

AGENDA

HCESP Advisory Council Meeting

September 28, 2023, at 2:00 pm – 3:30 pm

COA, Board Room, 4601 Malsbary Road, Blue Ash, OH 45242

<https://councilonaging.webex.com/councilonaging/j.php?MTID=mc68b80c6f6f862bc7fb3047c1d9b4151>

Thursday, September 28, 2023 2:00 PM | 1 hour 30 minutes | (UTC-04:00) Eastern Time (US & Canada)

Meeting number: 2342 644 7936

Password: ViZ2TRAb7s6 (84928722 from video systems)

Join by phone

1-844-621-3956 United States Toll Free

+1-415-655-0001 US Toll

Access code: 234 264 47936

CALL TO ORDER	Matt Worth
APPROVAL OF MINUTES ❖ June 22, 2023, Minutes (Action Needed)	Matt Worth
QUARTERLY REPORTS ❖ Program Dashboard & Financial Report ❖ Program Update Report	Ken Wilson & Ronnie Spears Lisa Portune
OLD BUSINESS	Matt Worth
NEW BUSINESS ❖ Service Specification Changes (Action Needed) - Home Medical Equipment ❖ Guardianship Program ❖ Draft Budget (Action Needed) - Healthy Aging Grants	Lisa Portune Ken Wilson Ronnie Spears
HEARING THE PUBLIC	Matt Worth
ADJOURNMENT	Matt Worth

NEXT MEETING

December 7, 2023

MINUTES
HCESP ADVISORY COUNCIL MEETING
THURSDAY, JUNE 22, 2023 @ 3:00 P.M.

ATTENDANCE

Members Present: Randi Burlew, <i>in person</i> Lavina Bryant, <i>in person</i> Janice Hunter, <i>in person</i> Dimity Orlet, <i>in person</i> Susan Van Amerongen, <i>virtual</i> Matthew Worth, <i>virtual</i>	COA Staff: Carl McCullough Lisa Portune Paula Smith Ronnie Spears Ken Wilson	Guests:
Excused:	Facilitator: Matthew Worth	Scribe: Heather Junker
Absent: Viola Brown		

CALL TO ORDER

The June 22, 2023, meeting of the HCESP Advisory Council was called to order by Matthew Worth at 3:03 p.m.

APPROVAL OF MINUTES

Matthew Worth called for a motion to approve the March 23, 2023, Hamilton County Elderly Services Program (HCESP) Advisory Council minutes as presented.

- Motion:** Dimity Orlet made the motion to approve the minutes.
Second: Janice Hunter seconded the motion.
Action: The March 23, 2023, minutes were approved unanimously.

NEW BUSINESS

Annual Report

Paula reviewed the Annual Report (please see handout in packet for full details). Everyone expressed how much they liked the report and the inclusion of the QR codes.

QUARTERLY REPORTS

Program Dashboard and Financial Report

Ken gave an overview of the Program Dashboard (please see handout in packet for full report). Janice asked if disenrollments from the program include those going into some type of continuing care. Ken advised that it does, and that number is represented by those going into a nursing facility. Matt asked if we are doing something different or something better when it comes to the trend of cost savings from

utilizing the Medicare Advantage Plan benefits that some clients have. Ken advised that we are getting better with the process, more individuals are signing up for Advantage Plans, and Advantage Plans are offering more benefits. The volume has gotten to the point where we've had to add another benefit specialist position. Randi asked if we anticipate that the cost savings will be even higher since we will be hiring another benefit specialist. Ken explained that it's possible although we are slowing enrollment into the ESP program which will result in that number going down a little bit.

Ronnie reviewed the Financial Report (please see handout in packet for full report). Ronnie made note that the budget column reflects the revised annual budget that is included in the packet. There were no questions or comments.

Five-Year Levy Updates

Ken gave an overview of the Five-Year Levy Plan Updates. We are currently in the first year of the five year plan. We just signed an agreement with the Board of County Commissioners about a month ago. The contract put into place our five-year levy budget plan. The reason for the revised budget is due to the recent budget plan which was assembled with more information than we had at the time the original budget that was approved last fall. We wanted the budget amounts that went into our contract with the county to match the budget and reports that we review every quarter.

We provided two presentations to the Commissioners about a month ago. We closed out 2022 with a waiting list for the Home Modification and Utility Program (please see handout in packet for full details). This year we started serving people on that waiting list. We've been providing home repairs and we've cleared the waiting list for those who needed utility assistance. There was no need to do advertising or outreach for the program. Everyone we identified that had a need in 2022 will utilize the allotted funding for 2023.

