

**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 16, 2025 / 9:30 A.M.**

AGENDA ITEM #3B

Board Members Present

President, Audrey Baria, MD

Secretary, Lena Wilfalk

April Hill

Commissioner Dr. René Flowers, Pinellas Board of County Commissioners

Commissioner Lisa Yeager, Pasco Board of County Commissioners

Julie Hale

Anthony Koffman

Board Members Not Present:

Vice President, David Alvarez

Treasurer, Lisa Shippy-Gonzalez

Dr. Stuart Strikowsky

Anne Corona

Michelle Cyr

Mai Vu

Others Present in Person:

Ann Marie Winter, Executive Director, Area Agency on Aging of Pasco-Pinellas

David Hochsprung, Certified Public Accountant, Cavanaugh & Co. LLP

Kristina Jalazo, Chief Financial Officer, Area Agency on Aging of Pasco-Pinellas

Kerry Kimball Marsalek, Director, Healthcare & Community Innovation, Area Agency on Aging of Pasco-Pinellas

Tawnya Martino, Director of ADRC, Area Agency on Aging of Pasco-Pinellas

McKenna O'Neill, Director of Strategic Advancement, Area Agency on Aging of Pasco-Pinellas

Sandra Brown, HR Manager, Area Agency on Aging of Pasco-Pinellas

Christine Didion, Director of Programs, Area Agency on Aging of Pasco-Pinellas

Hillary Morales, Executive Assistant, Area Agency on Aging of Pasco-Pinellas

Francisco Alvarado, Information Technology Manager, 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, June 16, 2025, in the AAAPP Conference Room, 9549 Koger Blvd. N., St. Petersburg, FL 33702. President Dr. Audrey Baria called the meeting to order at 9:38 a.m.

Agenda Item #2 – Introduction of Audience

President Dr. Audrey Baria invited the audience to introduce themselves, which they did.

Agenda Item #3 – Public Meeting Notice

President Dr. Audrey Baria 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

There were no public comments for items on the agenda.

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

None.

Agenda Item #7 – Consent Agenda

Mr. Anthony Koffman made the motion to approve the Consent Agenda. Commissioner Dr. René Flowers seconded the motion. None opposed, motion carried.

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

None.

Agenda Item #9 – 2024 Draft Financial Statements and Compliance Audit Reports

Mr. David Hochsprung, Cavanaugh & Co. LLP Certified Public Accountant, presented highlights from the 2024 audit report. He reviewed auditor and client responsibilities, required communications, audit results, statement of financial position, revenues and expenses, and persons served by funding sources. Mr. Hochsprung reported clean and stellar results throughout the years. He did state that a Note was included in the audit to reflect potential budget cuts and contingency planning that the Agency is undertaking if federal budget cuts are enacted that impact AAAPP programs and services provided to seniors. Commissioner Dr. René Flowers asked a question about in-kind donations, which was answered by Mr. Hochsprung. Ms. April Hill thanked Ms. Ann Marie Winter and Ms. Kristina Jalazo for producing such clean audit results. Commissioner Lisa Yeager made a motion to approve the 2024 Draft Financial Statements and Compliance Audit Reports. Mr. Anthony Koffman seconded the motion. None opposed, motion carried.

Agenda Item #10 – Fundraising Workgroup

President Dr. Audrey Baria, Chair, Fundraising Workgroup, reported the workgroup met virtually on June 10, 2025 to discuss the 2025 Annual Luncheon. The Annual Luncheon save the date and sponsorship packet have been sent to Board members. Dr. Baria asked for feedback on the Annual Luncheon materials. She also encouraged Board members to bring a friend and to be a sponsor. Commissioner Dr. René Flowers asked

about donor contacts and the cost of tables, which was answered by Ms. Ann Marie Winter and Ms. McKenna O'Neill. This was for information only.

Agenda Item #11 – 401K Plan

Ms. Kristina Jalazo, Chief Financial Officer, referred Board members to the Current and Proposed 401K Lineup, Asset Class Modules and RetireView Populated Models documents. She reported that the 401K Committee recently met and decided to move to index funds and from moderate conservative to moderate aggressive. Ms. April Hill inquired about the decision to move to moderate aggressive which was explained by Ms. Ann Marie Winter. Ms. Kristina Jalazo asked for a motion to approve the 401K plan changes effective today. Anthony Koffman made a motion to approve the 401K plan. Ms. Lena Wilfalk seconded the motion. None opposed, motion carried.

