Minutes of Regular Meeting  
May 28, 2019  
Manassas Park Community Center  
99 Adams St., Manassas Park, VA 20111

Present:  Cynthia W. Bailey, Brentsville District  
          Robert D. Chase, Gainesville District  
          Lana Tobey, Occoquan District  
          Nancy West, Potomac District  
          Sandra Dawson, Woodbridge District; Chair  
          Norman Thornton, Representative At-Large  
          Raymond Beverage, City of Manassas; Secretary  
          Charlie Montgomery, City of Manassas Park  
          Sarah Henry, Director, Prince William Area Agency on Aging  
          Alleen Bagley, President, Friends of Senior Center at Woodbridge  
          Brenda Carswell, AARP

Absent:  Len Postman, Coles District; Vice Chair  
          Edna Garr, Neabsco District

Visitors:  Amy Feinberg, MPH, CHES; Prince William Health District (PWHD)

1. Meeting was called to order at 10:00 a.m. with introductions made.

2. Citizens Time:  No one spoke.

3. Guest Speaker/Presentation:  
Amy Feinberg, Medical Reserve Corps (MRC) Coordinator/Planner

   a. Amy provided a brief description on what the Health District does. From the website: 
   “The Prince William Health District (PWHD) operates multiple programs to protect and improve the health and well-being of its residents. Services provided include: immunizations; environmental health services, including restaurant and pool inspections; family planning services; confidential diagnosis, treatment, and counseling for sexually transmitted diseases; tuberculin testing and diagnostic chest x-rays; confidential HIV testing and early intervention services; nutritional education and food vouchers for women, infants, and children (WIC) clients; processing of birth and death certificates, and investigation of reportable diseases.”  
   http://www.vdh.virginia.gov/prince-william/
b. PWHD is not a County agency. They are a State Agency located within Prince William County Government. They are aligned within the Human Service Agencies.

c. Screening for Medicaid Long-Term Services and Support are performed by PWHD. A Public Health Nurse and a Social Worker do the screening of functional abilities. Medicaid Eligibility rules are followed except for financial eligibility (not required for the screening). Wait time for approval can be up to 180 days. Financial eligibility is done after screening and must also be completed within the 180 days. The Virginia Sliding Scale is used in the review.

d. Facilities:

(1) the Business Office is located on Kao Circle in Manassas. The two Medical Clinics are in Manassas and Woodbridge. WIC Offices are in Quantico, Manassas, Georgetown South in Manassas and Woodbridge.

(2) We are not part of the Greater Prince William Health Centers (https://www.gpwhealthcenter.org/) which are Federally-funded Centers located in Dumfries, Manassas, and in Woodbridge.

(3) The Prince William Area Free Clinic (https://www.pwafc.org/) is also not part of the Health District.

(4) We do work with both the Health Centers and the Free Clinic.

e. Discussion about Immunizations to include points raised by Alleen regarding immunizations within Senior Communities. Bob noted there is a ton of information; key though is personal responsibility.

f. Amy had several pamphlets on health issues which she offered to send Sarah copies of. Copies for both the COA and also the Senior Centers. Sandra thanked Amy for her presentation and Amy departed at 10:35.

4. Administrative Items:

a. Review of Administrative Items in the folder. Informational Items will be reviewed under a separate Agenda Item. Administrative Items may include: Agenda, Monthly Meeting Minutes, Executive Committee Minutes, any items Entered for the Record, the COA Roster, and the COA Calendar.

b. Minutes dated April 23, 2019, accepted by uniform agreement.

5. Director’s Time:

a. Agency Waiting Lists as of May 28, 2019:
  • Personal Care – 1
• Adult Day Healthcare – 25
• Home Delivered Meals – 5

b. Agency Vacancies:

(1) Part-time Cook at the Woodbridge Senior Center (WSC) anticipated to be filled by June 7. The Part-time Cook at the Manassas Senior Center (MSC) has been going to help at WSC. Keep in mind there is almost triple the meals prepared at WSC – Congregate, Meals-on-Wheels, and the Adult Day Healthcare.

(2) Full-time Cook at the WSC has been posted this week.

(3) Part-time Care Transitions – interviews have started for this position.

c. Program Updates:

(1) Older Americans Month Picnic had 300 in attendance. There were about 50 no-shows. Staff is looking at the process on registrations. Mostly positive feedback on the meals this year.

(2) Transitions event went well at Potomac Mills Mall. Vendors related how they had to go out to their cars and bring in more material. Raymond attended and related his conversation with Mike Whitlock from the Prince William Chamber of Commerce. Feedback Mike has received was reduce from three locations to two locations – the Food Court and Neighborhoods 1 & 2. Overall, the Chamber Staff was pleased with the event.

