

**Board Members Present:**

President Chris Comstock, Pinellas County  
Vice-President Camille Hernandez, City of Dade City, Pasco County  
Secretary Harriet Crozier, Pinellas County  
Treasurer Linda Lee, Pinellas County  
Virginia Rowell, Pinellas County  
Sallie Parks, Pinellas County  
Charles Robinson, Esquire, Pinellas County  
Martha Lenderman, Pinellas County  
Barbara Sheen Todd, Pinellas County  
Robert Hatfield, Pasco County  
Judge George Jirotko, 6th Judicial Circuit  
Charlie Justice, Commissioner, Pinellas County Board of County Commissioners  
Lounell Britt, Pinellas County  
Julie Peluso, Fire Commissioner, Palm Harbor Fire Control & Rescue, Pinellas County  
Julie Hale, Pasco County

**Board Members on Tele-Conference:**

**Board Members Not Present:**

Jan Rauer, Pasco County  
Mike Wells, Jr., Commissioner, Pasco County Board of County Commissioners  
Elithia Stanfield, Pinellas County

**Others Present:**

Helen King, Acting Executive Director, Area Agency on Aging of Pasco-Pinellas  
Hubert Ayers, Fiscal Services Coordinator, Area Agency on Aging of Pasco-Pinellas  
Jason Martino, Director of Planning, Area Agency on Aging of Pasco-Pinellas  
Tawnya Martino, Director of Program Accountability, 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  
Peggy Herlache, Program Coordinator, Area Agency on Aging of Pasco-Pinellas  
Eleanor Brooks, Program Director, Pinellas Opportunity Council  
Paul McClintock, AAAPP Advisory Chair, Area Agency on Aging of Pasco-Pinellas  
Kristina Jalazo, Program Director, Gulf Coast Jewish Family and Community Services  
Ann Marie Winter, Chief Operating Officer, Gulf Coast Jewish Family and Community Services

**Agenda Item # 1 – Call to Order**

The Area Agency on Aging of Pasco-Pinellas, Inc. Board of Directors' Meeting was held Monday, May 15, 2017 at the 9549 Koger Blvd, St. Petersburg, FL. President Chris Comstock called the meeting to order at 9:35 a.m.

**Agenda Item # 2 – Introduction of Audience**

President Chris Comstock asked the audience to introduce themselves and welcomed them to the meeting.

**Agenda Item # 3 – Public Meeting Notice**

President Chris Comstock announced the meeting was publicly noticed.

**Agenda Item # 4 – Roll Call**

Ms. Helen King, Acting Executive Director, called the roll. A quorum of board members was present.

**Agenda Item # 5 – Public Comments for Items on Agenda**

None.

**Agenda Item # 6 – Guest Speakers**

None.

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

None.

**Agenda Item # 8 – Consent Agenda**

President Chris Comstock stated that the items on the Consent Agenda were March 2017, AAAPP Financial Statement, General Revenue Contracts for FY 2017-2018, Surplus/Deficit Report for March 2017, and two Program Monitoring Reports: Community Aging and Retirement Services, Inc. - Older Americans Act Title III-B/LSP – CHORE Program – Annual Visit; Gulf Coast Jewish Family and Community Services – Older Americans Act Title III-B/LSP – Homemaking – Annual Visit. Ms. Sallie Parks made a motion to approve the Consent Agenda and Ms. Virginia Rowell seconded. There were no questions or comments. None opposed, motion carried.

**Agenda Item # 9 – Items for Discussion from the Consent Agenda**

None.

**Agenda Item # 10 – Executive Transition Committee Report**

Chair Virginia Rowell thanked all of the Committee members and gave a brief update on the search activities. Chair Rowell stated that the Committee, Staff Directors, Secretary of the Department of Elder Affairs and his staff participated in the interviews held on April 25, 2017. After some discussion between these representatives the Committee was able to make a decision on the Executive Directors Position. Chair Rowell announced the Committee made a motion to the Board of Directors to approve Ann Marie Winter as the next AAAPP Executive Director along with the approval of the Secretary of The Department of Elder Affairs. There were no questions or comments. Motion passed. Chair Rowell also stated that Ms. Winter's start date would be July 19, 2017.

