

**AREA AGENCY ON AGING OF PASCO-PINELLAS, INC.  
FINANCE COMMITTEE MEETING MINUTES HELD VIA  
MICROSOFT TEAMS  
THURSDAY, OCTOBER 9, 2025**

**Committee Members Present via Teams**

Lisa Shippy-Gonzalez, Chair

David Alvarez

Anthony Koffman

**Others Present via Teams**

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

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

Zakiya Waller, Senior Accountant, Area Agency on Aging of Pasco-Pinellas

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

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

Michael Pender, Certified Public Accountant, Cavanaugh & Co. LLP

Jacqueline Monnet, Tax Preparer, Cavanaugh & Co. LLP

**Agenda Item #1 - Call to Order**

The Agency on Aging of Pasco Pinellas, Inc. Finance Committee Meeting was held on Thursday, October 9, 2025, via Microsoft Teams. Chair Lisa Shippy-Gonzalez called the meeting to order at 9:29 a.m.

**Agenda Item #2 - Public Meeting Notice**

Ann Marie Winter announced the meeting was publicly noticed.

**Agenda Item #3 - Roll Call**

Ann Marie Winter called the roll. A quorum of committee members was present.

**Agenda Item #4 - Approval of Minutes**

Chair Lisa Shippy-Gonzalez presented the last meeting minutes of the September 4, 2025, meeting and asked if there were any questions or comments. There were none. Mr. David Alvarez made a motion to approve the September 4, 2025 Finance Committee meeting minutes. Mr. Anthony Koffman seconded. None opposed, motion carried.

**Agenda Item #5 - Addendum Item(s) or any other Item(s) Requiring Board Discussion**

None.

**Agenda Item #6 – Draft of the 2024 Form 990 Return of Organization Exempt from Income Tax**

Michael Pender, Certified Public Accountant, Cavanaugh & Co. LLP, reviewed the draft of the 2024 Form 990 Return of Organization Exempt from Income Tax for the year

ending December 31, 2024. Mr. David Alvarez asked questions which Ms. Kristina Jalazo answered. Mr. David Hochsprung will present the Form 990 at the October Board of Directors meeting.

Mr. David Alvarez made a motion to recommend taking the Draft of the FY2024 Form 990 to the Board of Directors for approval. Mr. Anthony Koffman seconded the motion. None opposed, motion carried.

#### **Agenda Item #7 – AAAPP Unaudited Statement of Financial Position**

Kristina Jalazo, Chief Financial Officer, reviewed the AAAPP Unaudited Statement of Financial Position Year-to-Date August 31, 2025. Mr. Anthony Koffman made a motion to take the Unaudited Statement of Financial Position to the Board of Directors for approval. Mr. David Alvarez seconded the motion. None opposed, motion carried.

#### **Agenda Item #8 – AAAPP Unaudited Statement of Revenue and Expense Budget vs Actual**

Kristina Jalazo, Chief Financial Officer, reviewed the Unaudited Statement of Revenue and Expense Budget vs Actual Year-to-Date August 31, 2025. Mr. David Alvarez made a motion to take the Unaudited Statement of Revenue and Expense Budget vs Actual to the Board of Directors for approval. Mr. Anothony Koffman seconded the motion. None opposed, motion carried.

#### **Agenda Item #9 – AAAPP Unaudited Statement of Activities and Changes in Net Assets**

Kristina Jalazo, Chief Financial Officer, reviewed the Unaudited Statement of Activities and Changes in Net Assets Year-to-Date August 31, 2025. Mr. David Alvarez made a motion to take the Unaudited Statement of Activities and Changes in Net Assets to the Board of Directors for approval. Mr. Anothony Koffman seconded the motion. None opposed, motion carried.

#### **Agenda Item #10 – Surplus/(Deficit) Reports**

Ann Marie Winter, Executive Director, reviewed the Surplus/(Deficit) Report for Planning and Service Area (PSA) 5 Year-to-Date through August 31, 2025. Chair Lisa Shippy-Gonzalez asked a question about the wait list which Ms. Winter answered. Mr. David Alvarez made a motion to take the Surplus/(Deficit) Report to the Board of Directors for approval. Mr. Anothony Koffman seconded the motion. None opposed, motion carried.

#### **Agenda Item #11 – MIPPA Contract**

Ann Marie Winter, Executive Director, reported that the MIPPA (Medicare Improvements for Patients and Providers) contract will only be for 11 months with a start date of October 1, 2025. The previous contract ended August 31, 2025. Expenses for the month of September 2025 will not be reimbursed. The AAAPP will have to reallocate those costs to other cost centers and/or absorb those costs through agency funds. The MIPPA program 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. This was for information only. As of the meeting, DOEA has not issued the MIPAA contract.

**Agenda Item #12 – Items for Discussion**

None.

**Agenda Item #13 – Chairman's Report**

Chair Lisa Shippy-Gonzalez praised the staff for their hard work on the Form 990 and is glad to see that the surplus is allowing seniors to come off the wait list.

**Agenda Item #14 – Executive Director's Report**

Ms. Ann Marie Winter, Executive Director, reminded the Committee that the AAAPP Annual Luncheon is less than a month away and thanked members for their contributions. So far, \$30,000 more has been raised compared to 2024. Individual tickets are on sale for \$75 each.

Ms. Winter reported that the Health and Benefits Open Enrollment for AAAPP staff was completed, effective October 1. There is an increase in the bi-weekly premium costs and vision insurance, and short-term disability are no longer covered by the agency. AAAPP is still contributing \$250 per staff member for FSA.

Ms. Winter explained that Flipcause, the donor platform used by AAAPP, is still withholding donated funds in the amount of over \$12,100. Ms. Winter is working with the agency's attorney to address the issue and is also involving the media for coverage.

**Agenda Item #15 - Committee Member's Comments**

None.

**Agenda Item #16 - Adjourn**

There being no other items for discussion, Chair Lisa Shippy-Gonzalez asked for motion for the meeting to adjourn. Mr. Anthony Koffman motioned to adjourn. The meeting adjourned at 10:23 a.m.

Respectfully submitted,

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Hillary Morales  
Recording Secretary

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Lisa Shippy-Gonzalez Chair  
Date: \_\_\_\_\_