There are several trends impacting the levy (please see handout in packet for full details). A flat market penetration means a growing program. Market penetration is calculated using census data of how many older adults are living in the community with a disability and what percentage of that population is being served by the program. As of May 1st, we started to only enroll those who have a priority or urgent need to get services started right away. We're also not maintaining a waiting list- we're just slowing down enrollment. This is new for us and the reason we aren't maintaining a waiting list is because this creates its own set of problems. Once people hear there is a waiting list, they stop calling in. We still want people to call in because their situation could warrant their enrollment onto the program, or they could be eligible for other programs or resources. Another issue with a waiting list is that people's circumstances change as time goes by. There has been an 80% drop in new enrollments so far.

Ronnie reviewed the Five Year Levy Projections (please see handout in packet for full details). Ken added that the projected \$6 million fund balance at the end of the levy cycle is a number you don't want to go lower than as that's only a few months of operating revenue. If we didn't slow enrollment down, the future projections would be in the red. We worked closely with the county to reconcile the beginning fund balance. Dimity asked if we felt that the process we went through recently helped to prep the commissioners for the next levy cycle. Ken advised that it definitely did, and it was not an easy presentation to the commissioners. Ken thinks they were trying to wrap their heads around the fact that the levy just passed and we're already saying there isn't enough money even though we started

with a large fund balance. We were very transparent about the finances and trends of the program when the renewal was originally placed on the ballot.

Janice asked how the slowing of enrollment impacts referrals. Ken explained that staff will call the individual and complete an assessment to determine what resources are available for them. Randi asked how COA feels about the availability of support across the social safety network as we are referring people out to other resources. Ken advised there is a gap and programs like this are being asked to step up to meet the needs of a population that's accelerating. Nursing facilities are not the option that they used to be. Many are closing floors or completely closing the facility.

Dimity asked if there are provisions in the RFPs to make adjustments in case there is a significant downward trend in inflation. Ken explained we are looking into including a provision in case food, for example, has a significant drop in cost in the future.

Program Update Report

Lisa reviewed the Program Update Report (please see handout in packet for full detail). Matt asked if the providers are anxious to share at the meetings or if it becomes a "gripe" session. Lisa explained that these meetings are very guided and structured. The providers recognize that it would not be productive to utilize the meeting in that way. They want to move towards modernization and to streamline things, so they work collaboratively with us. Providers are happy to come together and share information amongst themselves as well because they're also looking for internal ways to streamline their processes.

OLD BUSINESS

Revised 2023 Budget

Ronnie reviewed the Revised 2023 Budget during his financial report (please see handout in packet for full detail). This is to align with what the county in our new five year levy plan.

With no further questions or comments, Matt called for a motion to approve the Revised 2023 Budget.

Motion: Lavina Bryant made the motion to approve the Revised 2023 Budget.

Second: Dimity Orlet seconded the motion.

Action: The Revised 2023 Budget was unanimously approved.

Review Bylaws

Ken presented the revised Bylaws. The only changes made were to match what the county has outlined, and COA made no other changes.

With no further questions or comments, Matt called for a motion to approve the updated Bylaws.

Motion: Janice Hunter made the motion to approve the updated Bylaws.

Second: Randi Burlew seconded the motion.

Action: The updated Bylaws were unanimously approved.

HEARING THE PUBLIC

No individuals from the public were present that requested to speak.

ADJOURNMENT

There being no further business, the meeting was adjourned at 4:17 p.m.

NEXT MEETING

September 28, 2023

Hamilton County Program Update Report September 2023

Home Care Assistance (HCA)

We have two new providers for HCA in Hamilton County, Right at Home and Western Hills Home Care. Right at Home covers all 6 zones in Hamilton County. Western Hills covers 3 zones in Hamilton County.

Transportation

Queen City Medical Transport, an ambulette transportation agency, was added to home52 transportation in August under the MOU agreement.

Home Medical Equipment (HME)

On 10/9/23, we will be hosting a provider fair for HME. This is a great opportunity for our staff to meet with our HME providers and ask questions and to discover the newest equipment on the market.

We are looking to publish an RFP for this service in the upcoming months. We are also wanting to make some minor changes to the HME Service Specification. Please see the attached copy showing the highlighted changes and a clean copy as well.

Environmental Services

We are experiencing a provider capacity issue in the area of major household cleaning, specifically bed bug preparation. Due to the shortage, COA will be bringing on additional environmental service providers. All Gone is currently contracted with COA under other funding sources and will be added to ESP.

Laundry Delivery Service

Memorandums of Understanding (MOU)s were sent to 3 laundry providers. Once the MOUs are executed, we will work with the providers to begin service.

Contract Termination impacting ESP Home Delivered Meals, Independent Living Assistance, and Transportation

Middletown Area Senior Citizens Inc. dba Central Connections was placed on hold for all new Home Delivered Meal (HDM) referrals on May 30th for ESP, PASSPORT, and MyCare Ohio programs. This was due to inadequate supplies to ensure safe delivery of nutritionally compliant meals.

On June 16th the hold for new referrals was expanded to include all services for ESP, PASSPORT, and MyCare Ohio Programs, which included Transportation, Independent Living Assistance (ILA), and HDM. This was due to inadequate staff to provide an acceptable level of service delivery.

