

Agenda



**AAAPP BOARD OF DIRECTORS MEETING
AAAPP Conference Room
9549 KOGER BLVD. N, ST. PETERSBURG, FL 33702
MONDAY, SEPTEMBER 15, 2025 / 9:30 A.M.**

AGENDA ITEM # 1	CALL TO ORDER
AGENDA ITEM # 2	INTRODUCTION OF AUDIENCE
AGENDA ITEM # 3	PUBLIC MEETING NOTICE
AGENDA ITEM # 4	ROLL CALL
AGENDA ITEM # 5	PUBLIC COMMENT FOR ITEMS ON AGENDA
AGENDA ITEM # 6	ADDENDUM ITEM (S) OR ANY ITEM REQUIRING DISCUSSION
AGENDA ITEM # 7	CONSENT AGENDA A. Board Meeting Minutes – August 18, 2025. B. Finance Committee Meeting Minutes – August 7, 2025. C. AAAPP Unaudited Statements of Financial Position Year to Date July 31, 2025. D. AAAPP Unaudited Statement of Revenue and Expenditure Report Year to Date July 31, 2025. E. AAAPP Unaudited Statement of Activities and Changes in Net Assets Year to Date July 31, 2025. F. Surplus/(Deficit) Report by Planning and Service Area (PSA) for Year-to-Date July 31, 2025. G. 2024 Fiscal Monitoring Reports: 1. Pasco County Board of County Commissioners – Annual Fiscal Monitoring Report for FY2024 2. Personal Response Corporation – Annual Fiscal Monitoring Report for FY2024 3. Bay Area Legal Services, Inc. - Annual Fiscal Monitoring Report for FY2024 4. Neighborly Care Network, Inc. - Annual Fiscal Monitoring Report for FY2024 5. YMCA of Suncoast, Inc. - Annual Fiscal Monitoring Report for FY2024

- H. New Vendor Application
 - 1. RampDR, LLC – New Vendor Application for Housing Improvement, Material Aid, and Other services in Pasco and Pinellas Counties under Community Care for the Elderly, Alzheimer’s Disease Initiative, and Home Care for the Elderly.
- I. Waitlist Report as of 9/02/2025

Additional Material: Attached Handouts.

Action Recommended: Motion for Approval.

AGENDA ITEM # 8

ITEM(S) FOR DISCUSSION FROM THE CONSENT AGENDA

AGENDA ITEM # 9

EXECUTIVE COMMITTEE REPORT

Dr. Audrey Baria, President

The Executive Committee met on August 25, 2025 to discuss the following items:

A. Executive Director’s Evaluation

Per the Agency’s Bylaws, the Executive Committee met and reviewed Ann Marie Winter’s evaluation for September 2024-August 2025, initiated by President Dr. Audrey Baria. The Committee provided input to the President and took final action to finalize the evaluation at the meeting.

Additional Material: None.

Action Recommended: Information Only, No Action Necessary.

B. Executive Director’s Annual Salary

The Executive Committee discussed a raise for the Executive Director effective October 1, 2025. 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 and job performance.

Additional Material: None.

Action Recommended: Vote on the Committee’s motion to approve the 3% raise effective October 1, 2025.

C. Executive Director’s 2026 Goals

The Executive Committee discussed the 2026 Goals for the Executive Director. The goals on which the Executive Director will be evaluated are:

1. Continued Progress towards HUD grant and Pasco senior housing development – Strategic Plan goal - Services
2. Plan for and execute a Board Strategic Planning Process
3. Oversee creation and implementation of Major Gifts and Planned Giving Plans

Additional Material: *None.*

Action Recommended: *Vote on the Committee's recommendation that the Board approve the goals on which the Executive Director will be evaluated in 2026.*

AGENDA ITEM #10

BONUS FOR THE EXECUTIVE DIRECTOR

Dr. Audrey Baria, President

During the Executive Committee's meeting on August 25, 2025, a \$5,000 bonus for the Executive Director in recognition of the additional workload she has taken on supervising the ADRC and Programs departments, in the absence of the COO position being filled, was discussed. Staff reviewed the budget and projected annual net revenue to ensure that funds are available to provide this bonus. DOEA funds cannot be used to pay bonuses to staff. The Executive Committee made a Motion to recommend that the Board of Directors approve a \$5000 bonus for the Executive Director, to be paid before December 31, 2025.

