

**AREA AGENCY ON AGING OF PASCO-PINELLAS, INC.
BOARD OF DIRECTORS MEETING MINUTES
May 17, 2021**

Board Members Present in Person

Vice President, Stuart Strikowsky
Barbara Sheen Todd
Julie Hale
Robert Hatfield
Sallie Parks
Paul McClintock

Board Members Present Via Teams

President, Charlie Robinson
Treasurer, Camille Hernandez, Mayor City of Dade City
Secretary, Anne Corona
Chris Comstock
Charlie Justice, Commissioner, Pinellas Board of County Commissioners
Lena Wilfalk
David Alvarez
Harriet Crozier
Judge George Jirotko, 6th Judicial Circuit

Board Members Not Present:

Audrey Baria
Christina Fitzpatrick, Commissioner, Pasco Board of County Commissioners
Virginia Rowell

Others Present:

Ann Marie Winter, Executive Director, Area Agency on Aging of Pasco-Pinellas
Paula Moore, Chief Financial Officer, Area Agency on Aging of Pasco-Pinellas
Tawnya Martino, ADRC Director, Area Agency on Aging of Pasco-Pinellas
Jason Martino, Director of Planning, Area Agency on Aging of Pasco-Pinellas
Kristina Jalazo, Director of Program Accountability, Area Agency on Aging of Pasco-Pinellas
Stacie Bolen, Director of Outreach, 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
Jeremiah Scott, IT Consultant, Infotect
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 May 17, 2021 at 9549 Koger Blvd, Gadsden Bldg, St Petersburg FL 33702. President Charlie Robinson called the meeting to order at 9:32 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 person and via teams as per the AAAPP Emergency Bylaws.

Agenda Item #5 – Public Comments for Items on Agenda

None.

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

6.1 Item Requiring Discussion

Mr Chris Comstock presented the following topics for Board discussion and consideration at a upcoming Board meeting (a) Computer Security – there are computer hackers out there who go after charities, hospitals, churches and non-profits. (2) Transitory inflation – a hyper inflation which can affect what is being spent to help our clients if it continues (3) Healthcare fall out – concerns about the number of healthcare workers who may be resigning due to covid-19 burnout, and how this will affect our staff and the people that we serve.

6.2 Addendum - DOEA Funding

Ms. Ann Marie Winter, Executive Director reported that the AAAPP was notified by the Department of Elder Affairs that CCAA Funding allocation in the amount of \$306,954.00 will be contracted to the AAAPP to assist seniors get vaccinated in our Planning and Service Area. These additional funds have been awarded and must be expended by September 30, 2022. There was a question on whether this included access to vaccinate homebound seniors. This was addressed by Ms. Ann Marie Winter. Ms. Sallie Parks made a motion to accept funding the CCAA Funding in the amount of \$306,954.00. Ms. Barbara Sheen Todd seconded. None opposed, motion carried.

Agenda Item #7 – Consent Agenda

President Robinson stated that the items on the Consent Agenda were: Board of Directors Meeting Minutes, March 15, 2021; AAAPP Unaudited Statement of Financial Position Year to Date February 28, 2021; AAAPP Unaudited Statement of Revenue and Expense Budget vs Actual Year to Date February 28, 2021; AAAPP Unaudited Statement of Activities and Changes in Net Assets Year to Date February 28, 2021; AAAPP Surplus/(Deficit) Report, February 28, 2021; Program Monitoring Reports: 1. Bay Area Legal Services, Older Americans Act Title IIIB/LSP – Annual Review, 2. Pasco County Community Services, EHEAP – Annual Review, 3. Pinellas Opportunity Council, Inc, EHEAP – Annual Review, 4. Area Agency on Aging of Pasco Pinellas, Inc, VOCA – Annual Review; New Vendor(s): 1. Nu Hope Counseling - Community Care for the Elderly, Home Care for the Elderly, Alzheimer’s Disease Initiative, Older Americans Act Title IIIE.

There were no questions nor comments. Ms. Barbara Sheen Todd made a motion to approve the Consent Agenda. Ms. Sallie Parks seconded. None opposed, motion carried.

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

None.

