AREA AGENCY ON AGING OF PASCO-PINELLAS, INC.
BOARD OF DIRECTORS MEETING MINUTES
MEETING HELD VIA TEAMS
January 10, 2022

Board Members Present Via Teams
President, Charlie Robinson
Vice President, Stuart Strikowsky
Secretary, Anne Corona
Treasurer, Camille Hernandez, Mayor City of Dade City
Audrey Baria
Barbara Sheen Todd
Charlie Justice, Commissioner, Pinellas Board of County Commissioners
Christina Fitzpatrick, Commissioner, Pasco Board of County Commissioners (excused)
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:
Chris Comstock (excused)
David Alvarez (excused)

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
Colleen Flynn, Legal Counsel, Area Agency on Aging of Pasco-Pinellas
Robert Beck, PinPoint Results
Virginia Cruz, Executive Assistant, Area Agency on Aging of Pasco-Pinellas

Agenda Item #1 – Call to Order
The Area Agency on Aging of Pasco-Pinellas, Inc. Board of Directors Meeting was held on Monday January 10, 2022 via Teams. President Charlie Robinson called the meeting to order at 9:30 a.m.

Agenda Item #2 – Introduction of Audience
President Robinson invited the audience to introduce themselves if they wished to, there were no responses.

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 — November 15, 2021; Finance Committee Meeting Minutes — November 4, 2021; AAAPP Unaudited Statements of Financial Position Year to Date - November 30, 2021; AAAPP Unaudited Statement of Revenue and Expenditure Report Year to Date – October 31, 2021 and November 30, 2021; AAAPP Unaudited Statement of Activities and Changes in Net Assets Year to Date – October 31, 2021 and November 30, 2021; Surplus/(Deficit) Report by Planning and Service Area (PSA) for Year to Date November 30, 2021; Program Monitoring Report(s) 1. Neighborly Care Network, Inc. - Annual Programmatic Monitoring Report for the Older Americans Act Title IIIC Nutrition Services, 3. Area Agency on Aging – Veterans Directed Home and Community Based Services Program (VHCBS) - Annual Programmatic Monitoring Report, 4. Best Buy Health dba Critical Signal Technologies – Annual Programmatic Monitoring Report for the Older Americans Act Title IIIB Emergency Alert Response Services, 5. Pasco County Senior Services – Annual Programmatic Report for the Older Americans Act Title IIIC Nutrition Services.

President Charlie Robinson requested that Agenda Item #7 G (2) Program Monitoring Report CARES Older Americans Act Title IIIB/LSP Adult Day Care Services and Agenda Item #7 G (6) Community Aging and Retirement Services, Inc. (CARES) - Annual Programmatic Monitoring Report for the Older American’s Act Title IID Disease Prevention & Health Promotion Program be pulled for further clarification. Ms. Virginia Rowell made a motion to approve the Consent Agenda with the exception of Agenda Item #7 G (2) and Agenda Item #7G (6). Mr. Paul McClintock seconded. None opposed, motion carried.

Agenda Item #8 — Items for Discussion from the Consent Agenda
Ms. Ann Marie Winter gave a brief explanation on Agenda Item #7G(2) Program Monitoring Report CARES Older Americans Act Title IIIB/LSP Adult Day Care Services that CARES met all standards except one the Telephone Reassurance Program whereby during Covid-19 seniors were being contacted that were not registered clients of the program, CARES was placed on a CAP. In terms of Agenda Item #7 G(6) Community Aging and Retirement Services, Inc. (CARES), Annual Programmatic Monitoring Report for the Older America’s Act Title IID Disease Prevention & Health Promotion Program – that CARES met all standards except their inability to spend the budgeted allocation for 3 consecutive years, CARES placed on a CAP for this program CARES to submit a plan to spend down their allocation by providing more classes and establishing a staff infrastructure to support that expansion. Dr Audrey Baria made a motion to approved Agenda Item #7 G(2) and 7G(6). Judge George Jirokta seconded.

