

**AREA AGENCY ON AGING OF PASCO-PINELLAS, INC.
BOARD OF DIRECTORS MEETING MINUTES
MEETING HELD AT THE AAAPP CONFERENCE ROOM, 9549 KOGER BLVD,
ST. PETERSBURG FL 33702 AND VIA TEAMS
January 9, 2023**

Board Members Present In-Person

President, Charlie Robinson
Vice President, Stuart Strikowsky
Treasurer, David Alvarez
Secretary, Anne Corona
Audrey Baria
Charlie Justice, Commissioner, Pinellas Board of County Commissioners
Chris Comstock
Christina Fitzpatrick, Commissioner, Pasco Board of County Commissioners
Julie Hale
Lena Wilfalk
Mai Vu
Virginia Rowell

Board Members Present on Teams

Judge George Jirotko, 6th Judicial Circuit

Board Members Not Present:

Harriet Crozier
Barbara Sheen Todd

Others Present In-Person:

Ann Marie Winter, Executive Director, Area Agency on Aging of Pasco-Pinellas
Paula Moore, Chief Financial Controller, Area Agency on Aging of Pasco-Pinellas
Kristina Jalazo, Director of Program Accountability, 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
Commissioner Eric Gerard, Chair Advisory Council, 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
Matt McKenna, Data/IT Support Specialist, Area Agency on Aging of Pasco-Pinellas
Jemith Rosa, President/CEO CARES

Agenda Item #1 – Call to Order

The Area Agency on Aging of Pasco-Pinellas, Inc. Board of Directors meeting was held on Monday January 9, 2023, at 9549 Koger Blvd, St Petersburg, FL 33702, and Via Teams. President Charlie Robinson called the meeting to order at 9:31 a.m.

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

1. Area Agency on Aging of Pasco Pinellas 2022 DOEA Monitoring Report

Ms. Winter reported on the results of the 2022 DOEA Monitoring Report. The Area Agency on Aging of Pasco Pinellas for 2022 has no findings for the 14th consecutive year. Ms. Winter reported that DOEA Secretary, Michelle Branham in her letter dated December 29, 2022, to the Agency noted this was an honorable and exemplary achievement of having no findings. Vice President Stuart Strikowsky made a motion to accept the DOEA 2022 Monitoring Report. Mr. David Alvarez seconded. None opposed, motion carried.

Board members expressed their congratulations on of another successful DOEA monitoring with no findings. Ms. Winter thanked Board members for their support, her team, staff and partners in Pinellas and Pasco Counties.

Agenda Item #7 – Consent Agenda

President Robinson stated that the items on the Consent Agenda were: Board of Directors Meeting Minutes – November 14, 2022; Finance Committee Meeting Minutes – November 3, 2022; AAAPP Unaudited Statements of Financial Position Year to Date - October 31, 2022 and November 30, 2022; AAAPP Unaudited Statement of Revenue and Expenditure Report Year to Date – October 31, 2022 and November 30, 2022; AAAPP Unaudited Statement of Activities and Changes in Net Assets Year to Date – October 31, 2022 and November 30, 2022; Surplus/(Deficit) Report by Planning and Service Area (PSA) for Year to Date – October 31, 2022 and November 30, 2022; Monitoring Report(s): 1. Gulf Coast Jewish Family & Community Services, Inc. – Annual Programmatic Monitoring Report for the Older Americans Act Title IIIB/Local Service Provider Homemaking Program; Community Aging & Retirement Services, Inc. - Annual Programmatic Monitoring Report for the Older Americans Act Title IIIB/Local Service Provider Homemaking Program; Community Aging & Retirement Services, Inc. - Annual Programmatic Monitoring Report for the Older Americans Act Title IIIB/Local Service Provider Adult Day Care Program; Neighborly Care Network, Inc. - Annual Programmatic Monitoring Report for the Older Americans Act Title IIIB/Local Service Provider Adult Day Care Program; New Vendor(s) - Our Hearts Home Care & Staffing, LLC – Homemaking and Companion Vendor for Community Care for the Elderly, Home Care for the Elderly, Alzheimer's Disease Initiative Pinellas and Pasco Counties; Commissioner Charlie Justice made a motion to approve the Consent Agenda. Ms. Virginia Rowell seconded. None opposed, motion carried.

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

None.

Agenda Item #9 – New Board Member Nominations

Commissioner Charlie Justice, Chair reported that the Nominating & Membership Committee met on November 29, 2022, to review candidates for the vacancies in Pasco County. The Committee made a Motion to recommend that the following candidates be elected to the AAAPP Board of Directors. Ms. Lisa Shippy-Gonzalez to complete the term of Mr. Paul McClintock ending in March 2025 and Ms. Paula O'Neil to complete the term of Ms. Camille Hernandez ending in March 2025. The Board voted on the motion presented by the Committee. None opposed. Motion carried.

Agenda Item #10 – AAAPP Board Officers

Commissioner Charlie Justice, Chair informed that Board Members needed to consider officer positions for the next term (2023-2024). Chair Justice stated that 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." The current officers are not eligible for another one-year term in their current positions, with the exception of Treasurer David Alvarez who is finishing the term of former Treasurer Camille Hernandez but has not completed two years as an officer of the Board. The material includes a form for all board members to complete either indicating if they wish to serve as an officer or do not wish to serve in an officer capacity. Chair Justice informed that 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 announced that the following Board members have terms ending with the Annual General Meeting on March 20, 2023. Members are Anne Corona, Dr Audrey Baria, Commissioner Charlie Justice, Charlie Robinson, Chris Comstock, Judge George Jirotko. Members are encouraged to consider renewal for another term (2023-2026) and communicate their desire as soon as possible to the Executive Director. The Committee will be meeting before the February Board meeting to review terms of office. For information only, no action necessary.