A Quality Action Plan (QAP) was issued on June 19th as a result of inadequate supplies and inadequate staffing, with a request for evidence of sustainability to continue providing the contracted ESP and Title III services. Disciplinary Action was issued on June 28th to the Ohio Department of Aging (ODA) for non-compliance with service delivery requirements for the PASSPORT program. COA developed and activated a plan to provide HDM service for the week of June 19th-23rd using 3 contracted HDM providers. Onsite Monitoring began June 20th.

Central Connections was contracted to provide ESP HDM, ESP ILA, ESP Transportation, Title III Transportation, Title III Supportive Services, and Title III Congregate meals. On July 25, 2023 COA terminated their contract with Central Connections because of multiple breaches in their contract. The ESP clients being served by Central Connections have been assigned to other providers. Clients in the PASSPORT and MyCare Ohio programs were also reassigned to providers. Partners in Prime dba Meals on Wheels (MOW) of Butler County, Warren County Community Services (WCCS) and Meals on Wheels (MOW) of SW OH & N KY stepped up to assist these individuals. Those receiving Title III services were provided with resource information on who they could reach out to for needed services.

Senior Farmers Market Nutrition Program for 2023

We have 10 Farmers Markets participating in the program in Hamilton Co.

We have had 1239 participants sign up to receive coupons for the program. The last day to apply for the 2023 season is September 22, 2023. The final day to use the coupons is October 31, 2023.

Therapeutic Meal and Ohio Prescription Requirement Advocacy

COA (Council on Aging) and Meals on Wheels (MOW) of SW OH & N KY have been working with our government relations staff alongside the Commonsense Initiative to remove and/or loosen the therapeutic meal prescription requirement. From our work with the Commonsense initiative, we have been able to provide feedback on the proposed rule change. This rule change to the Older Americans Act Nutrition Program: Diet Orders, allowing the provider to provide a therapeutic meal to a consumer without a diet-order if it is the consumers preference to choose the therapeutic diet.

While we wait for this rule change to be accepted or rejected, the other way we have been looking to achieve the goal of client autonomy when it comes to their diet and choosing if they want to be on a therapeutic diet or not. Beginning October 1, 2023, the provider will no longer be responsible for collecting the client prescriptions, the client will be obtaining their own diet prescriptions. We are currently working with Providers and Case Managers in developing a process that will go into effect on October 1, 2023.

Alternate Meal Option Pilot – Official name Swipe ‘N’ Dine

The Swipe N’ Dine Pilot program continues with MOW of SW OH & N KY. They are still working with Sugar and Spice Diner in Hamilton County and Twin Dragons in Butler County. They are currently working with Frisch’s to pilot with up to 4 of their locations. They have 133 participants enrolled and had provided 606 meals by August 25, 2023. They are also working with the Cincinnati Public Library to potentially partner with them with this program. Deupree MOW will also be administering the Swipe “N” Dine program in October at the start of the new contracting cycle. MOW of SW OH & N KY is having meetings with Deupree MOW to see how they can expand their reach with the program.

Grocery Delivery Service

Central Connections’ ESP contract was terminated with COA on July 25, 2023. MOW of SW Ohio is still contracted to provide this service in Hamilton County. At the start of the next contracting cycle, on Oct 1, 2023, this program will be moving from a pilot to a Title III Supportive Service.

- MOW of SW OH and N KY is contracted to provide this service in Hamilton County. However, they have not fully focused on process development of this service and are waiting to grow this program once it has transitioned to a Title III Supportive Service.

Structural Compliance Reviews (SCRs) (a highlight indicates a change)

HAMILTON COUNTY ESP STRUCTURAL COMPLIANCE REVIEW SCHEDULE - 2023		
(Please find below the list of Hamilton County Providers of ESP Services and the tentative dates for annual review for 2023.)		
Hamilton County ESP Providers	Review Type	Review Tentative Date
360 Total Care	Annual	June 2023
A Best Home Care	Annual	Nov. 2023
A Miracle Home Care	Annual	Sept. 2023
Active Day of Cincinnati	Annual	Dec. 2023
A-List Cleaning & Transportation	Annual	Oct. 2023
Always There Homecare	Annual	Aug. 2023
Amaramedical Health Care Services, Inc.	Annual	Jan. 2023

