

AREA AGENCY ON AGING OF PASCO-PINELLAS, INC.
BOARD OF DIRECTORS' MEETING MINUTES--August 22, 2016

Board Members Present:

President Virginia Rowell, Pinellas County
Vice-President Chris Comstock, Pinellas County
Secretary Linda Lee, Pinellas County
Barbara Sheen Todd, Pinellas County
Harriet Crozier, Pinellas County
Judge George Jirotko, Pasco-Pinellas Circuit
Charlie Justice, Commissioner, Pinellas County Board of County Commissioners
Mike Wells, Jr., Commissioner, Pasco County Board of County Commissioners
Lounell Britt, Pinellas County
Julie Peluso, Fire Commissioner, Palm Harbor Fire Control & Rescue, Pinellas County
Elithia Stanfield, Pinellas County

Board Members on Tele-Conference:

Patricia Malarkey-Stallard, Pasco County
Mayor Camille Hernandez, City of Dade City, Pasco County
Martha Lenderman, Pinellas County
Robert Hatfield, Pasco County

Board Members Not Present:

Treasurer Jan Rauer, Pasco County
Christine Abarca, Pasco County
Sallie Parks, Pinellas County
Charles Robinson, Esquire, Pinellas County

Others Present:

Sally Gronda, Executive Director, Area Agency on Aging of Pasco-Pinellas
Helen King, Deputy Director, Area Agency on Aging of Pasco-Pinellas
Kathy Carleton, Chief Financial Officer, Area Agency on Aging of Pasco-Pinellas
Tawnya Martino, Director of Program Accountability, Area Agency on Aging of Pasco-Pinellas
Jason Martino, Director of Planning, Area Agency on Aging of Pasco-Pinellas
Beverly Burton, ADRC Director, Area Agency on Aging of Pasco-Pinellas
Celeste Johnson, Lead Medicaid Waiver Specialist, Area Agency on Aging of Pasco-Pinellas
Brenda Black, Administrative Secretary, Area Agency on Aging of Pasco-Pinellas
Peggy Herlache, Program Coordinator, Area Agency on Aging of Pasco-Pinellas
John Palumbo, Program Administrator, Department of Children and Families
Marsha Coke, Director of Day Care and Nutrition, Neighborly Care Network
Deborah Lekenta, Director of Transportation, Neighborly Care Network
Karina Martinez-Arguinzo, Intern, Area Agency on Aging of Pasco-Pinellas
John Herbst, Project Director, Gulf Coast Legal
Kathleen Russell, Project Director, Pinellas Opportunity Council
Charles Sobel, CFO, CARES
Cristina Spiegel, Advisory Council, Area Agency on Aging of Pasco-Pinellas
Kristina Jalazo, Project Director, GCJFCS
Jemith Rosa, President/CEO, CARES

Agenda Item # 1 – Call to Order

The Area Agency on Aging of Pasco-Pinellas, Inc. Board of Directors' Meeting was held Monday, August 22, 2016 at the Area Agency on Aging of Pasco/Pinellas, 9549 Koger Blvd. St. Petersburg, FL. President Virginia Rowell called the meeting to order at 9:34 a.m.

Agenda Item # 2 – Introduction of Audience

President Virginia Rowell asked the audience to introduce themselves and welcomed them to the meeting.

Agenda Item # 3 – Public Meeting Notice

President Virginia Rowell announced the meeting was publicly noticed.

Agenda Item # 4 – Roll Call

Ms. Sally Gronda, Executive Director, called the roll. A quorum of board members was present.

Agenda Item # 5 – Approval of Minutes

President Virginia Rowell presented the last meeting's minutes. Judge George Jirotko made a motion to approve the June 20, 2016 Board of Directors' meeting minutes. Ms. Lounell Britt seconded the motion. There were no questions or comments. None opposed, motion carried.

Agenda Item # 6 – Public Comments for Items on Agenda

None.

Agenda Item # 7 – Guest Speakers

President Virginia Rowell asked Ms. Helen King to introduce the guest speaker. Ms. King wanted to thank Cristina Spiegel of the Advisory Council who recommended the speakers Ms. King would be announcing. Ms. King presented Cyrena Duncan of the Alzheimer's Association-Florida Gulf Coast Chapter and Carol Clymer, of Advance Practitioner Solutions & Consulting Services. Ms. Duncan and Ms. Clymer talked about Urinary Tract Infections and how they affect the Elderly. They also spoke about its relationship with Dementia-Psycho-social and Medical Implications of the Elderly. There were a few questions and a comment, of which Ms. Duncan and Ms. Clymer addressed. There were no further questions or comments. Information only, no action necessary.

Agenda Item # 8 – Addendum Item (s) or any other Item Requiring Board Discussion

None.

Agenda Item # 9 – Executive Transition Committee Report

Vice-President Chris Comstock stated that the Committee met on August 18, 2016 in consultation with the Secretary of DOEA to interview two of the final candidates. He stated that the Committee selected Mr. Michael Isaacson to be Executive Director, and then gave an explanation of how the Committee came to this decision. There were a few questions of which were addressed by Vice-President Comstock and President Rowell. With no further questions or comments, President Rowell stated that the Executive Transition Committee has brought their recommendation to the board and asked for a motion. Ms. Harriet Crozier made a motion to follow the recommendation to hire Mr. Michael Isaacson as the new Executive Director of the Area Agency on Aging of Pasco/Pinellas along with specifying his salary, benefits and a review in 6 months. Ms. Barbara Sheen Todd seconded the motion. President Rowell requested a roll call vote and the motion passed unanimously.

