

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

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

**FINAL MINUTES**

**Wednesday, December 13, 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 1:00 p.m. Joanne Collins recorded the minutes.

**Public Comment**

None

**Executive Committee Meeting Discussion**

- **COA Budget Discussion**
  - Can the COA request a budget? The Commission for Women have a 25K budget.
- **SHAPE Initiative Development Committee Meetings Discussion**
  - CM – need to be more intentional toward the LGBTQ+ community.
  - CC – committees will come up with basic initial initiatives. As we progress through the years, we will add more depth to the initiatives.
  - BA – Length of service on the committees has come into question.
  - BA – Everyone has met 4x except “A.” Assignments to be out by next week. Groups are progressing at the same pace except for “A.”
  - Although the plan calls for Actionable, Achievable, Affordable initiatives; nothing should be off the table. We need to be in conversation regardless of potential cost.
- **December 20, 2023, COA Meeting** will meet virtual using new Zoom account. The Sully District will ‘host’; Cathy Muha to reach out to Supervisor’s office.
  - Yashoda Premysler – CARE Mobile, ServiceSource presentation
  - Update on SHAPE Initiative Development Committees


**New Business**

- **January 17, 2024 COA Meeting** – in-person
  - Cathy Muha, Vice Chair, will facilitate the meeting.
  - Possible communications strategy panel – 50+ Ambassadors, Villages (Mt. Vernon), Reston for a Lifetime (Sharon Canner), HOA representative. How do we work together, sustainability of Villages, how do we make communication inroads into the community?
  - Invite Louis Nuzzo, Assistant County Attorney to return to update commissioners on recent law changes and clarify the boundaries on commissioners meeting socially
  - Only IDC discussion time in Jan?
  - AARP Dementia Resource Guide to be distributed to commissioners.
  
- June, 2024 COA meeting may be virtual, due to room availability.
  
- Shape Tools – BA to meet with John R. to finalize SHAPE Initiative Tracker. Initiatives will be submitted via a form; tracker changes to be made by commissioners or staff.

**Minutes Approval & Adjournment**

Cathy M. motioned November 8, 2023, COA Executive Committee Meeting minutes be approved. Cathy C. seconded. The minutes were approved.


Cathy C. motioned that the meeting be adjourned, Cathy M. seconded it. The meeting was adjourned at 2:30 p.m.

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Joanne Collins, COA Secretary

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Cathy Cole, COA Chair

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Date