AREA AGENCY ON AGING OF PASCO-PINELLAS, INC. ("AAAPP")
BOARD OF DIRECTORS MEETING MINUTES
AAAPP CONFERENCE ROOM
9549 KOGER BOULEVARD N., ST. PETERSBURG, FL 33702
AUGUST 17, 2026 / 9:30 A.M.

Board Members Present in Person
President, David Alvarez
Vice President, Lena Wilfalk
Treasurer, Lisa Shippy-Gonzalez
Secretary, Mai Vu
Dr. Stuart Strikowsky
Dr. Audrey Baria
April Hill, Esq.
Michelle Cyr
Anthony Koffman
Commissioner Dr. René Flowers, Pinellas County Board of County Commissioners
Michael Grande
Stefanie Ambrosio Pontlitz

Board Members Not Present
Commissioner Lisa Yeager, Pasco County Board of County Commissioners
Anne Corona

Others Present in Person:
Ann Marie Winter, Executive Director, AAAPP
Kristina Jalazo, Chief Financial Officer, AAAPP
Tawnya Martino, Chief Operating Officer, AAAPP
Christine Didion, Director, Programs, AAAPP
McKenna O'Neill, Director Strategic Advancement, AAAPP
Sandra Brown, HR Manager, AAAPP
Tracy Barrows, ADRC Director, AAAPP
Kharla Lavandier, Controller, AAAPP
Francisco Alvarado, IT Manager, AAAPP
Victoria Giambrone, Executive Assistant, AAAPP
David J. Hochsprung, Cavanaugh & Co, LLP, AAAPP Auditor

Agenda Item #1 – Call to Order
The Area Agency on Aging of Pasco-Pinellas, Inc. Board of Directors meeting was held on Monday, August 17, 2026, in the AAAPP Conference Room, 9549 Koger Boulevard N., St. Petersburg, FL 33702. Mr. David Alvarez, Board President, called the meeting to order at 9:30 a.m.

<u>Agenda Item #2 – Introduction of Audience</u>
Mr. David Alvarez, Board President, invited the participants to introduce themselves, which they did.

<u>Agenda Item #3 – Public Meeting Notice</u>
Ms. Ann Marie Winer, Executive Director, announced the meeting was publicly noticed.

<u>Agenda Item #4 – Roll Call</u>
Ms. Ann Marie Winter, Executive Director, called the roll. A quorum of Board Members was present. Ms. Ann Marie Winter introduced the Board's two new Directors and the new Executive Assistant, Michael Grande, Stefanie Ambrosio Pontlitz, and Victoria Giambrone, respectively, and asked them to say a few words, which they did.

<u>Agenda Item #5 – Public Comments for Items on Agenda</u>
None.

<u>Agenda Item #6 – Addendum Item (S) or Any Item Requiring Discussion</u>
None.

<u>Agenda Item #7 – Consent Agenda</u>
Dr. Audrey Baria made a Motion to approve the Consent Agenda. Vice President, Lena Wilfalk seconded. None opposed. Motion carried.

<u>Agenda Item #8– Items for discussion from the Consent Agenda</u>
None.

<u>Agenda Item #9 – 2025 Draft Financial Statements and Compliance Audit Reports</u>
Mr. David J. Hochsprung, Cavanaugh & Co, LLP, AAAPP Auditor, shared a presentation with the Board highlighting the Draft 2025 Audit Report. A vote was taken on the Finance Committee's Motion to approve the 2025 Draft Financial Statements and Compliance Audit Reports. The vote was unanimous. Motion carried.

<u>Agenda Item #10 – Funding Workgroup</u>
Commissioner Dr. René Flowers made a Motion to approve and adopt the staff developed Major Gifts Plan and Planned Giving Plan as recommended by the Funding Workgroup. Dr. Audria Baria seconded. None opposed. Motion carried.

<u>Agenda Item #11 – Salary Increases for Eligible Staff</u>
A vote was taken on the Finance Committee's Motion to approve the proposed salary increases recommended at its August 6, 2026 meeting, as follows:
1) A 6% increase for the Chief Operating Officer for the responsibility of supervising the GUIDE Program and staff, effective August 10th.
2) A temporary 10% increase for the Chief Financial Officer for the responsibility of assisting to administer the Congressman Gus Bilirakis Senior Center and Affordable

Housing project, retroactive to May 4, 2026. The increase is temporary to cover the vacancy in the program.

The vote was unanimous. Motion carried.

Agenda Item #12 – Program Planning and Development Committee – 2027 "Competing" Applications for Pasco and Pinellas Counties for Older Americans Act (OAA)/Local Services Program (LSP) Providers

A vote was taken on the Program Planning Development Committee's Motion to recommend that the Board approve awarding service contracts for the period January 1, 2027 – December 31, 2032, to the following bidders:

- OAA Title IIIC1, IIIC2, LSP, NSIP Nutrition Services for Pasco County – Pasco County Board of County Commissioners, Pasco County Senior Services
- OAA Title IIIB/LSP Homemaker Services for Pasco County – You Thrive Florida
- OAA Title IIIB/LSP Emergency Alert Response for Pasco and Pinellas Counties – Guardian Medical Monitoring

The vote was unanimous. Motion carried.

