

# Agenda



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**AAAPP BOARD OF DIRECTORS MEETING**  
**Pasco Board of County Commissioners Boardroom**  
**8731 Citizens Drive, New Port Richey, FL 34654**  
**February 24, 2025 / 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 of Directors Meeting Minutes – January 27, 2025.
  - B. Finance Committee Meeting Minutes – January 6, 2025.
  - C. AAAPP Unaudited Statements of Financial Position Year to Date - December 31, 2024.
  - D. AAAPP Unaudited Statement of Revenue and Expenditure Report Year to Date – December 31, 2024.
  - E. AAAPP Unaudited Statement of Activities and Changes in Net Assets Year to Date – December 31, 2024.
  - F. Surplus/(Deficit) Report by Planning and Service Area (PSA) for Year to Date – December 31, 2024.
  - G. Monitoring Report(s):
    - 1. Area Agency on Aging of Pasco and Pinellas, Inc. - Annual Programmatic Monitoring Report for the Older Americans Act Title IIIIE National Caregiver Support Program
    - 2. Neighborly Care Network - Annual Programmatic Monitoring Report of OAA IIIB/LSP Adult Day Care Program
    - 3. Neighborly Care Network - Annual Programmatic Monitoring Report of OAA IIIC/LSP Nutrition Program

4. Pasco County Senior Services – Annual Programmatic Monitoring Report of OAA IIIC/LSP Nutrition Program
- H. Waitlist Report
- I. New Vendor Application
  1. Elder Club Adult Day Care – New Vendor Application for Adult Day Care and Respite – In Facility services for Pasco County under Community Care for the Elderly, Alzheimer’s Disease Initiative, Home Care for the Elderly, and OAA Title IIIIE National Caregiver Support Program
  2. Sacred Heart Care, Inc. dba Assisting Hands Home Care of Pasco – New Vendor Application for Homemaker, Personal Care, Companion, and Respite Services for Pasco and Pinellas Counties under Community Care for the Elderly, Alzheimer’s Disease Initiative, Home Care for the Elderly, and OAA Title IIIIE National Caregiver Support Program

*Additional Material: Attached Handouts.*

*Action Recommended: Motion for Board Approval.*

**AGENDA ITEM #8**

**ITEM(S) FOR DISCUSSION FROM THE CONSENT AGENDA**

**AGENDA ITEM #9**

**HOUSING GRANT PRESENTATION**

Tawny Swain Castle, MA, Vice President of Clinical Services, Homeless Empowerment Program (HEP) presents on HEP’s Senior Affordable Housing grant activities.

*Additional Material: None.*

*Action Recommended: None. For Information Only.*

**AGENDA ITEM #10**

**MEMBERSHIP AND NOMINATING COMMITTEE REPORT  
Mai Vu, Chair Committee**

The Committee met by Teams on February 4, 2025 and reviewed the following:

**A. Renewal of Terms of Board Members**

The Membership and Nominating Committee reviewed the renewal of three-year terms of office for three board members whose terms of office will conclude as of the Annual Meeting on March 17, 2025. The Three Board members whose terms are up for renewal are: Ms. Lisa Shippy Gonzlez, Mr. David Alvarez, and Dr. Stuart Strikowsky. Ms. Shippy Gonzalez and Mr. Alvarez are going into their second term, and Dr. Strikowsky is going into his third and final term. The Committee recommends that the Board of Directors approve additional three-year terms, March 2025-

2028, for Ms. Lisa Shippy Gonzlez, Mr. David Alvarez, and Dr. Stuart Strikowsky.

*Additional Material: None.*

*Action Recommended: The Membership and Nominating Committee recommends that the Board of Directors approve additional three-year terms, March 2025-March 2028, for Ms. Lisa Shippy Gonzlez, Mr. David Alvarez, and Dr. Stuart Strikowsky.*

### **B. Proposed Annual Election of Officers of the Board**

The Membership & Nominating Committee considered leadership responses and recommended the following Slate of Officers:

***Audrey Baria - President; David Alvarez - Vice President; Lena Wilfalk - Secretary and Lisa Shippy-Gonzalez -***

***Treasurer.*** Officer terms are for the next one-year term to begin at the end of the Agency's Annual Meeting on March 17, 2025. The Membership and Nominating Committee made a Motion to recommend to the Board, the proposed slate of officers be approved for election at the March 2025 Annual Meeting. If approved, the new Officers will take their positions at the conclusion of the March 2025 Board meeting.

*Additional Material: None.*

*Action Recommended: The Membership and Nominating Committee recommends that the Board of Directors approve the Slate of Officers.*

- *Audrey Baria - President*
- *David Alvarez - Vice President*
- *Lena Wilfalk - Secretary*
- *Lisa Shippy-Gonzalez - Treasurer*

*Officer terms are for one year and will begin at the end of March 2025 Annual Board Meeting.*

### **C. Vacancy on the AAAPP Board of Directors**

The Membership & Nominating Committee discussed the need to identify and recruit at least one candidate to fill the vacant seat from Pinellas County. It was suggested at the last Board Meeting that the applicants have a Finance, Accounting, or Banking background. All Board Members are encouraged to help in the recruitment process from among their colleagues and networks.

*Additional Material: None*

*Action Recommended: None. For Information Only.*

**Lena Wilfalk, Champion**

The Workforce Workgroup met on February 5, 2025 to review the agency’s volunteer job description and Volunteer Handbook. The Workgroup made a Motion to recommend adopting both documents with edits and scribner errors.

Additional Materials:

- a. Draft agency volunteer job description
- b. Draft Volunteer Handbook

Action Recommended: Vote on the Workgroup’s Motion to adopt the Agency Volunteer job description and Volunteer Handbook.

**AGENDA ITEM #12**

**REVISED WHISTLEBLOWER POLICY**

**Sandra Brown, HR Manager**

Staff will present the revised policy for the AAAPP’s Board review and motion to approve.

Additional Materials: DRAFT ADM HR 14 Whistleblower Policy

Action Recommended: Motion to Approve revised policy.

**AGENDA ITEM #13**

**CONTRACT REVIEW PROCESS – STATE GENERAL REVENUE PROGRAMS STATE FY 2025 - 2026**

**Christine Didion, Director of Programs**

The timetable for the contract review process for state general revenue programs will be presented. There are currently no lead agencies out to bid this year.

Additional Material: Contract Review Process Timetable.

Action Recommended: Motion to Approve Timetable.

**AGENDA ITEM #14**

**DOEA MONITORING OVERVIEW**

**Kerry Marsalek, Chief Operating Officer**

An overview of the DOEA monitoring process will be presented.

Additional Material: None

Action Recommended: Information only; no action necessary.

**AGENDA ITEM #15**

**CLIENT SCENARIO**

**Tawnya Martino, ADRC Director**

Staff will present information about a client(s) on the agency's waitlist to illustrate the issue(s) clients are having prior to receiving a service.

*Additional Material: None*

*Action Recommended: Information only; no action necessary.*

- 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\*\*\***

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**EVENTS CALENDAR**  
**AREA AGENCY ON AGING OF PASCO-PINELLAS**  
**February 24, 2025 – March 17, 2025**

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March 6, 2025	AAAPP Finance Committee Meeting 9:30 a.m. Via Teams
March 10, 2025	Advisory Council Meeting South Holiday Library, Pasco County 1:30 pm – 3:00 pm
March 17, 2025	AAAPP Board of Directors Annual Meeting AAAPP Conference room 9:30 a.m. – 11:00 a.m. Lunch to follow