

**AREA AGENCY ON AGING OF PASCO-PINELLAS, INC.
RESCHEDULED BOARD OF DIRECTORS MEETING MINUTES
MEETING HELD AT THE AAAPP CONFERENCE ROOM, 9549 KOGER BLVD,
ST. PETERSBURG FL 33702 AND VIA TEAMS
November 21, 2022**

Board Members Present In-Person

President, Charlie Robinson
Vice President, Stuart Strikowsky
Treasurer, David Alvarez
Secretary, Anne Corona
Barbara Sheen Todd
Charlie Justice, Commissioner, Pinellas Board of County Commissioners
Christina Fitzpatrick, Commissioner, Pasco Board of County Commissioners
Judge George Jirotko, 6th Judicial Circuit
Julie Hale
Lena Wilfalk
Mai Vu

Board Members Present on Teams

Virginia Rowell

Board Members Not Present:

Harriet Crozier
Audrey Baria
Chris Comstock

Others Present In-Person:

Ann Marie Winter, Executive Director, Area Agency on Aging of Pasco-Pinellas
Kristina Jalazo, Director of Program Accountability, Area Agency on Aging of Pasco-Pinellas
Jason Martino, Director of Planning, Area Agency on Aging of Pasco-Pinellas
Tawnya Martino, ADRC Director, Area Agency on Aging of Pasco-Pinellas
Jillian Rose, Director of Outreach, Area Agency on Aging of Pasco-Pinellas
Colleen Flynn, Legal Counsel, Area Agency on Aging of Pasco-Pinellas
Virginia Joseph, Executive Assistant, Area Agency on Aging of Pasco-Pinellas
Francesco Alvarado, IT Manager, Area Agency on Aging of Pasco-Pinellas

Others Present in Teams:

Courtney Vandenberg, Executive Aide to Commissioner Charlie Justice
Paula Moore, Chief Financial Controller, 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 November 21, 2022, at 9549 Koger Blvd, St Petersburg, FL 33702, and Via Teams. President Charlie Robinson called the meeting to order at 9:34 a.m.

President Robinson announced the passing of Director Sallie Parks invited all present to observe a moment of silence in honor of Ms. Parks.

Agenda Item #2 – Introduction of Audience

The President invited the audience to introduce themselves.

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 person.

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 – October 17, 2022; Finance Committee Meeting Minutes – October 6, 2022; AAAPP Unaudited Statements of Financial Position Year to Date - September 30, 2022; AAAPP Unaudited Statement of Revenue and Expenditure Report Year to Date - September 30, 2022; AAAPP Unaudited Statement of Activities and Changes in Net Assets Year to Date - September 30, 2022; Surplus/(Deficit) Report by Planning and Service Area (PSA) for Year to Date - September 30, 2022; Monitoring Report(s): Community Aging and Retirement Services, Inc. - Annual Programmatic Monitoring Report for the Older Americans Act Title IIIB/LSP Homemaking Program; Gulf Coast Jewish Family & Community Services, Inc. - Annual Programmatic Monitoring Report for the Older Americans Act Title IIIB/LSP Homemaking Program. Commissioner Charlie Justice made a motion to approve the Consent Agenda. Judge George Jirotko seconded. None opposed, motion carried.

Agenda Item #8 – Items for Discussion from the Consent Agenda

None.

Agenda Item #9 – Sallie Parks

The AAAPP Board of Directors expressed its deepest condolences to the family of Ms. Sallie Parks as we mourn her passing. The Board conveyed its profound gratitude for her commitment and service not only to the AAAPP Board of Directors but her work that helped so many professionally and personally. Ms. Parks served on the AAAPP Board with distinction for 27 years and was Board President when the agency transitioned from being part of the Tampa Bay Regional Planning Council to a standalone not for profit agency in 2000. Among her many community accomplishments, Ms. Parks was the force behind the Silver Alert Law, a distinction for which the agency recognized her with its Outstanding Humanitarian Award. She will be sorely missed by Board and Staff alike.

