



ElderSource (Area Agency on Aging)
Board of Directors
Governance, Personnel, & Bylaws Committee Meeting
3/8/2023 @ 4:00 PM

1. Welcome Amanda Smith, Chair
2. Board Recruitment
3. Board Resignations
 - a. Daryl Banks
4. Application Review
 - a. Cynthia Griffin
5. Board Terms
 - a. Amanda Smith (1st Term ends March 2023)
 - b. Barbara Ann Greene (1st Term ends March 2023)
 - c. Vivile Dietrich (1st Term ends May 2023)
6. Board Development
 - a. Retreat
 - b. Ongoing
7. DEI Personnel Metrics
8. Adjourn Amanda Smith, Chair

Vision: Older adults and adults with disabilities are valued and have the resources they need to live with dignity and security in an age- and ability-friendly community.

Mission: ElderSource empowers people to live and age with independence and dignity in their homes and their communities.

Inclusion Statement: ElderSource values all people – including but not limited to all nationalities, socio-economic backgrounds, abilities, races, genders, religious perspectives, sexual orientations and gender identities – in everything we do. We welcome the unique insights and perspectives of all persons in our quest to fulfill our mission.

	NAME	BOARD MEMBER SINCE	Current Term	Current Term Ends	DOB	GENDER		DIVERSITY/RACE OR ETHNICITY							
						Male	Female	LGBT	Veteran Y/N	WHITE/ CAUCASIAN	BLACK/ AFR. AMER	ASIAN/ PACIFIC ISL	HISPANIC	MIXED RACE	OTHER
1	Dr. Sandy L. Robinson	Jul-16	4th	Jul-24	1961		1				1				
2	Elizabeth Gunn	Mar-17	3rd	Mar-23	1956		1			1					
3	Melissa Gilreath	Sep-17	3rd	Sep-23	1944		1			1					
4	Brenda Ezell	Jan-18	2nd	Jan-24	1965		1		1		1				
5	Ed Salek	Nov-19	2nd	Nov-23	1972	1				1					
6	Catherine Whitworth	Nov-19	2nd	Nov-23	1970		1			1					
7	Walette Stanford	Nov-17	3rd	Nov-23	1968		1				1				
8	Shelley Hirsch	Nov-22	1st	Nov-24	1985		1			1					
9	Grady Williams	Nov-20	2nd	Jan-24	1958	1				1					
10	Amanda Smith	Mar-21	1st	Mar-23	1988		1	1		1					
11	Barbara Ann Greene	Mar-21	1st	Mar-23	1943		1				1				
12	Vivile Dietrich	May-21	1st	May-23	1975		1					1			
13	Pamela Sanders	Sep-22	1st	Sep-24			1								
14	Juliet Williams	Jan-22	1st	Jan-24	1979		1			1	1				
Totals						2	12	1	1	8	5	1	0	0	0

	NAME	EXPERTISE										SECTOR						COUNTY	
		FUNDRAISING	PLANNING	ACCOUNTING	FINANCE	INVESTMENT	MARKETING	LEGAL	Web DEVELOPMENT	BUSINESS DEVELOPMENT	IT/MIS	OTHER	HIGHER EDUCATION	HEALTH CARE	BUSINESS	GOVERNMENT	FAITHBASED		DISABILITIES
	Cheryl Jefferson										1							1	Adv. Council
1	Pamela Sanders		1		1	1			1		1							1	Baker
2	Grady Williams							1										1	Clay
3	Amanda Smith						1			1							1		Clay
4	Dr. Sandy L. Robinson												1						Duval
5	Walette Stanford		1				1				1				1			1	Duval
6	Brenda Ezell							1						1	1				Duval
7	Ed Salek			1	1					1				1					Duval
8	Vivile Dietrich							1						1					Duval
9	Barbara Ann Greene												1						Flagler
10	Elizabeth Gunn										1		1					1	St. Johns
11	Melissa Gilreath		1	1	1	1					1							1	St. Johns
12	Catherine Whitworth		1		1					1		1		1					St. Johns
13	Shelley Hirsch		1	1	1	1				1		1		1					Nassau
14	Juliet Williams				1									1				1	Volusia
	Totals	0	5	3	5	2	2	5	0	4	1	4	2	3	7	2	0	2	6



2023

Board Member	Description of “Other” Selection in Expertise Section	Description of “Other” Selection in Sector Section
Dr. Sandy Robinson		
Walette Stanford	Human Resources	Utility
Brenda Ezell		Real Estate/Business Law
Elizabeth Gunn	Health care administration and nursing care	Military families and retirees
Melissa Gilreath	Project management: renovations/construction	Senior affordable housing
Ed Salek		
Catherine Whitworth	Former Elementary School Teacher	
Grady Williams	Elder Law	Consumers
Amanda Smith	Customer Service	
Juliet Williams		
Barbara Ann Greene		
Vivile Dietrich	Law-Estate planning, probate, and Business succession planning	Law
Shelley Hirsch		
Pamela Sanders		
Cheryl Jefferson	Managerial, project administrator	

