Present: Cynthia W. Bailey, Brentsville District  
Len Postman, Coles District; Vice Chair  
Robert D. Chase, Gainesville District  
Edna Garr, Neabsco 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: None.

Visitors: Rebecca Horner, Director, Prince William County Planning Office

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

2. Citizens Time: No one spoke.

3. Guest Speaker/Presentation:

   a. Rebecca Horner, Director, Prince William County Planning Office was our Guest Speaker and provided copies of her presentation for review and discussion. Topics covered included Organizational Structure & Staffing; Functions; Use of the GIS; What is on the Planning Office Webpage; and the PWC Comprehensive Plan with the current nine Small Area Plans.

   b. Sandra brought up housing for seniors, in particular the age 55+ communities. Noted is those communities may mot be designed for aging in place. Rebecca commented there is no guidance in the Comprehensive Plan regarding them and there is a need to get language into the Plan. She mentioned the plan is where the COA can provided input. Raymond noted the last time the COA commented for the record on an age-restricted
development was the one in Catharpin where there was detailed a potential impact to aging support services.

c. Rebecca noted when it comes to planning and services, the single-family homes have the most impact. There is a move toward having high-density, transit-oriented development. Recent study reflected there are four cars per household in Prince William County. Looking at reducing number of cars.

d. Two goals in future land use: Affordable Dwelling Units (ADU) and Workforce Housing. Raymond commented Fairfax City is presently doing work on ADUs as part of their revitalization. Roberta noted the housing study initiative by the Metropolitan Washington Council of Governments. Discussion.

e. Sandra brought forward for discussion the handout on PWC defining what is a multi-family unit. Rebecca reviewed the background. Discussion. Rebecca noted presently in collecting data stage with goal of having work done by the Fall.

f. Rebecca completed her presentation and was thanked by all. Rebecca departed the meeting.

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 May 28, 2019, accepted by uniform agreement.

5. Director's Time:

a. Agency Waiting Lists as of June 18, 2019:
   • Personal Care – 0
   • Adult Day Healthcare (ADHC) – 23
   • Home Delivered Meals – 5

b. Agency Vacancies:

   (1) Part-time Cook at the Woodbridge Senior Center (WSC) - tentative offer made.

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

   (3) Part-time Care Transitions – tentative offer made.

c. Program Updates:
(1) Working on a “Scam Jam” event with AARP for October at the Ferlazzo Building.

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

(3) The Agency will be working with the Virginia Department for Aging & Rehabilitative Services (DARS) on a “Return on Investment” grant from the US Administration for Community Living (ACL). We were one of six AAAs contacted. It will include being the regional POC for “Person-Centered Thinking” training and possible Medicaid reimbursement for Options Counseling. First training will be in August.

d. Agency Meeting and Events:

(1) Kathleen Wiley won County Executive Award for Person-Centered Work at Adult Day Healthcare.

(2) June 27th is the next PWC Human Services Boards, Commissions & Committees (BCC) meeting at the Ferlazzo Building. Sarah will be on leave and not in attendance.

e. Sandra asked, with regard to the ADHC Wait List, if we get a new Woodbridge Senior Center in the North Woodbridge Small Area Plan, could the old Center be used as a new ADHC. Sarah related the planning for a new Center would include having a step-down program. Advocacy for a new Center has been made as the North Woodbridge Small Area Plan progresses.

f. Nancy extended kudos to Kathleen on her award.

6. Chairperson's Time: Sandra reported on the progress of having benches included in the new walkway in the wetlands portion of the new park.


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

   a. Housing Board: Sandra reported the Board is in the process of completing a survey.

   b. Northern Virginia Aging Network (NVAN): Next meeting is July 2nd where the 2020 Legislative Agenda items descriptors will be approved.

   c. Friends of Senior Center at Manassas: Len reported the Board elected with the same members. The garden is doing well and being contributed to the Center’s Meal Programs. Talent Show was well received. Discussion of possibly having a variety versus talent show next time. There will be no July Board meeting. Planning continues for “Christmas in July” and the Yard Sale.

10. **Commission Members Announcements**.

   a. Charlie reported on the Legal Services of Northern Virginia (LSNV) presentation at the Manassas Park Community Center. Manassas Park residents go to the office in the City of Manassas. Charlie was a bit disappointed as he thought there might be an opportunity for attendees to have a one-on-one session after presentation. Sarah said persons could be included in the sessions held at Manassas Senior Center. She will check and get back with Charlie.

   b. Brenda related Sarah had given the report on the “Scam Jam” and she had nothing to add.

11. **Review of Informational Items in Folder**.

12. **Items for the July 23, 2019, Meeting’s Agenda**:

   a. Meeting at Manassas Senior Center.

   b. Presentation by Community Outreach Coordinator, Office of the Attorney General for the Commonwealth of Virginia.

   c. Agency Report for the period July 1, 2018 to June 30, 2019

13. Meeting adjourned at 11:35 a.m.

* * Original Signed * *

July 23, 2019

__________________________________________________________

Approved: ___________________

Raymond M. Beverage, Secretary

Listing of Handouts in Record Copy (available upon request to the Secretary):

1. **Agenda** for June 18, 2019

2. **Guest Speaker/Presentation**:
   - PWC Planning Office presentation
   - Flyer: Pathway to 2040 – A Community of Choice
   - 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

3. **Administrative Items**: 
4. **Director's Time:**
   - Updates for the COA dated June 18, 2019

5. **Chairperson's Time:**

6. **Informational Items:**
   - Leadership Council of Aging Organizations (LCOA) “Consensus Recommendations for the 2019 Older Americans Act Reauthorization”; June 2019
   - Centers for Medicare & Medicaid Services (CMS) “Person & Family Engagement Strategy – Sharing with Our Partners”; April 2018
   - Fact Sheet: Prince William Health District
   - InfoGraphic: Genworth Financial Inc. “Cost of Care 2018” comparing the Washington DC Metro Area to Virginia – Rest of State

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**AGENDA**
Regular Monthly Meeting June 18, 2019 10:00 a.m. - 12:00 p.m.
Development Services Building – Lower Level Conference Room
5 County Complex Court, Woodbridge, VA 22192

1. Call to Order  Time Certain:10:00

2. Pledge of Allegiance

3. Citizens Time  10:05

4. Guest Speaker/Presentation:
   Rebecca Horner, Director, Prince William County Planning Office

5. Administrative Items  10:35
   A. Review of administrative items folder contents – Secretary
   B. Approval of Meeting Minutes dated May 28, 2019

6. Director's Time  10:40
   A. Announcements

7. Chairperson’s Time  11:00
A. Announcements

8. Old Business - None.

9. Standing and Informational Committee Reports (not all have monthly reports) 11:20
   A. Housing – Sandra Dawson, COA member of the PW Housing Board
      Next Meeting is June 27th.
   B. Northern VA Aging Network – Raymond Beverage Next meeting is July 2nd.
   C. Friends of the Senior Center Manassas – Len Postman
   D. Friends of the Senior Center Woodbridge – Alleen Bagley

10. New Business 11:35

11. Commission Members Announcements 11:40

12. Review of Information Items in Folder 11:55

13. Items for the July 23, 2019, Meeting’s Agenda:
    A. Meeting at Manassas Senior Center
    B. Presentation by Office of the Virginia Attorney General (OAG)

14. Adjournment 12:00

   Next Executive Committee Meeting: 9:30 a.m., July 9th, DSB Room 107B
   Next Commission Meeting: 10:00 a.m., July 23rd, Manassas Senior Center