



Executive Committee Meeting
March 10, 2026
Occoquan Room
1 County Complex Court, Woodbridge, VA

Present: Sandra Dawson, Chair
Scot Crockett, Secretary
Diana Paguaga, Rep At-large
Joshua Lee, Deputy Director, Area Agency on Aging
Tracy Solomon, Area Agency on Aging

Absent: Barbara Reese, Vice Chair

Visitors: Geovanny Santana

1. Meeting called to order at 10:06 a.m.

2. Agenda Review:

a. Sandra explained what documents are needed going forward for the executive meetings. They include draft minutes from both regular and executive meetings. Further explained, no sign-in sheet or agenda is needed for the executive meetings.

b. Sandra reviewed the agenda for the next regular meeting on March 24, 2026. Josh confirmed he followed up with Sheriff Hill about presenting at that meeting. Will share with the committee once confirmed.

c. Sandra wants under administrative items for the regular meeting agenda, approval of minutes, and approval of 2026 meeting schedule.

d. Josh will provide standard updates and waitlists, he will try to put together a timeline/history of the Area Agency on Aging to be shared with County Supervisors at meetings, and how the committee feels it's appropriate to bring more awareness to the County of the needs of the aging community.

e. Sandra sent messages to Supervisor Stewart and Angry about the need to fill the vacancies of the committee

3. Standing and Informational Committee Reports:

a. Brainstorming of how the role as Secretary could be met. Scot offered to remain in the role with possible support from the Area Agency on Aging staff regarding the minutes. Scot feels the other items are not as time-consuming and he could likely do.

b. Josh will look into the bylaws to see if the Secretary must be an appointee.

c. Scot brought up the need for more concentrated resources that can prepare people on how to assist their elderly family, what questions to ask etc.

d. Sandra asked if the committee should continue to have the Secretary write up talking points to share with each of the District Supervisors.

d. Josh will send an email reminder to staff about the regular meeting scheduled for April at the Woodbridge Senior Center.

5. Other Items: none.

6. Meeting adjourned at 11:34 a.m