NAME	COMMITTEE APPOINTMENTS						
	EXECUTIVE	BUDGET/ FINANCE	GOVERNANCE PERSONNEL BYLAWS	PLANNING AND PROGRAMS	Advisory Council	DEI Committee	
Dr. Sandy Robinson	X					X	
Walette Stanford	X			CHAIR		X	
Brenda Ezell							
Elizabeth Gunn							
Melissa Gilreath	X	X					
Cheryl Jefferson					X		
Ed Salek	X	CHAIR					
Catherine Whitworth	X		X				
Grady Williams	X			X			
Amanda Smith			CHAIR			X	
Vivile Dietrich			X				
Pamela Sanders							
Shelley Hirsch			X			X	
Barbara Greene				X			
Juliet Williams		X					

2023 Slate of Officers

<u>OFFICERS:</u>	Term	Term Ending
President: Dr. Sandy Robinson	3rd	Jul-22
Vice President: Walette Stanford	3rd	Nov-23
Treasurer: Ed Salek	2nd	Nov-23
Secretary: Melissa Gilreath	3rd	Sep-23
At Large Members of Executive Committee:		
Grady Williams	2nd	Jan-24
Catherine Whitworth	2nd	Nov-23

2023





BOARD OF DIRECTORS APPLICATION

I. Your Contact Information:

Name: _____

Home Phone: _____ Business Phone: _____

Home Address: _____

Business Address: _____

Occupation: _____ Email: _____

II. Your Background (Please attach a resume)

What is your area of expertise either through work or education?

- Accounting Investment Finance
- Marketing Website Development Fundraising IT/MIS
- Planning Business Development Law (specify type): _____
- Other: _____

What sector would you say you represent?

- Health Care Business Government Higher Education
- Faithbased Organization Disabilities
- Other: _____

Please list other community boards and committees you currently serve on, and years of involvement:

List other aging agencies and or other community activities in which you have been involved:

List three references:

Name

Phone Number

III. Your Ability to Serve:

- I am able to regularly attend bi-monthly Board meetings. Yes No
I am able to serve on Committees in addition to Board meetings. Yes No
I am be able to commit to additional time for training and retreats. Yes No
I understand I am expected to make a financial commitment meaningful to me. Yes No

IV. Your Views on our Organization (use reverse side for additional comments):

What is your interest in the Northeast Florida Area Agency on Aging d/b/a ElderSource?

Please write a brief statement of your understanding of the mission of the organization:

Signature: Cynthia Griffin

Date: _____

Please attach a resume.

Cynthia R. Griffin – Board of Directors Application

What is your interest in the Northeast Florida Area Agency on Aging d/b/a ElderSource?

I have long had a passion for the elderly. My mother is 95 and my mother-in-law is 89. Both are in good health and value their independence. My family has worked diligently to support them with maintaining their independence. Being closely involved in their care has provided the opportunity for me to better understand the needs of the elderly population as well as the caregivers. In addition, my job allows me to observe and better understand the medical needs of the elderly as well as adults with disabilities. This includes their mental and physical health. I believe my passion combined with firsthand experiences will bring a perspective that can help to further the mission and goals of the organization.



ElderSource
BOARD OF DIRECTORS CONFLICT OF INTEREST QUESTIONNAIRE

Name: Dr. Cynthia Griffin Date: 2/7/23

List any business and professional activities in which you are an owner, partner, officer, board member, employee or member as of the date of this application:

Names of Business/Professional Organization with which you are associated

Position held

<u>Leadership Jacksonville</u>	<u>Board Member, Treasurer</u>
<u>Alpha Jax Foundation</u>	<u>Treasurer</u>
<u>Bold City Links, Inc.</u>	<u>Treasurer</u>
<u>Florida Blue Foundation</u>	<u>Board Member, Secretary</u>

I have read the by-laws and conflict of interest policy of the Northeast Florida Area Agency on Aging and have listed any possible conflict below:

I have no interests which would result in a conflict with the Northeast Florida Area Agency on Aging.

I have interests, as described below, which could result in a conflict with the Northeast Florida Area Agency on Aging.

When acting as a member of the Board of Directors of the Agency, I will place the interest of the Agency above all other interests. I will promptly inform the board chair of ElderSource, Inc. of any material change that develops in the information contained in the foregoing statement.

Cynthia L. Griffin, Ph.D.

