

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

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

DRAFT MINUTES

Wednesday, February 14, 2024

COA Executive Committee Present:

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

County Staff Present:

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

Call to Order

Chair Cathy Cole called meeting to order at 1:02 p.m. Joanne Collins recorded the minutes.

Review of the Agenda:

Cathy C. motioned to approve the agenda. Joanne seconded and the motion passed.

Approval of the Minutes:

Cathy C. motioned to approve the January 10, 2024, COA Executive Committee Meeting minutes. Joanne seconded and the minutes were approved.

Public Comment

None

Executive Committee Meeting Discussion

- **SHAPE Initiative Development Committee Discussion**
 - SHAPE 1st Year Report to the Board of Supervisors
 - Beth Ann will discuss at the Feb COA report timeline and expectations.
 - March 11 – Commissioner’s report input/comments due.
 - April 5 – Final Report; Commissioners provide additional feedback by April 9th.
 - AAA leadership to send report to Communications by end of April.
 - May 2 – Final report edits.
 - May 8 – report posted.
 - May 14 – Board of Supervisors Older Adults meeting
 - Finalizing information in the trackers; need to designate a commissioner for each initiative.

- SHAPE report out in COA meeting important to find areas of overlap between IDC's.
 - Still no City of Falls Church representative. Commissioner involvement in COA discussed.
 - SHAPE IDC Update Worksheet for subcommittee reporting
 - Communication tool developed by Linda
 - Monthly report to go to commissioner tied to the IDC.
 - Send the tool to the 3 subcommittees forming – “S” IDC Mobile fleet, “P” IDC StrongerMemory, and “E” IDC Financial Planning Workshop in Senior Centers.
 - SHAPE IDC subcommittee roles –[SHAPE](#) the Future of Aging plan, page 33
 - Champion – call the meeting
 - COA Advocate – commissioner
 - County Staff Liaison
 - SHAPE Crosswalk with the Strategic Plan - [SHAPE](#) the Future of Aging plan, page 34
 - Cathy M – What is status of SAGE Care Training certificate in AAA? Expand certification outside of AAA. Goodwin House is certified.
 - Cathy M to present SHAPE to HCAB.
- **February 21, 2024, COA Meeting** – will meet in-person in the Pennino Building. The City of Fairfax will ‘host’ the meeting with Mayor Catherine Read providing remarks.
 - Springfield District Supervisor Herrity remarks to COA on leaving his role as Chair of the Older Adults Committee
 - VA Freedom of Information Discussion – last call for questions for Louis Nuzzo. before Beth Ann compiles and sends.
 - SHAPE 1st Year Report Timeline – Beth Ann Margetta
 - Market Research presentation – Tara Turner
 - SHAPE IDC Subcommittee Update reporting mechanism – Linda Hernandez-Giblin
 - Move Embodied Lab presentation to March or May. The May COA is right after the Older Adults (OA) meeting.

New Business

- **March 20, 2024, COA Meeting** – in-person
 - Supervisor Walter Alcorn, Older Adults Committee Chair, will attend virtually.
- **May 14, 2024, Board of Supervisors Older Adults Meeting**
- **June 2024 COA Meeting**
 - June COA meeting moved to June 12th at 12noon, Pennino Building, Rm 200/206. Send notification of date change to the COA commissioners.

Adjournment

Cathy C. motioned that the meeting be adjourned, Joanne seconded it. The meeting was adjourned at 2:23 p.m.

DRAFT