

**FAIRFAX AREA COMMISSION ON AGING (COA)  
EXECUTIVE COMMITTEE**

**VIRTUAL – VIDEO/AUDIO MEETING**

**Zoom:** <https://us06web.zoom.us/j/82153780812>

**Password:** Meet-1234!

**Or**

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

**Conference code: 231525**

**DRAFT MINUTES**

**Wednesday, November 10, 2021, 1:00 – 2:00 p.m.**

**COA Executive Committee Present:**

Cathy Cole (At Large, Chair), Cathy Muha (Sully District, Vice Chair), Carolyn Sutterfield (City of Fairfax, Secretary)

**Others Present:**

Tom Bash, COA (Springfield District); Jacquie Woodruff, AAA

**Call to Order**

Chair Cathy Cole called the meeting to order at 1:05 p.m. Carolyn agreed to record the minutes.

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

Cathy Cole made the motions to allow the Executive Committee to conduct a wholly electronic meeting because the COVID-19 pandemic made it unsafe to physically assemble a quorum in one location or to have the public present. All motions passed unanimously.

Committee members, staff, and one COA commissioner accessed the meeting via the Zoom web platform. All stated their official function and the location from which they were calling. The public was able to access the meeting via an AT&T call line.

**Approval of Draft Minutes**

Carolyn motioned that the draft minutes for the September 8, 2021 Executive Committee meeting be approved. Cathy Muha seconded. The minutes were approved unanimously.

Cathy Muha motioned that the draft minutes for the October 13, 2021 Executive Committee meeting be approved. Carolyn seconded. Cathy Cole and Cathy Muha voted aye; Carolyn, who was absent on October 13, abstained. The motion passed.

**Public Comment**

There was no public comment.

## **Executive Committee Meeting Discussion**

### 1. COA Executive Committee Remote Participation Policy

- Jacquie informed the committee that it needs to follow the same remote participation policy approved by the full COA. Some language would need to be changed. Not having a draft copy present, the committee tabled this item until the December 8 meeting.

### 2. Future COA Meetings

#### *November 2021*

- Kathleen Thomas, Communications Specialist, Department of Family Services, will speak on the plan for promoting the upcoming Countywide Community Survey. The 2022 survey will use the same questions as the one in 2019. Participants will again be selected randomly. It may be possible to break out data by age cohorts and topics of interest to other BACs that serve older adults.
- Commissioners should be prepared to ask questions regarding the COA's role in the rollout and also to volunteer to work through one of the four community groups from the COA panel discussion of October 13.
- Theresa Brown and Linda Hernandez-Giblin will discuss Volunteers Solutions' response to social isolation during COVID-19.

#### *December 2021*

- Carolyn announced that Social Isolation and Loneliness is the topic of the virtual annual meeting of the Partnership for a Healthier Fairfax, Thursday, December 2, 9:30 to 11:30 a.m. (To register, visit <https://PFHFAnnualMeeting2021.eventbrite.com>.) Tara Turner is a panelist. Carolyn and Diane Watson serve on the Behavioral Health subcommittee of PFHF. She suggested that commissioners attend the meeting and plan to discuss it, along with the Volunteer Solutions' information, at the December 15 COA meeting.
- The Board of Supervisors is considering adjustments to Fairfax County's property tax relief program for older residents. Information and a link to a December 7 virtual public meeting are [here](#). Commissioners are asked to attend in preparation for discussion on December 15. Former COA chair Richard Chobot spoke to us on this earlier this year.

#### *January 2022*

- Jacquie reported that in-person COA meetings may resume in January.

### **Other Business**

There was no other business.

### **Adjournment**

Carolyn motioned, and Cathy Muha seconded. The meeting was adjourned at 2:04 pm.