Additional Material: *None*

Action Recommended: *Vote on the Committee's Motion.*

AGENDA ITEM #11

BONUS FOR THE CHIEF FINANCIAL OFFICER

Dr. Audrey Baria, President

During the Executive Committee's meeting on August 25, 2025, a \$5,000 bonus for the Chief Financial Officer in recognition of the additional workload she has taken with the departure of the agency's Controller was discussed. Staff reviewed the budget and projected annual net revenue to ensure that funds are available to provide this bonus. DOEA funds cannot be used to pay bonuses to staff. The Executive Committee made a motion to recommend that the Board of Directors approve a \$5000 bonus for the Chief Financial Officer, to be paid before December 31, 2025.

Additional Material: *None*

Action Recommended: *Vote on the Committee's Motion.*

AGENDA ITEM #12**AREA PLAN CONTRACT MODULE FOR FY2026****Kristina Jalazo, Chief Financial Officer**

Staff presented the FY 2026 Area Plan Contract Module to the Finance Committee that met on September 5, 2025. The Finance Committee reviewed the documents and made a motion to recommend that the AAAPP Board of Directors approve the Area Plan Contract Module for FY 2026.

Additional Material:

- A. C.I.A Federal Allocation to the Planning and Service Area.
- B. C.I.G Area Wide Funding Summary.
- C. C.I.F.1 & 2 Allocations by County and Funding.
- D. Waitlist and Active Client Count.

Action Recommended: Vote on the Committee's Motion to approve the Area Plan Contract Module for FY 2026.

AGENDA ITEM #13**AAAPP AREA PLAN BUDGET FOR FISCAL YEAR 2025****Kristina Jalazo, Chief Financial Officer**

Staff presented the FY 2026 Area Plan budget to the Finance Committee that met on September 4, 2025. The Finance Committee reviewed the documents and made a motion to recommend that the Board approve:

1. Approve the Area Plan budget for FY 2026.
2. Approve up to 3% in merit increases in staff salaries effective October 1, 2025.
3. Additional \$1.00 per hour salary increase for Information/Referral and Intake staff.
4. \$500 bonuses for eligible staff based on the Bonus Policy to be paid by December 31, 2025.

Additional Material:

- A. Area Plan Budget 2026 Expenses by Program.
- B. Area Plan Budget 2026 Funding by Program.

Action Recommended: Vote on the Committee's motions as outlined above.

AGENDA ITEM #14**2026 UPDATE TO 2024 - 2027 AREA PLAN GOALS AND OBJECTIVES****Kerry Marsalek, Director, Healthcare & Community Innovation****Valerie Anderson Stallworth, Advisory Council Chair**

Staff and the Advisory Council Chair will present a summary of the 2026 Update to 2024-2027 Area Plan Goals & Objectives updates for review and approval prior to submission to the Department of Elder Affairs (DOEA).

Additional Material: CY2026-2027 Goals & Objectives.
Action Recommended: Motion to Approve for submission to DOEA.

AGENDA ITEM #15**AFFORDABLE HOUSING PROJECT – UPDATE**
Kerry Marsalek, Director, Healthcare & Community Innovation

Staff will provide an update on the Congressman Gus Bilirakis Senior Center/Housing development project in Pasco County.

Additional Material: None

Action Recommended: None, For Information Only.

AGENDA ITEM #16**DEVELOPMENT UPDATE****McKenna O'Neill, Director, Strategic Advancement**

Staff will provide a year-to-date development update. Staff will also provide 2025 Annual Luncheon sponsorship updates and will present the Donor Folder to be used for future donor cultivation.

Additional Material:

A. Development Update PowerPoint Presentation.

B. Draft Donor Folder.

Action Recommended: None, For Information Only.

AGENDA ITEM #17**PRESIDENT'S REPORT****AGENDA ITEM #18****EXECUTIVE DIRECTOR'S REPORT****AGENDA ITEM #19****BOARD MEMBERS' COMMENTS****AGENDA ITEM #20****OPEN AGENDA/PUBLIC COMMENTS****AGENDA ITEM #21****ADJOURN**

If you are a person with a disability who needs any accommodation in order to participate in this meeting, you are entitled, at no cost to you, to the provision of certain assistance. Please contact the Area Agency on Aging of Pasco-Pinellas, Inc. at (727) 570-9696, Ext. 233 within three working days of the meeting.

*****THIS MEETING IS OPEN TO THE PUBLIC*****

EVENTS CALENDAR
AREA AGENCY ON AGING OF PASCO-PINELLAS
September 16, 2025 – November 6, 2025

October 9, 2025

Finance Committee
Via Microsoft Teams
9:30 a.m. – 10:30 a.m.

October 20, 2025

AAAPP Board of Directors Meeting
Pasco County Board of Commissioners
Board Room
8731 Citizens Drive
New Port Richey, FL 34654
9:30 a.m. – 11:00 a.m.

November 6, 2025

AAAPP ANNUAL LUNCHEON
11:30 a.m. – 1:00 p.m.
Countryside Country Club