

## **FAIRFAX AREA COMMISSION ON AGING (COA)**

**Pennino Building – Room 200/206**  
12011 Government Center Pkwy, Fairfax, VA

### **FINAL MINUTES**

**Wednesday, February 21, 2024, 1:00 – 3:00 p.m.**

**Commissioners Present:** Cathy Cole (Chair/At Large), Cathy Muha (Vice Chair/Sully), Joanne Collins (Secretary/Hunter Mill), Carolyn Sutterfield (City of Fairfax), Jim Kirkpatrick (Springfield), Mike Perel (Braddock), Sharron Dreyer (Franconia), Diane Watson (Mount Vernon), Irv Katz (Mason)

**Commissioners Remote:** Kay Larmer (Dranesville, FL), Joe Heastie (Providence, FL)

**County Staff Present:** Tara Turner, Linda Hernandez-Giblin, Ana Valdivia, Fairfax Area Agency on Aging

**County Staff Remote:** Beth Ann Margetta, Katie Jantzi, Fairfax Area Agency on Aging, John Ruthinoski, DFS: Data Analytics Unit; Trina Mayhan-Webb, DFS: Adult & Aging Division

**Call to Order:** Chair Cathy Cole called the meeting to order at 1:03 p.m. In-person Commissioner quorum present. Cathy Cole determined remote participation with Commissioners ability to hear and speak. Introduction of Commissioners. Cathy Cole motioned to approve proceeding with the meeting and Sharron seconded. The COA voted unanimously to approve the motion

**Review of the Agenda:** Diane motioned to approve the agenda. Jim seconded and the motion passed unanimously.

**Approval of the minutes:** Review of the January 17, 2024, minutes. Cathy Cole motioned to approve the minutes. Carolyn/Sharron seconded. The draft minutes were approved.

**Public Comment:** No public comment. Eileen McCartin, Executive Director, Northern VA Resource Center for the Deaf & Hard of Hearing Persons

**District Host: City of Fairfax, Mayor Catherine Read - Remote**

- Mayor Catherine Read thanked the COA for inviting her to host.
- Thank you to Carolyn Sutterfield, City of Fairfax COA commissioner, for her marvelous job as a commissioner. As she wraps up her term, the City of Fairfax is searching for a replacement.
- Mayor Read is knowledgeable of the COA's value with first-hand experience with GrandInvolve which offers more mature residents an opportunity to give back and help solve social isolation. It's a great program that brings together children and older adults.

- COA performs an important function, creating programs and policy. Mayor Read cannot overstate the value of the commission. A large number of people are turning 65 and we need to provide services for older adults. The City of Fairfax needs Fairfax County as its partner. The COA is looking out for the best interests of older adults.
- Carolyn Sutterfield, City of Fairfax COA commissioner, thanked Mayor Read on behalf of the commission.

#### **Remarks from Springfield District Supervisor: Supervisor Pat Herrity**

- Chair Cathy Cole welcomed and thanked Supervisor Herrity for his long-term service to older adults.
- Supervisor Herrity thanked the COA for allowing him to join the meeting in-person. It was important for him to come and personally thank the COA for their partnership over the years, i.e. Covid Response and SHAPE plans.
- Older adults will remain a priority for Supervisor Herrity. The Chair of the Board of Supervisors determine the Standing Committee's leadership and Supervisor Walter Alcorn will Chair the Older Adults Committee.
- Supervisor Herrity thanked the COA and presented each commissioner with a Springfield District Challenge Coin to encourage the COA to continue its service to older adults.
- Supervisor Herrity will remain involved and his door is always open.