Agenda Item #12 – Board Evaluation

Ms. Ann Marie Winter, AAAPP Executive Director, reported that changes to by-laws have required Board of Directors evaluations. AAAPP worked with a company at the University of Texas to administer the surveys to its Board members. The survey program allows non-profits to see how they measure against 600 other non-profit organizations nation-wide. This is the second year AAAPP Board members have completed the survey. Compared to last year's results, the overall score increased from 60 to 90. Ms. Winter pointed out key findings from the survey including Board members expressing that they had a better understanding of AAAPP and a stronger alignment with its mission. Once the survey is approved, it will go to the Secretary of Elder Affairs. Ms. Winter asked for a motion to approve the Board Evaluation. Commissioner Dr. René Flowers made a motion to approve the survey. Commissioner Lisa Yeager seconded the motion. None opposed, motion carried.

Agenda Item #13 – Senior Medicare Patrol (SMP) Funding - Revised

Ms. Ann Marie Winter, AAAPP Executive Director, reported that the SMP funding that the AAAPP Board of Directors approved at the May 2025 AAAPP Board meeting has been reduced. Instead of allocating \$118,187.18 to the AAAPP for the SMP program, DOEA has informed the AAAPP that it will now allocate \$71,926.17, a reduction of \$37,339.54. This program assists victims of Medicare fraud to receive help and falls under the SHINE (Serving Health Insurance Needs of Elders) program and a decrease of \$37,339.54 is significant. Commissioner Dr. René Flowers is part of a Human Rights Committee that may be able to provide help with investigatory matters. Ms. Ann Marie Winter asked for a motion to approve the contract that states that AAAPP will receive \$71,926.17 for its SMP program June 2025-May 2026. Ms. April Hill made a motion to approve the survey. Commissioner Dr. René Flowers seconded the motion. None opposed, motion carried.

Agenda Item #14 – Community Award

Ms. Ann Marie Winter, AAAPP Executive Director, recognized Ms. Janet Mills, SHINE volunteer of more than 20 years with the Exchange Club of St Pete's Golden Deeds award. Ms. Mills volunteers many hours per week to help with the Medicare counseling

program. Last year, more than 4,000 seniors received counseling. Ms. Winter shared that Ms. Mills is selfless and giving. Mr. Chris Comstock, former Board member, nominated Ms. Mills for the Golden Deeds Award. Ms. Winter presented Ms. Mills with the Golden Deeds Award in front of the Board. This was for information only.

Agenda Item #15 – 2024-2027 Area Plan Update

Ms. Kerry Marsalek, Director, Healthcare & Community Innovation, presented the updated Area Plan for Pasco and Pinellas Counties. Each year, the plan is reported to DOEA. Ms. Marsalek also shared the 2024 SWOT Analysis and asked for feedback from the Board for the upcoming 2025 SWOT Analysis. Dr. Audrey Baria asked for Fundraising to be added under Strengths. Ms. Ann Marie Winter suggested removing New/Increased Funding under Strengths since it is unlikely this year. Ms. Lena Wilfalk asked a question about staff training under Weaknesses, which Ms. Marsalek answered. Ms. April Hill recommended listing Fundraising under Opportunities rather than Strengths. Commissioner Lisa Yeager asked for the CDBG Disaster Grant for Pasco housing to be added under Opportunities. Mr. Anthony Koffman suggested removing COVID from Threats. Board members voted in favor of removing COVID from the threat list. Ms. Marsalek will present the Area Plan Update to the Advisory Council at the July meeting and to the Board at the September meeting. The Area Plan Update will then be submitted to DOEA.

Agenda Item #16 – DOEA Monitoring Report

Ms. Kerry Marsalek, Director, Healthcare & Community Innovation, reported that 2025 marks the 15th year of no DOEA findings for AAAPP. DOEA made one Type A suggestion related to the adult protective services process. In response, AAAPP will pursue an updated memorandum with the Department of Children and Families. Ms. Marsalek praised the AAAPP leadership team, staff and providers for no findings this year. Dr. Audrey Baria asked for a motion to approve the DOEA Monitoring Report. Commissioner Lisa Yeager made a motion to approve the report. Commissioner Dr. René Flowers seconded the motion. None opposed, motion carried.

