

AREA AGENCY ON AGING OF PASCO-PINELLAS, INC.
BOARD OF DIRECTORS' MEETING MINUTES—January 09, 2017

Board Members Present:

President Virginia Rowell, Pinellas County
Vice-President Chris Comstock, Pinellas County
Secretary Linda Lee, Pinellas County
Mayor Camille Hernandez, City of Dade City, Pasco County
Sallie Parks, Pinellas County
Charles Robinson, Esquire, Pinellas County
Martha Lenderman, Pinellas County
Harriet Crozier, Pinellas County
Barbara Sheen Todd, Pinellas County
Robert Hatfield, Pasco County
Judge George Jirotko, Pasco-Pinellas Circuit
Lounell Britt, Pinellas County
Charlie Justice, Commissioner, Pinellas County Board of County Commissioners
Elithia Stanfield, Pinellas County

Board Members on Tele-Conference:

Julie Peluso, Fire Commissioner, Palm Harbor Fire Control & Rescue, Pinellas County

Board Members Not Present:

Treasurer Jan Rauer, Pasco County
Mike Wells, Jr., Commissioner, Pasco County Board of County Commissioners
Patricia Malarkey-Stallard, Pasco County

Others Present:

Mike Isaacson, 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
Brenda Black, Administrative Secretary, Area Agency on Aging of Pasco-Pinellas
Shannon Fernandez, Program Manager, Area Agency on Aging of Pasco-Pinellas
Peggy Herlache, Program Coordinator, Area Agency on Aging of Pasco-Pinellas
Marsha Coke, Director ADC/Nutrition, Neighborly Care Network
Jemith Rosa, President-CEO, Pinellas Opportunity Council
Courtney Vandenberg, Executive Aide, Pinellas County Board of County Commissioners
Gabriel Papadopoulos, Project Director, Pasco County Elderly Nutrition
Diane Cunningham, Assistant Program Manager, Pasco County Elderly Nutrition

Agenda Item # 1 – Call to Order

The Area Agency on Aging of Pasco-Pinellas, Inc. Board of Directors' Meeting was held Monday, January 09, 2017 at the Area Agency on Aging of Pasco/Pinellas, 9549 Koger Blvd. St. Petersburg, FL. President Virginia Rowell called the meeting to order at 9:35 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

Mr. Mike Isaacson, Executive Director, asked Ms. Helen King to call the roll. A quorum of board members was present.

Agenda Item # 5 – Public Comments for Items on Agenda

None.

Agenda Item # 6 – Guest Speakers

Canceled due to adjustment in the Agenda.

Agenda Item # 8 – Executive Committee Report

President Rowell stated that due to an earlier announcement from the Executive Director regarding his resignation there was no need to discuss items (A.) Goals and Evaluation, (B.) Amount of Board Meetings. President Rowell moved on to item (C.) Consent Agenda and stated that the Executive Committee had adopted a consent agenda and explained the reason for doing so. There were no questions or comments. Information only, no action needed.

Agenda Item # 9 – Consent Agenda

President Rowell stated that the items on the Consent Agenda were November 21, 2016 Board Meeting minutes, Financial Statement for November 2016, Surplus/Deficit Report for November 2016, a Program Monitoring Report: Area Agency on Aging of Pasco/Pinellas – OAA Title III E-National Family Caregiver Support Program – Annual Visit and the November 14, 2016 Advisory Council minutes. Ms. Martha Lenderman made a motion to approve the Consent Agenda and Ms. Harriet Crozier seconded. There were no questions or comments. None opposed, motion carried.

Agenda Item # 7 – Addendum Item (s) or any other Item Requiring Board Discussion

Moved by President Rowell to be discussed at this time. Ms. Kathy Carleton stated that the Department of Elder Affairs informed the AAAPP of additional funds for Emergency Home Energy Assistance to the Elderly Program (EHEAP) in the amount of \$13, 512 for a total allocation of \$322,441. There were a few questions of which Ms. Carleton addressed. Mayor Camille Hernandez made a motion to accept funding and Ms. Sallie Parks seconded. There were no further questions or comments. None opposed, motion carried.

Agenda Item # 10 – AAAPP Board Leadership

Mr. Mike Isaacson stated that there was a Board Leadership form in everyone's packet for them to please fill out and return to Helen King. There were no questions or comments. Information only, no action necessary.

Agenda Item # 11 – Renewal of Terms of Board Members

Mr. Mike Isaacson stated that the Membership and Nominating Committee would be meeting for the Renewal of Terms for Board Members and a Board Leadership form in everyone's packet for them to please fill out and return to Helen King. There were no questions or comments. Information only, no action necessary.

Agenda Item # 12 – President’s Report

President Virginia Rowell stated that the full board would be going into session after this meeting to discuss personnel.

Agenda Item # 13 – Board Member Comments

None.

Agenda Item # 14 – Executive Director’s Report

None.

Agenda Item # 15 – Open Agenda/Public Comment

President Rowell asked the Audience if they had any questions and there were none. President Rowell invited the audience to leave.

President Rowell went into a session of the full Board of Directors to discuss personnel. President Rowell stated that due to Executive Director Mike Isaacson’s resignation the board will need to make decisions on how to proceed. President Rowell also asked Mr. Isaacson for his recommendations about the path of this agency. Once Mr. Isaacson gave his recommendations and all the board members questions were answered Mr. Isaacson left the room. President Rowell wanted to know how the board wanted to proceed and Ms. Barbara Sheen Todd made a motion to keep the same 2016 Executive Transition Committee, and Ms. Martha Lenderman seconded. Ms. Elithia Stanfield made a motion to start the Succession Plan to put Deputy Director Helen King in as the Acting Executive Director, and Ms. Harriet Crozier seconded. Ms. Sallie Parks made a motion for the Executive Committee to set the increase in pay for the Deputy Director and Ms. Elithia Stanfield seconded. President Rowell invited the other Board Members to leave so that the Executive Committee could meet, where they determined an increase adjustment in salary for Ms. Helen King of 7.5 % of salary during the transition period, once this was determined they spoke with Ms. King and offered the position to her and she accepted. Then the Executive Committee met with Ms. King and the other Program Directors to discuss the Succession Plan and Ms. King’s role, along with involving them in this process.

Agenda Item # 16 – Adjourn

There being no other items for discussion the meeting adjourned at 12:50 p.m.

Respectfully Submitted,

Linda Lee, Secretary

Brenda Black
Recording Secretary

Approved if signed
Date _____