

**AREA AGENCY ON AGING OF PASCO-PINELLAS, INC.  
BOARD OF DIRECTORS MEETING MINUTES  
HELD AT AAAPP CONFERENCE ROOM  
9549 KOGER BLVD., ST. PETERSBURG, FL 33702  
Monday, March 16, 2026/ 9:30 A.M.**

**Board Members Present**

Vice President, David Alvarez  
Treasurer, Lisa Shippy-Gonzalez  
Secretary, Lena Wilfalk  
Dr. Stuart Strikowsky  
Mai Vu  
Michelle Cyr  
April Hill  
Commissioner Dr. René Flowers, Pinellas Board of County Commissioners

**Others Present on Teams**

Commissioner Lisa Yeager, Pasco Board of County Commissioners  
Anthony Koffman

**Board Members Not Present:**

Anne Corona  
President, Dr. Audrey Baria

**Others Present in Person:**

Ann Marie Winter, Executive Director, AAAPPP  
Kristina Jalazo, Chief Financial Officer, Area Agency on Aging of Pasco-Pinellas  
Kerry Marsalek, Director, Healthcare & Community Innovation, Area Agency on Aging of Pasco-Pinellas  
Tawnya Martino, ADRC Director, Area Agency on Aging of Pasco-Pinellas  
Christine Didion, Director of Programs, Area Agency on Aging of Pasco-Pinellas  
McKenna O'Neill, Director of Strategic Advancement, Area Agency on Aging of Pasco-Pinellas  
Francisco Alvarado, Information Technology Manager, Area Agency on Aging of Pasco-Pinellas  
Melissa Lawrence, Executive Assistant, Area Agency on Aging of Pasco-Pinellas  
Sandra Brown, HR Manager, Area Agency on Aging of Pasco-Pinellas  
Kathryn Bursch, Outreach Manager, Area Agency on Aging of Pasco-Pinellas  
Honorable Senior Judge George Jirotko, 6<sup>th</sup> Circuit  
Christine Krohn, Director Senior Services, GCJFCS  
Sheri Gruden, AAAPP Advisory Council  
Valerie Anderson-Stallworth, AAAPP Advisory Council

**Agenda Item #1 – Call to Order**

The Area Agency on Aging of Pasco-Pinellas, Inc. Board of Directors meeting was held on Monday, March 16, 2026 at the AAAPP Conference room, 9549 Koger Blvd., St. Petersburg, FL 33702

Due to the excused absence of President Dr Audrey Baria, Vice President Mr. David Alvarez chaired the meeting and called it to order at 9:30 a.m.

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

Vice President Mr. David Alvarez invited the audience to introduce themselves, which they did.

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

Vice President Mr. David Alvarez announced the meeting was publicly noticed.

**Agenda Item #4 – Roll Call**

Ann Marie Winter, Executive Director, called the roll. A quorum of board members was present. 8 members attended in person 2 members participated on TEAMS.

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

None.

**Agenda Item #6 – Addendum Item(s) or Any Item Requiring Discussion**

Ann Marie Winter, Executive Director shared that according to AAAPP's ByLaws, Article IX: Management Procedures, Section 1, checks can only be signed by officers and employees of the AAAPP as designated by a majority vote of the Board. Ms. Ann Marie Winter sought approval from the AAAPP Board of Directors to approve Lisa Shippy-Gonzalez, Board Officer and Treasurer, as the board member authorized to sign checks and contracts on behalf of the AAAPP. AAAPP staff member Ms. Ann Marie Winter will continue to serve as the agency's other authorized signatory on checks and contracts. Commissioner Rene Flowers made a motion to approve Ms. Lisa Shippy-Gonzalez, Treasurer to sign checks and Ms. Lena Wilfalk second. Motion passed with all in favor. None opposed, motion carried.

**Agenda Item #7 – Consent Agenda**

Commissioner Rene Flowers made the motion to approve the Consent Agenda with the removal of agenda item 7A, Board meeting minutes, February 23, 2026. Mr. Stuart Strikowsky seconded the motion. None opposed, motion carried.

**Agenda Item #8– Item(s) for Discussion from the Consent Agenda**

April Hill was inadvertently omitted from the February 23, 2026 Board meeting minutes. She attended that meeting and will be noted as present in a revised version of said Minutes. Commissioner Rene Flowers made a motion to approve and Ms. Lisa Shippy-Gonzales second. None opposed, motion carried.

