



Area Agency on Aging
of Pasco-Pinellas, Inc.

Agenda

9549 Koger Blvd., Suite 100, Gadsden Bldg., St. Petersburg, FL 33702 • 727-570-9696

Area Agency on Aging of Pasco/Pinellas
9549 Koger Blvd. Suite 100
St. Petersburg, FL 33702
Teleconference Information
Large Conference Room

February 11, 2019
9:30 A.M

Long Distance: 1-855-335-9582
Local: 727-286-2105
ID: 480 Password: 480

- ◆ **Agenda Item #1** **CALL TO ORDER**
- ◆ **Agenda Item #2** **INTRODUCTION OF AUDIENCE**
- ◆ **Agenda Item #3** **PUBLIC MEETING NOTICE**
- ◆ **Agenda Item #4** **ROLL CALL**
- ◆ **Agenda Item #5** **PUBLIC COMMENT FOR ITEMS ON AGENDA**
- ◆ **Agenda Item #6** **GUEST SPEAKER**
Mr. Duggan Cooley, CEO Pinellas Community Foundation,
will present on the work of the Foundation and how the
Foundation assists local nonprofit organizations with their
development activities.

Additional Material: None.
Action Recommended: Information only, no action necessary.
- ◆ **Agenda Item #7** **ADDENDUM ITEM (S) OR ANY OTHER ITEM REQUIRING
BOARD DISCUSSION**
- ◆ **Agenda Item #8** **CONSENT AGENDA**
 - A. January 14, 2019 Board Meeting Minutes.
 - B. January 3, 2019 Finance Committee Meeting Minutes
 - C. Financial Statements December 31, 2018
 - D. Surplus/Deficit Report December 31, 2018
 - E. Finance Monitoring Reports
 - 1. Critical Signal Technologies, Inc. – Administrative Review –
Annual Desk Review
Additional Material: Attached Handouts.
Action Recommended: Motion for Board Approval.
- ◆ **AGENDA ITEM #9** **ITEMS FOR DISCUSSION FROM THE CONSENT AGENDA**

◆ **Agenda Item #10 MEMBERSHIP AND NOMINATING COMMITTEE REPORT**

Commissioner Charlie Justice

The Committee met by teleconference on January 28, 2019 and reviewed the following:

A. PROPOSED ANNUAL ELECTION OF DIRECTORS OF THE BOARD

The Nominating Committee reviewed the renewal of three-year terms of office for board members whose terms end in March 2019 as follows: Mayor Camille Hernandez, Martha Lenderman, Paul McClintock, Fire Commissioner Julie Peluso, Sallie Parks and Virginia Rowell. Five of six Directors wish to renew for another term. New three-year terms (2019-2022) will begin following the agency's Annual Meeting on March 18, 2019.

Additional Material: None.

Action Recommended: Information only. Action to take place at Annual Meeting.

B. PROPOSED ANNUAL ELECTION OF OFFICERS OF THE BOARD

The Nominating Committee considered leadership responses and will be recommending a new slate of officers for the next one-year term to begin at the end of the agency's Annual Meeting on March 18, 2019.

Additional Material: None.

Action Recommended: Information only. Action to take place at Annual Meeting.

C. BOARD VACANCY

The Committee discussed and is reviewing candidates to take a seat on the Board of Directors following the resignation of Lounell Britt and the non-renewal of Fire Commissioner Julie Peluso.

Additional Material: None.

Action Recommended: Information only, no action necessary.

◆ **Agenda Item #11 AREA AGENCY ON AGING ADVOCACY COMMITTEE REPORT**
Ms. Elithia Stanfield

The AAAPP Advocacy Committee met for its first meeting at the Hale Senior Center in Dunedin on January 22, 2018. Chair Stanfield will provide a summary of the meeting to the Board of Directors.

The Committee made a motion to recommend that the Board approve its Job Description. It is "The Board Advocacy Committee will increase awareness of issues and advocate for services to seniors, caregivers and persons with disabilities."

