

**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
May 19, 2025 / 9:30 A.M.**

Board Members Present

Vice President, David Alvarez
Treasurer, Lisa Shippy-Gonzalez
Secretary, Lena Wilfalk
Michelle Cyr
Commissioner Dr. René Flowers, Pinellas Board of County Commissioners
Julie Hale
Anthony Koffman
Dr Stuart Strikowsky
Mai Vu

Board Members Not Present:

President, Audrey Baria, MD
April Hill

Others Present on Teams

Anne Corona
Commissioner Lisa Yeager, Pasco Board of County Commissioners

Others Present in Person:

Ann Marie Winter, Executive Director, Area Agency on Aging of Pasco-Pinellas
Kristina Jalazo, Chief Financial Officer, Area Agency on Aging of Pasco-Pinellas
Kerry Kimball Marsalek, Chief Operating Officer, 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
Francisco Alvarado, Information Technology Manager, Area Agency on Aging of Pasco-Pinellas
Hillary Morales, 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 19, 2025, in the AAAPP Conference Room, 9549 Koger Blvd. N., St. Petersburg, FL 33702. Vice President David Alvarez chaired the meeting in the absence of Dr. Audrey Baria and called the meeting to order at 9:30 a.m.

Agenda Item #2 – Introduction of Audience

Vice President David Alvarez invited the audience to introduce themselves, which they did.

Agenda Item #3 – Public Meeting Notice

Vice President David Alvarez 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

Anthony Koffman made the motion to approve the Consent Agenda. Michelle Cyr seconded the motion. None opposed, motion carried.

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

None.

Agenda Item #9 – Fundraising Workgroup

McKenna O'Neill, Director of Strategic of Advancement, presented the Development Plan Review which included information regarding donor acquisition tools, planned giving, quarterly appeals and a monthly newsletter. She is working on making the AAAPP website more user friendly for donors. Ms. O'Neill reminded Board members about the "A Day in the Life of a Senior" event taking place on May 22nd at 5:30 p.m. The AAAPP Annual Luncheon is planned for November 2025. Ms. O'Neill handed out the new AAAPP Commitment Card for donors to help reach the goal of \$500,000 for the year. She also identified potential corporate partnership prospects and a stewardship plan. Michelle Cyr made a motion to approve the AAAPP Development Plan Draft. Lena Wilfalk seconded the motion. None opposed, motion carried.

Agenda Item #10 – General Revenue Continuing Application Rates for Contract Year 2024-2025 for CCE Lead Agencies

Chair Julie Hale presented that the Program Planning and Development Committee met on May 5 to review the lead agency continuing applications and unit rates for the contract year 2025-206. In its meeting, the Committee made a motion to recommend that Board approve Pasco County Board of County Commissioners as the lead agency in Pasco and Gulf Coast Jewish Family & Community Services as the lead agency in

Pinellas County with increases of up to 5% in their case management and case aid unit rates. The Board voted on the Committee's motion and it passed unanimously.

Agenda Item #11 – DOEA Funding

Ann Marie Winter, AAAPP Executive Director, reported that the Department of Elder Affairs has notified the AAAPP that it will receive \$118,187.18 in funding for the SMP program for contract year 2025-2026. This is a \$37,339.54 increase over last year. The Senior Medicare Patrol program assists Medicare beneficiaries to protect, detect and report Medicare fraud. The contract term is June 1, 2025, through May 31, 2026. This is a fixed rate contract. Commissioner Dr René Flowers made a motion to approve. Michelle Cyr seconded the motion. None opposed, motion carried.

Agenda Item #12 – Veterans Health Administration/Veterans Care Contract

Ann Marie Winter, AAAPP Executive Director, reported that the US Department of Veterans Affairs proposed to contract with the AAAPP for an additional period of 3 years effective May 6, 2025 to provide medically necessary extended care services through a direct care service model to veterans who would otherwise be in immediate need of nursing home placement. The AAAPP is paid per veteran per month as referred by James Haley VA Medical Center or Bay Pines VA Medical Center. Over 100 veterans were served last year. The rate will increase on October 1, 2025. There were questions which Ms Winter and Ms Kerry Marsalek, Chief Operating Officer, answered. Anthony Koffman made a motion to approve the contract. Dr. Stuart Strikowsky seconded the motion. None opposed, motion carried.

Agenda Item #13 – AAAPP Board Evaluation

Ann Marie Winter, AAAPP Executive Director, reported that, as per the DOEA Governance contract, the AAAPP Board of Directors will conduct a self-evaluation and a full Board evaluation annually by June 30. A link will be shared with the Board so that each Director can complete both the self-evaluation and full Board evaluation no later than May 30, 2025. The data will be compiled and shared with the AAAPP Board of Directors at the June 2025 Board meeting with results to be shared with the Secretary of the Department of Elder Affairs. The link to the survey will be sent via email from Vantage Associates. This was for information only.

