**AREA AGENCY ON AGING OF PASCO-PINELLAS INC. ("AAAPP")**
**ADVISORY COUNCIL MEETING MINUTES**
**SOUTH HOLIDAY LIBRARY**
**4649 MILE STRETCH ROAD, HOLIDAY, FL 34690**
**SEPTEMBER 14, 2026 / IN PERSON**

**MEMBERS PRESENT:**
Beth Aker (Vice Chair)
Valerie Anderson Stallworth
Eric Gerard
Miriam Benitez-Nixon
Barbara Epstein
Michael Estigo
Karen Karinja
Lisa Moore
Lisa Schwartz
Marci Neal

**MEMBERS ABSENT:**
City of Seminole Councilor Thomas Barnhorn (Chair)
Savannah Smith

**OTHERS PRESENT:**
Ann Marie Winter, Executive Director, AAAPP
Kristina Jalazo, Chief Financial Officer, AAAPP
Tawnya Martino, Chief Operating Officer
McKenna O'Neill, Director, Strategic Advancement, AAAPP
Tracy Barrows, Director, ADRC, AAAPP
Francisco Alvarado, IT Manager, AAAPP
Victoria Giambrone, Executive Assistant, AAAPP

**Agenda Item #1 - Welcome and Introduction**
In the absence of City of Seminole Councilor, Chair Thomas Barnhorn, Vice Chair Beth Aker served as Chair and called the meeting of September 14, 2026 to order at 1:27 p.m. She welcomed everyone to the meeting.

**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**
Acting Chair Beth Aker presented the Consent Agenda which included the Advisory Council Meeting Minutes of July 13, 2026, and the Board of Directors Meeting Minutes of June 15, 2026. There were no questions or comments.

Ms. Valerie Anderson Stallworth made a Motion to approve the Consent Agenda. Mr. Eric Gerard seconded. None opposed. Motion carried.

**Agenda Item #4 - Items for Discussion from the Consent Agenda**

None.

**Agenda Item #5 – Aging and Disability Resource Center (ADRC) Helpline Presentation**

Ms. Tawnya Martino, Chief Operating Officer, and Ms. Tracy Barrows, Director, ADRC, offered a presentation about the ADRC Helpline and the types of calls received. There were questions from several Advisory Council Members which Ms. Martino, Ms. Barrows and Ms. Winter answered. This was for information only.

**Agenda Item #6 – Review and Adoption of AAAPP Advisory Council By-Laws**

Ms. Ann Marie Winter, Executive Director, presented a second reading of the red-lined draft of the AAAPP Advisory Council By-Laws that are being updated in accordance with revisions made in the 2026 DOEA Handbook. A minor edit was suggested by Miriam Benitez-Nixon and agreed upon by Ms. Winter. Mr. Michael Estigo made a Motion to approve the draft AAAPP Advisory Council By-Laws, as amended and redated. Ms. Miriam Benitez-Nixon seconded. None Opposed. Motion carried.

**Agenda Item #7 – Area Plan Contract Module for FY2027**

Ms. Kristina Jalazo, Chief Financial Officer, presented the following documents to the Advisory Council: C.I.A Federal Allocation to the Planning and Service Area, C.I.G Area Wide Funding Summary, C.I.F.1 Allocations by County and Funding-Pasco and C.I.F.2 Allocations by County and Funding-Pinellas. Ms. Valerie Anderson Stallworth made a Motion to take the Area Plan Contract Module for FY2027 to the Board of Directors for approval. Mr. Eric Gerard seconded. None opposed. Motion carried.

**Agenda Item #8 – 2027 Update to 2024-2027 AAAPP Area Plan**

Ms. Tawnya Martino, Chief Operating Officer, presented a summary of the 2027 Update of the 2024-2027 Area Plan Program Module for review and approval prior to submission to the Department of Elder Affairs (DOEA). Ms. Martino reviewed the comments and feedback from the 30-day posting on the AAAPP website and the changes that were implemented based on those comments. There were questions from several of the Advisory Council members. Ms. Tawnya Martino answered those questions. Mr. Mike Estigo made a Motion to approve submitting the 2027 Update to 2024-2027 AAAPP Area Plan to the DOEA. Ms. Marci Neal seconded. None opposed. Motion carried.

**Agenda Item #9 – Congressman Gus Bilirakis Senior Center and Affordable Housing Project Update**

Ms. Ann Marie Winter, Executive Director, provided an update on the Pasco senior housing project and $1.2 million HUD appropriation from Congressman Gus Bilirakis.