2/8/23

Signature

Date

CURRICULUM VITAE

DR. CYNTHIA R. GRIFFIN

HOME ADDRESS

12511 Mission Hills Dr S
Jacksonville, FL 32225
(904) 642-3755

WORK ADDRESS

Florida Blue
4800 Deerwood Parkway
Jacksonville, Florida 32246
(904) 905-6307

EDUCATION AND TRAINING:

America's Health Insurance Plans (AHIP)
Executive Leadership Program
July 2008 – June 2009

ASHP Research & Education Foundation (1989)
Anticoagulation Clinic Traineeship Program
Medical College of Virginia
Richmond, Virginia

Doctor of Pharmacy (1983)
Florida A&M University
College of Pharmacy
Tallahassee, Florida

Bachelor of Science (1981)
Florida A&M University
College of Pharmacy
Tallahassee, Florida

PROFESSIONAL EXPERIENCE:

**VICE PRESIDENT
GOVERNMENT PHARMACY PROGRAMS**
Florida Blue
4800 Deerwood Parkway
Jacksonville, FL 32246
September 2015 - Present

**SENIOR DIRECTOR OF PHARMACY
GOVERNMENT PROGRAMS AND MEDICARE
STARS**
Blue Cross Blue Shield of Florida
4800 Deerwood Parkway
Jacksonville, FL 32246
March 2011 - 2015

**SENIOR DIRECTOR OF PHARMACY
GOVERNMENT PROGRAMS**

Blue Cross Blue Shield of Florida
4800 Deerwood Parkway
Jacksonville, FL 32246
March 2006 - 2011

DIRECTOR OF PHARMACY

Duval County Health Department
515 West 6th Street
Jacksonville, FL 32206
December 2002 - March 2006

ASSISTANT PROFESSOR

Florida A&M University
College of Pharmacy
Tallahassee, FL 32307
December 2002 - March 2005

DIRECTOR OF PHARMACY

Humana, Inc.
North Florida Market
Jacksonville, Florida
April 1999 - December 2002

TEAM LEADER/AMBULATORY CARE

University Medical Center
Department of Pharmacy
Jacksonville, Florida
June 1990 - April 1999

CLINICAL ASSOCIATE PROFESSOR

Department of Pharmacy Practice
College of Pharmacy
University of Florida
June 1994 - April 1999

CLINICAL ASSISTANT PROFESSOR

Department of Pharmacy Practice
College of Pharmacy
University of Florida
September 1986 - June 1994

AMBULATORY CARE PRACTITIONER

University Medical Center
Department of Pharmacy
Jacksonville, Florida
July 1986 - June 1990

CLINICAL ADMINISTRATIVE DIRECTOR

Anticoagulation Clinic
University Medical Center
Jacksonville, Florida
March 1991 - April 1999

**RESIDENCY IN PRIMARY CARE PHARMACY PROGRAM DIRECTOR, ASHP
ACCREDITED SPECIALIZED PRACTICE**

University Medical Center
Department of Pharmacy
Jacksonville, Florida
June 1990 - April 1999

ASSISTANT PROFESSOR

Texas Southern University
Department of Pharmacy Practice
College of Pharmacy
Houston, Texas

STAFF PHARMACIST

Methodist Hospital
Cardiovascular Intensive Care
Houston, Texas

PUBLICATIONS:

Griffin CR. Whether to Measure Prothrombin Time at the Ambulatory Care Pharmacy. (Frontline Pharmacist) *Am J Health-Syst Pharm* 1996; 53:31-32.

Published Interview. FDA Proposing New Rules on Sampling, Return Goods. *Hosp Pharm Rep* 1994; 8(5)63-64.

Published Interview. Pharmaceutical Care in Action. *Am Pharm J* 1993;33(12)32-5.

Malcolm KE, Griffin CR, Magee MJ, Robertson LM. Pharmacist Adjustment of H2-Antagonist Dosage to Meet Medical Staff-Approved Criteria. *Am J Hosp Pharm* 1994;51(17)2152-2154.

Magee MJ, Griffin CR, Humphreys J. Results of a Brown Bag Day (letter) *Am J Hosp Pharm* 1993;261:50

Griffin CR. All About Your Medicines (book review). *Am J Hosp Pharm* 1991;49:227

Slavin M, Benrubi GI, Parker R, Griffin CR, Magee MJ. Single Dose Oral Fluconazole Versus Intravaginal Terconazole in the Treatment of Candida Vaginitis. *J FL MA* 1992;79(10).

Okafor K, Griffin CR, Hydrocholorthiazide Induced Thrombocytopenic Purpura. *DICP* 1986;20:60

SELECTED PRESENTATIONS:

Academy of Managed Care Pharmacy Annual Meeting, “Medication Therapy Management in Action”, April 2009; Orlando, Florida

Florida A&M University, Continuing Education Seminar, “Diabetes Standards of Care.” November 2004; Orlando, Florida

Florida A&M University, Continuing Education Seminar, “Monitoring Warfarin Therapy.” August 2003; Jacksonville, Florida.

