, September 10, 2024 11:23 AM
To: Jane Newkirk
Subject: Clinton County Community Action Program
Attachments: CIH-SMD Quotation - Clinton County Community Action Program.pdf; 2386 Accordion Brochure.pdf

Jane,

Attached is the pricing for a new accordion door. CIH will remove the existing partition and install the new one. We are proposing replacing the existing partition with the Modernfold SM8 which has an STC rating of 39 and finish is heavy duty vinyl wall covering. I have also attached the brochure on our product.

Kind Regards,



Mike Velikoff
Space Management Division
O: 513-538-2705
M: 513-205-0605
E: velikoffm@cih-inc.com
10108 Toebben Drive
Independence, KY 41051



5

Jane Newkirk

From: Jane Newkirk
Sent: Tuesday, September 3, 2024 9:43 AM
To: coltonj@cih-inc.com
Subject: Accordion Doors

Good morning.

I found your information on the internet and was wondering if you would be able to provide a quote. We operate a senior center that has an accordion door system that we utilize as a room divider. We are even interested in a bi-fold system, if that would work.

The rough measurements are:

Floor to Ceiling 130"
Track to Top 2"
End Pocket to End Pocket 50'

Thank you.

Jane Newkirk
Clinton County Community Action Program, Inc.
789 N. Nelson Avenue
P.O. Box 32
Wilmington, OH 45177
937-382-8365



Jane Newkirk

From: Ohio Commercial Door <reply@thryv.com>
Sent: Thursday, August 29, 2024 9:12 AM
To: Jane Newkirk
Subject: Re: Message from Ohio Commercial Door



Dear Jane,

Mary Anderson replied on your conversation: Message from Ohio Commercial Door

We don't work on this type of door.

REPLY

[View Online](#)



Contact request

We have an older accordion door system that we use as a room divider that we need to obtain quotes for replacements.

First Name: Jane

Last Name: Newkirk

Billing Address: 717 N. Nelson Avenue, Wilmington, OH 45177

Phone: (937) 382-8365

Email: janenewkirk@clintoncap.org



Thank you.



Jane Newkirk

From: Jane Newkirk
Sent: Tuesday, September 3, 2024 9:21 AM
To: JC Sharp Corp
Subject: RE: JC Sharp Folding Partitions Website Contact

Thank you for getting back to me.

Our maintenance guys measured:

Floor to Ceiling 130"
Tack to Top 2"
End Pocket to End Pocket 50'

Thank you.

From: JC Sharp Corp <jcsharp@sbcglobal.net>
Sent: Thursday, August 29, 2024 9:06 AM
To: Jane Newkirk <janenewkirk@clintoncap.org>
Subject: Re: JC Sharp Folding Partitions Website Contact

*Rough estimate
attached*

Jane,
So yes we do the accordion doors as well as the flat panel wall systems....any chance you could send a couple of pics and rough dimensions that way I can get you a price right away? I attached a brochure and some pics.
Sincerely,
Brian

J.C. Sharp Corp.
SBE certified contractor
www.jcsharp.com
440-235-4264 fax:-4031

Folding Partitions/Operable Walls & Raised Access Flooring/Data Rm. Floors

Jane Newkirk

From: JC Sharp Corp <jcsharp@sbcglobal.net>
Sent: Tuesday, September 3, 2024 1:10 PM
To: Jane Newkirk
Subject: Re: JC Sharp Folding Partitions Website Contact

Jane,

So these are budget prices for now, if interested we can set-up an appointment to firm up the pricing.....prices are based on takedown/disposal of existing and then complete install of new.

Accordion Doors:

model H3100 - STC rating of 31 with vinyl finish = \$35,057 (No Tax Included)

model H4100 - STC rating of 41 with vinyl finish = \$37,376 (No Tax Included)

Folding Partition Panels:

model Signature 842 paired panels - STC rating of 49 with a vinyl finish and upgraded top/bottom retractable seals = \$31,487 (No Tax Included)

Let me know thoughts?

Sincerely,

Brian

J.C. Sharp Corp.

