

# Agenda



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**AAAPP BOARD OF DIRECTORS MEETING  
AAAPP CONFERENCE ROOM  
9549 KOGER BLVD. N, ST. PETERSBURG, FL 33702  
MONDAY, NOVEMBER 17, 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 – October 20, 2025.
  - B. Finance Committee Meeting Minutes – October 9, 2025.
  - C. AAAPP Unaudited Statements of Financial Position Year to Date – September 30, 2025.
  - D. AAAPP Unaudited Statement of Revenue and Expenditure Report Year to Date - September 30, 2025.
  - E. AAAPP Unaudited Statement of Activities and Changes in Net Assets Year to Date - September 30, 2025.
  - F. Surplus/(Deficit) Report by Planning and Service Area (PSA) for Year to Date - September 30, 2025.
  - G. Programmatic Monitoring Reports
    - a. Gulf Coast Jewish Family and Community Services, Inc. Annual Programmatic Monitoring Report for the Older Americans Act and Local Services Program Homemaker Services
  - H. Fiscal Monitoring Reports:
    - a. Four Murphys LLC, dba Home Instead Annual Fiscal Monitoring Report for the Older Americans Act and Local Services Program Homemaker Services.

- b. Pasco Senior Home Care LLC dba Home Instead Senior Care Annual Fiscal Monitoring Report for the Older Americans Act and Local Services Program Homemaker Services.
- I. New Vendor Application
  - a. Homestyle Direct, LLC – New Vendor Application for Home Delivered Meals in Pasco and Pinellas Counties under Community Care for the Elderly, Alzheimer’s Disease Initiative, and Home Care for the Elderly
  - b. Community Health Centers of Pinellas, Inc. dba Evara Health – New Vendor Application for Counseling – Gerontological, Counseling – Mental Health, and Nutritional Counseling in Pinellas County under Community Care for the Elderly, Alzheimer’s Disease Initiative, Home Care for the Elderly, and Older Americans Act Title IIIE
- J. Waitlist as of November 1, 2025.

Additional Material: Attached Handouts.

Action Recommended: Motion for Board Approval.

## **AGENDA ITEM #8**

## **ITEM(S) FOR DISCUSSION FROM THE CONSENT AGENDA**

## **AGENDA ITEM #9**

## **VETERANS DIRECTED CARE PROGRAM PRESENTATION**

### **Shelby Newman, VA Program Manager**

Staff will present on the agency’s program that serves veterans who would otherwise be placed in institutional care.

Additional Material: Veteran Directed Care PowerPoint Presentation.

Action Recommended: None, for Information Only.

## **AGENDA ITEM #10**

## **AAAPP 2026 BUDGET APPROVAL PROCESS**

### **Kristina Jalazo, Chief Financial Officer**

Staff presented the AAAPP Budget for Fiscal Year 2026 to the Finance Committee that met on November 7, 2025. The Finance Committee reviewed and discussed the document and made a motion to recommend that the Board of Directors approve the 2026 AAAPP Budget.

Additional Material: AAAPP 2026 Budget.

Action Recommended: Vote on Committee’s Motion to approve the 2026 AAAPP Budget.

**AGENDA ITEM #11****DOEA FUNDING****Ann Marie Winter, Executive Director**

We have been notified by the Department of Elder Affairs that funding will be contracted to the AAAPP in the amount of \$184,806.75 for the MIPPA (Medicare Improvements for Patients and Providers) program. Funds will need to be expended by August 31, 2026. MIPPA is federally funded and helps Medicare beneficiaries with limited income and assets learn about programs that may save them money on their Medicare costs. AAAPP staff and volunteers help low-income seniors apply for Medicare subsidies to reduce Medicare out of pocket costs.

Additional Material: None

Action Recommended: Motion to Approve.

**ADENDA ITEM #12****CONFLICT OF INTEREST FORM 2026****Ann Marie Winter, Executive Director**

Annually, the AAAPP requires the Board of Directors to complete Conflict of Interest forms. It is requested that the form be completed as soon as possible by each board member and returned to the AAAPP by mail or electronically.

Additional Material: 2026 Conflict of Interest Form.

