Agenda Item #3 (C)

AREA AGENCY ON AGING OF PASCO-PINELLAS, INC.
BOARD OF DIRECTORS MEETING MINUTES
MEETING HELD VIA TEAMS
MARCH 21, 2022

Board Members Present Via Teams
President, Charlie Robinson
Vice President, Stuart Strikowsky
Secretary, Anne Corona
Treasurer, David Alvarez
Barbara Sheen Todd
Charlie Justice, Commissioner, Pinellas Board of County Commissioners
Christina Fitzpatrick, Commissioner, Pasco Board of County Commissioners
Harriet Crozier
Judge George Jirotka, 6th Judicial Circuit
Julie Hale
Lena Wilfalk
Mai Vu
Paul McClintock
Robert Hatfield
Sallie Parks
Virginia Rowell

Board Members Not Present:
Audrey Baria
Chris Comstock
Mayor Camille Hernandez

Others Present Via Teams:
Ann Marie Winter, Executive Director, Area Agency on Aging of Pasco-Pinellas
Paula Moore, Chief Financial Officer, Area Agency on Aging of Pasco-Pinellas
Kristina Jalazo, Director of Program Accountability, Area Agency on Aging of Pasco-Pinellas
Tawnya Martino ARDC Director, Area Agency on Aging of Pasco-Pinellas
Jason Martino, Director of Planning, Area Agency on Aging of Pasco-Pinellas
Wendy Arroyo, HR Administrator, Area Agency on Aging of Pasco-Pinellas
LaShanna Young, AAAPP Controller
Colleen Flynn, Legal Counsel, Area Agency on Aging of Pasco-Pinellas
City of Largo Commissioner Eric Gerard, AAAPP Advisory Council Member
Matt McKenna, IT Support Specialist, Area Agency on Aging of Pasco-Pinellas
Virginia Cruz, Executive Assistant, Area Agency on Aging of Pasco-Pinellas
Barbara Sharpe, Board Chair, CARES
Jemith Rosa, CEO CARES
Nina Berkheiser, Strategic Plan Facilitator, Your NonProfit Advisor

Agenda Item #1 – Call to Order
The Area Agency on Aging of Pasco-Pinellas, Inc. Board of Directors Meeting was held on Monday March 21, 2022, via Teams. President Charlie Robinson called the meeting to order at 9:32 a.m.

Agenda Item #2 – Introduction of Audience
President Charlie Robinson invited the audience to introduce themselves if they wished to. Two members of the audience introduced themselves namely: Ms. Barbara Sharpe Board Chair, CARES and Ms. Jemith Rosa, CEO CARES.
Agenda Item #3 — Public Meeting Notice
President Robinson announced the meeting was publicly noticed.

Agenda Item #4 — Roll Call
Ms. Ann Marie Winter, Executive Director called the roll. A quorum of board members was present in Teams.

Agenda Item #5 — Public Comments for Items on Agenda
None.

Agenda Item #6 — Addendum Item(s) or Any Item Requiring Discussion
None.

Agenda Item #7 — Consent Agenda
President Robinson stated that the items on the Consent Agenda were: Board Meeting Minutes — February 14, 2022; Finance Committee Meeting Minutes — February 3, 2022; AAAPP Unaudited Statements of Financial Position Year to Date — January 31, 2022; AAAPP Unaudited Statement of Revenue and Expenditure Report Year to Date January 31, 2022; AAAPP Unaudited Statement of Activities and Changes in Net Assets Year to Date — January 31, 2022; Surplus(Deficit) Report by Planning and Service Area (PSA) for Year to Date January 31, 2022; Monitoring Report(s) 1. Area Agency on Aging of Pasco Pinellas, Inc. - Annual Programmatic Monitoring Report for the Older American's Act Title IIIE National Caregiver Support Program 2. Bay Area Legal Services, Inc. - Annual Programmatic Monitoring Report for the Older Americans Act Title III/SP Legal Services Program. Ms. Sallie Parks made a motion to approve the Consent Agenda. Mr. Paul McClintock seconded. None opposed, motion carried.

Agenda Item #8 — Items for Discussion from the Consent Agenda
None.

Agenda Item #9 — Swearing in Ceremony
Judge George Jirotka conducted the swearing in of the Area Agency on Aging of Pasco Pinellas Directors and Officers of the Board. The Re-elected Directors who were sworn in for the 3-year term 2022 to 2025 are: David Alvarez, Paul McClintock, Sallie Parks, Stuart Strikowsky, Virginia Rowell. Mayor Camille Hernandez was not present. The elected Board Officers for the term 2022-2023 are: Charlie Robinson, President; Stuart Strikowsky, Vice President; David Alvarez, Treasurer; Anne Corona, Secretary. For information only, no action necessary.

Agenda Item #10 — Terms of Office
President Charlie Robinson presented the updated Area Agency on Aging of Pasco Pinellas Board of Directors Terms of Office. Judge Jirotka noted that there was a typo for the three year term beginning 2021. For information only, no action necessary. The updated copy will be attached to the Minutes.

Agenda Item #11 — 2022-2023 Board Standing Committee Assignment
President Charlie Robinson announced the members of the AAAPP Board Standing Committees for 2022-2023. For information only. No action necessary.

