



**Minutes of Regular Meeting**  
**March 25, 2025**  
**Occoquan Conference Room, McCoart Building,**  
**1 County Complex Ct, Woodbridge VA 22192**

**Present:** Nancy West, Occoquan District; Vice Chair  
Scot Crockett, Brentsville District; Secretary  
Brian Fulton, Neabsco District  
Eileen Fowler Thrall, Potomac District  
Laura Halo, Division Manager, Area Agency on Agency

**Absent:** Diana Paguaga, Representative-At-Large  
Sandra Dawson, Woodbridge District  
Erika Laos, City of Manassas  
Joshua Lee, Acting Director, Area Agency on Agency  
Anthony Frierson, President, Friends of Senior Center at Manassas  
Roberta Wilson, President, Friends of Senior Center at Woodbridge

**Visitors:** Brenda Carswell, AARP VA  
Elena Alergant, NV Rides  
Gary West, PWC Resident

**1. Meeting was called to order** at 10:01 a.m. and Pledge of Allegiance recited.

**2. Citizens Time:** No report

**3. Presentation:** Rebecca Lowe delivered a presentation titled, "Introduction to Library Services."

- a. The presentation began with the library mission statement and mentioned the new Director Jennifer Patterson. description of in-branch and digital services and resources offered.
- b. The library has far more than just books. They offer passport services, audio books, e-periodicals, meeting spaces, maker spaces, photo scanning service, genealogy, and reference materials like Chilton manuals.

**4. Administrative Items:** Scot Crockett provided a review of documents contained in each attendee's folder.

- a. Vice Chair West asked for a motion to approve the February 25, 2025, COA minutes as amended and the updated COA calendar. Eileen made a motion to approve the minutes, Brian seconded the motion, members unanimously approved the minutes as amended. The February 25, 2025 minutes and updated calendar are approved.

**5. Directors Time:** Laura Halo, provided updates to ongoing programs, projects, and issues with the PW AAA.

- a. The current Personal Care waitlist is at 14.
- b. The Woodbridge Meals on Wheels waitlist is currently at 28.
- c. Woodbridge transportation waitlist is 4.
- d. The Adult Daycare waitlist is currently at 5.
- e. New HIPPA Compliance Officer, Ashley Spears, started March 3.
- f. Budget requests submitted that includes CXO proposed 2 additional positions. Budget request limited to 5% increase.
- g. CIP request includes land acquisition for a new combined Woodbridge senior center and library.
- h. CXO and Josh is participating in Meals-on-Wheels delivery
- i. Five Veterans in the Veterans program. A grant will be used to bring on addition staff person to enable the division to add another 20 veterans served.
- j. Upcoming Events:
  - March 21, AARP Safe and Sound Home modification
  - May 9, Older Americans at Camp Snyder for recreation and socialization.

**6. Chairpersons Time:** no report

**7. Old Business:** No Report

**8. Standing and Informational Committee Reports:**

- a. Housing—Housing in the county is more on the demand side than on the supply side.
- b. NVAN—No Report
- c. Woodbridge Senior Center—No Report
- d. Manassas Senior Center—No Report

**9. New Business:** Nancy discussed the need to elect a new Chair of the Commission to fill the vacancy. According to the rules the Chairperson position will need to be filled by the April Commissions Meeting.

**10. Commission Member Announcements:** Eileen reported on efforts to establish a new Senior Center. Brian mentioned that, due to the weather, the Bluebird program has experienced a lot of cancellations in January and February. Scot mentioned ongoing

efforts for an adult day care and senior center on the West end of the County. Virginia Governor's Conference on Aging in coming up.

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

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*Scot Crockett, Secretary*

Approved: March 25, 2025

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

1. COA Agenda
2. COA Minutes – February 21, 2025
5. COA Local Government Appointee & Prince William Area Members Roster
6. Meeting Sign-In Roster