(3) Alzheimer’s Association event went well with over 50 people in attendance.

(4) Reminder the Senior Centers and the Adult Day Healthcare will be closed July 1-5.

(5) No Wrong Door Expansion Grant: going well with presentations almost weekly. There have been ten demonstration with lots of interest. Raymond asked about how the software Site Licenses is being funded. The grant pays the first year with the new partner committing to pay the second year. A dummy site is also being built for training people on the software.

d. Agency Meeting and Events: June COA Meeting is moved to June 18th and will be held in the Development Services Building (basement conference room). Topic will be PWC Planning Process with Rebecca Horner, PWC Planning Director.

e. Agency Programs & Services Report (tabled from April Meeting. See Minutes dated April 23, 2019; paragraph 5d): Sarah noted several issues with the report.

(1) Personal Care: data mapping this one and working with the State on the numbers.
(2) Case Management: decrease may be related to Staff vacancies and moving from Case Management to Options Counseling. Sarah briefly reviewed what Options Counseling is.

(3) Senior Center Membership: may be affected by decrease in Congregate Meals. That decrease may be related to the Woodbridge Senior Center Cook issues. Lana observed the number may be 50/50 in terms of who attends which Center.

(4) Information & Assistance: unsure why number is lower; have to look at it.

(5) Note the report may be updated due to the data mapping.

f. Prince William Judicial Center Complex: Sarah referred to the drawing in the handouts which was part of the County CIP presentation to the BOCS in February. Noted on the drawing was the Senior Center was no longer there. Sarah checked with County Budget Office and they said it was part of a budget presentation back in 2003. It is not a current plan for the Judicial Center Complex.

6. Chairperson's Time:

   a. The proposed COA 2020 Meeting Calendar was presented and reviewed. Sandra asked Sarah if there were any conflicts for her schedule. Raymond noted this would be aside from the January Meeting with always conflicts with VA Association of AAAs (v4a) meeting. Sarah said she will check her schedule.

   b. Action: Motion by Lana Tobey with second by Nancy West to accept the Calendar as presented. No additional discussion. Voice Vote: Unanimous.

   c. Discussion of the proposed changes to PWC Zoning Definitions for Multi-Family Housing. Further action deferred to next month when the questions can be posed to PWC Planning Office. Sarah to provide Rebecca Horner with a copy of the handout.


8. Standing & Informational Committee Reports (not all have monthly reports):

   a. Housing Board: Sandra reported the Board met last week. The proposed Slate of Officers is the same as those now serving. Elections to be next month.

   b. Northern Virginia Aging Network (NVAN): Meeting was May 21st where voting was done to determine the three legislative and three budget items. Raymond reviewed those items. Next meeting is July 2nd where the descriptors will be approved for those items.

   c. Friends of Senior Center at Manassas: no report as Len was absent.
d. Friends of the Senior Center at Woodbridge: Alleen related it has business as usual. We also prepared the Slate of Officers as there are nominations for the six vacancies: four incumbents and two new. Will not be a ballot election next month.

9. **New Business:** none.

10. **Review of Informational Items in Folder and Commission Members Announcements.**

   a. Charlie related how he had coordinated with Legal Services of Northern Virginia (LSNV) to have an event at the Manassas Park Community Center in March; nobody from LSNV showed up. Charlie rescheduled with them for June 5th and also will be announcing it at the next meeting of the Manassas Park Governing Body.

   b. Bob announced that on June 5th there also will be a Matter of Balance session with a pot-luck at the Community Center. Bob and Charlie are coordinating on the events.

   c. Brenda also announced working with on events with Charlie at the Center. AARP also has a new guide for dealing with robocalls.

   d. Nancy addressed an article from *Potomac Local* titled “Lake Ridge seniors rally at U.S. Capitol for affordable housing”. There were about 100 Fellowship Square residents joining others from around the Nation at the rally. Web link: [https://potomaclocal.com/2019/05/17/lake-ridge-seniors-rally-at-u-s-capitol-for-affordable-housing/](https://potomaclocal.com/2019/05/17/lake-ridge-seniors-rally-at-u-s-capitol-for-affordable-housing/)

   e. Norman commented on the two e-mails he has sent to Sarah, Sandra and Raymond. One was on the No Wrong Door National Elements from the US Administration for Community Living. The second was on the Senior Center Accreditation Self-Assessment Workbook.

   f. Lana highly recommends the Matter of Balance program at the Senior Center.

