AREA AGENCY ON AGING OF PASCO-PINELLAS, INC. ("AAAPP")
BOARD OF DIRECTORS MEETING MINUTES
HELD AT AAAPP CONFERENCE ROOM
9549 KOGER BLVD N, ST. PETERSBURG, FL 33702
SEPTEMBER 21, 2026 / 9:30 A.M.

Board Members Present
David Alvarez, President
Lena Wilfalk, Vice President
Mai Vu, Esq., Secretary
Dr. Audrey Baria, Immediate Past President
Anne Corona
Michelle Cyr
Pinellas County Commissioner Dr. René Flowers
Michael Grande
Stefanie Ambrosio Pontlitz

Board Members on Teams
Lisa Shippy-Gonzalez, Treasurer
Pasco County Commissioner Lisa Yeager
April Hill, Esq.

Board Members Not Present:
Dr. Stuart Strikowsky
Anthony Koffman

Others Present in Person:
Ann Marie Winter, Executive Director, AAAPP
Kristina Jalazo, Chief Financial Officer, AAAPP
Tawnya Martino, Chief Operating Officer, AAAPP
McKenna O'Neill, Director of Strategic Advancement, AAAPP
Tracy Barrows, ADRC Director, AAAPP
Sandra Brown, HR Manager, AAAPP
Victoria Giambrone, Executive Assistant, AAAPP
Francisco Alvarado, IT Manager, AAAPP

Others Present on Teams
Stephen Ferrante, Group Victory, LLC

Agenda Item #1 – Call to Order
The Area Agency on Aging of Pasco-Pinellas, Inc. Board of Directors meeting was held on Monday, September 21, 2026, in the AAAPP Conference Room, 9549 Koger Blvd. N., St. Petersburg, FL 33702. President David Alvarez called the meeting to order at 9:30 a.m.

Agenda Item #2 – Introduction of Audience
President David Alvarez invited the audience to introduce themselves, which they did.

Agenda Item #3 – Public Meeting Notice
Ms. Ann Marie Winter, Executive Director, 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 Item Requiring Discussion
None.

Agenda Item #7 – Conflict of Interest Declaration for any Items on the Agenda
None.

Agenda Item #8 – Consent Agenda
Commissioner Dr. René Flowers made a Motion to approve the Consent Agenda. Ms. Michelle Cyr seconded. None opposed. Motion carried.

Agenda Item #9 – Item(s) for Discussion from the Consent Agenda
None.

Agenda Item #10 – 2027-2029 AAAPP Strategic Plan
Mr. Stephen Ferrante of Group Victory, LLC, presented the 2027-2029 AAAPP Strategic Plan to the Board for its approval. The Plan is reflective of the critical priorities and strategies that the Directors of the Board identified for the Agency's organizational operations, innovation, growth, and sustainability. After review and discussion, President David Alvarez recommended a change to the cadence of the compensation analysis cited in the first section of page 8 from "biannually" to "triannually" in accordance with the timeline previously approved by the Executive Committee. Dr. Audrey Baria made a Motion to approve the 2027-2029 AAAPP Strategic Plan, as amended. Commissioner Dr. René Flowers seconded. None opposed. Motion carried.

Agenda Item #11 – Executive Committee Report
President David Alvarez reported that the Executive Committee met on August 17, 2026, and finalized the Executive Director's evaluation for September 2025 - August 2026 in accordance with the Agency's Bylaws. The Executive Committee also discussed a raise for the Executive Director effective October 1, 2026. The Committee made a Motion to recommend that the Board approve a 3% salary increase be given to Ms. Winter in recognition of meeting her performance goals and her outstanding job performance. The

Executive Committee also reviewed the proposed 2026-2027 goals for Ms. Winter and made a Motion to recommend that the Board approve the goals on which the Executive Director will be evaluated in 2027, as follows:

1. Purchase of land finalized and RFP award to selected developer for the Congressman Gus Bilirakis Senior Center and Affordable Housing project.
2. Implementation of Year 1 of the 2027-2029 AAAPP Strategic Plan Goals in collaboration with the AAAPP Board of Directors.
3. Implement Major Gifts Plan and Planned Giving Plan and meet Year 1 Goals in collaboration with the AAAPP Board of Directors.

