

**Attachment C Notice of September 2021 COA Meeting**

**FAIRFAX AREA COMMISSION ON AGING (COA)  
DRAFT MINUTES**

**VIRTUAL – VIDEO/AUDIO MEETING**

**Zoom:** <https://us02web.zoom.us/j/82848374447>

**Password:** COA-m1234!

**Or**

**Telephone:** 888-270-9936 (US Toll Free) or 602-333-0032

**Conference code:** 231525

**Wednesday, July 21, 2021, 1:00 – 3:00 p.m.**

**Commissioners Present:**

Carolyn Sutterfield, (Chair), Mike Perel (Vice Chair), Cathy Muha (Secretary), Cathy Cole, Martha Cooper, Kay Larmer, Phyllis Miller Palombi, Sharron Dreyer, Kathy Hoyt, Diane Watson, Joe Heastie, Tom Bash

**Staff Present:**

Teebe Nagasi, Theresa Brown, Jacquie Woodruff, Hilda Naranjo

**Call to Order**

COA Chair Carolyn Sutterfield called the meeting to order at 1:00 p.m.

**Roll Call and Motions to Proceed with Electronic Meeting**

Carolyn explained that, in order to conduct the meeting electronically in compliance with the emergency procedures authorized by FOIA, the State of Emergency, and the Emergency Ordinance, certain findings and determinations are required for the record. Carolyn called the roll, and all the commissioners participating stated their name and the location from which they were participating. Commissioners present were:

- Carolyn Sutterfield from her home in the City of Fairfax
- Diane Watson from her home in Lorton, representing Mount Vernon District
- Sharron Dreyer from her home in Springfield, representing Lee District
- Tom Bash from his home in the Springfield District
- Cathy Cole from New Jersey, serving as the At-Large Representative
- Kay Larmer from her home in Stafford, representing Dranesville District
- Martha Cooper from her home in City of Falls Church
- Joe Heastie from his home in Fairfax County, representing Providence District
- Mike Perel from his home in Braddock District
- Cathy Muha from Bethany Beach, representing Sully District
- Phyllis Miller Palombi from her home in Reston, representing Hunter Mill District
- Kathy Hoyt from her home in Alexandria, representing Mason District (introduced and

stated location after initial roll call).

Carolyn motioned that the COA had a quorum present via remote connection and that each member's voice could be adequately heard by all participating members of the Fairfax Area Commission on Aging. Vice Chair Mike Perel called for a second and a vote. Diane Watson, seconded. The COA voted unanimously to approve the motion.

Carolyn motioned that the State of Emergency caused by the COVID-19 pandemic made it unsafe for the Fairfax Area Commission on Aging and the public to physically assemble. She further moved that the Fairfax Area Commission on Aging conduct the meeting electronically through a dedicated audio-conferencing line that the public could access. Mike Perel called for a second and a vote. Martha Cooper seconded. The COA voted unanimously to approve the motion.

Finally, Carolyn motioned that all agenda matters would address the Emergency itself, were necessary for continuity in Fairfax County government, and/or were statutorily required or necessary to continue operations and the discharge of the Fairfax Area Commission on Aging's lawful purposes, duties, and responsibilities. Mike Perel called for a second and a vote. Sharron Dreyer seconded. The COA voted unanimously to approve the motion.

#### **Additions to Agenda; Approval of the Agenda; Approval of the Minutes**

Carolyn asked that NV Rides be moved to "Old Business" because NV Rides was part of the 50+ Community Action Plan. Mike Perel motioned that the amended agenda be accepted. Kay Larmer seconded. The COA voted unanimously to accept the amended agenda.

Carolyn stated that the draft minutes include approval of amended minutes, but there were no amendments to the minutes. The meeting date should be recorded as June 16. Martha Cooper motioned that the amended minutes be approved. Cathy Cole seconded. The COA voted unanimously to approve the amended minutes.

#### **Public Comment**

No public comment.

#### **Presentation: Dementia Friendly Fairfax - Robin McGlothlin, Insight Memory Care Center**

Dementia Friendly America (DFA) is a national network of organizations, communities and individuals seeking to ensure that residents living with dementia and their caregivers are supported. A dementia friendly community promotes a better quality of life for those living with the disease and is informed, safe and respectful of Alzheimer/Dementia residents, families and caregivers. Leading Age Virginia is the state lead for the Commonwealth of Virginia. DFA supports and educates different sectors of the community to provide dementia friendly environments. These sectors include but are not limited to grocery stores, banks, restaurants and places of faith. Dementia Friendly Fairfax provides information sessions for the public and trains interested parties to assist in informing the community regarding the initiative. Dementia Friendly Fairfax has formed Restaurant and Faith Initiative Committees. The Action Team is critical to the initiative. The team works to have diverse community representation in an effort to expand the Dementia Friendly initiative to different community sectors educating and creating

awareness. Dementia Friends is a public health initiative that educates and delivers information through volunteers and online tools. Further information regarding the Dementia Friendly initiative is available at [www.DFFairfax.org](http://www.DFFairfax.org).

## **Old Business**

### **Cynthia Alarico, Mobility Manager, Fairfax County Neighborhood and Community Services**

Mobility Management Unit, Neighborhood and Community Services, supports coordinates and enhances transportation for older adults and those with disabilities. The County has received funding from the Metropolitan Council. Cynthia provided an update highlighting work performed under the current grant as it comes to a close.

