

**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
June 17, 2024 / 9:30 A.M.**

Board Members Present

President, Stuart Strikowsky
Secretary, Audrey Baria, MD
Lisa Shippy-Gonzalez
Commissioner Charlie Justice, Pinellas Board of County Commissioners
Virginia Rowell
Julie Hale
Mai Vu
Judge George Jirotko
Chris Comstock

Board Members Not Present:

Treasurer, David Alvarez
Lena Wilfalk
Commissioner Seth Weightman, Commissioner Pasco Board of County Commissioners

Others Present on Teams

Vice President, Anne Corona

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
Christine Didion, Director of Program Accountability, Area Agency on Aging of Pasco-Pinellas
Francisco Alvarado, Information Technology Manager, 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
Michelle Cyr, AARP, incoming AAAPP Board Member

Agenda Item #1 – Call to Order

The Area Agency on Aging of Pasco-Pinellas, Inc. Board of Directors meeting was held on Monday, June 17, 2024, in the AAAPP Conference Room, 9549 Koger Blvd. N., St. Petersburg, FL 33702. President Stuart Strikowsky called the meeting to order at 9:30 a.m.

Agenda Item #2 – Introduction of Audience

President Stuart Strikowsky invited the audience to introduce themselves, which they did.

Agenda Item #3 – Public Meeting Notice

President Stuart Strikowsky 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

Michelle Cyr of AARP Florida introduced herself to the Board. Ms. Cyr was elected to the AAAPP Board of Directors as of August 2024. She paid her respects to those members stepping down from the Board after many years of service.

Agenda Item #6 – Addendum Item(s) or Any Item Requiring Discussion

None

Agenda Item #7 – Consent Agenda

Judge George Jirtoka made the motion to approve the Consent Agenda. Commissioner Charlie Justice seconded the motion. None opposed, motion carried.

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

None.

Agenda Item #9 – 2023 Draft Financial Statements and Compliance Audit Reports

Mr. David Hochsprung, of Cavanaugh & Co. LLP Certified Public Accountants presented the Draft Audit Report for FY 2023. The Finance Committee reviewed the audit and made a motion to approve the draft audit report with modifications. President Stuart Strikowsky asked for a vote to approve the draft audit report, and it was approved unanimously.

Agenda Item #10 – Board Resignation

President Stuart Strikowsky shared that Dr. Paula O’Neil resigned from the AAAPP Board of Directors effective May 20, 2024. He relayed Dr. O’Neil’s appreciation of the privilege to serve as a member of the AAAPP Board but noted that she had commitments to other Boards that she was previously elected to and did not feel that she could be an effective member of the Board any longer.

Agenda Item #11 – Board Committees

President Stuart Strikowsky reminded the Board of Directors that many current members were rotating off the Board and that encouraged members to volunteer to serve on a committee.

Agenda Item #12 – Membership & Nominating Committee

Commissioner Charlie Justice, Chair, noted that the Membership & Nominating Committee met on May 29, 2024, and reviewed two applications for the remaining open seat on the AAAPP Board of Directors. The Committee made a Motion to recommend that the Board elect Anthony Koffman from Pasco County and his term to begin August 19, 2024. He added that Mr. Koffman, if elected, would replace Paula O’Neil on the Board. David Alvarez made the motion to approve the *Draft Board Retention & Recruitment Plan* and Commissioner Charlie Justice seconded the motion. None opposed, motion carried. President Stuart Strikowsky asked for a vote to approve Mr. Koffman’s election to the Board and it was approved unanimously.

Agenda Item #13 – Program Planning and Development Committee Report

Ms. Julie Hale, Chair, reported that the Committee met via Teams Meeting on May 6, 2024. She said that the AAAPP Program and Fiscal Staff presented their reviews and scores of the Senior Housing Impact Grant applications that were received in response to the RFP. Ms. Hale added that the committee reviewed the applications and recommended that the Board approve grants to the following organizations: Home Share Pinellas, Inc., Homeless Emergency Project, Inc., Disability Achievement Center, Inc., and Metropolitan Ministries, Inc. President Stuart Strikowsky asked for a vote to approve that the 4 organizations be awarded Senior Housing grants and it was approved unanimously.

Agenda Item #14 – DOEA Funding

Ms. Ann Marie Winter, AAAPP Executive Director, shared that DOEA has informed the AAAPP that it will contract \$80,847.64 in funding for its Senior Medicare Patrol (SMP) contract, effective June 1, 2024, through May 31, 2025. Judge George Jirtoka made the motion to approve the Consent Agenda. Dr. Audrey Baria seconded the motion. None opposed, motion carried.

Agenda Item #15 – AAAPP ByLaws Draft Revised

Ms. Ann Marie Winter, AAAPP Executive Director, noted that as per DOEA’s Governance contract, the AAAPP must revise its ByLaws by June 30, 2024, to be in compliance with the terms and conditions of the Governance contract. Ms. Winter read the revised ByLaws for the second time. Judge George Jirotko made the motion to approve the the revised By Laws. Mr. Chris Comstock seconded the motion. None opposed, motion carried.

Agenda Item #16 – Board Evaluation

Ms. Ann Marie Winter, AAAPP Executive Director, presented a summary of the Board’s evaluation of themselves individually and of the Board as a whole. Dr. Audrey Baria made the motion to approve the evaluation summary. Commissioner Charlie Justice seconded the motion. None opposed, motion carried.

Agenda Item #17 – 50th Anniversary Celebration Debrief

Ms. Ann Marie Winter, AAAPP Executive Director, provided a summary about that 50th Anniversary Celebration that was held on June 7, 2024 and presented a video that Board Member Mai Vu created..

Agenda Item #18 – Contract Review Process for Older Americans Act (OAA) and Local Service Programs (LSP) Funded Services for Contract Year 2025

Ms. Christine Didion, Director of Programs, presented the timetable for the Older Americans Act contract review process and all proposed allocations for FY 2025. The AAAPP Advisory Council previously reviewed and approved both the timetable and proposed allocations as required by the Older American Act. Dr. Audrey Baria made the motion to approve the timetable and proposed allocations. Commissioner Charlie Justice seconded the motion. None opposed, motion carried.

Agenda Item #19 – Client Scenario

Ms. Tawnya Martino, ADRC Director, presented information about a client(s) on the agency’s waitlist to illustrate the issue(s) clients are having prior to receiving a service.

Agenda Item #20 – President’s Report

President Stuart Strikowsky thanked the AAAPP staff for their hard work and encouraged Board members to join a committee.

Agenda Item #21 – Executive Director’s Report

Ms. Ann Marie Winter, AAAPP Executive Director, thanked the outgoing Board members for their years of service and dedication to the agency’s mission. She shared information from her Executive Director report including that the AAAPP was waiting for the CARES transition plan to be sent. Ms. Winter added that the Helpline returns calls within one (1) business day.

Agenda Item #22 – Board Member Comments

Mr. Chris Comstock extended congratulations to Ms. Tawnya Martino and her team for successfully handling the increased call volume to the Helpline. Judge George Jirotko echoed Mr. Comstock’s sentiments. Commissioner Charlie Justice thanked the AAAPP staff and board for their hard work. He said he had served on many boards and that AAAPP was at the top. Judge George Jirotko agreed with Commissioner Justice’s assessment.

Agenda Item #29 – Adjourn

There being no other items for discussion, the meeting adjourned at 10:36 a.m.

Respectfully Submitted,

Approved, if signed.

Nora Fitzpatrick

Audrey Baria, Secretary

Recording Secretary

Date_____