Agenda Item #9 — Legislative Update
Mr. Robert Beck gave a brief summary of his background. Mr. Beck informed that the 2022 Legislative Session commences on January 11, 2022 and ends on March 11, 2022. He presented on the Big 2022 Legislative Session issues: legislative redistricting and congressional reappointments, 2022 election year, bills filed to restrict abortion, the economy, supply chain, inflation, federal funding and their impact on state budget, public declared health emergency, enhanced federal Medicaid, build back better federal legislation the workforce labor shortage and wages pressures and its impact, the
accomplishments of CCE, HCE and ADI budget increases. Governor's budget recommendations including reoccurring increases to CCE and ADI, revenue forecast, anticipated significant general revenue expenditure needs, what is anticipated and what Board Members can do through Advocacy through the 2022 Legislative Session. There were no question nor comments. For information only, no action necessary.

**Agenda Item #10 — AAAPP Board Officers**

Commissioner Charlie Justice, Chair Nominating & Membership Committee, informed that Board members need to consider officer positions for the next term (2022-2023). According to Agency Bylaws, “Officers shall be elected for a one-year term and may be re-elected for a second term after which time they are ineligible to serve in such elected positions for a minimum of one year.” Chair Justice informed that the current officers are eligible for another one-year term in their current positions. A form for all board members was included in the Board meeting packet to complete indicating whether they wish to serve as an officer or do not wish to serve in an officer capacity. The Membership and Nominating Committee will meet prior to the February Board meeting to formulate a proposed Slate of Officers. For information only, no action necessary.

**Agenda Item #11 — Renewal of Terms of Board Members**

Commissioner Charlie Justice, Chair Nominating & Membership Committee, informed Board members listed below have terms ending with the Annual Meeting on March 21, 2022. Members are encouraged to consider renewal for another term and communicate their desires as soon as possible to Ms. Ann Marie Winter. The Membership and Nominating Committee will be meeting before the February Board meeting to review terms of office for these members. Board members are Camille Hernandez, David Alvarez, Paul McClintock, Sallie Parks, Stuart Strikowsky, Virginia Rowell. For information only, no action necessary.

**Agenda Item #12 — DOEA Funding**

Ms. Ann Marie Winter, Executive Director, informed that the AAAPP had been notified by the Department of Elder Affairs that the AAAPP will receive an additional $406,349.00 under the 2021 OAA allocation to be expended by December 31, 2021. Surplus funds not expended by December 31, 2021 will be included in our carry over of funds request. Judge George Jirotka made a motion to approve the additional funding of $406,349.00 under our 2021 OAA allocation. Dr Audrey Baria seconded. None opposed, motion carried.

**Agenda Item #13 — American Rescue Plan (ARP) EHEAP Funds**

Ms. Paula Moore, Chief Financial Officer, presented a revised proposed Allocation for the American Rescue Plan (ARP) EHEAP funding for Pasco and Pinellas County. The Allocation for Pasco County is $103,242.20 for Crisis Services and Pinellas County $47,946.00 for Outreach and $168,393.80 for Crisis Services. Ms. Moore reported that the administrative allocation attached to these programs is $32,674.00. Total EHEAP ARP Allocation is $352,310.00. Ms. Barbara Sheen Todd made a motion to approve the proposed American Rescue Plan EHEAP funding. Mr. Paul McClintock seconded. None opposed, motion carried.

**Agenda Item #14 — RING Program**

Ms. Ann Marie Winter, Executive Director, presented on the new AAAPP RING program which was launched and within three weeks, 1,000 RING devices were distributed to Pasco and Pinellas County seniors with the support of the RING Amazon Company. The AAAPP is still receiving applications for the program and are placing seniors on the waitlist.

Ms. Virginia Rowell commented on a job well done and great advocacy effort. President Robinson highlighted that the program embodied some of the goals in our planning process to incorporate partnerships with other organizations and expressed his thanks to Representative Gus Bilirakis for this program and the thousand seniors who benefited. For information only, no action necessary.
Agenda Item #15 – Results of DOEA Monitoring Report on AAAPP
Ms. Kristina Jalazo, Director Program Accountability, presented on the results of the DOEA Monitoring Report of November 18-22, 2021 visit, the AAAPP 13th year in a row, of no findings nor recommendations. The DOEA noted that there were many best practices that DOEA cited as exemplary over the years. AAAPP has put many policies into place that help its management and staff create a framework for successful compliance. AAAPP’S management and staff work together as a unified team providing excellent services to the seniors of Pasco and Pinellas counties. For information only, no action necessary.

