

**AREA AGENCY ON AGING OF PASCO-PINELLAS, INC.
BOARD OF DIRECTORS MEETING MINUTES
HELD AT AAAPP CONFERENCE ROOM
9549 KOGER BLVD N, ST. PETERSBURG, FL 33702
September 16, 2024 / 9:30 A.M.**

Board Members Present

Secretary, Audrey Baria, MD
Treasurer, David Alvarez
Julie Hale
Mai Vu
Lena Wilfalk
Helen Levine
April Hill
Michelle Cyr
Anthony Koffman
Commissioner René Flowers

Board Members Not Present

President, Stuart Strikowsky
Vice President, Anne Corona
Commissioner Seth Weightman, Commissioner Pasco Board of County Commissioners
Lisa Shippy-Gonzalez

Others Present in Person:

Ann Marie Winter, Executive Director, Area Agency on Aging of Pasco-Pinellas
Kerry Kimball Marsalek, Chief Operating Officer, Area Agency on Aging of Pasco-Pinellas
Kristina Jalazo, Vice President of Finance, Area Agency on Aging of Pasco-Pinellas
Tawnya Martino, Director of ADRC, Area Agency on Aging of Pasco-Pinellas
Sandra Brown, HR Manager, Area Agency on Aging of Pasco-Pinellas
Georgie Darrah, Assistant Director of Programs, Area Agency on Aging of Pasco-Pinellas
Nora Fitzpatrick, Executive Assistant, Area Agency on Aging of Pasco-Pinellas
Colleen Flynn, Legal Counsel, Area Agency on Aging of Pasco-Pinellas
Valerie Anderson-Stallworth, AAAPP Advisory Council Chair
Christine Krohn, Senior Director, Gulf Coast Jewish Services

Agenda Item #1 – Call to Order

The Area Agency on Aging of Pasco-Pinellas, Inc. Board of Directors meeting was held on Monday, September 16, 2024, in the AAAPP Conference Room, 9549 Koger Blvd. N., St. Petersburg, FL 33702. Secretary Audrey Baria, MD chaired the meeting in the absence of both the President and Vice President. Dr Baria called the meeting to order at 9:33 a.m.

Agenda Item #2 – Introduction of Audience

Dr. Baria invited the audience to introduce themselves, which they did.

Agenda Item #3 – Public Meeting Notice

Dr Baria 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.

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

Commissioner René Flowers made the motion to approve the Consent Agenda. Ms. Lena Wilfalk seconded the motion. None opposed, motion carried.

Agenda Item #8– Item(s) for Discussion from the Consent Agenda

None.

Agenda Item #9 – Executive Committee Report

Dr. Audrey Baria, Secretary, shared that the Executive Committee met on August 19, 2024 and reviewed the Executive Director’s evaluation for September 2023- August 2024. 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. Commissioner René Flowers made the motion to approve the 3% raise effective October 1, 2024. Mr. David Alvarez seconded the motion. None opposed, motion carried. The Executive Committee discussed the Executive Director’s 2025 goals and recommended that the board approve these goals. Mr. Anthony Koffman made the motion to approve the goals and Commissioner René Flowers seconded the motion. None opposed, motion carried.

Agenda Item #10 – AAAPP Board of Directors Meeting Survey

Dr. Baria noted that 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. Dr. Baria said that completed surveys should be submitted to the Agency by October 1, 2024.

Agenda Item #11 – DOEA Funding

Ann Marie Winter, Executive Director, shared that DOEA has notified the AAAPP that the following funds have been contracted to it: 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. Commissioner René Flowers made the motion to approve the proposed continuing application unit rates for FY 2025. Michelle Cyr seconded the motion. None opposed, motion carried.

Agenda Item #12 – Area Plan Contract Module for FY2025

Ms. Kristina Jalazo, Vice President of Finance, presented the FY 2025 Area Plan Contract Module to the Finance Committee that met on September 5, 2024. The Finance Committee reviewed and discussed the document and made a motion to recommend that the AAAPP Board of Directors approve the Area Plan Contract Module for FY 2025. The vote passed unanimously.

Agenda Item #13 – AAAPP Area Plan Budget for Fiscal Year 2025

Ms. Kristina Jalazo, Vice President of Finance, 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 a motion 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. The vote passed unanimously. The Finance Committee also made a motion to recommend that the Board approve a \$500 bonus for staff that are salary capped, to be paid from agency funds. The vote passed unanimously.

Agenda Item #14 – 2025 Update to 2024-2027 Area Plan Goals and Objectives

Ms. Kerry Marsalek, Chief Operating Officer, and Ms. Valerie Anderson-Stallworth, Chair, Advisory Council presented 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). Commissioner René Flowers made the motion to approve for submission to DOEA. Mr. David Alvarez seconded the motion. None opposed, motion carried.

Agenda Item #15 – Direct Service Waiver OAA IIID Bingocize Evidence Based Program

Ms. Kerry Marsalek, Chief Operating Officer, presented information regarding Bingocize, an 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. Commissioner René Flowers made the motion to approve that AAAPP seek a Direct Service Waiver from DOEA to provide Bingocize - Evidence Based Program. April Hill seconded the motion. None opposed, motion carried.

Agenda Item #16 – President’s Report

None

Agenda Item #17– Executive Director’s Report

Ms. Ann Marie Winter, AAAPP Executive Director, shared that she would be sending advocacy letters to Senator Scott, Senator Rubio, and Congressman Bilirakis regarding the FY 2025 federal funding for Older Americans Act (OAA) within the Administration for Community Living (ACL) in the U.S. Department of Health and Human Services, and asked the Board members to consider sending letters as well. Ms. Winter shared that the Agency’s contract with CARES expired on August 31, 2024 and also shared details about the check fraud incident that recently occurred. Ms. Winter added that the Agency will be hiring adding a fundraiser to the staff in the coming year.

Agenda Item #18 – Board Member Comments

None.

Agenda Item #19 – Open Agenda/Public Comment

There were no Public Comments.

Agenda Item #20 - Adjourn

There being no other items for discussion, the meeting adjourned at 10:40 a.m.

Respectfully Submitted,

Approved, if signed.

Nora Fitzpatrick
Recording Secretary

Audrey Baria, Secretary

Date_____