



Executive Committee Meeting
October 8, 2019
Room 107B, Development Services Building
5 County Complex Court, Woodbridge, VA

Present: Sandra Dawson, Chair
Len Postman, Vice Chair
Nancy West, Executive Committee Member
Raymond Beverage, Secretary
Sarah Henry, Director, Area Agency on Agency

Absent: None

Visitors: None

1. Called to order at 9:30 a.m.

2. Agenda Review: We are meeting in the Health Center at Birmingham Green. This will be a “short” agenda with most regular business deferred until the next scheduled monthly meeting.

3. Director's Time:

a. Staff Updates:

(1) Full-time Cook at Woodbridge Senior Center: Christopher Bohn hired.

(2) Part-time CRIA (Counseling, Referral, Information & Assistance) Coordinator: Paula Drummer has been hired.

(3) Administrative Support Coordinator I: still reviewing job functions.

(4) Program Manager, No Wrong Door Study Implantation: selected and negotiations in progress. Sandra asked how many applicants and Sarah said she can answer that after actions are finalized.

b. Program Updates:

(1) Scam Jam: will be on October 26, 2019, and AARP will be sending out postcards announcing it.

(2) No Wrong Door Expansion (NWD) (Potomac Health Foundation and DARS grant): finalizing fifth partner. Half-way to the goal of ten partners. Grant period has been extended until June 2020. Developing the NWD Council.

(3) Adult Day Healthcare (ADHC) will be closed on October 15th for a Staff In-Service.

(4) 2020 Calendar Items:

April 15 – Annual AAA Volunteer Appreciation

May 12 – Governor’s Conference on Aging

May 13 – Transitions Expo at Potomac Mills Mall

May 15 – Older Americans Month Picnic

c. Topics for 2020:

(1) Sarah noted there have been three items so far proposed for next year: Older Americans Act; Area Agency on Aging Funding; and Expectations of the COA. Raymond suggested adding the finalized Community Health Assessment.

(2) Discussion. Proposal to have about a ten-minute brainstorming session on topics at our December 17, 2019, meeting. All agreed to plan.

d. Raymond asked what is the status of the new Human Services Alliance (formerly the Coalition of Human Services).

(1) Sarah replied they have formed their nonprofit [IRC 501(c)(3)] and are in the process of hiring their Executive Director. No PWC Human Services Staff sit on their Board of Directors. Their first meeting is scheduled for Thursday, October 10th.

(2) Sandra reviewed the public meetings prior to the Alliance being formed. She brought up then about the stress on local nonprofits in terms of staffing, volunteers and funding. When reviewing plans, she is giving the same warning. Sarah said the development of this nonprofit – which is part of PWC Strategic Plan – is running in parallel with the No Wrong Door Study.

4. Chairperson's Time:

a. The proposed COA 2020 Legislative Budget & Legislative Priorities was reviewed and received minor edits. This will be placed on the Agenda for final approval by the COA.

b. From last Executive Committee meeting: Community Housing Developers Inc. (CHDI) is a non-profit housing provider. They are offering a rental assistance program. There are presently five properties by managed by CHDI with 15 people on their Waiting List.

c. Homeless Services: there is an East & West Advocacy Group forming and nonprofits are being invited. Concept is to extend services to the homeless in the western portion of Prince William County.

5. Other Items:

a. Len will not be at the December 10th Executive Committee Meeting.

b. Woodbridge Small Area Plan will be presented to the PWC BOCS at their 7:30 p.m. session tonight (October 8, 2019).

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

* * * Original Signed * * *

Raymond M. Beverage, Secretary

Date: October 8, 2019