



## Minutes of Regular Meeting

May 25, 2021

Room 107, Development Services Building  
5 County Complex Court, Woodbridge, VA 22192

**Present:** Cynthia W. Bailey, Brentsville District  
Robert Chase, Gainesville District  
Edna Garr, Neabsco District (via remote conferencing)  
Nancy West, Occoquan District; Chair  
Verniecia Bell, Potomac District (via remote conferencing)  
Sandra Dawson, Woodbridge District; Vice Chair  
William Selfridge, Representative At-Large  
Raymond Beverage, City of Manassas; Secretary  
Sarah Henry, Director, Prince William Area Agency on Aging  
Alleen Bagley, President, Friends of the Senior Center at Woodbridge  
Brenda Carswell, AARP – Woodbridge, VA  
Stephen O. Izaguirre, Commonwealth OAG Community Outreach  
Diana Paguaga, Commonwealth Council on Aging

**Absent:** Christopher Dorcsis, Coles District  
Sandra Dawson, Woodbridge District; Vice Chair (notified Secretary)

**Visitors:** Muriel Garr (via remote conferencing); Gary West

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

2. Determination of Quorum: Secretary certifies quorum is physically present with five of the nine Local Government Appointees in the room with two via remote conferencing. Remote participation allowed as the Public Health Emergency Declaration by the Governor continues.

3. Citizens' Time: no one spoke.

4. Guest Speaker/Presentation: "Virginia APS Division Programs" with Andrea Jones, Adult Protective Services Regional Consultant, VA Dept. for Aging & Rehabilitative Services.

a. The presentation included reviewing the program structure; how a complaint of abuse, neglect, and/or exploitation is validated & investigated; who are reporters of a complaint; and the five possible dispositions.

b. Report suspected abuse, neglect, or exploitation to Department of Social Services (PWC, Manassas City or Manassas Park) or the 24-hour hotline at: (888) 832-3858.

c. PWC Dept. of Social Services has produced a video "Adult Abuse Prevention: Know the Signs" available at <https://youtu.be/J7DOn714yVM>

5. Administrative Items:

a. Review of Administrative Items in handout folder by the Secretary.

b. Approval of Meeting Minutes dated April 27, 2021 - with corrections to Paragraphs 7a and 13 - by uniform agreement.

c. Christopher J. Dorcsis, Coles District Appointee, resigned on May 25, 2021 as he is moving out of the area. Supervisor Vega has been notified by him.

d. Bob inquired about the vacant Manassas Park position. Raymond said it has been advertised since March 2021 and, historically, takes time to fill.

6. Director's Time:

a. Staff Updates: fully staffed.

b. Fiscal & Administration: waiting on ARA Fund allocation.

c. Program Updates:

(1) Senior Center: Virtual Senior Center doing well. Rec-in-a-Bag successful. Evidence-Based Programs will continue training for Bingosize and Matter-of-Balance as Virginia Dept. for Aging & Rehabilitative Services (DARS) received a new grant from the US Administration for Community Living (ACL)

• Link to Virtual Senior Center and other Programs: <https://coronavirus.pwcgov.org/aaa/>

(2) Adult Day Healthcare: Personal Care Hours vs. Center Attendance. Rec-in-a-Bag successful. Well Checks being done daily.

(3) Home Delivered Meals: Continue with lunch offered through the Senior Center kitchen. Breakfast offered through Mom's Meals. Lunch delivered once every four weeks; Mom's Meals delivered every other week. Website for information on Mom's Meals: <https://www.momsmeals.com/>

(4) Personal Care: no new updates.

(5) Supportive Services & CRIA (Counseling, Referral, Information & Assistance): no new updates.

c. Nancy said Sandra had asked that a sample “Rec-in-the-Bag” be brought to this meeting. Since Sandra is not here, Sarah will bring it to the June 22<sup>nd</sup> meeting.

d. COVID-19 Vaccine: Agency Staff assisted with calling homebound clients to make vaccine appointments. Twenty-five were referred to the County EOC and two received transportation.

e. Reconstitution Plan: guidance has changed so being reworked. It will then be forwarded to the County Executive.

7. Chairperson's Time: Nancy had requested input from the Local Government Appointees on the Draft PWC 2021-2024 Community Strategic Plan. None was received.

8. Old Business: Notice of proposed amendment No. 2 to COA Rules of Procedure – 2017 Edition.

a. The COA approved an amendment to our Rules of Procedure (Bylaws) to incorporate changes to the Virginia FOIA, specifically § 2.2-3708.2 Meetings held through electronic communication means. Motion by Robert Chase with second by William Selfridge to adopt the changes as published on the notice dated April 27, 2021. No discussion. Voice Vote: Unanimous.

b. Changes included are: when a Local Government Appointee can request to attend telephonically if providing care to a family member and Appointee cannot physically attend; and meeting during a declared state of emergency without a quorum physically present. (Chapter 33, Virginia Acts of Assembly – 2021 Special Session I)

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

a. Housing – no report.

b. Northern Virginia Aging Network (NVAN) – Raymond Beverage: May 18<sup>th</sup> virtual meeting reviewed and voted on the items which will become the 2022 Legislative Platform. Items now will go to various committees for development. Next meeting is July 20<sup>th</sup>.

c. Friends of the Senior Center Manassas – Len Postman: no report.

d. Friends of the Senior Center Woodbridge – Alleen Bagley: interested in the Reconstitution Plan; looking forward to getting everyone back together. She attended the Prevention Coalition of Greater Prince William meeting on May 19<sup>th</sup>. Raymond extended kudos to her for attending as the Coalition appreciated having someone from the Senior Centers.