Agenda Item #9 – Board Training

Ms. Colleen Flynn, JD Partner at Johnson Pope Boor Ruppel & Burns, LLP and the Area Agency on Aging of Pasco-Pinellas Legal Counsel. Ms. Flynn presented on pertinent legal topics that affect the AAAPP Board of Directors including the Agency’s status under Florida Law, Conflict of Interest, Florida Public Records Law and the State of Florida Government in the Sunshine Law and the requirements that the Board and Agency must comply with to be in compliance of Sunshine Law and Public Records Act, the Agency’s Bylaws and Emergency Bylaws. There were questions on the AAAPP governmental obligation as a 501(c)(3), the reasonable time for notice of a meeting and the ability of agencies who apply for same funds review each other’s requests. These questions were addressed by Ms. Flynn

addressed. For information only, no action necessary. President Robinson thanked Ms. Flynn for her presentation.

Agenda Item #10 – Program Planning and Development Committee

Chair Julie Hale reported that the Program Planning and Development Committee met via Teams Meeting on April 26, 2021 and reviewed General Revenue Continuing Application for Pasco and Pinellas Counties for Community Care for the Elderly Lead Agency Designation. Continuing Applications received from the two agencies currently designated as Lead Agencies in PSA 5 for continued consideration for Fiscal Year 2021-2022. Community Aging and Retirement Services (CARES) is the current Lead Agency for Pasco County and Gulf Coast Jewish Family and Community Services, Inc. (GCJFCS) is the current Lead Agency for Pinellas County. Chair Hale informed that the Program Planning Committee requested current audit rates for CARES prior to approving the proposed unit rates and made recommendations based on the most recent Audit. Chair Julie Hale Program Planning and Development Committee recommended a Motion to approve the proposed Unit Rates. The Motion was approved by Board members. None opposed, motion carried.

Agenda Item #11 – DOEA Funding

Ms. Ann Marie Winter, Executive Director reported that the AAAPP was notified by the Department of Elder Affairs that 2021/2022 allocation for Senior Medicare Patrol (SMP) funding in the amount of \$35,262 will be contracted to the AAAPP to be expended between June 1, 2021 and May 31, 2022. The SMP program is a part of the SHINE program (Serving Health Insurance Needs of Seniors) with trained volunteers providing education and assistance to Medicare beneficiaries to protect them from the economic and health related consequences associated with Medicare fraud, errors and abuse. Mr. Paul McClintock made a motion to accept Senior Medicare Patrol (SMP) funding in the amount of \$35,262. Mayor Camille Hernandez seconded. None opposed, motion carried.

Agenda Item #12 - Older Americans Act\Local Service Programs\Contract Review Process and Allocations

Ms. Kristina Jalazo, Director of Program Accountability presented that timetable for the Older Americans Act contract review process and all proposed allocations for FY 2022. Ms. Jalazo informed that no services were out to bid this year. The AAAPP Advisory Council has reviewed and approved both the timetable and proposed allocations as required by the Older Americans Act. Ms. Barbara Sheen Todd made a motion to approve the Timetable for the OAA Contract Review and 2022 OAA\LSP Allocations. Mr. Paul McClintock seconded. None opposed, motion carried.

Agenda Item #13 – Older American Month 2021

In recognition of Older Americans Month “May 2021”. Mr. Jason Martino presented on Older Americans Month. This year’s theme “Communities of Strength”, acknowledging that older Americans have built resilience and strength over their lives through successes, failures, joys and difficulties. Their stories and contribution help to support and inspire others. Older Americans month will celebrate the strength of older adults in the aging network with special emphasis on the power of connection in engagement and in building strong communities. He gave a brief background of the Older American Month. In honoring of OAA Month, Proclamations were received from Pasco County and Pinellas County Board of County Commissioners, City of Clearwater, City of Gulfport, City of Oldsmar, City of Safety Harbor, City of Tarpon Springs, City of Largo, City of Dade City, City of New Port Richey and City of South Pasadena. For information only, no action necessary.

Agenda Item #14 – PSA Outcome Measure Achievements

Ms. Kristina Jalazo, Director of Program Accountability presented PSA wide Outcome Measure Achievements for the 3rd Quarter. Ms. Jalazo reported that currently the PSA have met all the stated DOEA outcomes. For information only, no action necessary.