11. **Items for the May 28, 2019, Meeting’s Agenda:**

   a. Meeting will be in the Development Services Building Lower Level Conference Room (across from the Deli), 5 County Complex Court, Woodbridge.

   b. Presentation by the Prince William County Planning Department.

12. Meeting adjourned at 11:58 a.m.

* * * Original Signed * * *

June 18, 2019

Approved: ______________________

Raymond M. Beverage, Secretary

Listing of Handouts in Record Copy (available upon request to the Secretary):
1. **Agenda** for May 28, 2019

2. **Guest Speaker/Presentation:**
   - Updates for the COA; May 28, 2019
   - Service & Units Summary Report for the Period 07/01/2018 through 03/31/2019

3. **Administrative Items:**
   - Regular Meeting Minutes dated April 23, 2019
   - Executive Committee Minutes dated May 14, 2019
   - COA Meeting Schedule for 2019 with Topic & Recurring Items
   - COA Local Government Appointee & Prince William Area Members Roster

4. **Director's Time:**
   - Extract from PWC Proposed CIP FY2020 - 2025 *New Project Judicial Center Complex*

5. **Chairperson's Time:**
   - DRAFT Commission on Aging Meeting Schedule for 2020

6. **Informational Items:**
   - Northern Virginia Aging Network (NVAN) Meeting of May 21, 2019: Agenda; Summary Notes dated March 19, 2019; NVAN 2020 Legislative Priorities Brainstorm Topics; and three background papers related to Brainstorming Topics.
   - PWC BOCS Agenda dated May 14, 2019; Item 4-G; RE: Initiate A Zoning Text Amendment Regarding the Definitions For Multifamily and Single Family Attached (TownHouse) Units.
     - Agenda Item with the April 26, 2019, Memo from the PWC Planning Director
     - Federal Fair Housing Act (Title VIII of the Civil Rights Act of 1968; as amended) Brief
   - Letter dated May 15, 2019, from US Senate Special Committee on Aging to Community Leaders seeking Information on Prevention and Management of Falls and Falls-Related Injuries
   - National Council on Aging (NCOA) Fact Sheet: Aging Program Funding (as of May 2019) for FY2020
   - National Quality Forum: Person Centered Planning and Practice
     - Description
     - Informational Update April 23-24, 2019
   - Extract: Homelessness in Metropolitan Washington - Results and Analysis from the Annual Point-in-Time (PIT) Count of Persons Experiencing Homelessness; May 2019
   - The Half Sheet dated May 23, 2019; Mental Health Awareness Month: Virginia’s Progress and Opportunities in Behavioral Health.

- AARP Infographic: Veterans in Virginia

- Infographics: 2019 County Health Rankings; background description and comparisons for PWC and Cities of Manassas and Manassas Park

7. **Upcoming Events:**
   - June 17: Military Culture and Suicide Prevention Summit

**AGENDA**

Regular Monthly Meeting  May 28, 2019  10:00 a.m. - 12:00 p.m.
Manassas Park Community Center, 99 Adams St., Manassas Park, VA 20111

1. Call to Order  
   Time Certain:10:00

2. Pledge of Allegiance

3. Citizens Time
   10:05

4. Guest Speaker/Presentation:  
   Amy Feinberg, Medical Reserve Corps (MRC) Coordinator/Planner  
   Prince William Health District

5. Administrative Items
   10:35  
   A. Review of administrative items folder contents – Secretary  
   B. Approval of Meeting Minutes dated April 23, 2019

6. Director's Time  
   10:40  
   A. Announcements  
   B. Agency Programs & Services Report for the Period 1 July 2018 – 31 March 2019  
      (carried forward from April Agenda)  
   C. Prince William Judicial Center Complex (see handout)

7. Chairperson’s Time  
   11:00  
   A. Announcements  
   B. Action Item: COA Meeting Calendar for 2020 (printed on yellow paper)

8. Old Business - None.  
   11:30

9. Standing and Informational Committee Reports (not all have monthly reports)  
   11:40  
   A. Housing – Sandra Dawson, COA member of the PW Housing Board  
      Report on Meeting held May 23rd
   B. Northern VA Aging Network – Raymond Beverage
(1) Report on Meeting held May 21. Next meeting is July 2\textsuperscript{nd}.
C. Friends of the Senior Center Manassas – Len Postman
D. Friends of the Senior Center Woodbridge – Alleen Bagley

10. New Business 11:50

11. Review of Information Items in Folder & Commission Members Announcements 11:55

12. Items for the June 18, 2019, Meeting’s Agenda:
   A. Meeting location within County Complex TBA
   B. Presentation by PWC Planning Department

13. Adjournment 12:00