10. New Business: Proposed COA 2022 Meeting Calendar reviewed and approved by uniform agreement.

11. Commission Members Announcements.

a. Bob asked about Officer Paul as he has not been in attendance the last couple of meetings. Sarah will check with him. Bob attended a Book Club meeting at Harris Pavilion in the City of Manassas. The police had to be contacted for assistance with an individual. Bob will be meeting with Jan Hawkins at Volunteer Prince William about transportation for Seniors and Veterans. The Freedom Museum has moved from the Airport to downtown Manassas on the corner of Center & West Streets. July 4<sup>th</sup> will be the grand opening. Issues from Gainesville District: taxation, the Rural Crescent and location of Data Centers.

b. Bill attended the Virginia Governor's Conference on Aging along with Raymond. Both spoke about the Conference. The Agency will be giving a presentation on June 7<sup>th</sup> at 10:00 a.m. at Four Seasons.

c. Diana spoke about the CCOA Best Practice Awards.

d. Vernieca related the Potomac District has established a Committee for Older Adults. Meeting may be next month. Nancy asked her if she could speak to someone in Dumfries about plans for the former Dumfries-Triangle Rescue Squad building the town recently purchased.

e. Brenda mentioned AARP continues offering virtual workshops.

12. Review of Information Items in handout folder.

13. Items for the June 22, 2021, Meeting's Agenda:

a. Meeting in Room 107, Development Services Building

b. Topic: OmniRide

14. Meeting adjourned at 11:59 a.m.

\* \* Original Signed\* \*

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Raymond M. Beverage, Secretary

June 22, 2021  
Approved: \_\_\_\_\_

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

1. **Agenda** for May 25, 2021

2. **Guest Speaker**:

- Virginia Adult Protective Services (APS) Division Programs 2021 Presentation
- Northern APS-AS Intake Contacts 2021

3. **Administrative Items:**

- Regular Meeting Minutes dated April 24, 2021
- Executive Committee Minutes dated May 11, 2021
- COA Local Government Appointee & Prince William Area Members Roster
- Commission on Aging Meeting Schedule for 2021

4. **Director's Time:**

- Commission on Aging Updates – May 2021

5. **Chairperson's Time:**

6. **Old Business:** Notice of proposed amendment No. 2 to COA Rules of Procedure – 2017 Edition

7. **New Business:** Proposed COA 2022 Meeting Schedule

8. **Informational Items:**

- 2021 Virginia Governor's Conference on Aging (VGCOA) Virtual Conference Schedule

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**AGENDA**

Regular Scheduled Meeting

May 25, 2021 10:00 a.m. - 12:00 p.m.

Room 107, Development Services Building, 5 County Complex Court, Woodbridge, VA 22192

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**Remote Access Information**

Hosted by Sarah R. Henry

**Tuesday, May 25, 2021 10:00 am**

**Join by Computer**

<https://pwc-doit.webex.com/pwc-doit/j.php?MTID=m90d3206901e71f0d1333b54dfb88757e>

Meeting number: 157 537 1225

**Join by phone**

+1-415-655-0001 US Toll

Access code: 157 537 1225

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1. Call to Order and Pledge of Allegiance Time Certain: 10:00
2. Determination of Quorum
3. Citizens Time 10:05
4. Guest Speaker/Presentation: "Adult Protective Services"  
Andrea Jones, APS Division Regional Consultant, Dept. for Aging & Rehabilitative Svcs
5. Administrative Items 10:35
  - A. Review of administrative items folder contents – Secretary
  - B. Approval of Meeting Minutes dated April 27, 2021
6. Director's Time 10:40
  - A. Announcements
7. Chairperson's Time 11:00
  - A. Announcements
  - B. Draft PWC 2021-2024 Community Strategic Plan
8. Old Business: Vote on proposed changes to COA Rules of Procedure – See Handout
9. Standing and Informational Committee Reports (not all have monthly reports) 11:20
  - A. Housing – Sandra Dawson, COA member of the PW Housing Board
  - B. Northern VA Aging Network – Raymond Beverage
    - Met May 18, 2021; NVAN 2022 Legislative Platform
    - Next Meeting: July 20, 2021
  - C. Friends of the Senior Center Manassas – Len Postman
  - D. Friends of the Senior Center Woodbridge – Alleen Bagley
10. New Business 11:40
  - A. Review & Approval of Proposed COA 2022 Meeting Calendar
11. Commission Members Announcements 11:45
12. Review of Information Items in Folder 11:55
13. Items for the June 22, 2021, Meeting's Agenda:
  - A. Meeting in Room 107, Development Services Bldg (DSB)
  - B. Topic: OmniRide
14. Adjournment 12:00