American Ramp Systems / AmRamp	Bi-Ennial	Nov. 2023
Assisted Care by Black Stone	Annual	Apr. 2023
Bayley Adult Day Program	Annual	Sept. 2023
Bernens Medical Pharmacy	Bi-Ennial	Dec. 2023
Cincinnati Medical Transport	Bi-Ennial	Nov. 2023
Comfort and Care Home Health Agency	Annual	Sept. 2023
Custom Home Elevator & Lift Co.	Bi-Ennial	Aug. 2023
Day Share Senior Services	Annual	Dec. 2023
Deupree Meals on Wheels	Annual	Sept. 2023
Eastern Personnel Services	Annual	Dec. 2023
Elite Xpress Transportation LLC	Annual	Sept. 2023
Home First	Bi-Ennial	Dec. 2023
I Care Transportation LLC	Annual	Sept. 2023
Interim HomeStyles Greater Cincinnati	Annual	Oct. 2023
Kemper Shuttle Services	Annual	Jan. 2023
LCD Agency Services	Annual	Aug. 2023
LifeSpan Care Management	Annual	Dec. 2023
Lincoln Heights Outreach	Annual	Sept. 2023
Maple Knoll Outreach Services for Seniors	Annual	Dec. 2023

Mayerson JCC (Jewish Community Center)	Annual	Apr. 2023
MedAdapt Ltd.	Bi-Ennial	June 2023
Milts Termite & Pest Control	Bi-Ennial	Aug. 2023
Mullaney's Pharmacy & Medical Supply	Bi-Ennial	Aug. 2023
Northwest Adult Day Services	Annual	Nov. 2023
Nova Home Care	Annual	Dec. 2023
Ny's Transportation	Annual	Jan. 2023
People Working Cooperatively	Bi-Ennial	May 2023
Prime Home Care	Annual	Feb. 2023
Quality Care	Annual	Sept. 2023
Senior Helpers of Greater Cincinnati	Annual	Nov. 2023
St. Joseph Construction	Bi-Ennial	July 2023
Superior Home Care, Inc.	Annual	June 2023
Timmons Tender Care	Annual	Oct. 2023
Universal Transportation Systems (UTS)	Bi-Ennial	March 2023
Wesley/Meals on Wheels of Southwest OH & Northern KY	Annual	Apr. 2023

2023 Draft Request for Proposal Schedule

COA has revised the proposed 2023 Request for Proposals (RFPs) schedule. Our intent is to issue the following RFPs during 2023:

- Title III – This RFP also contained Home Delivered Meals and Adult Day Services, was published April 17, 2023 and closed May 17, 2023. Award notices went out to bidders on August 18, 2023.
- Home Medical Equipment – proposed to be published late in Quarter Three.

- In alignment with the goal of program modernization of our meal programs, COA has made the decision to forego a catering contract as of 10/1/2023.

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.

COA is pleased to announce a new process for Procurement (RFQs, RFIs and RFPs) in 2023. COA is using Bonfire, a competitive bidding platform for proposal information and submissions. Electronic Procurement ensures 100% compliance with submission requirements and leads to evaluation efficiencies.

The 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?

Hamilton County ESP

Home Delivered Meals and Adult Day Service

RFP Update and Funding Awards FY 2024



9/12/23

Request for Proposals:

Home delivered meals (HDM), Adult Day, and Adult Day Transportation service request for proposal was issued by COA on April 17, 2023. The proposal responses were due on May 17, 2023, with a contract effective date of October 1, 2023.

Due to insufficient Adult Day Responses, an additional RFP was re-released on June 19th with proposals due on July 7th. Otterbein Adult Day had not originally responded but did so with the re-release of the RFP.

Award Decision Process:

1. An independent team reviewed and scored each proposal.
2. Provider score and history are reviewed.
3. Bid unit rates were evaluated to determine if a ceiling rate was necessary or not based on standard deviation. Bid responses were evaluated to determine their ability to meet current program capacity needs.

Providers and Service:

1. Home Delivered Meals:
 - a. The cost of a majority of services increased from the prior RFP and the rate requested was honored.
 - b. Clossman (GA Foods) was not awarded a contract as they could not provide all types of meals, which was a requirement of the RFP.
 - c. Maple Knoll has expanded into all zones within the county.
 - d. Meals on Wheels of SW Oh. & N. Ky lowered their weekly rate by an average of \$.64, and their therapeutic rate by \$.20.
 - e. Mayerson decreased their daily rate by an average of \$1.56/meal and decreased their weekly rate by an average of \$2.29.
 - f. Deupree lowered their weekly rate by an average of \$.70.
2. Senior Buildings have been designated as a single provider building if there is a minimum of 15 clients and a cost savings of at least 5% and \$1,000 over offering the building to multiple providers. The single provider awarded the senior building must have capacity and the lowest cost per meal bid based on regular weekly meal rates. Awarding all the meal deliveries to one provider often results in cost savings. The following buildings have been awarded to Meals on Wheels of SW Oh. & N. Ky.
 - a. St. Francis Ct.