Radio Talk Show, WSVE-1280AM, “Getting the Most Out of Your Medications.” August 2003, Jacksonville, Florida.

National Council of Black Women 4th Annual Health Symposium, “Getting the Most Out of Your Medications.” July 2003; Jacksonville, Florida.

Florida Society of Health-System Pharmacists Annual Meeting, “How to Develop An Anticoagulation Clinic.” August 1996; Orlando, Florida.

National Pharmaceutical Association Annual Meeting, “Establishment of an Anticoagulation Clinic from Ground Zero.” August 1996; Chicago, Illinois.

ASHP Midyear Clinical Meeting, “Effective Strategies for Patient Counseling.” December 1994; Miami Beach, Florida.

Florida Society of Hospital Pharmacist Annual Meeting, “Pharmacist Managed Clinics: Anticoagulation Clinic.” August 1994; Orlando, Florida.

ASHP Midyear Clinical Meeting, “Pharmaceutical Care Pearl” December 1993; Atlanta, Georgia.

Florida Pharmacy Association, “Finding the Time to Counsel Patients: A Practitioner’s Perspective.” September 1992; Orlando, Florida.

ASHP Midyear Clinical Meeting, “Development of a System to Manage Drug Samples in an Outpatient Clinic.” December 1992; Orlando, Florida.

PAPERS PRESENTED AT SCIENTIFIC MEETINGS:

Malcolm KE, Wingert JM, Griffin CR, Robertson LM, Tobin TL. “Preventing Duplication of Therapy in Ambulatory Patients.” ASHP Midyear Clinical Meeting, Poster Session, December 1993: Atlanta, Georgia.

Malcolm KE, Griffin CR, Magee MJ, Bennett TA. “Development and Implementation of an H₂-Antagonist Monitoring Program in Ambulatory Patients.” Presented at the ASHP Midyear Clinical Meeting. December 1992; Orlando, Florida; and FSHP 27th Annual Meeting – Poster Session, August 1993; Lake Buena Vista, Florida.

Hill JE, Malcolm KE, Griffin CR, Foster MT. "Determination of the Optimal Monitoring Interval for Rheumatology Patients Treated with Methotrexate." Presented at the ASHP Midyear Clinical Meeting, Poster Session, December 1993; Atlanta, Georgia.

Robinson KE, Malcolm KE, Griffin CR. "Defining the Pharmacist's Role in A Rheumatology Clinic." Southeastern Conference for Postgraduate Pharmacy Education and Training, April 1992; Athens, Georgia.

PROFESSIONAL ACTIVITIES & COMMITTEE APPOINTMENTS:

Board Member, Florida Blue Foundation, 2019 – Present, Secretary

Board Member, Leadership Jacksonville, 2021 – Present, Treasurer (2022-23)

Leadership Florida Participant 2016 (Class XXXIV)

Leadership Jacksonville Participant (2011)

Member, Florida Board of Pharmacy (Appointed by Governor Charlie Crist) February 2009-2013, Vice Chair 2011 and Chair 2012

Member, Academy of Managed Care Pharmacy

Member, American Society of Health-System Pharmacists

Member, Florida Society of Health-System Pharmacists

Member, Practitioner's Prescribing Patterns Advisory Panel (Appointed by Governor Jeb Bush) 1999-2006

Member, Northeast Florida Society of Hospital Pharmacists, Secretary (1989-91)

Member, American Society of Health-System Pharmacists Primary Care Special Practice Group

Member, American Society of Health-System Pharmacists Commission on Credentialing (1996-2000)

HONORS & OTHER ACTIVITIES:

Guidewell Inaugural Circle of Excellence, Social Impact Award Recipient, 2022

Gateway Girl Scouts, Woman of Distinction, 2021

Florida A&M University College of Pharmacy Gallery of Distinction Inductee, 2009

Health Director, African Methodist Episcopal Church 2004-2008

Mentor, Yes You Mentoring Program 2006-2008

Fellow, American Society of Health-System Pharmacists, 1998 -Present

FSHP Poster Presentation Award for Practitioners, August 1993; Development and Implementation of an H2-Antagonist Monitoring Program in Ambulatory Patients

Circle of Care Recipient, University Medical Center, July 1991

PROFESSIONAL LICENSURE:

Florida State Board of Pharmacy

SOCIAL ORGANIZATIONS:

Alpha Kappa Alpha, Sorority, Inc.

Alpha Jax Foundation

Jacksonville Women's Network

Bold City Links, Inc.