The Board voted on the two Motions made by the Executive Committee, and both were approved unanimously.

Agenda Item #12 – Temporary Salary Increase for the Executive Director

President David Alvarez reported that during the Executive Committee's meeting on August 17, 2026, a 10% temporary salary increase for the Executive Director was requested for the additional workload associated with administering the Congressman Gus Bilirakis Senior Center and Affordable Housing project due to coverage of the vacancy in the position that oversees the project. This temporary increase, if approved, would be effective as of May 1, 2026. The Executive Committee made a Motion to recommend that the Board of Directors approve the 10% temporary salary increase for the Executive Director to be effective as of May 1, 2026. A second Motion was made to include an all-staff merit-based bonus in next year's Agency budget, to be paid in January 2027 from Agency funds. The Board voted on the two Motions made by the Executive Committee, and the Motions were approved unanimously.

Agenda Item #13 – Delegation of Authority

President David Alvarez reported that during the Executive Committee's meeting on August 17, 2026, Ms. Ann Marie Winter, Executive Director, presented the revised Delegation of Authority document to the Committee establishing succession in the event that the Executive Director is absent or unable to perform her/his duties. The document was revised to reflect the reorganization of the Executive Team titles and can be edited or terminated at any time. The Board voted on the Motion made by the Executive Committee, and the Motion was approved unanimously.

Agenda Item #14 – Executive Compensation Policies

President David Alvarez reported that during the Executive Committee's meeting on August 17, 2026, Ms. Ann Marie Winter, Executive Director, presented the Committee with two new policies to review. These policies, the Executive Salary Compensation Guidelines Policy and the Executive Salary Compensation Approvals Policy, were created to comply with FS430.09, the new law enacted as of July 1, 2026, regarding AAA Executive Director compensation as included in the 2026 revised DOEA Handbook. It was agreed that a compensation survey and analysis be performed starting in 2027 and then updated every three years thereafter to review the AAA Executive Director salary

and compare it to other similarly sized non-profit organizations in the area. The Board voted on the Motion made by the Executive Committee to approve the recommended Guidelines, and the Motion was approved unanimously.

Agenda Item #15 – Board Evaluation – Short Survey

Ms. Ann Marie Winter, Executive Director, presented the results of the 2-question Board completed survey and presented recommendations on how to address the engagement and knowledge gap. Dr. Audrey Baria made a Motion to approve the Executive Director's plans to address the engagement and knowledge gap. Ms. Lena Wilfalk seconded. None opposed. Motion carried.

Agenda Item #16 - Congressman Gus Bilirakis Senior Center and Affordable Housing Project Developer Request for Proposal for a Qualified Developer

Ms. Ann Marie Winter, Executive Director, shared an update on Staff's work with Dominium, Inc., a national affordable housing developer providing pro-bono pre-development consulting services to AAAPP. . After reviewing the project and her progress to date, Ms. Winter asked the Board for approval to start the RFP solicitation process to identify a qualified developer to build the Congressman Gus Bilirakis Housing Project. Pasco County will issue its own RFP for the senior center build. Commissioner Dr. René Flowers made a Motion to approve commencing the RFP solicitation process. Dr. Audrey Baria seconded. None opposed. Motion carried.

Agenda Item #17 – Area Plan Contract Module for Fiscal Year 2027

Ms. Kristina Jalazo, Chief Financial Officer, reported that the Finance Committee met on September 10, 2026, to review the Area Plan Contract Module for Fiscal Year 2027. Ms. Jalazo presented the C.I.A Federal Allocation to the Planning and Service Area which showed the overall breakdown between Federal and State Funds; The C.I.G Area Wide Funding Summary, which splits federal and state funding and includes the HUD grant and VA funding. In addition, Ms. Jalazo presented the C.I.F.1 & 2 Allocations by County and Funding which split federal and state funding for Pasco and Pinellas Counties and provided the Board with a list of program acronyms and names. The Finance Committee reviewed the documents and made a Motion to recommend that the AAAPP Board of Directors approve the Area Plan Contract Module for FY 2027. The Board voted on the Motion made by the Finance Committee and the Motion was approved unanimously.