Hamilton County ESP

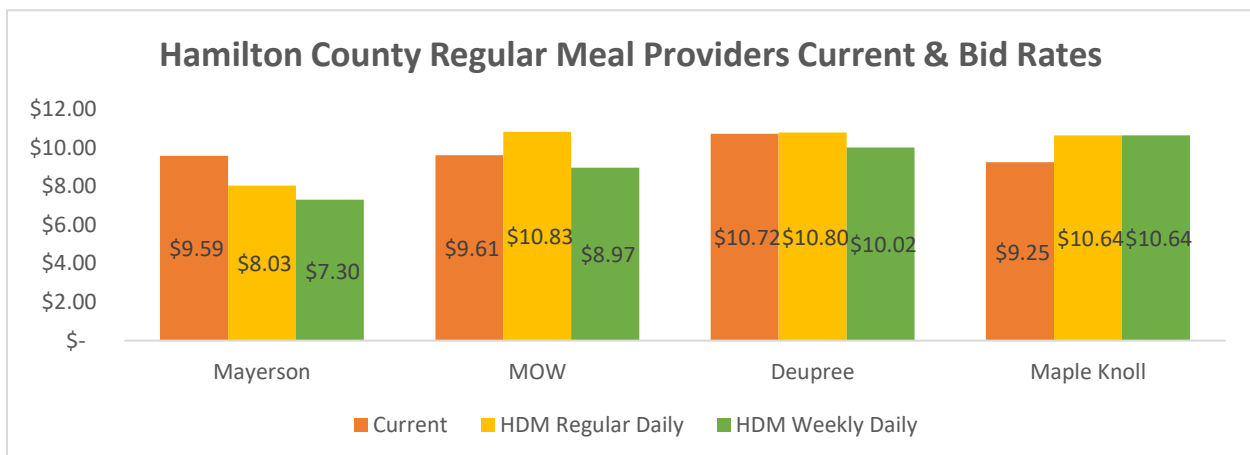
Home Delivered Meals and Adult Day Service

RFP Update and Funding Awards FY 2024



- b. Booth Residence
 - c. Clifton Place
 - d. Courtyard Apartments
 - e. Hillcrest Elderly Apartments
 - f. Ridgewood II Apartments
 - g. Valley Active Senior Living
 - h. The Meadows
3. Adult Day Service and Adult Day Transportation:
- a. 360 Total Care are new providers to Hamilton County.
 - b. Ceiling rates were applied specifically to adult day Enhanced, Intensive and for Adult Day Transportation service whose rates were more than 20% higher than the next highest rate. The ceiling rates were calculated based on a standard deviation:
 - i. Intensive: A standard deviation of 0.5 was applied and impacted 360 Total Care.
 - ii. Enhanced: A standard deviation of 1.5 was applied and impacted 360 Total Care.
 - 1. A floor of \$40.00 is being applied for Otterbein, Northwest, DayShare and Lincoln Heights with an average of 3% increases for each year.
 - iii. Transportation: A standard deviation of 0.5 was applied to all. This affected 360 Total Care.

Home Delivered Meal Providers Average Rates:



Hamilton County ESP

Home Delivered Meals and Adult Day Service RFP Update and Funding Awards FY 2024



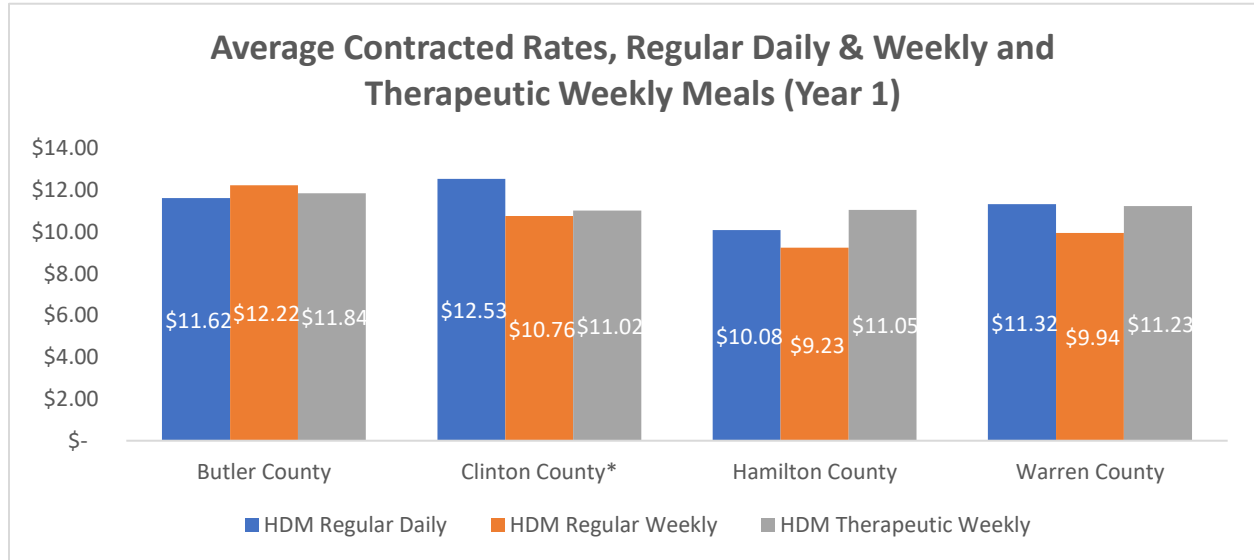
Average Meal Rate with the Yearly Difference