**Agenda Item # 11 – Emergency Home Energy Assistance to the Elderly Program (EHEAP)**

President Chris Comstock introduced Mr. Hubert Ayers, Fiscal Service Coordinator who gave a report on (A) Emergency Home Energy Assistance to the Elderly Program (EHEAP) 2017-2018 for the amount of \$297,293 and (B) Emergency Home Energy Assistance to the Elderly Program 2016-2017 that received additional dollars in the amount of \$22,523.37 for a total allocation of \$344,964.37 for the 2016-2017 EHEAP contract. President Comstock stated that he was asking for a motion on Item (B) first. Judge George Jirotko made a motion to accept funding, and Commissioner Charlie Justice seconded the motion. Mayor Camille Hernandez made a motion to accept funding and ratify Board President's signature and Ms. Virginia Rowell seconded. There were no questions or comments. None opposed, motion carried.

## **Agenda Item # 12 – Older Americans Act/Local Service Programs Contract**

### **Review Process**

Ms. Tawnya Martino gave report on the timetable for the Older Americans Act contract review process for FY 2018. Ms. Martino Stated there were no services out to bid. There was a question of which Ms. Martino addressed. Ms. Sallie Parks made a motion to approve the Timetable, and Mayor Camille Hernandez seconded. There were further no questions or comments. None opposed, motion carried.

## **Agenda Item # 13 – Program Planning and Development Committee Report**

Fire Commissioner Julie Peluso asked Ms. Tawnya Martino to give the report on the Committee Meeting that was held by teleconference on May 2, 2017. Ms. Martino spoke about the Competing Application for Pasco and Pinellas Counties for the Community Care for the Elderly Lead Agency Designation. Ms. Martino stated that proposals were received from the two agencies currently designated as Lead Agencies in PSA5 for consideration for Fiscal Year 2017-2018 with no other competition. Ms. Martino stated that Community Aging and Retirement Services is the current Lead Agency for Pasco County, and Gulf Coast Jewish Family and Community Services, Inc. is the current Lead Agency for Pinellas County. Ms. Martino also presented the Provider Unit Rate Chart. There was one question to which Ms. Martino addressed. Ms. Martino stated that the Committee made a motion for the Board to accept the applications with the proposed changes, and approve CARES and GCJFCS as Lead Agencies. Staff reviewed all the changes and accepted the revisions. There were no further questions or comments. Motion passed.

## **Agenda Item # 14 – AAAPP 401(K) Fiduciary Review**

Ms. Helen King, Trustee, and Ms. Kelly Carlson, Retirement Plan Consultant presented an update on the status of the AAAPP's 401(k) retirement plan for its employees. Ms. King gave a history of the 401(k) employee plan and spoke about the Investment Committee making a change to Empower from Mass Mutual as the Investment Provider. Ms. Carlson spoke about the decision to change to Empower and the positives in making this change. Ms. Carlson also talked about the Executive Summary and the Timeline for these changes. Ms. King asked Ms. Martha Lenderman and Mr. Jason Martino who are both Trustees on the Investment Committee to give their thoughts about the changes being made and both stated that they were in agreement with the changes that were addressed. There were questions and comments of which Ms. Carlson addressed. There were no further questions or comments. Information only, no action necessary.

## **Agenda Item # 15 – Older Americans Month**

Mr. Jason Martino presented a report on the activities for Older Americans Month (May 2017) and the theme being "AGE OUT LOUD". Mr. Martino also acknowledged the Proclamations sent in by several municipalities. There were several questions and comments about the information presented and Mr. Martino addressed each one. There were no further questions or comments. Information only, no action necessary.

## **Agenda Item # 16 – President's Report**

President Chris Comstock welcomed Ann Marie Winter to the agency and asked that the Older Americans Month Proclamations be brought back to the June meeting. He recognized Mr. Paul McClintock, AAAPP Chair of the Advisory Council. He also spoke about the Legislative Budget and Lobbyist.

**Agenda Item # 17 – Board Member Comments**

There was a comment and discussion about the Annual Luncheon and looking for a new venue next year. Also a comment about a speaker for the World Elder Abuse Month and sending the events scheduled to the Board Members. There was also recognition of Ms. Helen King’s hard work during this transition period.

**Agenda Item # 18 – Executive Director’s Report**

Ms. Helen King gave an update on Legislative issues both (state and federal), announced a Membership and Nominating Committee meeting on May 24 for the Pasco County vacancy, and asked for feedback for future guest speakers (Ms. King was given several names).

**Agenda Item # 19 – Open Agenda/Public Comment**

None.

**Agenda Item # 20 – Adjourn**

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

Respectfully Submitted,

Harriet Crozier, Secretary

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Brenda Black  
Recording Secretary

Approved if signed  
Date \_\_\_\_\_