#### **VA Freedom of Information Act (VFOIA) Presentation: Louis Nuzzo, Office of the County Attorney**

- In May 2023, the VA Supreme Court ruling on Gloss v. Wheeler threw a monkey wrench into public meetings and the VFOIA.
- Attorney Nuzzo discussed the complexities of transparency obligations and the expanded definition of public meetings under the VA code.
- The 13 questions submitted by the commissioners to Mr. Nuzzo ahead of the COA meeting were answered in detail.
  - If three or more members of a public body raise subject matter regarding public business, then a public meeting will have been created.
    - If a commissioner finds themselves in this situation, you can 1) leave the discussion or 2) create a minute and put it on our COA website.
  - A Public meeting is a gathering of three or more members of a public body to transact and discuss business; either physically, electronically or email. A minute gets created.
  - According to the remote participation policy, you vote to participate remotely and make sure that everyone can hear & see each other. The meeting requires a physical quorum in-person. This information must be reflected in the minutes.
  - Yes, commissioners can have lunch together as long as you do not discuss board business.
- The 2024 General Assembly is considering several bills to fix the outcome of Gloss v. Wheeler.
  - Attorney Nuzzo will distribute a summary report after the General Assembly regarding legislative outcomes.
  - Yes, commissioners should set up a separate email address for COA business.

- Hallmark of Democracy is freedom of information and voting. Public servants need to be compliant. The public regulates public meetings and can demand information via VFOIA.
- VFOIA does not cover recorded meetings, that is a policy decision. If a public meeting is recorded, then it becomes part of the public record and has retention requirements. The Library of VA schedules how long public records must be retained.

### **AAA Director's Report: Tara Turner, Director, Fairfax Area Agency on Aging**

- Older Americans Act (OAA, 1965)
  - On Feb 6, 2024, the Administration for Community Living (ACL) released a ruling updating the regulations for administering the OAA programs. The ruling is effective March 15, 2024 with compliance by October 2025.
  - A State agent will look and analyze the final rules which improve consistency of definitions, addresses emergency preparedness and clarifies some flexibilities. How will the state update regulations to align with statutes and reflect older adults of today?
    - Vast majority of the final ruling reaffirms and clarifies what is already in place.
- Mental Health First Aid – March 14 at South County Center. COA had advocated for this training.
- ElderLink held its first two training sessions of Embodied Labs. The COA will learn more about Embodied Labs in the March or future COA meeting.
- AAA Annual Report to the Board of Supervisors is due in May. What is important to the COA to be included in the report?
  - Diane – Impact of hearing and visual handicaps on social isolation. Take into consideration when building new buildings.
  - Irv – COA work is about inclusion of older adults in the community.
  - Kay – A lot of community-based organizations are helping with SHAPE.
- Market Research Analysis
  - Use ARPA funding to hire a firm to analyze how older adults get their information when they need it. This will help us determine outreach to the community.
  - Requested quotes and five firms have bid. Will choose vendor by mid-March.
  - Completion date – expect to have data by May.
  - Kay – Some states communicate better than others. Need to research nationally where this is done successfully.

### **OLD BUSINESS**

#### **SHAPE the Future of Aging Initiative Development Committees – COA Commissioner Updates**

**“E” IDC - Carolyn Sutterfield and Kay Larmer**

- Financial planning workshop in senior centers initiative endorsed by AAA and Neighborhood Community Services (NCS). Champion – Maria Jose Cantoni (BritePaths), COA Advocate – Kay Larmer, County Liaison: Satoriea Warren (NCS)
- SilverShield information to be included in tax mailing. Board of Supervisors must approve the document at the Older Adults meeting.
- Trina has print money to be used before September 2024.
- Coordinating Council on Aging and Adults with Disabilities (CCAAD) has worked on a guide on technology and access. Med/long-term goal if brought into SHAPE initiative.
- Identify and advertise locations for discounts initiative to be championed by Volunteer Solutions.
  - Kay – Is a list of restaurants that provide senior discounts part of the Feb 26 City of Fairfax Restaurant Week? Mayor Catherine Read will discuss with Economic Development Office to raise up restaurants with senior discounts, accessibility information and dementia friendly designation.
- End of Life Planning – