AREA AGENCY ON AGING OF PASCO-PINELLAS
ADVISORY COUNCIL MEETING MINUTES
THE MEETING WAS HELD VIA ZOOM

November 8, 2021

MEMBERS PRESENT:
Miriam Benitez-Nixon (Chair)
Barbara Epstein
Beth Aker
Carole Ware
Eric Gerard
Jodi Vosburgh
John Prendergast
Lenny Waugh
Mary Haddon Doyle
Nancy Giles
Rebecca Yackel
Stephanie Doran (excused)
Thomas Barnhorn

MEMBERS ABSENT:
Kerry Kimball Marsalek, Vice Chair (excused)
Janet Hooper (excused)
Betty Beeler
Michael Estigo

OTHERS PRESENT:
Ann Marie Winter, AAAPP
Jason Martino, AAAPP
Paula Moore, AAAPP
Kristina Jalazo, AAAPP
Virginia Cruz, AAAPP

Agenda Item #1 - Welcome and Introductions
Chair, Miriam Benitez-Nixon called the meeting of November 8, 2021, to order at 1:32 p.m. via zoom.

Agenda Item #2 - Roll Call
Ms. Virginia Cruz, called the roll. A quorum of Advisory Council members was present.

Agenda Item #3 - Consent Agenda
Chair Miriam Benitez-Nixon presented the Consent Agenda which included Advisory Council meeting minutes of September 13, 2021, Board of Directors meeting minutes of August 16, 2021, and Board of Directors meeting minutes of September 20, 2021. Mr. Eric Gerard made a motion to approve the Consent Agenda. Ms. Beth Aker seconded. None opposed, motion carried.

Agenda Item #4 - Items for Discussion from the Consent Agenda
None.
Agenda Item #5 — Election of Members
Chair Miriam Benitez-Nixon reported that the Nominating Committee met on November 1, 2021, and reviewed the eight members terms of office which will expire on December 31, 2021. They are Miriam Benitez-Nixon, Kerry Kimball-Marsalek, Barbara Epstein, Betty Beeler, Nancy Giles, Jodi Vosburgh, Mary Haddon Doyle and Carole Ware. Chair Nixon informed that all eight members agreed to stand for another term of 2 years, commencing January 2022 and continuing through December 31, 2023. The Nominating Committee made a motion to recommend that the Advisory Council approve the re-election of all eight member for another term commencing January 2022 and continuing through December 31, 2023. Ms. Beth Aker made a motion to approve the recommendation of the Nominating Committee. Ms. Stephanie Doran seconded, none opposed motion carried.

Agenda Item #6 — Election of Officers
Chair Miriam Benitez-Nixon reported that the Nominating Committee met on November 1, 2021 and reviewed the re-election of Kerry Kimball Marsalek as the Vice Chair of the Advisory Council for the term January 1, 2022 through December 31, 2023. The Nominating Committee made a motion to recommend that the Advisory Council approve the re-election of Kerry Kimball Marsalek as the Vice Chair of the Advisory Council. Ms. Beth Aker made a motion to approve the recommendation of the Nominating Committee. Mr. Lenny Waugh seconded, none opposed, motion carried.

Agenda Item #7 — Conflict of Interest Form 2022
Ms. Ann Marie Winter, AAAPP Executive Director presented the 2022 Conflict of Interest form Ms Winter informed that it is an annual requirement by the Department of Elder Affairs to be submitted by council members. Ms. Winter requested that the form be completed and returned to Virginia Cruz.

Agenda Item #8 — Glossary of AAAPP Terms
Ms. Ann Marie Winter presented a glossary of AAAPP terms. A glossary of the terms was requested at the September Advisory Council meeting. For information only, no action necessary.

Agenda Item #9 — There were no agenda item #9.

Agenda Item #10 — Advisory Council Meetings for 2022
Ms. Ann Marie Winter, AAAPP Executive Director presented the Advisory Council Meeting Schedule for 2022. There will be six meetings for the year, the first will be held on January 10, 2022. For information only, no action necessary.

Agenda Item #11 - OAA Title IIID Health and Wellness
Mr. Jason Martino provided an overview of the OAA Title IIID Health and Wellness program. Mr. Martino reported that the AAAPP Board of Directors awarded a sole source contract to YMCA of the Suncoast, Inc., to provide Enhanced Fitness, an evidence-based fitness program, to eligible seniors in Pinellas and Pasco Counties as of January 1, 2022, for one year. There were no questions nor comments. For information only, no action necessary.

Agenda Item #12 — OAA Title IIB Emergency Alert Response
Ms. Kristina Jalazo, AAAPP Director of Program Accountability reported that the AAAPP Board of Directors awarded a five-year contract to Personal Response Corporation a Connect America Company, to provide Emergency Alert Response Services to eligible seniors in Pinellas and Pasco Counties as of January 1, 2022 under the OAA Title IIB Funding. There were no questions nor comments. For information only, no action necessary.
**Agenda Item #12 – Executive Director’s Report**
The Executive Director reported as follows: Thanked Advisory Council members who participated at the Board Advocacy Committee meeting in October. Advocacy efforts continued to develop training for Board and Advisory Council members in the first quarter of 2022; DOEA Monitoring was successful there were no identified suggestions for improvements, 13th year of no findings, thanked members for their attendance; Helpline backlog now at 5.5 days, high volume of calls per week, now averaging 510, hiring one additional staff to assist with calls; AAAPP is partnering with Amazon/RING to distribute 1000 RING video doorbells to seniors in need in Pinellas and Pasco counties. The doorbells, installation and monthly subscription for the life of the product are free to the agency and the seniors we serve. Thanks to Congressman Bilirakis and his staff for making us aware of this opportunity, the launch event will be held on Saturday December 11 at 11:00 a.m.; Executive Director’s Board goals: (1) to work on new strategic plan for the Agency (2022-2025) beginning with a SWOT analysis, contracted Nina Berkheiser to facilitate the strategic plan process, will be seeking a member of the Advisory Council to participate on the Strategic Planning Steering Committee, (2) work on investment plan for the agency (3) develop staff retention strategies to retain staff.

**Agenda Item #13 – Announcements**
Chair Nixon announced that the next AAAPP Board of Directors meeting will be held on November 15, 2021; November 25 - Thanksgiving Day office closed; November 26, Day After Thanksgiving – office closed; December – no meetings; December 25 Christmas Day - office closed; January 1, 2022 New Year’s Day – office closed; January 10, 2022 - AAAPP Board Meeting; January 10, 2022 - Advisory Council Meeting.

**Agenda Item #13 – Advisory Council Members Comments**
Chair Nixon enquired whether the AAAPP Helpline has a voice message to inform clients that their calls to the Agency will be returned when clients call the Helpline.

Mr. Eric Gerard asked whether the Caregiver Support Program was still active and was there a waitlist for that program.

Members of the Advisory Council agreed to continue meeting via zoom for the January 10 and March 14, 2022. The issue of returning to face to face meetings will be discussed at the March 2022 meeting.

**Agenda Item #14 - Adjourn**
There being no further business for discussion, the meeting adjourned at 2:11 p.m.