Additional Material: Advocacy Committee Job Description.

Action Recommended: Motion for Board Approval.

◆ **Agenda Item #12 USF GERIATRIC WORKFORCE ENHANCEMENT PROGRAM (GWEP) GRANT**

Ms. Katherine Carleton

We have been notified by USF GWEP that a contract has been issued in the amount of \$44,517 for a sub-award to develop a referral partnership between Turley Family Health Center Geriatric Clinic and the Area Agency on Aging of Pasco – Pinellas.

Additional Material: USF Sub-Award Contract.

Action Recommended: Motion to Approve.

◆ **Agenda Item #13 HUMAN SERVICES FUNDING AGREEMENT**

Ms. Katherine Carleton

We have been notified that Pinellas County Health Services has awarded the Area Agency on Aging of Pasco-Pinellas Inc. \$100,000. The County and the AAAPP determined that there are unmet needs within the community that continue to exist in the Home Delivered Meal Program. The purpose of this award is to provide the AAAPP with funding to assist in meeting the nutritional needs of the senior population in Pinellas County.

Additional Material: Human Services Funding Agreement.

Action Recommended: Motion to Approve Funding.

◆ **Agenda Item #14 OFFICE CONSTRUCTION**

Ms. Katherine Carleton & Mr. Jason Martino

With the intent to bolster office security and increase usable office space, the Area Agency on Aging will modify the existing lobby by restricting access to the public in staff areas and create two new working stations.

Additional Material: A. Construction Estimates Matrix

B. Architectural Rendering of Lobby Layout

Action Recommended: Motion to Approve Finance Committee's recommendation for Construction Work

◆ **Agenda Item #15 OUTREACH PLAN**

Ms. Bonnie Hough will present the draft Outreach Plan for the Area Agency on Aging of Pasco – Pinellas developed in 2018 as part of our Strategic Plan to increase awareness of AAAPP throughout our community.

Additional Material: Draft Outreach Targeting Plan.

Action Recommended: Motion to Approve the Outreach Targeting Plan.

◆ **Agenda Item #16 CONTRACT REVIEW PROCESS-STATE GENERAL REVENUE PROGRAMS FY 2019-2020**

Ms. Peggy Herlache

The timetable for the contract review process for state general revenue programs will be presented. There are no lead agencies out to bid this year.

Additional Material: Timetable.

Action Recommended: Motion to Approve Timetable.

◆ **Agenda Item #17 PRESIDENT'S REPORT**

◆ **Agenda Item #18 EXECUTIVE DIRECTOR'S REPORT**

◆ **Agenda Item #19 BOARD MEMBERS' COMMENTS**

◆ **Agenda Item #20 OPEN AGENDA/PUBLIC COMMENT**

◆ **Agenda Item #21 ADJOURN**

If you are a person with a disability who needs any accommodation in order to participate in this meeting, you are entitled, at no cost to you, to the provision of certain assistance.

Please contact the Area Agency on Aging of Pasco-Pinellas, Inc. at (727) 570-9696, ext. 233 within three working days of the meeting.

*****THIS MEETING IS OPEN TO THE PUBLIC*****

EVENTS CALENDAR

AREA AGENCY ON AGING OF PASCO-PINELLAS
February 11, 2019 – March 18, 2019

- Monday February 11, 2019 - Board Members Photo will be taken at Board of Directors meeting for the 2018 Annual Report.
- Monday March 11, 2019 - Advisory Council Meeting
AAAPP Conference Room
1:30 PM – 3:00 PM
- Monday March 18, 2019 - AAAPP Annual Meeting
AAAPP Conference Room
9:30 AM – 11:00 AM

SAVE THE DATE

2019 AAAPP Annual Luncheon

Friday April 26, 2019

11:00 AM – 1:00 PM

Largo Central Park Performing Arts Center

105 Central Park Drive, Largo FL 33771