Agenda Item #18 – AAAPP Area Plan Budget for Fiscal Year 2027

Ms. Kristina Jalazo, Chief Financial Officer, presented the FY 2027 Area Plan budget to the Finance Committee that met on September 10, 2026. The Finance Committee reviewed the documents and made a Motion to recommend that the Board approve:

1. Area Plan budget for FY 2027.
2. A 3% merit increase in staff salaries effective October 1, 2026.
3. An additional $1.00 per hour salary increase for Information/Referral and Intake staff.

4. A $500 bonus for eligible staff based on the Bonus Policy to be paid by December 31, 2026.

The Board voted on the Motion made by the Finance Committee, and the Motion was approved unanimously.

Agenda Item #19 – 2027 Update to 2024-2027 Area Plan

Ms. Tawnya Martino, Chief Operating Officer, presented a summary of the 2027 Update to 2024-2027 Area Plan Program Module for review and approval prior to submission to the Department of Elder Affairs (DOEA). Advisory Council Chairman Thomas Barnhorn was invited to co-present but was not able to attend the meeting. Dr. Audrey Baria made a Motion to approve the submission of the 2024-2027 Area Plan Program Module to the Department of Edler Affairs (DOEA). Ms. Lena Wilfalk seconded. None opposed. Motion carried.

Agenda Item #20 – National Mature Media Awards

Ms. Tawnya Martino, Chief Operating Officer, shared the details of the 2026 National Mature Media Award presented to the Area Agency on Aging of Pasco-Pinellas, Inc. for the "Aging on the Suncoast" Television Show that was reimagined in 2025. Staff and Board congratulated and thanked Kathryn Bursch for her outstanding work to outreach to seniors and specifically for her work on producing and hosting Aging on the Suncoast. This was for information only.

Agenda Item #21 – Development Update

Ms. McKenna O'Neill, Director, Strategic Advancement, provided a year-to-date update on fundraising revenue and a summary of the 2026 Annual Luncheon proceeds. Ms. O'Neill shared that funds in excess of $162,000 were raised with a net after expenses of $144,850.42 to be used for wrap around services for our most vulnerable seniors. Ms. O'Neill thanked everyone for their support, sponsorship and participation in helping to make this year's event so successful. There were questions and discussions about next year's Luncheon which Ms. O'Neill answered. This was for information only.

Agenda Item #22 – President's Report

President David Alvarez encouraged Board members to reach out to him or Ms. Winter if they had an interest in joining one of the Board committees. A review of the standing Board committees was discussed, including a couple of current vacancies, one on the Finance Committee and one on the Program Planning & Development Committee.

Agenda Item #23 – Executive Director's Report

Ms. Ann Marie Winter, Executive Director, thanked Board members for their time and effort in providing this year's evaluation. Ms. Winter recognized and thanked her entire Team for all of their hard work and efforts. Ms. Winter then recapped the Mission Moment regarding the SHINE program outlined in her Executive Director's report, citing that over 2,260 people were helped so far this year. Ms. Winter concluded her remarks by encouraging the Board to read the article in *ShelterForce* entitled, "How Aging and

Homeless Services Can Meet in the Middle". The AAAPP's work was highlighted, and Ms. Winter was quoted in article.

Agenda Item #24 – Board Member Comments

Commissioner Dr. René Flowers informed the Board of the County Commission's decision to pull funds from community programs next year, as well as her disappointment that the Social Action grant we applied for through Pinellas County was not awarded to the AAAPP. Commissioner Dr. René Flowers further discussed other programs and funding that were being "pulled" next year, including in several municipalities prior to the vote on Amendment 3.

Agenda Item #20 – Open Agenda/Public Comments

None.

Agenda Item #21 – Adjourn

There being no other items for discussion President David Alvarez adjourned the meeting at 11:10 a.m.

Respectfully Submitted,

Victoria Giambrone
Recording Secretary

Approved, if signed.

Mai Vu, Secretary
Date 10/19/2026