Agenda Item # 10 – Fiscal Monitoring Reports

Ms. Kathy Carleton presented two reports: Pinellas Opportunity Council, Inc. and Community Aging & Retirement Services, Inc. There were no questions or comments. Ms. Harriet Crozier made a motion to accept and file for audit, and Ms. Barbara Sheen Todd seconded. None opposed, motion carried.

Agenda Item # 11 – Area Agency on Aging Financial Status

Ms. Kathy Carleton presented the financial statement for the month of June, 2016. Ms. Carleton stated there was an explanation of variance and asked if there were any questions. There were no questions or comments. Judge George Jirotko made a motion to receive and file the Financial Statement. Ms. Harriet Crozier seconded the motion. None opposed, motion carried.

Agenda Item # 12 – Proposed Annual Budget for 2017

Ms. Kathy Carleton presented the Proposed Annual Budget for 2017, as well as the comparison between the 2016 budget and 2017 proposed budget. There were few questions of which Ms. Carleton addressed. There were no further questions or comments. Judge George Jirotko made a motion to approve the 2017 Annual Budget and Fire Commissioner Julie Peluso seconded. None opposed, motion carried.

Agenda Item # 13 – FY 2017-2019 Area Plan – Contract Module

Ms. Kathy Carleton presented a summary of the Contract Module for the 2017 funding for the 2017-2019 Area Plan for review and approval to submit to the Department of Elder Affairs. There was a question to which Ms. Carleton addressed. There were no further questions or comments. Ms. Harriet Crozier made a motion to approve and submit to DOEA and Judge George Jirotko seconded. None opposed, motion carried.

Agenda Item # 14 - Surplus/Deficit Report

Ms. Kathy Carleton presented the monthly surplus/deficit report which includes the following funding sources: Title III E; ADI; HCE; CCE; and CIAA/LSP; by agency providers for the month of June, 2016. There were no questions or comments. Information only, no action necessary.

Agenda Item # 15 – Program Planning and Development Committee Report

Fire Commissioner Julie Peluso stated that the Committee met on August 04, 2016 to discuss the Continuing Applications for Pasco and Pinellas Counties for Older Americans Act/Local Service Providers for FY 2017. Fire Commissioner Peluso stated that the committee approved all but 2 of the providers (Staff needed to resolve those issues) and asked Ms. Carleton if those were resolved and she reported that they had so the motion to approve all Continuing Providers. There were no questions or comments. The motion was made by the Program Planning and Development Committee and did not need a second. None opposed, motion carried.

Agenda Item # 16 – Programmatic Monitoring Reports

Ms. Tawnya Martino presented six reports on: Bay Area Legal Services, Inc., Neighborly Care Network LSP Pharmacy, Neighborly Care Network Respite-Adult Day Care, Neighborly Care Network LSP Transportation, Pasco Public Transportation Department and Gulf Coast Legal Services, Inc. Ms. Martino stated that there was only one that required additional follow up which was Pasco Transportation and that they were addressing the issues. Ms. Martino stated that staff would be following up again on this issue to make sure that it is resolved. There were no questions or comments. Ms. Lounell Britt made a motion to accept and file for audit, and Judge George Jirotko seconded. None opposed, motion carried.

Agenda Item # 17 – Waitlist

Ms. Tawnya Martino presented an update on the status of the waiting lists. There were no questions and comments. Information only, no action necessary.

Agenda Item # 18 – Status of SHINE/SHIP Nationwide Funding

Mr. Jason Martino gave an update on the status of SHIP/SHINE program on the National Level. There were a few questions and Mr. Martino addressed them. There were no further questions or comments. Information only, no action necessary.

Agenda Item # 19 – Advisory Council Minutes

Ms. Helen King stated that we are sharing the July 11, 2016 AAAPP Advisory Council Minutes not the May 9, 2016 with the Board of Directors. There were no questions or comments. Information only, no action necessary.

Agenda Item # 20 – President’s Report

President Virginia Rowell thanked everyone for their participation. President Rowell ask Mr. Jason Martino to give a report on his visit to the Mosley Motel in Downtown St. Petersburg. Mr. Martino joined a team along with Nicole Day that went down to the Motel to find out if the Agency could be of any assistance to many disabled or elderly. Mr. Martino stated that they did several intakes and spoke with many of the residence that may be losing their homes. Mr. Martino answered many questions and President Rowell thanked him for his response time on her request.

Agenda Item # 21 – Board Member Comments

There was a discussion on Pasco Transportation, Transition process for new Executive Director with recommended space for him to be able to stay, plans for a reception for the Mr. Michael Isaacson and thanks to Sally and President Rowell’s leadership during this whole process.

Agenda Item # 22 – Executive Director’s Report

None.

Agenda Item # 23 – Open Agenda/Public Comment

None.

Agenda Item # 24 – Adjourn

There being no other items for discussion the meeting adjourned at 11:17 a.m.

Respectfully Submitted,

Linda Lee, Secretary

Brenda Black
Recording Secretary

Date _____
Approved if signed