



**Minutes of Regular Meeting
July 28, 2026
Manassas Senior Center
9329 Mosby Street
Manassas, VA 20110**

Present: Eileen Fowler Thrall, Potomac District
Sandra Dawson, Woodbridge District, Chair
Diana Paguaga, Representative At-Large
Irma Mejia-Lewis, City of Manassas
Brenda Carswell, AARP Woodbridge
Barbara Reese, Coles District, Vice Chair
Josh Lee, Acting Director, Prince William Area Agency on Aging
Tracy Solomon, Business Services Analyst, Prince William Area Agency on Aging

Absent: Scot Crockett, Brensville District
Nancy West, Occoquan District

Visitors: Anthony Frieron, Friends of Manassas, President
Geovanny, Sandra Dawson's attendant
Patricia O'Donnell
Eugene Brown
Kathy Wuckoff
Matt(Chamber of Commerce)

1. Meeting was called to order: 10:08 a.m., and Pledge of Allegiance

2. Introductions

3. Public Comment Time: Eugene Brown shared information on his independent campaign for Manassas City Council, focusing on human services, transportation, and community connections.

4. Presentation: None

5. Administrative Items:

- a. June Minutes approved
 - i. Eileen motioned to approve
 - ii. Diana seconded

6. Director's Time: Josh Lee, Acting Director, PWAAA, presented the following updates: Service and Units report shared; all programs, 7/1/25-6/30/26. Proposed 2026 Agency priorities.

Waitlists reviewed for Personal Care Services, Meals on Wheels, Transportation, and the ADHC

- a. Vacancies were announced: Gifty Appiah, Health Aide starting 8/17/26.
Open positions: Wellness & Fitness Coordinator, Director, Supportive Service Specialist, Care Coordinator and Nutritionist,
- b. Senior Center Without Walls program continues to grow. Locations have been secured through the end of 2026.
 - i. Tuesdays & Thursdays 10:00 – 2:00 at Dumfries United Methodist Church
 - 1. June – August
 - ii. Tuesdays 10:00 – 2:00 Ben Lomond (Pat White Center)
 - 1. September - December
- c. Adult Day HealthCare:
 - i. Upgrading Cameras-working with County to update camera, doorbells, and internal surveillance cameras.
- d. Fiscal & Administration:
 - i. Organizational Survey-54% response rate
 - ii. Partnering with County to review results, address what is working well and areas of improvement
- e. Senior Cool Care Program
 - i. Habitat for Humanity assisting with getting AC units to seniors in need
- f. Update on DSB space: Ongoing communications with County facilities and Fleet for redesign on current suite 240 space.
- g. Project Mend-A-House
 - i. Gave 30 day notice on intent to terminate grant subcontract
 - ii. Will be putting out 3 quote for residential repair services in coming months
- h. Marketing
 - i. Signed contract with Inside NOVA for print and digital marketing for 10 months, starting July
- i. Who We Are
 - ii. Developing bi-weekly/monthly information snippets to send to BOCS and COS informing about Agency's upcoming events, etc.
- j. What We're Doing
 - ii. Prepping Fiscal year 28 budget requests
 - iii. Priorities (not final)
 - Funding new Woodbridge Senior Center
 - Personal Care/Respite expenditure increase

- Full-time Evidence-Based program Coordinator
- Funding new Adult Day Center(west end)

7. Chairperson's Time:

- a. Still in need of a Secretary. Irma has expressed interest. Will give her final answer at next meeting.
- b. Further conversation about bylaws for COA/DSB and possible merge,

8. Old Business:

- a. Sandra would like to give members a chance to read through bylaws provided from Josh, and asked members to be prepared to discuss further at next meeting.

9. Standing and Informational Committee Reports:

- a. Housing – Diana invited to work with other County groups.
- b. NVAN – Nancy is absent
- c. AARP – Brenda-Report on October 5(breakfast)
- d. MSC Friends – Anthony Frieron
 - Garden is in full bloom, harvesting
 - 4 scholarships offered
 - Started a walking group
 - Working on getting more benches in the memory garden

10. New Business: NONE

11. Commission Member Announcements:

- a. Next meeting speaker: DARS, Dementia Friendly America

12. Meeting adjourned: 12:04 p.m.

Approved: Tracy Solomon