

Agenda



**AAAPP BOARD OF DIRECTORS MEETING
AAAPP Conference Room
9549 KOGER BLVD. N, ST. PETERSBURG, FL 33702
MONDAY, SEPTEMBER 16, 2024 / 9:30 A.M.**

- AGENDA ITEM # 1 CALL TO ORDER**
- AGENDA ITEM # 2 INTRODUCTION OF AUDIENCE**
- AGENDA ITEM # 3 PUBLIC MEETING NOTICE**
- AGENDA ITEM # 4 ROLL CALL**
- AGENDA ITEM # 5 PUBLIC COMMENT FOR ITEMS ON AGENDA**
- AGENDA ITEM # 6 ADDENDUM ITEM (S) OR ANY ITEM REQUIRING DISCUSSION**
- AGENDA ITEM # 7 CONSENT AGENDA**
- A. Board Meeting Minutes – August 19, 2024.
 - B. Finance Committee Meeting Minutes – August 8, 2024.
 - C. AAAPP Unaudited Statements of Financial Position Year to Date July 31, 2024.
 - D. AAAPP Unaudited Statement of Revenue and Expenditure Report Year to Date July 31, 2024.
 - E. AAAPP Unaudited Statement of Activities and Changes in Net Assets Year to Date July 31, 2024.
 - F. Surplus/(Deficit) Report by Planning and Service Area (PSA) for Year-to-Date July 31, 2024.
 - G. 2023 Fiscal Monitoring Reports:
 - 1. Alzheimer’s Disease & Related Disorders Association, Inc. - Annual Fiscal Monitoring Report for FY2023
 - 2. Community Aging and Retirement Services, Inc. - Annual Fiscal Monitoring Report for FY2023
 - 3. Pasco County Board of County Commissioners – Annual Fiscal Monitoring Report for FY2023

- 4. Personal Response Corporation – Annual Fiscal Monitoring Report for FY2023
- 5. Bay Area Legal Services, Inc. - Annual Fiscal Monitoring Report for FY2023
- H. 2024 Programmatic Monitoring Reports:
 - 1. Pasco County Board of County Commissioners Annual Programmatic Monitoring Report of Community Care for the Elderly, Alzheimer’s Disease Initiative, and Home Care for the Elderly Programs
- I. Waitlist Report

Additional Material: Attached Handouts.

Action Recommended: Motion for Approval.

AGENDA ITEM # 8

ITEM(S) FOR DISCUSSION FROM THE CONSENT AGENDA

AGENDA ITEM # 9

EXECUTIVE COMMITTEE REPORT

Dr Audrey Baria, Secretary, in lieu of Dr Strikowsky

The Executive Committee met on August 19, 2024 to discuss the following items:

A. Executive Director’s Evaluation

Per the Agency’s Bylaws, the Executive Committee met and reviewed Ann Marie Winter’s evaluation for September 2023- August 2024, initiated by President Stuart Strikowsky. The Committee provided input to the President and took final action to finalize the evaluation at the meeting.

Additional Material: None.

Action Recommended: Information Only, No Action Necessary.

B. Executive Director’s Annual Salary

The Executive Committee discussed a raise for the Executive Director effective October 1, 2024. The Committee made a motion to recommend that the Board approve a 3% salary increase be given to Ms. Winter in recognition of meeting her performance goals.

Additional Material: None.

Action Recommended: Vote on the Committee’s motion to approve the 3% raise effective October 1, 2024.

C. Executive Director’s 2025 Goals

The Executive Committee discussed the 2025 Goals for the Executive Director. The goals on which the Executive Director will be evaluated are:

1. Continued progress towards implementing the HUD grant to partner with Pasco County to build a senior center with multifamily units above it that are affordable and accessible for seniors.
2. Recruit and train a fulltime Strategic Advancement professional who will report to the Executive Director. This position will be responsible for creating and implementing a development plan to include an annual campaign, Major Gifts plan, a Planned Giving strategy and fundraising events.
3. Implement a marketing campaign in coordination with fundraising and outreach to reach more seniors, potential providers and individual and corporate donors to the agency.

Additional Material: None.

Action Recommended: Vote on the Committee's recommendation that the Board approve the goals on which the Executive Director will be evaluated in 2025.

AGENDA ITEM #10

AAAPP BOARD OF DIRECTORS MEETINGS' SURVEY Dr Audrey Baria, Secretary, in lieu of Dr Strikowsky

Currently of the 10 AAAPP Board meetings held annually, 8 are held at the agency's offices in St Petersburg and 2 are held in Pasco County. Sixty percent of Board members represent Pinellas County while forty percent represent Pasco County. It has been suggested that additional AAAPP Board meetings be held in Pasco County each year beginning in 2025. The Executive Committee reviewed a questionnaire to survey Board Members' interest in holding more Board meetings in Pasco County.

