

**AREA AGENCY ON AGING OF PASCO-PINELLAS  
ADVISORY COUNCIL MEETING MINUTES  
JANUARY 14, 2019**

**MEMBERS PRESENT:**

Valerie Anderson via Conference Phone  
Betty Beerler via Conference Phone  
Miriam Benitez-Nixon  
Suzanne Castonguay  
Mary Haddon Doyle  
Barbara Epstein  
Mike Estigo  
Lori Felber via Conference Phone  
Nancy Giles  
Kerry Kimball Marsalek  
Jodi Vosburgh via Conference Phone  
Lena Wilfalk  
Kathleen Winters via Conference Phone  
Rebecca Yackel via Conference Phone

**MEMBERS ABSENT:**

Beth Aker  
Commissioner Samantha Fenger  
Lenny Waugh

**OTHERS PRESENT:**

Ann Marie Winter, AAAPP  
Bonnie Hough, AAAPP  
Peggy Herlache, AAAPP  
Tawnya Martino, AAAPP  
Virginia Cruz, AAAPP

**Agenda Item #1      Welcome and Introductions**

Mr. Mike Estigo, Chair, called the meeting to order at 1:30 PM at the Dunedin Public Library. All present introduced themselves.

**Agenda Item #2      Roll Call**

Ms. Ann Marie Winter, Executive Director, called the roll. A quorum of Advisory Council members was present.

**Agenda Item #3      Consent Agenda**

Mr. Mike Estigo presented the November 19, 2018 Board of Directors meeting minutes, and the November 05, 2018 Advisory Council meeting minutes for approval. It was moved by Miriam Benitez-Nixon and seconded by Sue Castonguay to approve the Board of Directors and Advisory Council meeting minutes. None opposed, motion carried.

**Agenda Item #4      Nominating Committee Report**

Ms. Winter presented the nominating committee report that was held December 21, 2018 by teleconference, stating that two applicants were reviewed to replace Ms. Louise Dolsay; Ms. Rebecca Gunter and Ms. Stephanie Doran. It was recommended by Ms. Barb Epstein that Ms. Stephanie Doran represent Pinellas County on the Advisory Council and Ms. Miriam Benitez-Nixon Seconded. All voted in favor of Ms. Stephanie Doran, motion passed.

**Agenda Item #5 Ms. Peggy Herlache, New Director, Program Accountability**

Ms. Winter introduced Ms. Peggy Herlache who was recently promoted as the new Director of Program Accountability. Ms. Herlache has been with the AAAPP for 13 years and most recently served as the General Revenue Program Coordinator overseeing the state funded programs. Ms. Winter announced the promotion of Ms. Tawnya Martino to the position of ADRC Director, following the retirement of Ms. Beverly Burton. Ms. Martino stated that she will oversee the ADRC Helpline, Intake, and Medicaid Departments. In addition, Ms. Martino will be assisting in other new programs and projects coming on board. Ms. Winter also announced that Ms. Bonnie Hough, Director of Outreach, will now be supervising our VOCA (Victims of Crime Act) program. This program was previously under the Director of Program Accountability. Everyone congratulated all 3 staff members on their promotions.

**Agenda Item #6 Review of Revised By-Laws**

Ms. Winter presented a draft of the proposed changes to the Advisory Council By-Laws based on DOEA required changes. There was one question and one comment to which Ms. Winter addressed. It was moved by Mary Haddon Doyle and seconded by Kerry Kimball Marsalek to accept the amended Advisory Council By-Laws. None opposed, motion carried.

**Agenda Item #7 Executive Director's Report**

Ms. Winter, presented before the legislative delegation meetings in Pasco and Pinellas Counties, and Chairman Estigo was present for the Pinellas meeting. Ms. Winter thanked him for attending and for his support. The AAAPP in partnership with the Dunedin Commission on Aging co-sponsored an intergenerational event on an essay contest with the Dunedin Highland Middle School, "My Favorite Older Person", and 4 winners were selected. Chair of the Pinellas County School Board, Ms. Renee Flowers, was also present to help present to the winners. The Board of Directors' approved the creation of a single member LLC (Limited Liability Corporation) for the AAAPP to contract with a managed care entity to provide home and community based services for seniors who have Medicaid Managed Long Term Care. This is part of the strategic planning process as one of the goals to expand and diversify partnerships with healthcare entities, and the first step is to create this LLC. The Food Insecurity among Older Adults Convening has been working on meeting with DCF to simplify the SNAP application process by helping seniors do the application over the phone authorization. The AAAPP is working on a community survey of older adults with the City of Clearwater and Pinellas Community Foundation to finalize the survey and the timeline. Ms. Winter did a presentation to Pasco County, Dade City and New Port Richey. All 3 have agreed to participate financially. Ms. Valerie Anderson inquired about involving more Pasco seniors in the survey. Ms. Winter verified that at least 12,000 surveys will be going out throughout Pasco and Pinellas Counties. There were a few questions and comments about how the voice signature for the SNAP program works to which Ms. Tawnya Martino and Ms. Winter addressed.

**Agenda Item #8 Programmatic Monitoring Schedule**

Ms. Tawnya Martino, ADRC Director, presented the programmatic monitoring schedule for 2019. Ms. Martino gave a summary of how the monitoring is conducted and how annual on-site visits are done. Ms. Martino stated that they review policies and procedures, budget management, client files, and anything to ensure contract compliance. The monitoring schedule is presented so you know who the AAAPP is contracting with as well as give you an opportunity to attend any of the on-site monitoring. If anyone is interested in attending one of the visits, contact Peggy Herlache to set up a time. Ms. Marsalek complimented the AAAPP on a job well done. There was a question regarding site visits to which Ms. Martino addressed.

**Agenda Item #9 DOEA Monitoring Report**

Ms. Martino presented the DOEA monitoring report of the AAAPP stating that for the 10<sup>th</sup> consecutive year there were no findings. Ms. Martino expressed her gratitude for all the support from the Board of Directors and the Advisory Council stating that it's truly a team effort. Ms. Winter explained the details involved when preparing for a monitoring. Everyone congratulated the AAAPP on an incredible job.

**Agenda Item #10      Draft Agency Outreach Plan**

Ms. Bonnie Hough, Director of Outreach, presented the draft Agency Outreach Plan developed to better target and reach potential AAAPP clients. Ms. Hough discussed the overall plan and asked for any suggestions that might help reach more clients. Ms. Barb Epstein suggested East Pasco as one of the areas to look into and Ms. Valerie Anderson offered her assistance. There were several suggestions and offers of assistance to help reach out to more clients throughout Pasco and Pinellas Counties. There were a few questions to which Ms. Hough and Ms. Winter addressed.

**Agenda Item #11      Announcements**

The next Board of Directors' meeting will be held Monday, February 11, 2019 and Monday, March 18, 2019 at 9:30 AM at the Area Agency on Aging of Pasco-Pinellas conference room. The next Advisory Council meeting will be held Monday, March 11, 2019 at 1:30 PM at the Area Agency on Aging of Pasco-Pinellas conference room. The AAAPP Annual Luncheon will be held on Friday, April 26, 2019 from 11:00 AM to 1:00 PM at the Largo Central Park Performing Arts Center. Ms. Winter announced they are still looking for sponsors and advertisers as well as individual attendees.

**Agenda Item #12      Adjourn**

There being no further business for discussion, the meeting adjourned at 2:45 PM.

(Minutes transcribed by Katherine Thomley)