Agenda Item #14 – Amended Grievance Procedure

Ann Marie Winter, AAAPP Executive Director, presented a revised grievance procedure for use in AAAPP's direct service programs under the Older Americans Act: Title IIIB Chore services, Title IIIB Mental Health Counseling services, Title IIIE National Family Caregiver Support Program, and Title IIID Health and Wellness Program. The only change made was that an ad hoc committee of Advisory Council members will review client appeals to grievances regarding services. Michelle Cyr made a motion to approve. Commissioner René Flowers seconded the motion. None opposed, motion carried.

Agenda Item #15 – DOEA Monitoring Overview

Kerry Kimball Marsalek, Chief Operating Officer, gave an overview of the DOEA monitoring exit meeting that took place on April 25, 2025. There were no findings related to monitoring or formal recommendations. There was 1 suggestion which the AAAPP will need to address with DOEA's assistance. The final report will be presented to the Board for their approval at the next AAAPP Board of Directors meeting. This is the 17th year that AAAPP has not received any findings. Ms. Marsalek praised staff and Ms. Winter as well as the Board and Advisory Council for their hard work and support. This was for information only.

Agenda Item #16 – Florida Blue Foundation Mental Well-Being Grant Opportunity

Kerry Marsalek, Chief Operating Officer, reported that the Florida Blue Foundation has issued a grant opportunity to improve the mental well-being of Florida residents. AAAPP staff identified a need to expand mental health counseling programs and reviewed the strength of current programs. The grant would provide \$400,000 at \$100,000 per year for 4 years. The mental health program is offered at AAAPP in person at the office or virtually. Staff recommend applying by the deadline of May 5, 2025. Dr. Stuart Strikowsky made a motion to retroactively approve the grant application. Anthony Koffman seconded the motion. None opposed, motion carried.

Agenda Item #17 – 2025 Annual Luncheon

McKenna O'Neill, Director of Strategic Advancement, expressed the importance of the Annual Luncheon in reaching this year's fundraising goal. This year's theme will focus on caregiving. The Countryside Country Club in Clearwater, Florida is the new proposed venue for the Annual Luncheon this year. Ms. O'Neill identified 2 possible event dates being November 6th or November 13th. The cost of the venue and food will remain the same as last year's event. Ms. O'Neill shared that AAAPP will have the opportunity to expand table sales at this new venue and will have credit card readers, raffles and a giving moment. November is National Caregiver Month and will be highlighted at the Annual Luncheon. The Funding Workgroup will meet several times in the coming months to plan details for this year's luncheon. Anthony Koffman made a motion to approve November 6th as the date of the Annual Luncheon. Commissioner Dr René Flowers seconded the motion. None opposed, motion carried.

Agenda Item #18 – Older Americans' Month 2025

Kerry Kimball Marsalek, Chief Operating Officer, reported that every May, the Administration for Community Living (ACL) leads the nation in observance of Older American's Month. This year's theme is "Flip the Script on Aging". Pasco and Pinellas County governments have read or are scheduled to read the proclamation, and it so far has been recognized by 4 municipalities with 2 others scheduled before the end of May.

Agenda Item #19 – President's Report

David Alvarez reminded board members of "A Day in the Life of a Senior" event happening at AAAPP on Thursday, May 22nd at 5:30 p.m. He also congratulated staff on a job well done with no DOEA monitoring findings.

Agenda Item #20 – Executive Director's Report

Ann Marie Winter, AAAPP Executive Director, referred Board members to the Executive Director's Report for May 2025, which was emailed to members prior to the meeting. Ms. Winter shared how much of the month was spent on advocacy to keep OAA programs intact with no funding cuts. She attended or led 27 meetings that are listed in the Executive Director's report. There was one media exposure, Letter to the Editor, *HHS Cuts Threaten Services to Seniors*, Tampa Bay Newspapers. Ms. Winter addressed Board questions and comments related to the report.

Agenda Item #21 – Board Member Comments

None.

Agenda Item #22 – Open Agenda/Public Comments

None.

Agenda Item #23 – Adjourn

There being no other items for discussion, Anthony Koffman made a motion to adjourn the meeting. Commissioner René Flowers seconded the motion. The meeting adjourned at 10:20 a.m.

Respectfully Submitted,

Approved, if signed.

Hillary Morales
Recording Secretary

Lena Wilfalk, Secretary
Date_____