SBE certified contractor

www.jcsharp.com

440-235-4264 fax:-4031

Folding Partitions/Operable Walls & Raised Access Flooring/Data Rm. Floors

On Tuesday, September 3, 2024 at 09:21:33 AM EDT, Jane Newkirk <janewkirk@clintoncap.org> wrote:

Thank you for getting back to me.

Folding Partitions/Operable Walls & Raised Access Flooring/Data Rm. Floors

On Wednesday, August 28, 2024 at 03:56:33 PM EDT, janenewkirk at clintoncap.org <noreply@fs10.formsite.com> wrote:

First Name	Jane
Last Name	Newkirk
Company	Clinton Co Community Action
Street Address	717 N. Nelson Avenue
City	Wilmington
State	Ohio
Zip Code	45177
Phone Number	9373828365
Email Address	janenewkirk@clintoncap.org
How can we help?	We have an old accordion room divider system that is worn out and we need to obtain bids to replace it.

This email was sent as a result of a form being completed.
[Report unwanted email.](#)



REQUEST A QUOTE



3

THANK YOU!

One of our sales associates will reach out to you shortly.

In the meantime, check out these great resources for design ideas:

- [Browse inspiration from previous projects.](#)
- [Read the Raydoor blog for insights and ideas for your own space.](#)

BY SYSTEM

Sliding

Folding

Swinging

Demountable

9/3/24

Requested a quote

Does not do accordion doors.

134 West 29th St. Suite

909

New York, NY 10001

P: (212) 380-3846

BOOK A CONSULTATION REGISTER FOR CEU CONTACT INFO



BY SYSTEM ▾ BY MARKET ▾ BY USE ▾ DESIGN OPTIONS ▾ RESOURCES ▾ BLOG

REQUEST A QUOTE



Hospitality

Guest Room

Hotel Suite

Home Office

Residential

Lobby

Restaurants

Party

Room Divider

Interior Doors

We would like to keep you up to date on all the latest news about our products and services. You can always unsubscribe from these communications at any time. For information on how to unsubscribe as well as our privacy practices and commitment to protecting your privacy, check out our Privacy Policy.

SIGN UP



Jane Newkirk

From: Ana Azevedo <ana@raydoor.com>
Sent: Tuesday, September 3, 2024 2:32 PM
To: Jane Newkirk
Subject: Jane Newkirk booked a meeting with: Ana Azevedo

New Meeting Booked with Ana Azevedo



Email address

janenewkirk@clintoncap.org

Date / time

September 4, 2024 3:15 PM EDT (UTC -04:00)

Location

Phone Call

Note: if you need to make changes to your meeting, you can here:

[Reschedule](#) [Cancel](#)

Jane Newkirk

From: Ana Azevedo <ana@raydoor.com>
Sent: Tuesday, September 3, 2024 3:19 PM
To: Jane Newkirk
Subject: RE: Raydoor Follow Up

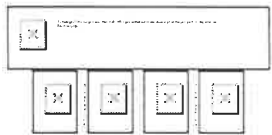
Hi Jane,

I just left you a voice message. We don't make accordian walls. We make sliding door systems as you can see in the first email I sent you. If you give me your opening width and height I can suggest the best system for your space.

For a more accurate quote (pricing), please let me know what **Frame**, **Insert**, **Pattern** & **Hardware** (optional), and **System** you would like to use.