Agenda Item #12 — Strategic Planning Steering Committee Report
President Charlie Robinson reported that the Strategic Planning Committee met on March 3, 2022 to discuss the SWOT survey that AAAPP Board Members were asked to complete. President Robinson stated that because of the number of responses, the Committee made a motion to recommend that the AAAPP Board of Directors conduct the SWOT Analysis and Issues in person at the April 18, 2022 Board meeting. President proposed that the April 18, 2022 be held in person. Board members agreed
that the April 18, 2022 board meeting be held in person. None opposed, motion carried. Director Virginia Rowell expressed her concern for the lack of support from Board members to complete the Board SWOT survey. President Charlie Robinson also proposed a day long Board Retreat to take place in person on a Saturday in May or June to finalize the Strategic Plan. Board members agreed to the proposal. None opposed. The executive Director will send out date options for the Retreat, for the Board’s consideration.

**Agenda Item #13 – DOEA Funding**
Ms. Ann Marie Winter, Executive Director stated that the AAAPP was notified by the Department of Elder Affairs that an additional allocation of $208,717 will be contracted to the AAAPP for OAA CARES programs to be expended by September 30, 2022. There were no questions nor comments. Ms. Barbara Sheen Todd made a motion to approve the additional DOEA funding of $208,717. Ms. Anne Corona seconded. None opposed, motion carried.

**Agenda Item #14 - Investment Policies**
Ms. Ann Marie Winter presented the Investment Policies Draft. The Finance Committee met on March 3, 2022 to review the Investment Policies that staff drafted. The Committee had provided input at their January and February meetings before reviewing this final draft at their most recent meeting. The Committee made a motion to recommend that the Board approve the Investment Policies. There were discussions and comments on the policies draft. There was a concern that there may be consequences that have not been addressed by the AAAPP, as it relates how donors funds are invested. There was a question on whether other AAAs had investment policies and whether there were any concerns from the DOEA. There being no further comments, the Board voted to approve the Investment Policies. One opposed. Motion was carried.

**Agenda Item #15 - OAA Title III D – Health and Wellness**
Mr. Jason Martino, Director of Planning, presented the CARES, Inc.’s decision to cease providing OAA III D Health and Wellness services as of March 31st 2022. Mr. Martino stated, that in consultation with AAAPP Legal Counsel and the Department of Elder Affairs, the AAAPP wishes to pursue a Direct Service Waiver to continue providing Evidenced Based Health and Wellness Services to seniors in Pinellas and Pasco Counties. There were question and comments which was addressed by Mr. Martino. Ms. Anne Corona made a motion to approve. Ms. Harriet Crozier seconded, none opposed, motion carried.

**Agenda Item #16 – Bequest**
Ms. Ann Marie Winter, Executive Director, presented a Bequest in which AAAPP has been named a beneficiary. The Bequest was made by a member of the community one Ms. Barbara J Hall. Ms. Winter informed that once the funds were received the Board will be notified. There was a comment that a thank you note should be sent to the Trustee on behalf of the Board. For information only, no action necessary.

**Agenda Item #17 - AAAPP Annual Report**
Mr. Jason Martino, Director of Planning, presented the 2021 AAAPP Annual Report. There was a comment that the report was a powerful document and well done. For information only, no action necessary.

**Agenda Item #18 - President’s Report**
None.
Agenda Item #19 - Executive Directors Report

The Executive Director added a new highlight to her report on a AAAPP success story where a client who contacted the AAAPP counseling program looking for help dealing with extreme anxiety due to experiencing domestic abuse for many years. The AAAPP was able to triage and immediately enrolled the client in the new in-house counseling program. Staff recognized that her situation needed additional services and so referrals to the Victim of Crime Advocates Program (VOCA), home delivered meals and home health programs have been made. The Executive Director reported on the following: the 2022 legislative sessions ended with good news in the budget, sent letters to all members of the Pinellas and Pasco legislative delegations thanking each member for their commitment to seniors; One of AAAPP largest home health vendors and a transportation provider reached out to us to discuss their increased costs due to overall inflation, minimum wage pressures and rising fuel costs; The new state wide system, eCIRTS, continues to have major issues with reporting, billing and data entry; AAA statewide tech workgroup issued an RFI to solicit proposals that use technology to serve seniors, had meetings with Amazon and Joy for All, the robotic pets provider; continue to have a high volume of calls per week, our HelpLine backlog was 11.5 days, down from 23.5 days; DOEA agreed that we could go back to our old system, Refer, for resources which is already helping reduce our backlog; the new eCIRTS system, only 4% of resources migrated over making it very difficult and much longer per call to find appropriate resources for seniors; the agency suspended its mask mandate and has started having some meetings in person. We expect to be open to the public in a few weeks' time; thanked Congressman Bilirakis for the invitation to be a guest speaker on his Teletown Hall for Seniors in February. 17000 people participated; SE4A Conference is being held on Amelia Island on September 11-14. The AAAPP will provide registration and accommodation for up to 2 Board members to attend; will be travelling to D.C. next week, March 28 for N4A US Aging's annual advocacy days at the US Capitol when AAA EDs from around the country visit with their congresswomen/men and senators to advocate for senior issues; continue to serve as the Secretary of F4A, the Chair of the SE4A Florida Conference Marketing & Publicity Committee, a member of the St Pete Food Policy Council, and a Director on the Board of HPH Hospice of Chapter Health Systems. The Executive Director attended 42 meetings both virtual/face to face for the period 2/15 to 3/18.

Agenda Item #17 - Board Members Comment
None.

Agenda Item #18 - Open Agenda/Public Comments
None.

Agenda Item #19 - Adjourn
There being no other items for discussion the meeting adjourned at 10:49 a.m.

Respectfully Submitted, 
Anne Corona, Secretary

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Approved if signed

Virginia Cruz
Recording Secretary Date____________________