Agenda Item #17 – Development Update

McKenna O'Neill, Director of Strategic Advancement, reported a slight increase in funding this month for a year to date total of \$116,000 compared to \$111,000 as of last month. AAAPP held its first Board-driven donor engagement event, "A Day in the Life of a Senior", on May 22nd. Ms. O'Neill thanked Dr. Audrey Baria for the event idea and being its primary sponsor. Ms. O'Neill then presented the AAAPP video that was shown at the event highlighting services offered through the Aging and Disability Resource Center (ADRC). Ms. O'Neill reported that for the event, 40 invitations were sent with 18 RSVPs and 11 attendees. All attendees participated in a live dementia simulation. The event grossed \$1,445 with a net of \$979.

Ms. O'Neill reported the first email appeal was sent in mid-May and another was sent at the end of May. One gift was received from each mailing. Ms. O'Neill will be sending the first AAAPP Newsletter this month. Commissioner Dr. René Flowers asked a question

about contacts who receive the mailings, which Ms. O'Neill answered. This was for information only.

Agenda Item #18 – Federal Funding

Ms. Kristina Jalazo, Chief Financial Officer, reported that the OAA 2025-2026 Proposed Budget Cuts document was brought to the Finance Committee at their June meeting which reviewed the proposed cuts and contingency planning. Ms. Ann Marie Winter pointed out OAA IID, health and wellness programs, with a proposed 50% budget cut. OAA Admin may be cut by 32.5%. The Emergency Home Energy Assistance for the Elderly Program (EHEAP) is expected to be eliminated entirely from the budget. Ms. Winter is initiating an advocacy campaign for EHEAP. Proposed budget cuts will be monitored closely and more will be known in the coming months as Congress begins to create the FY 26 budget. This was for information only.

Agenda Item #19 – Client Scenario

Ms. Tawnya Martino, ADRC Director, presented a scenario of a client, Ms. J*, currently on the waitlist who lives in Largo and called the Helpline in April 2024. She is 67 years old and widowed with a monthly income of \$1,000. Ms. J was diagnosed with breast cancer and has vision and back pain issues. Her priority score was 41/4. By April 2025, though her health problems remained, she no longer needed supervision with bathing and started receiving home delivered meals. Ms. J's score decreased to 33/3 and she remains on the waitlist for Medicaid, OAA Homemaker and Chore programs. This was for information only.

Agenda Item #20 – President's Report

President Dr. Audrey Baria highlighted the May 22nd "A Day in the Life of a Senior" event. She would like to hold a similar intimate event in another 6 months. Dr. Baria shared that all Archwell Health staff are required to go through the dementia simulation that was demonstrated at the event. Dr. Baria advocates for anyone who works with seniors to experience the simulation. Commissioner Lisa Yeager asked if the simulation event could be held in Pasco County. Ms. Ann Marie Winter explained that a venue and sponsor would be identified to hold the event in Pasco County. Dr. Baria encouraged Board members to bring a friend to future fundraising events. This was for information only.

Agenda Item #21 – Executive Director's Report

Ms. Ann Marie Winter, AAAPP Executive Director, shared the Executive Director's Report for June 2025. She highlighted an EHEAP Mission Moment client story and reminded Board members that there is no July Board meeting. She also reported that the New Port Richey affordable senior housing project HUD Grant is being finalized.

Ms. Winter invited Board members to volunteer at the "Stuff the Bag" event on June 17th at 11:00 a.m. Bags are filled with hurricane supplies purchased through a \$40,000 grant from Duke Energy. The hurricane bags are then distributed to local adult day centers and other programs. There will be 2 other "Stuff the Bag" events in July.

At least 400 bags will be filled this year. The next 100 bags will be distributed in Pasco County.

Ms. Winter reported that 4,967 seniors are on the waitlist for GR Programs.

Ms. Winter explained that Ms. Kerry Marsalek's position has been restructured and that her new role is Director of Healthcare & Community Innovation. Ms. Marsalek will oversee the Outreach/Title VII, SHINE/SMP/MIPPA and Veterans Directed Care programs along with the Pasco senior affordable housing project. Ms. Winter will resume oversight of OAA/GR and ADRC programs.

Ms. Winter praised Ms. McKenna O'Neill for her great work on getting AAAPP ready for the Annual Luncheon and thanked Ms. Kristina Jalazo for working hard to make sure the AAAPP name is out in the community to help seniors.

Agenda Item #22 – Board Member Comments

Mr. Anthony Koffman shared his experience of going through the dementia simulation at the "A Day in the Life of a Senior" event.

Agenda Item #23 – Adjourn

There being no other items for discussion President Dr. Audrey Baria adjourned the meeting at 11:00a.m.

Respectfully Submitted,

Approved, if signed.

Hillary Morales
Recording Secretary

Lena Wilfalk, Secretary
Date_____