Best,

Ana



Ana Azevedo

Design Consultant

e: ana@raydoor.com

o: 212-421-0641

d: 212-634-9760

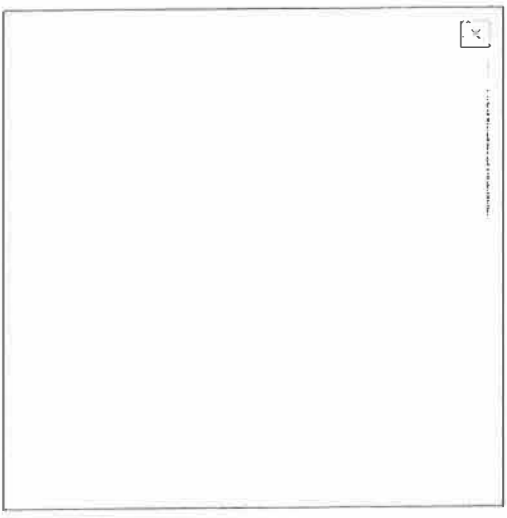
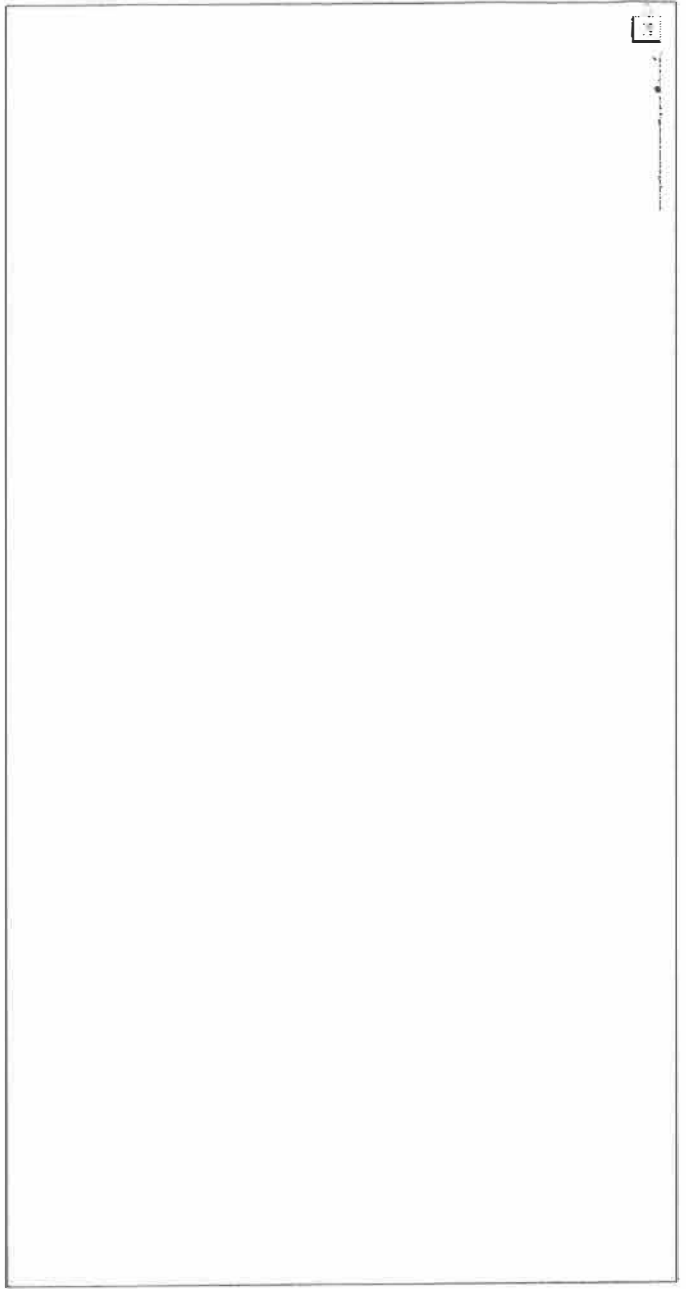
raydoor.com

The Raydoor Dividing System is patented under U.S. Pat. 7,533,502. Raydoor, Inc. is also the exclusive owner of the Contrasting Edge Core Configuration Design trademark, TWINFRAME, THE ART OF DIVISION, RAYDOOR and the RD Design. trademarks; RAYDOOR. All copyrights © 2014-2021 by Raydoor, Inc.

On Tue, Sep 3, 2024 at 3:08 PM, Jane Newkirk <janewkirk@clintoncap.org> wrote:

Ana,

Do you do accordian walls.



4

Jane Newkirk

From: Jane Newkirk
Sent: Tuesday, September 3, 2024 9:35 AM
To: andrewt@aircontrolproducts.com
Subject: Accordion Doors

Hello,

I found your information on the internet. We operate a senior center that has an accordion door system in our dining area that needs to be replaced. We are not apposed to a folding door system if that would also work.

