Present: Sandra Dawson, Chair
Len Postman, Vice Chair
Raymond Beverage, Secretary
Donald Metzger, Executive Committee Member
Sarah Henry, Director, Area Agency on Agency
Jackie Arbour, Fiscal & Administrative Division Manager, Area Agency on Aging

Absent: None.

Visitors: None

1. Meeting called to order at 9:30 a.m.

2. Agenda Review:
   a. Jackie will be the Agency Representative at the June 27th meeting as Sarah will be on annual leave.
   b. Agenda format discussed. Change has been made as follows effective with this month's Agenda:
      • Item 8 will be Old Business
      • Item 9 will be Standing & Informational Committee Reports with the item related to reviewing Informational Items and Commission Member Announcements removed.
      • Item 10 will be New Business
      • Item 11 will be the Review of Informational Items and Commission Member Announcements
      • Item 12 will be Items for the next Meeting's Agenda
      • Item 13 will be adjournment

3. Director's Time:
   a. Staff Updates: Part-Time Cook offers made and declined. Now being re-advertised to include what benefits are included. Full-Time Driver announcement is closed and interviews possibly next week.
b. **Program Updates:**

(1) Bluebird Tour Program: a Request for Proposal was done and now in final negotiation for a new contract. Contract will be for one year with four one year renewal options.

(2) There is a new PWC Cleaning Contract which began June 1\(^{st}\). Working through some issues in terms of performance.

(3) The May 16\(^{th}\) Transitions Expo at GMU Freedom Center had over 500 people attend by headcount as there was no registration this year. Some of the attendees appeared to be people who came to the Center to exercise and wandered over to the Expo.

(4) June 3\(^{rd}\) was the First Annual Prince William Area Dementia Caregivers Symposium with 48 attendees. Sarah has met with Jane Priest about continuing the programs and possibly a Fall Symposium. Reviews from this event had requests for more "hands on" training; how to interact with the person who has Alzheimer's Disease or a related Dementia.

c. **PWC Human Services Boards, Committees & Commissions (BCC) Legislative Planning:**

(1) The upcoming meetings will be at Chinn Library on July 10, August 17 and September 21.

(2) Sarah proposed that since the next Executive Committee is on July 11 to move our meeting to July 10 and hold it before the BCC meeting. Our meeting would be from 1:00 p.m. to 2:00 p.m. since the BCC Meeting on that day starts at 2:00 p.m. All concurred. Sarah to arrange for a meeting space.

(3) Raymond to update both the COA Meeting Schedule Calendar and the COA Annual Program Calendar with the meeting dates.

d. **Prince William Area Food Council:** Sue Gilbert represents the Agency to this local Council. AARP is offering a grant to "enhance" Older Adult meals with fresh fruit and vegetables. The Agency has requested a $1,000 grant which will be used for Nutritional Talks and other program-related items in our Meal Programs.

e. **Fiscal Year 2018 Area Plan for Aging:** Sarah has received the funding allocation but has not reviewed it in depth. The Care Coordination for Elderly Virginians Program (CCEVP) does have an increase over last year.

4. **Chairperson's Time:**

a. **Prince William Area Continuum of Care (CoC) Network:** Sandra thanked Sarah for passing out the presentation last month. Sandra will be bringing it forward to the upcoming meeting for review and discussion.
b. Commission on Aging 2017 Presentation/Agenda List: July does not have a specific topic/item/presentation as what was scheduled was moved to September. Discussion of possible topics. The topic of "Substance Abuse and Older Adults" was decided on and Sarah will coordinate with PWC Community Services for a speaker.

c. Proposed Commission on Aging Meeting Schedule for 2018:

(1) Reviewed and accepted. Schedule to be included in this month's handouts. Discussion of possible topics with suggestion made the Chair ask the Members for ideas.

(2) Len proposed there be a panel with the Human Service Agencies/Entities who could present on what they do. Sarah related the local nonprofit Prince William Coalition of Human Services was planning a similar panel for Fall 2017. She also gave a short review of what the Coalition does.

(3) Discussion of presentations by the other Human Service Agencies. The PWC Human Service Agencies report to Mr. Elijah Johnson, Assistant County Executive for Human Services. Those Agencies are:

- Prince William Area Agency on Aging which has the COA as the Advisory Board. The Agency is also the Liaison for the PWC Disability Services Board (DSB). This Board is appointed by the BOCS to advise the BOCS.

- Department of Social Services with Courtney Tierney, Director and has an Advisory Board. DSS is also has the Continuum of Care Network. The two Cities have their own Departments of Social Services.

- Community Services with Alan Wooten, Director and has an Administrative Board.

- Housing & Community Development with Bill Lake, Director and has an Administrative Board.

5. Other Items:

a. Don asked if there was a chart which showed the relationship of the Human Services Agencies. Sarah would see if there is one.

b. Vacancies on the COA reviewed. Chairman Stewart has a recommendation for the At-Large appointment and Supervisor Lawson has a name for the Brentsville appointment.

6. Meeting adjourned at 10:45 a.m.

* * * Original Signed * * *

__________________________________ Date: June 13, 2017
Raymond M. Beverage, Secretary