**Agenda Item #9 – Swearing In Ceremony**

Judge George Jirotko swore in Board officers President Mr. David Alvarez, Vice President Lena Wilfalk, Secretary Mai Vu, and Treasurer Lisa Shippy-Gonzalez for a one year term beginning at the end of the Board meeting. Board members Ms. Anne Corona, Dr. Audrey Baria and Pasco Commissioner Lisa Yeager were sworn in to a 3 year term beginning at the end of the Board meeting.

For Information Only.

**Agenda Item #10 – 2026 Board Recruitment Plan**

Ann Marie Winter, Executive Director, shared that as per the Department of Elder Affairs Governance contract, the AAAPP is required to annually review and approve the agency’s Board Recruitment Plan. Motion to approve the Board Retention Plan with proposed revisions was made by Ms. April Hill and seconded by Dr. Stuart Strikowsky. None opposed. Motion carried.

**Agenda Item #11 – 2026-2029 AAAPP Strategic Planning Process**

Ann Marie Winter, Executive Director, presented the proposed 2026 strategic planning Process and timeline. Ms. Ann Marie Winter asked the board of directors to approve Group Victory as the strategic planning agency. Commissioner Rene Flowers made a Motion to approve and Ms. April Hill second. None opposed. Motion carried.

**Agenda Item #12 – 2025 AAAPP Annual Report**

Ann Marie Winter, Executive Director, presented and shared highlights from the 2025 Annual Report. Ms. Ann Marie Winter acknowledged Ms. Kerry Marsalek and Ms. Kathryn Bursch for their efforts along with Ms. McKenna O’Neill in creating the annual report. For Information Only.

**Agenda Item #13 – Procedures for bid protests regarding procurement of contractual services**

Christine Didion, Director, Programs shared that in accordance with the Department of Elder Affairs requirements and in preparation for upcoming Request for Proposals, AAAPP staff and AAAPP’s general counsel reviewed and made suggested updates to the AAAPP’s current Procedures for Bid Protests Regarding Procurement of Contractual Services. Ms. Christin Didion presented each proposed revision and requested approval of the procedure, as drafted and presented. This bid protest will be made part of these minutes. Dr. Stuart Skrikowsky approved the motion and Ms. Lena Wilfalk second. None opposed. Motion carried.

**Agenda Item #14 – Congressman Gus Bilirakis Senior Center and Housing Project Update- Pasco County**

Kerry Marsalek, Director Health Care and Community Innovation provided an update on the HUD supported Senior Center and Housing Project in Pasco County.

Ms. Kerry Marsalek reported that the Letter of Intent to purchase the proposed 10-acre site in New Port Richey had been submitted to the broker and seller. Site acquisition due diligence and the required federal environmental review activities are underway. Next steps include completion of the property appraisal and continued coordination with Pasco County.

For Information Only.

**Agenda Item #15 Development Update**

McKenna O’Neill, Director, Strategic Advancement presented the 2026 annual luncheon updates and shared information on 2026 luncheon sponsorship opportunities. Ms. McKenna O’Neill shared year to date fundraising updates and reported on the programmatic support that the 2025 luncheon funds provided thus far.

For Information Only.

**Agenda #16-President’s Report**

None.

**Agenda Item #17 – Executive Director’s Report**

Ann Marie Winter, Executive Director, provided a summary of her activities in the reporting period including meetings attended/hosted, progress towards her performance goals and an update on the State of Florida legislative session and its potential impact on the services provided to seniors and ability to take seniors off the waitlists.

For Information Only.

**Agenda Item #18 – Board Members Comments**

Commissioner Lisa Yeager shared that Pasco County helped 250 seniors with diapers, wipes and denture glue due to their pilot program at the Elfers Senior Center.

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

Judge Jirotko has a question about the Annual Report and the Platinum designation that the AAAPP received through Candid.

Ms. McKenna answered.

**Agenda Item #20 Adjourn**

There being no other items for discussion Vice President David Alvarez adjourned the meeting at 10:45 a.m.

Respectfully Submitted,

Approved, if signed.

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Melissa Lawrence  
Recording Secretary

Lena Wilfalk, Secretary

Date\_\_\_\_\_