Agenda Item #16 – Savvy Caregiver Evidence Based Program
Mr. Jason Martino, Director of Planning, presented on the Savvy Caregiver Evidenced Based Program and described the AAAPP’s intent for direct service delivery in Pasco and Pinellas Counties during CY2022. A new Health and Wellness Coordinator will be hired to enhance and outreach the program. There was a question on the size of the class. This was addressed by Mr. Martino. For information only, no action necessary.

Agenda Item #17 - President's Report
President Robinson stated that he was very excited that the Board is getting back to the strategic planning process, working with a new committee and hope that Board members will be able to participate as much as possible.

Agenda Item #18 - Executive Directors Report
The Executive Director reported on the following: The new statewide system, eCIRTS, came online on December 13 and there are issues at both the AAAPP and provider levels. Billing is an issue for both with a work around approved for this month; Governor DeSantis has appointed Michelle Branham as the new DOEA Secretary following the retirement of Richard Prudom. Secretary Branham was most recently the VP Public Policy for the Florida chapter of the Alzheimer's Association. A new DOEA Chief of Staff has also been named; the AAAPP have implemented the OAA Mental Health Counseling program, hired 2 mental health counselors are reviewing current client files as transferred from GCJFCS, the previous provider. We expect to start providing counseling as of next week; effective January 1, the AAAPP will be implementing programs through ARP funds with most of our providers receiving additional dollars to provide services to more seniors in our PSA. At the AAAPP, will continue to provide our u.connected program; the Helpline continues to have a high volume of calls per week, now averaging 500. As of Thursday January 6, our HelpLine backlog is 12 days. The new eCIRTS system is impacting our response time; the RING/Amazon, AAAPP helped identify 1000 seniors who are in the process of receiving 1000 RING video doorbells, RING has also pledged a $20,000 donation to the agency. Thank you to Congressman Bilirakis and his staff for making us aware of this opportunity. We had a successful launch event on December 11 with Sallie Parks speaking on behalf of the AAAPP Board of Directors and Congressman Gus Bilirakis also attended; recorded a video segment with Alzheimer's Association on the Dementia Care & Cure Initiative that will be released in mid-January 2022 to raise awareness of the disease and the resources and services available for families living with dementia; the Board meeting's Consent Agenda item, that we have put CARES on a CAP for 2 of its programs, IIIB Adult Day Care and IIID Health & Wellness programs. Neighborly Care Network is also on a CAP for its IIIC Nutrition program; the AAAPP has been affected by the omicron virus with several staff out with the illness or exposed and isolating. This is affecting productivity. The agency continues to require masks in public spaces, encourages regular handwashing, is wiping down surfaces and continues to have a remote hybrid work schedule with most meetings being held virtually; the Executive Director continues 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 Chapters Health Systems; As a result of our Thanksgiving donor email, the agency received a $7000 donation from a donor who wishes to remain anonymous; Better Living for Seniors, BLS, has donated $3,360 to the AAAPP. The funds will be allocated to the Unmet Needs Fund and our VOCA program as designated by BLS. This is an addition
to the $15,000 donation they made to the agency earlier this year; BLS and community members raised enough funds to fulfill the Christmas wish lists of 800 seniors in Pinellas County. AAAPP serves as the fiscal agent for BLS and provides support and guidance on operational issues. A total of 37 meetings were attended by the Executive Director during the period November 16, 2021 through January 6, 2022.

**Agenda Item #19 – Board Members Comment**

Ms. Sallie Parks raised the issue of a report from the coroner’s office that stated the rate of suicide among young persons under the age of 20 and older persons over the age of 65 years is an issue that could be something that the AAAPP can look into and help address with its new Mental Health Counseling program.

**Agenda Item #20 – Open Agenda/Public Comments**

None.

**Agenda Item #21 – Adjourn**

There being no other items for discussion the meeting adjourned at 10:39 a.m.

Respectfully Submitted, Anne Corona, Secretary

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Approved if signed

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Virginia Cruz
Recording Secretary Date________________