The rough measurements of the current accordion door are:

Floor to Ceiling	130"
Track to Trop	2"
End Pocket to End Pocket	50'

I was wondering if this is something you would be interested in or able to provide a quote.

Thank you.

Jane Newkirk
Clinton County Community Action Program, Inc.
789 N. Nelson Avenue
P.O. Box 32
Wilmington, OH 45177
937-382-8365

Unable to provide
a quote - See
Attached

Jane Newkirk

From: Andrew Tabata <andrew.tabata@aircontrolproducts.com>
Sent: Tuesday, September 3, 2024 2:08 PM
To: Jane Newkirk
Subject: RE: Accordion Doors

Good afternoon Jane,

Appreciate you reaching out. Although we are a Modernfold dealer, this project is located outside of our territory. The correct contact for your area is Jeff Colton with CIH. His contact information is below:

CIH - Space Management Division (Ohio)

Address

10106 Toebben Drive
Independence, KY 41051 USA

Phone

317-558-5700

Email

coltonj@cih-inc.com

Website

www.cih-smd.com

Send email - #5

Please let me know if you have any troubles getting a hold oh him!

Sincerely,

Andrew

Jane Newkirk

Clinton County Community Action Program, Inc.

789 N. Nelson Avenue

P.O. Box 32

Wilmington, OH 45177

937-382-8365



Clinton County Senior Services Grant

Please include the following information when submitting the attached application for the Clinton County Senior Services Grant. All completed documents should be submitted to Provider_Services@help4seniors.org.

Explain the proposed purchase or project:

- Provide a brief explanation of your agency's experience and commitment to the aging population.
- Why is the project or request needed?
- How will the project or request benefit Clinton County residents 60+?
- How will this project or request help to grow your services to Clinton County Residents 60+?
- Provide the estimated number of Clinton County residents 60+ who will benefit from this project or request.
- Explain how this project or request benefits those not currently engaged in service due to access barriers.
- How long has this need gone unaddressed?

Proposed project budget breakdown

- Provide as much detail as possible, as insufficient details may be reason to deny the request.
 - Provide an explanation of what other funding options have been explored.
 - Provide an explanation of how much funding your agency can contribute to the overall project expense.
 - If your agency cannot contribute to the overall project expenditures, provide an explanation as to why not.
- Attach a minimum of two quotes to the application for any equipment or services that would be purchased with this funding.
- Identify who owns the building and provide verification of project approval.

Budget narrative:

- Provide a breakdown of expenses.

Service Quotes:

- Attach a minimum of two service quotes for any equipment or services requested to be funded.

Applications are due by March 1, 2025.

Please direct any questions or concerns to Provider_Services@help4seniors.org.

Clinton County Senior Services Grant Application:

Clinton County Senior Services Grant

Non-Profit Agency Name	
Address:	
Contract Person:	
Contract Email:	
Contact Phone Number:	
Explain the Proposed Purchase or Project:	
Proposed Budget Breakdown and Narrative:	

Clinton County Senior Services Grant

What other funding options have been explored?

**Provide an explanation of how much funding your agency can contribute to the overall project expense.
If your agency cannot contribute to the overall project expenditures, provide an explanation as to why not.**

*Attach two service quotes for requested use of funds.

**CLINTON COUNTY
ELDERLY SERVICES PROGRAM (CCESP)
ADVISORY COUNCIL**

2025 MEETING SCHEDULE

**3rd Tuesday in March, June, September, and December
Unless otherwise noted with asterisk (*)**

*February 18, 2025	September 16, 2025
June 17, 2025	*December 2, 2025

Time & Location of meetings:

9:00 – 10:30 a.m.

Clinton County Office Annex
111 S. Nelson Street, Wilmington OH 45177
Entrance B, Community Room A

*March meeting moved to February for 2025

*December meeting moved up due to Christmas

Please contact Chris Adams via phone (513-913-0650) or email cadams@help4seniors.org if you are not able to attend a meeting.