

**AREA AGENCY ON AGING OF PASCO-PINELLAS, INC.
BOARD OF DIRECTORS' ANNUAL MEETING MINUTES
March 18, 2019**

Board Members Present:

President Chris Comstock, Pinellas County
Vice-President Camille Hernandez, Mayor, City of Dade City, Pasco County
Secretary Harriet Crozier, Pinellas County
Treasurer Linda Lee, Pinellas County
Immediate Past President, Virginia Rowell, Pinellas County
Anne Corona, Pasco County
Barbara Sheen Todd, Pinellas County
Charles Robinson, Esquire, Pinellas County
Charlie Justice, Commissioner, Pinellas County Board of County Commissioners
Elithia Stanfield, Pinellas County
Julie Hale, Pasco County
Judge George Jirotko, 6th Judicial Circuit
Martha Lenderman, Pinellas County
Paul McClintock, Pasco County
Robert Hatfield, Pasco County
Sallie Parks, Pinellas County

Board Members on Tele-Conference:

None.

Board Members Not Present:

Mike Wells, Commissioner, Pasco County Board of County Commissioners

Others Present:

Ann Marie Winter, Executive Director, Area Agency on Aging of Pasco-Pinellas
Katherine Carleton, Chief Financial Officer, Area Agency on Aging of Pasco-Pinellas
Tawnya Martino, ADRC Director, Area Agency on Aging of Pasco-Pinellas
Jason Martino, Director of Planning Area Agency on Aging of Pasco-Pinellas
Wendy Arroyo, HR Administrator, Area Agency on Aging of Pasco-Pinellas
Bonnie Hough, Director of Outreach, Area Agency on Aging of Pasco-Pinellas
Peggy Herlache, Director of Program Accountability, Area Agency on Aging of Pasco-Pinellas
Virginia Cruz, Recording Secretary, Area Agency on Aging of Pasco-Pinellas
Mona Allen, Director Neighborly Care Network
Kristina Jalazo, Director GCJFCS

Agenda Item # 1 – Call to Order

The Area Agency on Aging of Pasco-Pinellas, Inc. and Board of Directors Meeting was held Monday March 18, 2019 at 9549 Koger Blvd, St Petersburg, Florida 33702. President Chris Comstock called the meeting to order at 9:32 a.m.

Agenda Item # 2 – Introduction of Audience

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

Agenda Item # 3 – Public Meeting Notice

President Comstock announced the meeting was publicly noticed.

Agenda Item # 4 – Roll Call

Ms. Ann Marie Winter, 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 - Addendum Item (s) or any other Item Requiring Board Discussion

None.

Agenda Item # 7 – Consent Agenda

President Chris Comstock stated that the items on the Consent Agenda were:

Board Meeting Minutes of February 11, 2019; Finance Committee Meeting Minutes of February 7, 2019; Financial Statements of January 31, 2019; Surplus/Deficit Report of January 31, 2019 and New Vendor Peterson Counseling and Consulting, Inc. – Community Care for the Elderly, Home Care for the Elderly, Alzheimer’s Disease Initiative, and Older Americans Act Title III E.

There were no questions or comments. Ms. Sallie Parks made a motion to approve the Consent Agenda. Ms. Virginia Rowell seconded. None opposed, motion carried.

Agenda Item # 8 – Items for Discussion from the Consent Agenda

None.

Agenda Item # 9 - Annual Election of Directors of the Board

Chair Charlie Justice reported that the six board members’ terms of office concluded as of the Annual Meeting of March 18, 2019 and by direction of the Membership and Nominating Committee, moved that three-year terms (2019-2020) for the following persons be approved: Camille Hernandez, Martha Lenderman, Paul McClintock, Sallie Parks and Virginia Rowell. Chair Justice noted that Julie Peluso did not wish to re-new. There were no questions or comments. Motion carried.

The Directors were sworn in by Judge George Jirotko.

Agenda Item # 10 - Annual Election of Officers of the Board

Chair Charlie Justice stated that four Board Officers terms of office concluded as of the Annual Meeting of March 18, 2019 and by direction of the Membership and Nominating Committee moved that the following Officers be approved for the next one year term: Camille Hernandez, President; Charlie Robinson, Vice President; Virginia Rowell, Secretary and Harriet Crozier, Treasurer. There were no questions or comments. Motion carried. The new Officers were sworn in by Judge George Jirotko.