Additional Material: Survey questionnaire

Action Recommended: Please return surveys to Nora Fitzpatrick by October 1, 2024.

AGENDA ITEM #11

DOEA FUNDING

Ann Marie Winter, Executive Director

DOEA has notified the AAAPP that the following funds have been contracted to it:

- A. MIPPA (Medicare Improvements for Patients and Providers Act) funding in the amount of \$184,806.75 to be expended between September 1, 2024 through August 31, 2025. This is level funding.

Additional Material: None

Action Recommended: Motion to Approve.

AGENDA ITEM #12

AREA PLAN CONTRACT MODULE FOR FY2025

Ms. Kristina Jalazo, Vice President of Finance

Staff presented the FY 2025 Area Plan Contract Module to the Finance Committee that met on September 5, 2024. The Finance Committee reviewed the document and made a motion to recommend that the AAAPP Board of Directors approve the Area Plan Contract Module for FY 2025.

Additional Material:

A. C.I.A Federal Allocation to the Planning and Service Area.

B. C.I.G Area Wide Funding Summary.

C. C.I.F.1 & 2 Allocations by County and Funding.

Action Recommended: Vote on the Committee's Motion to approve the Area Plan Contract Module for FY 2025.

AGENDA ITEM #13

AAAPP AREA PLAN BUDGET FOR FISCAL YEAR 2025

Ms. Kristina Jalazo, Vice President of Finance

Staff presented the FY 2025 Area Plan budget to the Finance Committee that met on September 5, 2024. The Finance Committee reviewed the document and made motions to recommend that the Board approve:

- 1a. Approve the Area Plan budget for FY 2025.
- 1b. Approve up to 3% in merit increases in staff salaries effective October 1, 2024.
- 1c. 1% additional salary increase for staff at or below 10% of the mid-range for their position. \$500 bonus for staff that are salary capped from agency funds.

Additional Material:

A. Area Plan Budget 2025 Expenses by Program.

B. Area Plan Budget 2025 Funding by Program.

Action Recommended: Vote on the Committee's motions as outlined above.

AGENDA ITEM #14

2025 UPDATE TO 2024 - 2027 AREA PLAN GOALS AND OBJECTIVES

Ms. Kerry Marsalek, Chief Operating Officer

Ms. Valerie Anderson Stallworth, Advisory Council Chair

Staff and the Advisory Council chair will present a summary of the 2025 Update to 2024-2027 Area Plan Goals & Objectives updates for review and approval prior to submission to the Department of Elder Affairs (DOEA).

Additional Material: CY2025-2027 Goals & Objectives.

Action Recommended: Motion to Approve for submission to DOEA

AGENDA ITEM #15

DIRECT SERVICE WAIVER OAA IIID BINGOCIZE EVIDENCE BASED PROGRAM

Ms. Kerry Marsalek, Chief Operating Officer

Staff presents information regarding the Bingocize Evidence Based Program. The program has been shown to increase older adults' functional fitness, health knowledge, and social engagement in many settings. Staff recommend requesting a Direct Service Waiver from DOEA to provide Bingocize in Pasco and Pinellas Counties.

Additional Material: None

Action Recommended: Motion to approve that AAAPP seek a Direct Service Waiver from DOEA to provide Bingocize - Evidence Based Program

AGENDA ITEM #16

PRESIDENT'S REPORT

AGENDA ITEM #17

EXECUTIVE DIRECTOR'S REPORT

AGENDA ITEM #18

BOARD MEMBERS' COMMENTS

AGENDA ITEM #19 OPEN AGENDA/PUBLIC COMMENTS

AGENDA ITEM #20 ADJOURN

If you are a person with a disability who needs any accommodation in order to participate in this meeting, you are entitled, at no cost to you, to the provision of certain assistance. Please contact the Area Agency on Aging of Pasco-Pinellas, Inc. at (727) 570-9696, Ext. 233 within three working days of the meeting.

*****THIS MEETING IS OPEN TO THE PUBLIC*****

EVENTS CALENDAR
AREA AGENCY ON AGING OF PASCO-PINELLAS
September 16, 2024 – October 21, 2024

October 10, 2024

Finance Committee Meeting
Via Teams
9:30 a.m. – 10:30 a.m.

October 21, 2024

AAAPP Board of Directors Meeting
West Pasco Government Center
Board of County Commissioner Boardroom
8731 Citizens Drive
New Port Richey, FL 34654
9:30 a.m. – 11:00 a.m.