Agenda Item #12 – DOEA Funding

Ms. Ann Marie Winter, Executive Director reported that DOEA notified the AAAPP that the following funds were allocated to the Agency as follows:

- A. \$3,266,217.64 through AHCA and DOEA to provide home modifications to eligible seniors in Pinellas and Pasco Counties. Funds will need to be encumbered by June 30, 2023 and spent by September 30, 2023.
- B. \$8,299,748 in OAA Title IIIA, B, C, D, and E funding to provide home and community-based services to seniors in Pinellas and Pasco Counties. Funds will be available and spent between January 1, 2023, through December 31, 2023.
- C. \$21,266.91 in OAA Title VII funding to provide training on elder Abuse, Neglect and Exploitation. Funds will be available and spent between January 1, 2023, through December 31, 2023.

There were questions and discussions on the short period of spending; the type of modifications that were in place; clients on the waitlist who may be eligible that can be served. There being no other comments, Dr Audrey Baria made a motion to approve the above funding. Ms. Lena Wilfalk seconded. None opposed, motion carried.

Agenda Item #13 - Well Med Charitable Foundation Grant Funding

Ms. Ann Marie Winter, Executive Director, reported that Well Med Charitable Foundation have granted the AAAPP the sum of \$104,000 to provide home and community-based services to seniors in need in Pinellas County. The funds will be available as of January 1, 2023. Vice President Stuart Strikowsky made a motion to approve the funding. Commissioner Charlie Justice seconded. None opposed, motion carried.

Ms. Winter recognized Dr Audrey Baria for her efforts in the championing of this grant to the Agency.

Agenda Item #14 – Community Aging and Retirement Services, Inc. (CARES) 2023 Continuing Application Older Americans Act Rate Adjustment for Adult Day Care Service.

Ms. Paula Moore reported on August 15, 2022, the Board approved a unit rate of \$115.98 Community Aging and Retirement Services, Inc. (CARES) to provide Adult Day Care Services (ADCO) under the Older Americans Act continuing application funding. The rate approved was a 10% increase over the prior year which was allowable under the Department of Elder Affairs (DOEA) rate increase threshold at the time of approval. Subsequently, DOEA had granted temporary flexibilities in rate adjustments

which allowed the AAAPP to recalculate the unit service rate based on continuing application financial information provided. The final rate for 2023 CARES ADCO unit service rate is \$146.43. Ms. Virginia Rowell made a motion to approve the adjusted unit service rate. Ms. Julie Hale seconded. None opposed. Motion carried.

Agenda Item #15 – Donations to the Area Agency on Aging of Pasco-Pinellas

Ms. Ann Marie Winter, Executive Director informed that the Area Agency on Aging of Pasco-Pinellas received \$6,000 in donations from individuals in the month of December. Ms. Winter highlighted that a total of \$34,603 in cash and in-kind donations were received in 2022. For information only. No action necessary.

Agenda Item #16 - AAAPP Acronyms

Ms. Ann Marie Winter, AAAPP Executive Director presented a glossary of AAAPP terms which will assist Board members in better understanding AAAPP budget presentations and program reports. For information only. No action necessary.

Agenda Item #17 - 2023 Annual Luncheon

Ms. Jillian Rose, Director of Outreach presented on the 2023 Annual Luncheon which will be held in-person on Thursday May 16, 2023, 11:00 a.m. to 1:00 p.m. at the Central Park Performing Arts Central, Largo. Ms. Rose presented information on sponsorship levels that were open. Ms. Rose presented Board members with the opportunity to a sponsorship challenge towards the Advisory Council in response to last year's challenge. The Board accepted the challenge. For information only, no action necessary.

Agenda Item #18 - President Report

President Charlie Robinson stated that he was happy to be back to attend this meeting in person.

Agenda Item #19 – Executive Director's Report

The Executive Director wished Dr Audrey Baria a happy birthday. The Executive Directors report included a client's story from the CCE program and the following: the launch of a Pet Support Program; Ms. Sandra Brown, the new AAAPP Human Resources Manager was hired; completion of the 2022 DOEA monitoring; December 2022 versus December 2021 increase in Helpline calls; staff vacancy on Helpline; clients being served by GCJFCS and CARES in the state funded CCE, HCE and ADI programs; provider contracts and vendor agreements for December 2022; progress made on eCIRTS. The Executive Director was elected to serve as a Board member to the SE4A Board of Directors; founding member of the St Pete Food Policy Council; Director on the Board of HPH Hospice of Chapters of Health Systems and Co-Chair of the ADRC workgroup with Tawnya Martino, ADRC Director. For the period November 21, 2022, to January 6, 2023, the Executive Director attended 38 meetings both in person and virtually.

Agenda Item #20 – Board Members Comments

Director Chris Comstock wished everyone a happy new year, especially staff for a job well done. Director Virginia Rowell encouraged Board members to direct their attention to the strategic plan in order to move forward with its implementation.

Agenda Item #21 – Open Agenda/Public Comments

None.

Agenda Item #22 – Adjourn

There being no other items for discussion, the meeting adjourned at 10:26 a.m.

Respectfully Submitted,

Anne Corona, Secretary

Approved if signed

Virginia Joseph
Recording Secretary

Date _____