



**Minutes of Regular Meeting
August 25, 2026
Occoquan Conference Room
1 County Complex Ct,
Woodbridge, VA 22192**

Present: Eileen Fowler Thrall, Potomac District

Sandra Dawson, Woodbridge District, Chair

Nancy West, Occoquan District

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: Brenda Carswell, AARP Woodbridge

Visitors: Geovanny, Sandra Dawson's attendant

Gary West

Teresa Cannady

1. Meeting was called to order: 10:03 a.m., and the Pledge of Allegiance was recited

2. Introductions

3. Public Comment Time: Teresa Cannady introduced herself. This was Teresa's first time attending a meeting. Teresa is Secretary for FRIENDS of Woodbridge and in need of information to complete an end-of-year report the non-profit needs to file.

4. Presentation: George Worthington, DARS

5. Administrative Items:

a. July Minutes approved

i. Diana moved to approve

ii. Irma seconded

6. Director's Time: Josh Lee, Acting Director, PWAAA, presented the following updates:

Waitlists reviewed for Woodbridge Meals on Wheels 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. Woodbridge Senior Center holiday party- December 11, 2026, 10am-2pm
- d. Older Americans Month Celebration-May 21, 2026
- e. Adult Day HealthCare:
 - i. Upgrading Cameras-working with County to update camera, doorbells, and internal surveillance cameras.
- f. Aging Gracefully Expo- September 16, 2026, Manassas Mall
- g. NVAN Legislative breakfast-October 9, 2026. Josh asked if anyone wanted to attend the Agency would get them a ticket.
- h. Fiscal & Administration
 - i. Ongoing communication with Couth facilities and fleet maintenance for redesign on current suite 240 space
 - ii. Staff working to finalize contract with new vendor on residential repair partner
- i. Marketing
 - i. Signed contract with Inside NOVA for print and digital marketing for 10 months, September 2026-June 2027
- j. Who We Are
 - ii. Developing bi-weekly/monthly information snippets to send to BOCS and COS informing about Agency's upcoming events, etc.
- k. What We're Doing
 - i. Prepping Fiscal year 28 budget requests
 - ii. 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)

I. SE4A Conference-Williamsburg, VA September 19-24, 2026

7. Chairperson's Time:

- a. Irma would like to take on the Secretary title and duties
 - i. Diana moved to approve
 - ii. Nancy seconded
- b. Sandra-Possible subcommittee to review 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, housing board to keep people in their homes, provide more affordable housing
- b. NVAN – Nancy shared info on the Legislative conference coming. Attended the recent meeting where she heard about Ombudsman duties and goals and the use of volunteers for this program
- c. AARP – Brenda not present
- d. MSC Friends – Barbara
 - Grandparents Day
 - Bubble Day
 - Watermelons came up in garden
 - Working on getting more benches in the memory garden

10. New Business: Josh will speak with our Ombudsman and share information Nancy spoke about the use of volunteers in the program, in preparation of RoseMari's retirement.

11. Commission Member Announcements:

- a. Next meeting speaker: Matt, Chamber of Commerce, Senior Services Committee

12. Meeting adjourned: 11:43 a.m.

Approved: Tracy Solomon

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