Agenda Item #11 - Board Vacancies

Chair Charlie Justice informed that following the resignation of Lounell Britt and Julie Peluso’s decision not to renew as a Director for another term, there were two vacancies for representatives from Pinellas County. Chair Justice informed that three candidates were interviewed for two positions and by direction of the Membership and Nomination Committee it was moved that two candidates Dr. Audrey Baria with a term effective March 18, 2019 to March 2020 and Dr. Stuart Strikowsky with a term effective March 18, 2019 to March 2022 be appointed. None opposed. Motion carried. The third candidate Mr. Steve Harris will be recommended as a candidate for the Advisory Council.

Agenda Item # 12 – Recognition of Outgoing President

Newly sworn President Camille Hernandez stated that it was an honor to acknowledge outgoing President Chris Comstock’s two years of remarkable service and the ability to maintain a high standard of the AAAPP Board. President Hernandez wished him the very best as he continues on the Board of Directors. President Hernandez presented President Comstock with an engraved clock as a token of the Area Agency on Aging’s appreciation for his services as President for the period 2017-2019.

President Comstock in response thanked the Executive Director for being an inspiring leader, the staff for their consistent 10 years of no findings of the DOEA Monitoring; the SHINE volunteers for the great work they do; Board Members for their patience and support; the members of the Advisory Council; Ms. Virginia Rowell for her three rounds of consistent participation on the Executive Director Search Team; Vice President Camille Hernandez for leading the Strategic Planning and Steering Committee and Board Champions for their contribution towards the Strategic Plan.

Agenda Item # 13 – Strategic Plan Update

Ms. Camille Hernandez gave an update on the Strategic Plan and invited each Board Champion to give an update on their Goals and Strategies as follows:

Ms. Sallie Parks – Board Goal #1

Strategy #1: Conduct Community Wide Needs Assessment Survey

Ms. Sallie Parks informed that the assessment is on target and the publicity campaign has begun with an editorial in the Tampa Bay Times published last month to create public awareness of the assessment survey. The survey will commence on March 26, 2019.

Ms. Martha Lenderman

Strategy #3: Increase the use of Volunteer and Interns to meet Unmet Needs

Ms. Lenderman informed that a meeting was held to identify the various colleges and universities which will be contacted.

Ms. Virginia Rowell – Board Goal #2

Strategy #1: Increase Funding from Foundations

Ms. Rowell informed that staff and Ms. Bonnie Hough have identified foundations that fund programs that serve seniors and have shared the list with providers. Ms. Rowell highlighted that the next step was to research the foundations which AAAPP would like to reach out to.

Commissioner Charlie Justice

Strategy #3: Explore what it will take to establish AAAPP as a taxing authority

Commissioner Justice stated that the creation of an independent district must be within one jurisdiction of a city or county cannot be across county unless there is a unique relationship with the other jurisdiction. The independent special district would be more appropriate but would require state legislative approval and substantial background work, an act of legislation, budget process, purpose of the authority, local government support, methodologies for establishing, administrative duties and much more. He will continue to research and discuss with FAA and statewide agencies.

Ms. Elithia Stanfield – Board Goal #3

Strategy #1: Create a Standing Board Committee to oversee and Implement Awareness and Advocacy Initiatives

Ms. Elithia Stanfield informed that the next committee meeting is scheduled for June 3, 2019 to continue discussion on the task of creating awareness about the agency and will present a report at the June 17, 2019 Board of Directors meeting.

Mr. Charlie Robinson – Board Goal #4,

Strategy #1: Explore Expanding Services to seniors through Medicare Managed Care Long Term Program (SMMCLTC). Mr. Robinson reported that our LLC, Golden Years Needs is in the contracting stage with ILS/FCC.

Ms. Anne Corona - Board Goal #4

Strategy - #3: Establish and nurture relationships with Legislators so that they understand needs, issues and support solutions.

Ms. Anne Corona along with the Executive Director meet with Representatives Chris Sprowls and Ardian Zika and will be in Tallahassee for Senior Day to meet with other legislators to enforce the purpose of the AAAPP and advocate for our legislative priorities. Stated that she continues to enforce the purpose of the AAAPP when meeting with local and state officials, clubs and physicians associations.

Mr. Chris Comstock - Board Goal #2

Strategy - #2: Increase Funding from for-profit entities

Mr. Comstock advised that he researched through publications, trend magazines, local newspapers, best local companies to work for and most profitable local companies which he has handed over to the Executive Director and the Outreach Director. He also had discussions with Representative Charlie Crist on tax relief regarding IRA's. He is also looking into planned solicitations, future recognition pins for persons who wish to donate now or in the future.