Ms. Winter confirmed that Pasco County agreed to provide $2.0 million in HOME funding that can be used to purchase the land or for construction of the senior housing project. Ms. Winter confirmed that several additional steps are underway and needed before we close on the parcel, including drafting the parcel Site Plan for re-zoning purposes, the Phase 2 Environmental Review, and the RFP to identify a qualified developer. The parcel will be developed to include a senior center owned and operated by Pasco County and a multi-unit building of 1- and 2-bedroom affordable housing apartments owned by AAAPP with a ground lease awarded to the procured developer to build and operate the building. The surrounding area will be amenitized to provide activities for the residents to enjoy. There will be additional land in the 10-acre parcel that could be developed in the future.

**Agenda Item #10 – 2026 Older Americans Act (OAA)/Local Services Program (LSP) Request for Proposal Outcome**

Ms. Tawnya Martino, Chief Operating Officer, shared the outcome of the 2026 Older Americans Act (OAA)/Local Services Program (LSP) Request for Proposal process and stated that the RFQ for an Adult Day Care Provider in Pasco County, which currently has no provider, would proceed at some point in November 2026. This was for information only.

**Agenda Item #11 – Conflict of Interest Policy**

Ms. Ann Marie Winter, Executive Director, shared the new Conflict of Interest policy required by the implemented changes in the 2026 revised DOEA handbook, as approved by the Board of Directors at its August 17, 2026 meeting. Ms. Winter stated that as of the November 9, 2026 meeting and going forward, there will be a conflict of interest disclosure item on each meeting agenda to provide Advisory Council members with the opportunity to disclose any potential conflicts of interest. This was for information only.

**Agenda Item #12 - 2026 Development Update**

Ms. McKenna O'Neill, Director, Strategic Advancement, shared a presentation with updates on the year to date fundraising revenue, as well as a summary of the 2026 AAAPP Annual Luncheon. Ms. O'Neill stated that fundraising efforts year to date are at 70%-to-Goal and that funds raised for the 2026 Annual Luncheon were in excess of $162,000 as compared to approximately $145,000 in 2025. Overall, Ms. O'Neill confirmed that 2026 fundraising efforts are increasing in all areas over last year and that she was pleased with the success of the Luncheon and appreciated everyone's participation and generosity. This was for information only.

**Agenda Item #13 – Major Gifts and Planned Giving Plans**

Ms. McKenna O'Neill, Director, Strategic Advancement, shared the Board approved and adopted Major Gifts and Planned Giving plans to be implemented by the Development Department, reiterating her goals and plans for success moving forward. This was for information only.

**Agenda Item #14 – Chairman's Report**

Acting Chair, Beth Aker, thanked the council members and the AAAPP staff for all their efforts and reminded the group to keep volunteering, to pay attention to our neighbors, and we can all do a little better to serve our elderly constituents.

**Agenda Item #15 – Executive Director's Report**

Ms. Ann Marie Winter, Executive Director, thanked Vice Chair Beth Aker for filling in as Chair in Councilor Thomas Barnhorn's absence. Ms. Winter also thanked the team for all they do and all the effort it takes to complete the RFP process, update the Area Plan and organize such a successful fundraising event with this year's Annual Luncheon.

Ms. Winter informed the Advisory Council that the 2027-2029 Strategic Plan will be presented to the Board of Directors for final approval at the September 21st meeting.

Ms. Winter also reminded the Council of an event being held by spARK (a tech incubator) on October 14 from 4:00-5:30 PM at the ARK Innovation Center in St. Petersburg, the details of which were previously forwarded by email.

Ms. Winter also shared two articles that have been published: (1) featuring Ms. Christine Didion, Director Programs, highlighting her testimony to the US Senate Special Committee on Aging regarding senior fall prevention; and (2) Ms. Winter's interview in the September 11, 2026 issue of ShelterForce brining to light the issue of senior homelessness and the lack of affordable housing nationwide.

**Agenda Item #16 – Council Members' Comments**

Ms. Marci Neal thanked everyone for their efforts during the last two events AAAPP held in Pinellas and Pasco Counties through partnerships with Archwell and Duke Energy, in facilitating the assembly of hurricane kits to be distributed to various outside agencies and partners. She stated how important this outreach was and how pleased she was that she was able to place 100 kits through her work with the elderly during a "mid-season" hurricane awareness event.

**Agenda Item #14 – Adjourn**

There being no further business for discussion, Acting Chair Beth Aker made the Motion to adjourn the meeting. The meeting adjourned at 2:52 p.m.