

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

Pennino Building – Room 709
12011 Government Center Parkway, Fairfax, VA

DRAFT MINUTES

Wednesday, June 14, 2023

COA Executive Committee Present:

Cathy Cole (At Large, Chair), Cathy Muha (Sully District, Vice Chair), Joanne Collins (Hunter Mill, Secretary)

Others Present:

Ana Valdivia, Beth Ann Margetta - Area Agency on Aging (AAA)

Call to Order

Chair Cathy Cole called the meeting to order at 1:10 p.m. Joanne Collins recorded the minutes.

Public Comment

None

Executive Committee Meeting Discussion

- **June 21, 2023, COA Meeting** will meet in-person in the Pennino Building. The Hunter Mill District will ‘host’ the meeting with Supervisor Walter Alcorn.
 - Dorothy Keenan commendation for work in GrandInvolve will be moved to July 19 COA meeting due to a travel conflict.
 - SHAPE the Future of Aging Plan- Team Report for P (Personal Wellbeing)
 - Area Plan Presentation by Nesanet Berhane, Quality Assurance Manager, Adult and Aging Division/Dept. of Family Services. Request for list of programs in Area Plan with a 1-line description be made available. Public comment on Area Plan will be solicited through written submission to the COA inbox – dfscommissiononaging@fairfaxcounty.gov
 - COA Officer Election Slate nomination.
- **SHAPE Initiative Development Committees & Timeline Discussion**
 - Steering Committee Formation – Identify partners, Develop Invitation with expectations and AAA will do the outreach. First meeting steering meeting will be in-person, then virtual. Work Group committee formation based on recommendations – need to determine where these committees will meet.
 - SHAPE Timeline with Objectives discussed – Solidify Leadership Teams, Select Focus Area, Narrow Down Targets, Finalize Solutions. Draft Report. Potential date of report from committees was discussed for April leading to May presentation.

New Business

- **July 12 COA Executive Committee Meeting** – Receive SHAPE Timeline final document, review final partner invitations and timeline for SHAPE Steering Committee.
- **July 19 COA Meeting** – Executive Officer elections, invite Equity Officer, Linda Hernandez-Gibson, to discuss tools for Commissioners and determine Supervisor Pat Herrity’s July availability for GrandInvolve Commendation.

Minutes Approval & Adjournment

Cathy Cole motioned that the May 10, 2023, COA Executive Committee Meeting minutes be approved. Joanne Collins seconded. The minutes were approved.

Cathy Muja motioned that the meeting be adjourned, Joanne Collins seconded it. The meeting was adjourned at 2:27 p.m.