Providers:	Daily HDM			Weekly HDM			Therapeutic HDM		
	2023	2024		2023	2024		2023	2024	
Mayerson	\$9.59	\$8.03	-16.3%	\$9.59	\$7.30	-23.9%	\$9.59	\$10.74	12.0%
Meas on Wheels	\$9.61	\$10.83	12.7%	\$9.61	\$8.97	-6.7%	\$9.61	\$9.41	-2.1%
Deupree	\$10.70	\$10.80	0.9%	\$10.72	\$10.02	-6.75%	\$10.70	\$11.00	2.8%
Maple Knoll	\$9.25	\$10.64	15.0%	\$9.59	\$10.64	10.9%	\$9.25	\$13.06	41.2%

Overall Rates and Rate Increases for HDM - Current and Bid Prices		
Current	\$9.32	
Year 1	\$9.32	-0.04%
Year 2	\$9.52	2.16%
Year 3	\$9.76	2.47%
Year 4	\$10.12	3.74%
Year 5	\$10.51	3.81%

Current rates are averages of current contracted rates by provider and meal type.

Year 1 through 5 rates are calculated using a weighted average of all bidders and all meal types provided, with weights based on current (2023) actual breakdown of provider, zone, and meal type.



*Clinton County Average is excluding Mayerson, since we anticipate very few Kosher meals will be needed in the county, and the bid price was a significant outlier at \$30/meal.

Average Rates calculated by taking the average price for each bidder (over all the zones they bid in any given county) for each meal type. Then all bidders in that county were averaged for the meal type.

ELDERLY SERVICES PROGRAM (ESPSM)

HOME MEDICAL EQUIPMENT

SERVICE SPECIFICATION

~~2019/2020~~

EFFECTIVE

~~APRIL 2019 (BCESP) (CCESP) (HCESP)~~

~~SEPTEMBER 2020 (WCESP)~~

September 2023

(BCESP) (CCESP) (HCESP) (WCESP)

Home Medical Equipment Service Specification

1.0 OBJECTIVE

Home Medical Equipment (HME) provides rented or purchased medical equipment or supplies to clients to promote independence and safety in their home. Home Medical Equipment under the Elderly Service Program (ESP) is limited to items not covered by third -party payors, Medicare, or the state Medicaid plan. ESP will attempt to bill insurance for covered items but may cover the cost of the item if it is determined insurance will not cover the item. ~~Home Medical Equipment under the Elderly Services Program (ESP) is limited to items not covered by third party payors, Medicare, or the state Medicaid plan.~~

2.0 UNIT OF SERVICE

- 2.1 A unit of service is the item purchased or rented.
- 2.2 The unit rate is the ESP contracted purchase or rental price for the item. Rental amount, over time, is not to exceed the purchase price of the item or to exceed 13 months.-

3.0 PROVIDER REQUIREMENTS

- 3.1 The Provider must follow current ESP guidelines for items reimbursable by Medicare/Medicaid, MCO, or any third-party payer referred by the ESP staff member and ordered by the medical professional.
- 3.2 The Provider may only bill for the price established in the original price quote. The Provider shall purchase, deliver, ~~educate~~educate, and install, as applicable, the authorized items before submitting a bill to ESP. Any cost revisions to the original quote must have prior authorization.
- 3.3 The Provider must furnish professional ongoing assistance when needed to evaluate and adjust products delivered, or to instruct clients/caregivers in the use of HME products and assembly as applicable.
 - (a) The Provider must assume liability for equipment warranties and, therefore, install, maintain, and/or replace any defective parts or items, as specified in appropriate warranties.
 - (b) Replacement items or parts for rented equipment will not be reimbursed if damage is not related to normal wear and tear.
 - (c) The provider will notify the ESP staff member of ~~expected~~the expected date of repair or replacement.

4.0 DELIVERY, INSTALLATION, EDUCATION AND VERIFICATION

- 4.1 The Provider shall verify successful completion of delivery, installation, and education provided to the client. Client signature, or designee signature, will be obtained to verify service delivery. For those items that do not require installation and education, the Provider may use a common carrier to deliver the HME. The provider shall verify successful delivery by using the carrier's tracking statement or number in replacement of the client signature to verify the delivery.
- 4.2 The Provider must maintain individual client records documenting delivery and/or common carrier shipping record, installation of equipment, and education of equipment, when applicable.
- 4.3 The Provider may not bill until after delivery of the HME.
- 4.4 The Provider must inform the ESP staff member if an item is on backorder once they are aware. They must provide an estimated delivery date if known.