Agenda Item #15 – 2021 AAAPP Virtual Event

Ms. Stacie Bolen updated the Board on the status of the AAAPP Virtual Event scheduled for June 17, 2021. Ms. Bolen thanked Board for their \$600 sponsorship contribution. There are currently twenty-three sponsors with over \$23,000 raised in sponsorship, which will go towards Unmet Needs Fund. The theme for this year is “Resilience” the Keynote Speaker is Dr. David Bernstein. Ms. Bolen encouraged Board members to register for the event on the AAAPP website. For information only, no action necessary.

Agenda Item #16 - President Report

President Robinson thanked Vice President, Dr Stuart Strikowsky for chairing the April 19, 2021 Board of Director meeting in his absence. President Robinson informed that the Strategic Planning Steering Committee will be meeting in August before the Board meeting, potential meeting dates and times will be sent out. President Robinson informed that he has invited Vice President, Dr Strikowsky to be part of the Strategic Planning Steering Committee. The Executive Committee will also be meeting in August. President Robinson informed that the Board may run out of the need for the Emergency Bylaws to conduct board meetings that are technically challenging. He proposed that the August Board meeting be held in person. Ms. Barbara Sheen Todd highlighted that though the CDC has relaxed on covid protocols there may be compliance with the office building regulations. This will be included as an agenda item for discussion at the June 21, 2021 Board meeting.

Agenda Item #17 - Executive Directors Report

The Executive Directors reported on the following: The Florida Legislative session ended with the largest reoccurring appropriation to DOEA ever; LSP dollars were renewed at level funding; CARES received \$1,250,000 to build a one stop senior center in Dade City and Neighborly Care Network received \$200,000 for its new Adult Day Care Center in St Petersburg; workforce issues continue to be an issue resulting in decrease in services to seniors; DOEA American Rescue Plan funds for all senior services; working with Board Member Commissioner Charlie Justice to fill the vacancy created by Linda Lee's resignation; the HelpLine backlog was 5 days; F4A continues to identify potential new virtual providers for services to alleviate loneliness and mitigate social isolation; success of the U.Connected program; the AAAPP and providers are now preparing for our annual DOEA monitoring visit in October 2021; AAAPP following up with providers who have outstanding benchmarks and outcomes; return to Office is underway with a phased in approach being implemented. Managers returned to the office as of Monday, May 10, 2021 with CDC protocols; No return date for hourly staff has been set; SE4A will hold its 2022 conference in Florida on Amelia Island in September 2022; the Executive Director is Publicity Committee Chair and will coordinate all publicity for the conference; continuing to review our IT staff and services, with Infotect having come on board to provide managed services. The Executive Director attended 4 external meetings namely: May 4, 2021- Pasco County BOCC Older American Month proclamation, May 4, 2021 - City of Largo Commission Older American Month proclamation, May 10 – 2021 - Meeting of the AAAPP Advisory Council and May 10, 2021 - F4A Meeting with DOEA Secretary Richard Prudom.

Agenda Item #18 – Board Members Comments

Judge Jirotko donated \$600 towards the Board sponsorship for the 2021 Annual Event.

Mr. Chris Comstock enquired whether the AAAPP will be resuming in person meetings with legislators on a regular basis.

Ms. Julie Hale congratulated Director Robert Hatfield on his excellent engaging and informative presentation on the AAAPP to a business networking group in Dade City.

Director Robert Hatfield thanked Judge Jirotko for his initial message and the Advocacy Committee for the creation of the “AAAPP Fact Sheet” which he used as a guide for his presentation.

Agenda Item #19 – Open Agenda/Public Comments

None.

Agenda Item #20 – Adjourn

There being no other items for discussion the meeting adjourned at 10:57 a.m.

Respectfully Submitted,

Anne Corona, Secretary

Approved if signed

Virginia Cruz
Recording Secretary

Date _____

Other Persons/Public Present on Teams

Jemith Rosa, President/CEO CARES

Courtney Vandenburg

Richard Jenkins

Christine Krohn, GCJFCS

Kristi Sullivan, GCJFCS