Agenda Item #13 – Program Planning and Development Committee – 2027 "Non-Competing" Applications for Pasco and Pinellas Counties for Older Americans Act (OAA)/Local Services Program (LSP) Providers

A vote was taken on the Program Planning and Development Committee's Motion to recommend that the Board approve awarding service contracts for the period January 1, 2027 – December 31, 2032, to the following bidders:

Pinellas County

A. Neighborly Care Network – OAA IIIB/LSP - Transportation Services
B. Neighborly Care Network – OAA IIIB/LSP/LSP Respite – Adult Day Care Services
C. Neighborly Care Network – OAA IIIC1, IIIC2, LSP, NSIP – Nutrition Services
D. Gulf Coast Legal Services – OAA IIIB/LSP - Legal Services
E. Gulf Coast Legal Services – OAA IIIEG – Legal Services
F. Gulf Coast Jewish Family & Community Services, Inc. - OAA IIIB/LSP - Homemaker Services

Pasco County

A. Pasco County Public Transportation – OAA IIIB/LSP - Transportation Services
B. Bay Area Legal Services – OAA IIIB/LSP - Legal Services
C. Bay Area Legal Services – OAA IIIEG – Legal Services

Pinellas & Pasco Counties

A. YMCA of the Suncoast, Inc. - OAA IIID – Disease Prevention and Health Promotion, Enhance Fitness Service

The vote was unanimous. Motion carried.

Agenda Item #14 – Program Planning and Development Committee – 2027 "Non-Submission" Applications for Pasco and Pinellas Counties for Older Americans Act (OAA)/Local Service Program (LS) Adult Day Care Service

A vote was taken on the Program Planning and Development Committee's Motion recommending that the Board approve issuing an RFQ for Adult Day Care in Pasco County as allowed in AAAPP's Policy and Procedures for Procurement of Goods or Services. The vote was unanimous. Motion carried.

Agenda Item #15 – DOEA Funding

A Motion was made by Commissioner Dr. René Flowers to approve the Funding Sources and Allocations FY 26-27, as presented to the Board by Ms. Ann Marie Winter, Executive Director. Dr. Audrey Baria seconded. None opposed. Motion carried.

Agenda Item #16 – Development Policy – Voluntary Contributions from Clients

Ms. McKenna O'Neill, Director, Strategic Advancement, presented a draft Development Policy as required by the newly implemented changes cited in the 2026 revised DOEA handbook regarding voluntary contributions from clients enrolled in OAA programs administered by AAAPP. After review, April Hill, Esq. recommended a correction be made to the draft Policy which would add language regarding donors who wish to remain anonymous. Staff agreed. Commissioner Dr. René Flowers made a Motion to approve the Policy (as amended). Ms. Michelle Cyr seconded. None opposed. Motion carried.

Agenda Item #17 – Conflict of Interest Policy

Ms. Sandra Brown, HR Manager, reviewed the draft Conflict-of-Interest Policy required by the implemented changes in the 2026 revised DOEA handbook. Staff recommended, and the Board agreed, that a standing agenda item be added which would document any conflict of interest or recusal with respect to any item on the agenda for that particular meeting and that the Minutes should reflect such conflict of interest and/or recusal. April Hill, Esq. made a Motion to approve and implement the draft Conflict-of-Interest Policy. Stuart Strikowsky seconded. None opposed. Motion carried.

Agenda Item #18 – Congressman Gus Bilirakis Senior Center and Affordable Housing Project Update

Ms. Ann Marie Winter, Executive Director, shared an update on the progress being made on the Pasco affordable housing development project. This was for information only.

Agenda Item #19 – Pre-Enrollment List, Releases and Active Clients – Quarter Two 2026

Ms. Tawnya Martino, Chief Operating Officer, shared a summary of the General Revenue Pre-Enrollment List, Releases and Active Clients for the second quarter of the 2026 fiscal year. This was for information only.

Agenda Item #20 – Client Scenario

Ms. Tawnya Martino, Chief Operating Officer, shared information about a senior on the Agency's pre-enrollment list to illustrate the issue(s) seniors are facing prior to receiving a service. This was for information only.

Agenda Item #21 – 2027 Area Plan Update

Ms. Tawnya Martino, Chief Operating Officer shared information about the 2027 Update of the 2024-2027 Area Plan, including an overview of the new requirements. This was for information only.

<u>Agenda Item #22 – Development Update</u>

Ms. McKenna O'Neill, Director, Strategic Advancement, shared her year-to-date development update along with an update on the 2026 Annual Luncheon, with highlights as follows:

- Development Goal as of July 31, 2026 = $190,659.51 – Which equals 63.5% YTG
- Annual Luncheon Sponsorship Goal was $130,000 – Raised - $132,375 through Sponsorships.
- Ticket Sale Goal was 50 – Sold 52
- Total Amount Raised Prior to Event is $136,337.50. Additional "day of" fundraising" amounts to be reported following the event.

This was for information only.

<u>Agenda Item #23 – President's Report</u>

President, David Alvarez, thanked everyone for their time and continuous efforts and stated that he was looking forward to seeing everyone at the Annual Luncheon on Friday.

<u>Agenda Item #24 – Executive Director's Report</u>

Ms. Ann Marie Winter, Executive Director, shared her ED Report as provided in hard copy to the Board.

<u>Agenda Item #25 – Board Member Comments</u>

None.

<u>Agenda Item #26 – Open Agenda/Public Comments</u>

None.

<u>Agenda Item #27 – Adjourn</u>

There being no other items for discussion, the meeting adjourned at 10:54 A.M.

Respectfully Submitted,	Approved, if signed.
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Victoria Giambrone	Mai Vu, Secretary
Recording Secretary	Date_________________