5.0 INSURANCE REQUIREMENTS

- 5.1 For HME items covered by Medicare, COA will seek to procure Providers identified through the Medicare Competitive Bid Process for applicable equipment in the affected areas.
- 5.2 A purchase price for items billable directly to ESP will be established during the Referral or RFP process.
- 5.3 The Provider must obtain prior approval from the COA staff member before billing ESP for any item deemed to be covered by another funding source.
- 5.4 COA may not pay for an item that is deemed to be covered by another payer source without supporting documentation. Supporting documentation will be reviewed prior to ESP reimbursing the provider for an item that may be covered by other insurance.



Option 1: Draft Budget Highlights
For the Hamilton County Elderly Services Program
For the Program Year January 1, 2024 – December 31, 2024

Client Census:

- Program year 2023 – is projected to end the program year with 5,231 (Fast Track 290 Clients and Traditional ESP 4,941). This represents a net growth of 356 clients (or 6.8%) for the year.
- Program year 2024 – A decrease in client census to 4,861 will be needed. Managed enrollment will be required in order to stay within the 5-year levy plan.

Tax Levy Revenue:

- The amount of Tax levy money needed in 2024 is \$27.9 million, which is a decrease of \$891,659 or -3.1% when compared to the 2023 projected spending.

Client Co-payment:

- Are projected to be \$371,463 in 2023, which is a decrease from the current amount of \$462,909 for 2023 projected spending.

Client Donations:

- Donations are collected for home delivered meals. Donations are projected to be \$1,904 in 2024. This is a decrease of \$356 from 2022.

Title III and State Funding:

- Traditional Title III and Alzheimer's funding are expected to remain at last year's amounts. The one-time Federal ARPA revenue is gone which is why there is a reduction of \$955,780 from 2023.

Provider Services:

- We are projecting an increase of 2% in this category when compared to current spending projections. We are expecting an increase in Home Delivered Meals, Adult Day Services, and Adult Day Transportation from our most recent RFP awards. The increase will go into effect on 10/1/2023. This assumes the inclusion of Healthy Aging funding to the county in the amount of \$1.8 million. This is a direct reduction in the cost of in-home services, without any administrative expense.

Intake & Assessment:

- Spending is projected to grow to \$153,381 in 2024, which is an increase of \$39,903 (35%) from 2023 projected spending.

Transportation Coordination:

- Spending is projected to grow to \$231,363 in 2024, which is an increase of \$32,360 (16%) from 2023 projected spending.

Case Management:

- Budget amount reflects the staffing needs based on the number of clients in the program.

Home Modification Program:

- This is funding for seniors in Hamilton County who need critical or minor repairs done to their house to enable them to remain safe in their homes

COA Administration:

- Budget amount is based on a 6.5% rate in our contract with Hamilton County. It is based on 6.5% of the combined services of intake, transportation coordination, case management, and provider services. The Healthy Aging grant offset reduces the administrative cost by \$119,712

Hamilton County Elderly Services Program
Option 1: Draft Budget
January 1, 2024 - December 31, 2024

				<u>% Change</u>	
	<u>2024 Proposed Budget</u>	<u>2023 Budget</u>	<u>2023 Projected</u>	<u>2024 Budget to 2023 Projected</u>	<u>2024 Budget to 2023 Budget</u>
Revenue					
Hamilton County Levy					
Levy Appropriations	\$ 27,931,939	\$ 28,826,216	\$ 28,823,599	-3.1%	-3.1%
Total County Levy Funding	<u>27,931,939</u>	<u>28,826,216</u>	<u>28,823,599</u>	<u>-3.1%</u>	<u>-3.1%</u>
Client Co-Payment	371,463	351,627	462,909	-19.8%	5.6%
Client Donations	1,904	1,979	2,260	-15.8%	-3.8%
Title III and State Funding	1,211,368	1,827,619	2,167,148	-44.1%	-33.7%
Total Revenue	\$ 29,516,674	\$ 31,007,441	\$ 31,455,916	-6.2%	-4.8%
Expenses					
Client Services					
Intake & Assessment	\$ 153,381	\$ 157,094	\$ 113,478	35.2%	-2.4%
Transportation Coordination	\$ 231,363	\$ 199,003	\$ 199,003	16.3%	16.3%
FTH Case Management	\$ 1,147,609	\$ 1,133,046	\$ 1,061,127	8.2%	1.3%
Care Management	\$ 4,498,330	\$ 4,750,492	4,791,350	-6.1%	-5.3%
Provider Services	\$ 22,526,222	\$ 21,948,512	22,986,113	-2.0%	2.6%
Home Modification Program	\$ 1,000,000	\$ 1,000,000	1,000,000	0.0%	0.0%
Healthy Aging Grant	\$ (1,841,719)		(615,000)		
Total Client Services	<u>27,715,186</u>	<u>29,188,147</u>	<u>29,536,071</u>	<u>-6.2%</u>	<u>-5.0%</u>
COA Administration	<u>1,801,487</u>	<u>1,819,294</u>	<u>1,919,845</u>	<u>-6.2%</u>	<u>-1.0%</u>
Total Expenses	\$ 29,516,674	\$ 31,007,441	\$ 31,455,916	-6.2%	-4.8%

