



**Minutes of Regular Meeting
22 October 2024
Birmingham Green, 8605 Centreville Rd,
Manassas, VA 20110**

Present: Nancy West, Occoquan District; Chair
Mickey Feeley, Coles District; Secretary
Diana Paguaga, Representative-At-Large
Brian Fulton, Neabsco District
Scot Crockett, Brentsville District
Eileen Fowler-Thrall, Potomac District
Joshua Lee, Acting Director, Prince William (PW) Area Agency on
Aging (AAA)
Laura Halo, Fiscal & Administration Division Manager, PW AAA
Brenda Carswell, AARP Virginia
Anthony Frierson, President, Friends of Senior Center at Manassas

Absent: Sandra Dawson, Woodbridge District; Vice Chair
Roberta Wilson, President, Friends of Senior Center at Woodbridge

Visitors: Robert Wagner, Birmingham Green
Victoria Mason, Birmingham Green
Patricia McDowney, Birmingham Green
Carmen Louise, Birmingham Green
Aaron Rebuck, Northern Virginia Health Center Commission Nursing
Home Administrator, Birmingham Green
Robert Hahn, Chief Advancement Officer, Birmingham Green
Jimmy Contech, Birmingham Green
Gary West
Kevin West

1. Meeting was called to order at 10:00 a.m. and Pledge of Allegiance recited.

2. **Citizens Time:** No report.

3. **Presentation:** Aaron Rebuck, Northern Virginia Health Center Commission
Nursing Home Administrator welcomed the PW COA to the Birmingham Green
facility and provided opening comments. Jimmy Contech and Victoria Mason

provided an informative update on operations, including the Willow Oaks assisted living and District Home facilities. A tour of the facilities followed the COA meeting.

4. Administrative Items: Mickey Feeley provided a review of all documents contained in each attendee's folder. Nancy West asked for a motion to approve the 27 August COA minutes. Diana Paguaga made a motion to approve the 27 August minutes, Eileen Thrall seconded the motion, with all present members affirming. Nancy West asked for a motion to approve the 24 September COA minutes. Brian Fulton made a motion to approve the 24 September minutes, Eileen Thrall seconded the motion, with all present members affirming. The 27 August and 24 September 2024 minutes are approved.

5. Director's Time: Joshua Lee provided updates to ongoing programs, projects, and events associated with the PW AAA. The "COA Updates October 2024" document provides details of discussion items and is attached to these minutes. Additionally, Joshua provided an overview of the Service and Units Summary Report from 07/01/2024 to 09/30/2024.

6. Chairpersons Time: Nancy West informed that all PW COA officer positions (i.e., Chair, Vice Chair and Secretary) are up for election at the end of this year. Voting will occur during the December COA meeting.

7. Standing and Informational Committee Reports:

a. Housing: No report.

b. Northern Virginia Aging Network (NVAN): Mickey Feeley reported he attended a virtual NVAN Advocacy Committee meeting to discuss the strategy of scheduling meetings with local State Senators. The purpose is to advocate the NVAN 2025 Legislative Platform.

c. Friends of Senior Center Manassas: No report.

d. Friends of Senior Center Woodbridge: No report.

e. AARP: No report.

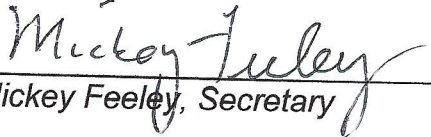
8. New Business: No new business.

9. Old Business: No old business.

10. Commission Member Announcements: Brian Fulton provided an update on the upcoming Bluebird bus tour to the White House on either December the 4th, 19th or 20th. The cost is \$60.00 per person with a maximum capacity of 38 persons, actual tour date is TBD. Reservations may only be made by the

requestor or their spouse by calling 703-339-0333. There is a Bluebird Tours meeting on 8 November at 10:00 a.m. at the PW County Complex Supervisor's Chamber. The meeting is open to the public.

11. Meeting adjourned at 11:42 a.m.


Mickey Feeley, Secretary

Approved: 3 December 2024

Attachment: COA Updates October 2024 document

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

1. Agenda
2. COA Minutes – 27 August 2024 & 24 September 2024
3. Executive Committee Meeting Minutes dated 8 October 2024
4. PW AAA COA Updates October 2024 document
5. PW AAA Service and Units Summary Report from 07/01/2024 to 09/30/2024
6. PW COA Legislative Priorities for the 2025 Virginia General Assembly Session document
7. COA Meeting Schedule with Topics for 2024
8. COA Local Government Appointee & Prince William Area Members Roster
9. Sign in sheet

(Attachment) - COA Updates October 2024

Wait Lists:

- Personal Care: 28 (192 days average wait)
- Woodbridge Meals on Wheels: 21 (30-60 days average wait)
- Adult Day Healthcare: 16 (90 days average wait)

Personnel:

- Adult Day Healthcare (ADHC)
 - o HIPAA Compliance Officer
 - Reviewing applications
- Supportive Services
 - o CRIA Coordinator
 - Reviewing applications

Senior Centers:

- U.S. Department for Health and Human Services Visit
 - o Woodbridge Senior Center
 - Presentation by Deputy Secretary Andrea Palm
 - Discuss Inflation Reduction Act (IRA and its benefits to older adults
 - Has 30-minute presentation, followed by Q&A

Supportive Services:

- Increase in Veterans Served
 - o Limited agency staff limits amount of veterans managed in program
 - Agency creating new grant funded position to address increased need for veteran placement in program.

Adult Day Healthcare

- Alzheimer's Walk 2024: Harris Pavilion Manassas
 - o Saturday, October 19, 2024
 - Team Name: People Who Care
 - Join the walking team and/or donate by clicking [here](#):
 - o Raised \$1,729

Fiscal & Admin:

- DARS Audit
 - o Audit begins October 1, 2024 – October 3, 2024
 - Auditing adherence to program and governance reporting, compliance with State and Federal laws, regulations, and policy, and identifying potential problems with program administration
 - Data from January 1, 2022 – June 30, 2024 being reviewed

- Nutrition Programs, Disease Prevention and Health Promotion
- Senior Farmers market Nutrition
- Transportation
- In Home Services (Personal Care & Checking
- COA Minutes, bylaws, memberships rosters and signed Minutes from FY2022, FY2023, FY2024
- No findings. Awaiting final report in coming months.