Agenda Item #10 – Employee Handbook

Ms. Ann Marie Winter, Executive Director, presented the Area Agency on Aging of Pasco-Pinellas Inc. Employee Handbook as revised to reflect changes made to comply with new HR policies that staff recommended be adopted by the AAAPP Board of Directors. Commissioner Charlie Justice made a motion to approve the revised Employee Handbook. Ms. Lena Wilfalk seconded. None opposed, motion carried.

Agenda Item #11 –2022-2025 Strategic Plan Update

President Charlie Robinson invited Board Champions to provide an update on progress towards each of the 4 Strategic Plan goals. Namely: Marketing – work on the RFI for rebranding in ongoing, Fundraising – advisors on hold, Workforce – challenge for group meeting members to review RFI documents and Services group has not met, will met in January 2023. For information only, no action necessary.

Agenda Item #12 –2023 Annual Luncheon

Ms. Ann Marie Winter, Executive Director presented two potential dates for the 2023 Annual Luncheon which will be held in-person. They are: Tuesday May 16, 2023, or Tuesday May 23, 2023. There was discussion which ensued on the matter. Board members will forward their preferred availability dates to the Executive Director via email before the end of the day. For information only, no action necessary.

Agenda Item # 13 – Conflict of Interest Form

Ms. Ann Marie Winter, Executive Director informed that annually, the AAAPP requires the Board of Directors to complete a Conflict of Interest Form. The form is to be completed as soon as possible by each board member and returned to the AAAPP by mail or electronically.

Agenda Item #14 – 2023 AAAPP Board Meeting Schedule

Ms. Ann Marie Winter, Executive Director presented the 2023 AAAPP Board Meeting Schedule. Board of Directors will meet 10 times in 2023 on the 3rd Monday of the Month except for January, February, and June 2023 when they will meet on the 2nd Monday of the Month. There are no meetings in July and December. For information only, no action necessary.

Agenda Item #15 – Client Scenario

Ms. Tawnya Martino, ARDC Director presented information about a client on the Agency's Waitlist to illustrate issues of a client's having prior to receiving a service. There were questions and comments on the presentation, which were addressed by Ms. Martino.

Agenda Item #16 - President Report

President Charlie Robinson congratulated the Agency on its successful DOEA Monitoring for another year. Fourteen years with no findings.

Agenda Item #17 – Executive Director's Report

The Executive Director Thanked Commissioner Christina Fitzpatrick for her services on the Board and the Finance Committee. Thanked her Team and persons who attended the DOEA exit meeting. Thanked Directors' for their commitment to the Board and wished everyone and their families a happy thanksgiving. The Executive Directors reported on the following: DOEA monitoring visit; Helpline calls volume, now returning calls within 1.5 business days; 193 individuals released to Medicaid LTC program and 50 to state funded revenue programs; AAAPP Leadership team travel to Fort Myers to deliver gift cards; office move to Lake Building; AAA issues with eCIRTS; Executive Director elected to serve as Board member to SE4A Board of Directors, Co-Chair ADRC workgroup with Tawnya Martino, member of St Pete Food Policy Council, Directors on Board HPH Hospice of Chapters Health Systems. The Executive Director for the period 10/17/22 to 11/18/22 attended 42 meetings both in-person and virtual.

Agenda Item #18 – Board Members Comments

Commissioner Christina Fitzpatrick thanked everyone and stated that it was an honor to serve and to experience what the Agency does for seniors.

Judge George Jirotko commented on the eCIRTS program implementation.

Ms. Barbara Sheen Todd congratulated the Executive Director and staff on another successful DOEA monitoring.

Agenda Item #19 – Open Agenda/Public Comments

None.

Agenda Item #20 – Adjourn

There being no other items for discussion, the meeting adjourned at 10:31 a.m.

Respectfully Submitted,

Anne Corona, Secretary

Approved if signed

Virginia Joseph
Recording Secretary

Date _____