- Streamline call center and cross train staff to enhance customer satisfaction.
- Enhance travel training program (impacted by pandemic). Focus on small groups to train use of and access to public transportation.
- Work to identify barriers and gaps in county transportation services for aged and those with disabilities.
- Vaccine taxis launched on February 11, 2021(current decline in requests).
- Launched TOPS,(April 3, 2021) a highly anticipated program that replaced taxi voucher programs. Streamlined transportation program for anyone 50 plus with limited income or a person with disabilities. Received additional funding of \$75,000 to enhance and expand the program.

The Mobility Management Unit is seeking new grant funding and would like recommendations from the Commission on Aging regarding transportation needs within the 50 plus community. The Mobility Management Unit is requesting a letter of support from the Commission on Aging for new grant funds from The Federal Transit Administration.

Carolyn Sutterfield called for a motion to send a letter of support for federal funding. Sharron Dreyer motioned that a letter of support be submitted to the Department of Neighborhood and Community Services, Human Transportation Services. Phyllis Miller-Palombi seconded. The COA voted unanimously to submit letter of support.

### **Updated Remote Participation Policy**

Jacquie Woodruff reviewed the state and local orders that have been in place allowing for electronic meetings during the pandemic. After the local order is lifted, the COA meetings will again require an in-person quorum with some commissioners eligible to participate remotely in accordance with the updated remote participation policy. The updated policy was drafted by the County Attorney's Office to comply with the new legislation.

Carolyn Sutterfield requested a motion to vote on updated remote participation policy. Sharron Dreyer motioned that the updated remote participation policy be approved. Mike Perel seconded. The COA voted unanimously to approve the updated remote participation policy.

### **Health Care Advisory Board Legislative Position on Long Term Care Staffing Support**

The COA discussed supporting the Health Care Advisory Board Position on Long Term Care

Staffing Support at the last meeting and now has received the draft position document. Mike Perel is concerned that advanced technology will extinguish jobs that this position attempts to support through proposed increased staffing. Proposal is to support legislation to increase direct care staffing levels. COA will be listed with Health Care Advisory Board supporting

Carolyn Sutterfield called for a motion to support adding COA to the position document. Kay Larmer motioned that the COA be added to the support of the Health Care Advisory Board Position on Long Term Care Staffing. Sharron Dreyer seconded the motion. Mike Perel abstained. The remaining COA members (11) voted to approve.

### **Commissioner Updates**

Tom Bash reported that the Fairfax County Government approved Pre-notification 911 for the County. This was a part of the 50+ Plan, and Tom has worked diligently over the past 5-6 years to make this program a reality. The program includes the Cities of Fairfax and Falls Church. The Commission congratulated Tom on his commitment and success. Kay recommends that all Board members include this information in their newsletters.

Mike Perel reported that NV Rides Marketing and Communications Director gave a presentation at the NVAN meeting. The presentation updated the group on status of services provided during the pandemic. The Director of NV Rides and Marketing Communications Directors will be leaving their positions. Jewish Community Center of Northern Virginia is considering how to move forward with these staff positions.

Carolyn Sutterfield announced that Little River Glen Senior Center has earned a Platinum Level SAGE Care Credential for LGBT inclusive services and culturally competent care. Neighborhood and Community Services plans to ensure all county senior centers achieve this credential over the next year or so.

### **Director's Report**

Teebe Negasi, Program Manager for Adult Services and Adult Protective Services (on behalf of Tara Turner)

Fairfax Area Agency on Aging's Caregivers Alert Notifications Program was awarded second place in the 2021 National Association of Area Agencies on Aging Innovations Award. Giuliana Valencia runs this program and is recognized for her hard work.

Tara Turner sent her gratitude to the outgoing officers for their leadership, participation and their many contributions to the Commission on Aging. Jacquie shared remarks on behalf of Tara and the AAA.

### **New Business**

#### **Theresa Brown, Acting Quality Assurance Manager, Adult and Aging Division Updates on Area Plan**

- Area Plan is a contract between the Dept. for Aging and Rehabilitative Services (DARS) and the Area Agency on Aging (AAA) for planned services provided to the Fairfax area. A comprehensive Area Plan is developed by the AAA and approved by DARS every four years with annual updates in between. We are currently entering Year 3, so updates will be provided. Funding is generally flat each year with modest changes and therefore the

projected persons served and projected units to be provided are similar year to year with modest changes based on client utilization. Service categories are usually unchanged unless there is new funding.

- A new service category for chores has been added this year providing for heavy housekeeping, yardwork, and snow removal.
- ElderLink is adding two new programs under Falls Prevention: Walk With Ease and *BINGOCIZE*.
- Home Delivered Meals is transitioning from volunteer to vendor delivery model. Lunch companion volunteers and social visiting volunteers will be added.
- Nutrition education will be provided in addition to nutrition counseling that is already provided for both home delivered meals and congregate meals.

### **COA Officer Election**

Joe Heastie will administer the COA officer elections. Carolyn Sutterfield introduced the slate of officers to begin service to the commission in September of 2021. Cathy Cole for Chair of the Commission, Cathy Muha for Vice Chair and Carolyn Sutterfield for Secretary.

Joe Heastie stated that elections are open for nominations and called for a motion to elect the slate as stated. Diane Watson motioned. Martha Cooper seconded. The COA votes unanimously to elect the slate of officers. Joe thanked Carolyn for her excellent leadership.

### **Announcements**

Cathy Cole announced that a Think Tank project has been selected to be recognized by the Board of Supervisors.

Diane will send a flyer about a Dementia Friendly Information Session on July 29.

### **Adjournment**

Diane Watson motioned that the meeting be adjourned. Kay Larmer seconded. The meeting was adjourned at 3:00pm.