Minutes of Regular Meeting
March 26, 2019
Leesylvania Conference Room
Dr. A. J. Ferlazzo Building
15951 Donald Curtis Drive, Woodbridge, VA

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
Diana Paguaga, Commonwealth Council on Aging

Absent: None

Visitors: None

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

2. Citizens Time: No one spoke.

3. Guest Speaker/Presentation: Sarah Henry, Director, Prince William AAA.

   a. No Wrong Door Human Services Solution Study: Sarah provided a copy of the presentation. The full study was also circulated around the room. Emphasis made to not confuse this study with the No Wrong Door Expansion project. Sarah led a review and discussion of each slide; responding to questions as they occurred. Both documents were distributed post-meeting via electronic mail on April 1, 2019.

   b. Adult Day Healthcare Program: The Prince William Area Agency on Aging, licensed through the Virginia Department of Social Services and contracted through Medicaid, provides Adult Day Healthcare for qualifying residents of the tri-jurisdictional area of Prince William County, the City of Manassas and the City of Manassas Park. The program
includes group-based activities, personal care, and health monitoring for adults aged 18 and older who cannot or should not remain at home alone during the day. The program also provides essential respite for caregiving families. Hours of Operation are 7:00 a.m. to 6:00 p.m., Monday – Friday. Sarah offered a tour after the meeting for those interested.

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 February 26, 2019, accepted by uniform agreement.

5. Director’s Time:

   a. Agency Wait Lists as of March 26, 2019:
      • Personal Care – 3
      • Adult Day Healthcare – 25
      • Home Delivered Meals – 6

   b. Agency Vacancies: None.

   c. Program Updates:

      (1) No Wrong Door (NWD) Expansion Grant: meeting of partners on February 26 went well. Next meeting in April will include agencies we want to partner with in the future as part of the grant.

      (2) PWC Human Services Unmet Needs presentation to the BOCS on March 12th included the Woodbridge Senior Center. Sandra related her advocacy at the PWC Planning Commission meeting on the Woodbridge Small Area Plan. Sarah thanked her and commented that PWC Planning is reaching out for information.

      (3) Preparation work beginning for the Older Americans Month Picnic.

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

   d. Agency Meetings and Events:

      (1) April 4, 2019: Annual Agency Volunteer Appreciation Event.

      (2) May 10, 2019: Older Americans Month Picnic.

      (3) May 15, 2019: Transitions – Resources for Aging Gracefully Expo
e. PWC Human Services Boards, Commissions & Committees Meeting for the Local Government Appointees will be on April 22nd, 3:00 p.m., Chinn Library.

f. Sarah will be absent from the April 23rd COA meeting as she has to attend the Virginia Association of AAAs (V4A) meeting in Fairfax.

g. New Initiative: there is sufficient revenue from the Care Transitions program and the Veteran Directed Home & Community-Based Services (VDHCBS) program to fund a Human Services Aide position. This grant-funded position would do follow-up with people in these programs and also the required data entry.

6. Chairperson's Time: Sandra reviewed issues with accessibility in parking and entrances to government buildings. She encouraged everyone to advocate. Discussion.

7. Old Business: Proposed language amendment to COA Rules of Procedures dated March 28, 2017; Article III – Membership, Section 3 – Local Government Appointees; pertaining only to the Manassas City Appointee.

   a. The Secretary reviewed the handout which is the February 26, 2019, announcement of change. The thirty-day written notice requirement has been met. No changes made to language of the announcement.

   b. The Chair called for voice vote. Motion made by Len Postman with second by Nancy West to accept the language amendment as written. No discussion. Vote: Unanimous.

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

   a. Housing Board: the Board is meeting Thursday, March 28th.

   b. Northern Virginia Aging Network (NVAN): meeting was on March 19th and Raymond referred to the handouts. Next meeting is April 16th for the 2020 Legislative Brainstorming Session.

   c. Friends of Senior Center at Manassas: Len reported the Scholarship Application deadline is April 19th. Elections are scheduled for April 1 & 2. Contracting underway for a bus to the Older Americans Month Picnic.

   d. Friends of the Senior Center at Woodbridge: Alleen thanked Charlie for the 2018 tax presentation at the Center. She related the plans for the Senior Prom Dance and discussion for a Fashion Show and an International Dance.


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

   a. Edna announced that on March 31st at 3:00 p.m., there will be a Women’s Event at her church in Triangle.
b. Bob announced there will be an educational outreach program at Manassas Park Community Center on April 24th. Topic is Falls Prevention.

c. Nancy asked about follow-up on Elder Villages (see Minutes dated February 26, 2019; Paragraph 10a). Sarah replied she has not heard from anyone regarding doing a presentation to the COA.

d. Lana mentioned items from Supervisor Anderson’s newsletter.