Action Recommended: Complete, Sign, and Return to Ann Marie Winter.

**AGENDA ITEM #13****2026 AAAPP BOARD MEETING SCHEDULE****Ann Marie Winter, Executive Director**

The AAAPP Board of Directors will meet 10 times in 2026 on the 3rd Monday of the month with the exception of January and February 2025 when the Board will meet on the 4th Monday of the month. The AAAPP Board will hold its meetings in Pasco County in February, April and October 2026. There are no meetings in July and December.

Additional Material: 2026 AAAPP Board Meeting Schedule.

Action Recommended: None, for Information Only.

**AGENDA ITEM #14****DOMINIUM MEMORANDUM OF UNDERSTANDING****Kerry Marsalek, Director, Healthcare & Community Innovation**

Staff will present information regarding Dominium, a nationally-recognized affordable housing developer, selecting AAAPP to receive pro bono technical assistance and advisory support for the development of the affordable housing project in Pasco County. A Memorandum of Understanding with Dominium outlines roles, responsibilities, and confirms that AAAPP maintains full authority over site selection and procurement processes in alignment with Federal, State and AAAPP Procurement requirements.

*Additional Material: Draft Memorandum of Understanding*

*Action Recommended: Motion for Board Approval.*

**AGENDA ITEM #15****AFFORDABLE HOUSING PROJECT – PASCO COUNTY****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 an update on YTD development and fundraising efforts as well as volunteer engagement initiatives.

*Additional Material: Development Update PowerPoint Presentation.*

*Action Recommended: None, for information only.*

**AGENDA ITEM #17****2025 ANNUAL LUNCHEON DEBRIEF****McKenna O'Neill, Director, Strategic Advancement**

Staff will provide a debrief on the 2025 Annual Luncheon and will present preliminary fundraising totals from the event.

*Additional Material: None.*

*Action Recommended: None, for information only.*

**AGENDA ITEM #18**

**EMPLOYEE HANDBOOK- REVISION**

**Sandra Brown, HR Manager**

Staff will present changes to the Employee Handbook for Board review and approval.

Additional Material:

*A. Draft Employee Handbook*

*B. Summary of Changes*

Action Recommended: *Motion for Approval.*

**AGENDA ITEMS #19**

**CLIENT SCENARIO**

**Tawnya Martino, ARDC Director**

Staff will present information about a senior(s) on the Agency's Waitlist to illustrate the issue(s) seniors are having prior to receiving a service.

Additional Material: *None.*

Action Recommended: *None. For information only.*

**AGENDA ITEM #20**

**PRESIDENT'S REPORT**

**AGENDA ITEM #21**

**EXECUTIVE DIRECTOR'S REPORT**

**AGENDA ITEM #22**

**BOARD MEMBERS' COMMENTS**

**AGENDA ITEM #23**

**OPEN AGENDA/PUBLIC COMMENTS**

**AGENDA ITEM #24**

**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\*\*\***

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**EVENTS CALENDAR**  
**AREA AGENCY ON AGING OF PASCO-PINELLAS**  
**November 18, 2025 – January 26, 2025**

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November 27, 2025	<i>Thanksgiving - Office Closed</i>
November 28, 2025	<i>Day After Thanksgiving - Office Closed</i>
<b>DECEMBER 2025</b>	<b>NO AAAPP BOARD OF DIRECTORS MEETING</b>
December 25, 2025	<i>Christmas Day – Office Closed</i>
January 1, 2026	<i>New Years' Day – Office Closed</i>
January 12, 2026	Advisory Council Meeting South Holiday Library 4649 Mile Stretch Drive Holiday, FL 34690 1:30 – 3:00 p.m.
January 15, 2026*	Finance Committee Via Microsoft Teams 9:30 a.m. – 10:30 a.m. <i>*3<sup>rd</sup> Thursday of the month</i>
January 26, 2026**	AAAPP Board of Directors Meeting AAAPP Conference Room 9549 Koger Blvd. N. St. Petersburg, FL 33702 9:30 a.m. – 11:00 a.m. <i>**4<sup>th</sup> Monday of the month</i>