Ms. Barbara Sheen –Todd volunteered as Board Champion for Board Goal # 3

Strategy - #2: Develop simple standardized messages and training to ensure compelling and consistent messaging. Meeting will be held with staff before the next Board meeting.

Mr. Jason Martino – Board Goal #4 - Strategy #2: Expand participation in Evidence Based Prevention Programs/Service Delivery Model to help increase community resources focused on solving problems that face the elderly and persons with disabilities -

Mr. Jason Martino reported that evidence based services for fall prevention and chronic disease management was available however, there was no evidence based services for assistance to caregivers. He reported that the AAAPP secured funds from Florida Blue to provide training for caregivers. The program "The Savvy Caregiver" and 8 persons have been trained. The goal is to provide one pilot project class in Pinellas and Pasco counties.

Agenda Item # 14 – AAAPP Annual Report

Mr. Jason Martino presented the 2018 Annual Report and highlighted the various topics covered in it. Mr. Martino said that the new additions included acknowledgement to Pasco and Pinellas partners, services and current staff. President Hernandez commented that the Report was informative and user friendly. In concluding, Mr. Martino thanked the Leadership Team for their assistance and contribution towards the Annual Report. For information only, no action necessary.

Agenda Item # 15 – 2019 AAAPP Annual Luncheon

Ms. Bonnie Hough gave a summary of the Annual Luncheon preparations and the program. Ms. Hough informed that 29 sponsors have committed to the event thus far. Ms. Hough stated that the 2019 Humanitarian Awardee will be Ms. Sallie Parks and Mr. Richard Prudhom, Secretary of the Department of Elder Affairs will be the Key Note Speaker. For information only, no action necessary.

Agenda Item # 16 – President's Report

President Hernandez thanked everyone for the opportunity to participate as President of the Board and look forward to working with staff and Board Members.

Agenda Item # 17 – Executive Director Report

Ms. Ann Marie Winter, Executive Director reported on the following: meetings with the Local House and Senate members continues with a goal of meeting all members before budget reconciliation talks begins in the legislative session; the AAAPP 2019 Legislative Appropriation demonstration project will be sponsored by Representative Diamond in the House and Senator Ed Hooper in the Senate: Bills filed has passed the House Health Care Appropriations Committee and will be included in the House budget;

the newly created Golden Years Needs LLC contract was being reviewed by staff, board champions and legal counsel; CASOA was on track with publicity being rolled out this month and up to 10,000 surveys will be distributed later this month; the Caregiver Connect Facebook Live project was underway with dates in May and June being scheduled for the 4 live and social media events; the AAAPP Pilot Project to provide home delivered meals for selected seniors in targeted zip codes is on track to serve 15,525 meals to 70 seniors between March-September 2019; the Senior Community Health program is also underway and has established working relationships with Turley Community Health Center and the Well Med Clinic; the Office Remodeling project is on target; transfer of funds from TD Bank to Freedom Bank continues; Ms. Katherine Carleton's 20 years of service at the AAAPP. Ms. Winter's activities for the month included 35 meetings/events.

Agenda Item # 18 – Board Members Comments

President Comstock commented that the Pilot Program for Home Delivered Meals was a tremendous project.

Ms. Sallie Parks congratulated Ms. Katherine Carleton for her dedication and support throughout her 20 years of service to the AAAPP.

Ms. Martha Lenderman commented on the surplus/deficit report and carrying forward of EHEAP funds. Ms. Carleton explained that the initial contract with all supporting documents was sent to the Department in June but the final contract was received in September. Ms. Carleton stated, that at that point, it was not possible for the providers to utilize all of these funds in the timeframe leading towards the end of the financial year.

Commissioner Charlie Justice thanked Directors for making the Strategic Plan a part of the AAAPP's daily plan of action and not one that sits on the shelf.

Mr. Robert Hatfield commented that the term "UnMet Needs" have been heard by Constitutional Officers and County Commissioners in Pasco County as two new projects have been initiated as it relates to code enforcement compliance and supplemental transportation. Mr. Hatfield congratulated Commissioner Mike Wells who has taken the lead on these community projects.

Judge George Jirotko commented that he was very pleased with the appointment of two Physicians as new Directors of the AAAPP.

Ms. Martha Lenderman stated that Commissioner Charlie Justice work on aging in the community needs to be given special recognition at the Annual Luncheon, so to ensure that his work/commitment in the community does not go un-noticed.

Agenda Item # 19 – Open Agenda/Public Comments

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

Approved if signed

Virginia Cruz
Recording Secretary

Date _____