11. Items for the April 23, 2019, Meeting’s Agenda:

a. Meeting will be at the Woodbridge Senior Center with a presentation by Legal Services of Northern Virginia.


12. Meeting adjourned at 11:55 a.m.

* * * Original Signed * * *

__________________________________________  April 23, 2019
Approved: ___________________

Raymond M. Beverage, Secretary

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

1. **Agenda** for March 26, 2019

2. **Guest Speaker/Presentation:**
   - Presentation: No Wrong Door Human Services Solution Study
   - Report: No Wrong Door Human Services Solution Study (One copy for Review)
   - Note: Above documents were distributed also via e-mail on April 1, 2019

3. **Administrative Items:**
   - Regular Meeting Minutes dated February 26, 2019
   - Executive Committee Minutes dated March 12, 2019
   - COA Meeting Schedule for 2019 with Topics
   - COA Local Government Appointee & Prince William Area Members Roster

4. **Director’s Time:** Updates for the Commission on Aging dated March 26, 2019

5. **Chairperson’s Time:**

6. **Action Items:**
   - Agenda Item 8 – Old Business: Proposed Change to Rules of Procedure Article III, Section 3

7. **Informational Items:**
   - Northern Virginia Aging Network (NVAN) – March 19, 2019, Meeting Material:
• Agenda; Summary Notes from January 15, 2019, Meeting
• Report on NVAN’s 2019 Priorities and Continuing Concerns

- March is Brain Injury Awareness Month!
  • Brain Injury Association of America: *Brain Injury Facts & Statistics*
  • Heathy Brain Virginia: *Brain Health*
  • NIDILRR & CDC: *Moderate to Severe Traumatic Brain Injury is a Lifelong Condition and Policy Implications: Proactive Management of TBI*

- National Association of Area Agencies on Aging (n4a) Policy Brief: *Recommendations for the Reauthorization of the Older Americans Act*

- U.S. Administration for Community Living: *Congregate Meal Programs – a value proposition*

- Potomac and Rappahannock Transportation Commission (PRTC) and OmniRide:
  • Notice of Public Hearing on Proposed FY 2020 Budget & Federally Participating Products
  • Presentation: OmniRide Budget Proposal – FY2020 Proposed PRTC Budget

- Housing & Community Development Related Items:
  • Open Comment Period & Notice of Availability of Draft Prince William Area Consolidated Housing & Community Development Annual Action Plan with List of Draft Projects
  • Housing Leaders Group of Greater Washington “Capital Region Housing Challenge”
  • Example of potential impact of age-restricted communities on Long-Term Services & Supports

- AARP:
  • Event Flyer: Stay Active and Informed with AARP & Manassas Mall
  • “2019 State Plan Summary” for AARP Virginia

8. **Upcoming Events**:
- April 1st & April 2nd: **A Matter of Balance** Coach Training
- April 8th: Northern Virginia Positive Aging and Wellness Fair
- April 30th: 50+ Employment Expo
- May 15th – **Transitions: Resources for Aging Gracefully** at Potomac Mills Mall

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**AGENDA**

Regular Monthly Meeting  March 26, 2019  10:00 a.m. - 12:00 p.m.
Dr. A. J. Ferlazzo Building, 15951 Donald Curtis Drive, Woodbridge, VA 22191
Leesylvania Conference Room

1. Call to Order Time Certain: 10:00

2. Pledge of Allegiance

3. Citizens Time 10:05

4. Guest Speaker/Presentation:
No Wrong Door Human Services Solution Study – Sarah Henry
PWC Adult Days Services Program

5. Administrative Items 10:35
   A. Review of administrative items folder contents – Secretary
   B. Approval of Meeting Minutes dated February 26, 2019

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

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

8. Old Business 11:30
   Approval of proposed change to the Rules of Procedure announced on
   February 26, 2019, regarding the City of Manassas appointment procedures.

9. Standing and Informational Committee Reports (not all have monthly reports) 11:40
   A. Housing – Sandra Dawson, COA member of the PW Housing Board
   B. Northern VA Aging Network – Raymond Beverage
      (1) Report on Meeting of March 19, 2019
      (2) Next Meeting: April 16, 2019: Legislative Brainstorming Session
   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 April 23, 2019, Meeting’s Agenda: 11:55
   A. Meeting at Woodbridge Senior Center
   B. Presentation by Legal Services of Northern Virginia
   C. Agency Programs & Services Report for July 1, 2018, through March 30, 2019

13. Adjournment 12:00

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