<p>Average Daily Census for 2024 is projected to decrease by 7.1% from 2023 year end Projections A 5% contingency is added to account for deviations in client enrollment and cost assumptions. Healthy Aging Grant is money from the State with County approval</p>



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Option 2: Draft Budget Highlights
For the Hamilton County Elderly Services Program
For the Program Year January 1, 2024 – December 31, 2024

Client Census:

- Program year 2023 – is projected to end the program year with 5,231 (Fast Track 290 Clients and Traditional ESP 4,941). This represents a net growth of 356 clients (or 6.8%) for the year.
- Program year 2024 – A decrease in client census to 4,861 will be needed. Managed enrollment will be required in order to stay within the 5-year levy plan.

Tax Levy Revenue:

- The amount of Tax levy money needed in 2024 is \$29.9 million, which is an increase of \$414,796 or 1.4% when compared to the 2023 projected spending.

Client Co-payment:

- Are projected to be \$371,463 in 2023, which is a decrease from the current amount of \$462,909 for 2023 projected spending.

Client Donations:

- Donations are collected for home delivered meals. Donations are projected to be \$1,904 in 2024. This is a decrease of \$356 from 2022.

Title III and State Funding:

- Traditional Title III and Alzheimer's funding are expected to remain at last year's amounts. The one-time Federal ARPA revenue is gone which is why there is a reduction of \$955,780 from 2023.

Provider Services:

- We are projecting an increase of 2% in this category when compared to current spending projections. We are expecting an increase in Home Delivered Meals, Adult Day Services, and Adult Day Transportation from our most recent RFP awards. The increase will go into effect on 10/1/2023.

Intake & Assessment:

- Spending is projected to grow to \$153,381 in 2024, which is an increase of \$39,903 (35%) from 2023 projected spending.

Transportation Coordination:

- Spending is projected to grow to \$231,363 in 2024, which is an increase of \$32,360 (16%) from 2023 projected spending.

Case Management:

- Budget amount reflects the staffing needs based on the number of clients in the program.

Home Modification Program:

- This is funding for seniors in Hamilton County who need critical or minor repairs done to their house to enable them to remain safe in their homes

COA Administration:

- Budget amount is based on a 6.5% rate in our contract with Hamilton County. It is based on 6.5% of the combined services of intake, transportation coordination, case management, and provider services.

**Hamilton County Elderly Services Program
Option 2: Draft Budget
January 1, 2024 - December 31, 2024**

				<u>% Change</u>	
	<u>2024 Proposed Budget</u>	<u>2023 Budget</u>	<u>2023 Projected</u>	<u>2024 Budget to 2023 Projected</u>	<u>2024 Budget to 2023 Budget</u>
Revenue					
Hamilton County Levy					
Levy Appropriations	\$ 29,893,370	\$ 28,826,216	\$ 29,478,574	1.4%	3.7%
Total County Levy Funding	<u>29,893,370</u>	<u>28,826,216</u>	<u>29,478,574</u>	1.4%	3.7%
Client Co-Payment	371,463	351,627	462,909	-19.8%	5.6%
Client Donations	1,904	1,979	2,260	-15.8%	-3.8%
Title III and State Funding	1,211,368	1,827,619	2,167,148	-44.1%	-33.7%
Total Revenue	\$ 31,478,105	\$ 31,007,441	\$ 32,110,891	-2.0%	1.5%
Expenses					
Client Services					
Intake & Assessment	\$ 153,381	\$ 157,094	\$ 113,478	35.2%	-2.4%
Transportation Coordination	\$ 231,363	\$ 199,003	\$ 199,003	16.3%	16.3%
FTH Case Management	\$ 1,147,609	\$ 1,133,046	\$ 1,061,127	8.2%	1.3%
Care Management	\$ 4,498,330	\$ 4,750,492	4,791,350	-6.1%	-5.3%
Provider Services	\$ 22,526,222	\$ 21,948,512	22,986,113	-2.0%	2.6%
Home Modification Program	\$ 1,000,000	\$ 1,000,000	1,000,000	0.0%	0.0%
Healthy Aging Grant					
Total Client Services	<u>29,556,905</u>	<u>29,188,147</u>	<u>30,151,071</u>	-2.0%	1.3%
COA Administration	<u>1,921,199</u>	<u>1,819,294</u>	<u>1,959,820</u>	-2.0%	5.6%
Total Expenses	\$ 31,478,105	\$ 31,007,441	\$ 32,110,891	-2.0%	1.5%

<p>Average Daily Census for 2024 is projected to decrease by 7.1% from 2023 year end Projections A 5% contingency is added to account for deviations in client enrollment and cost assumptions. Managed enrollment will be needed to stay within the 5 year spending plan.</p>
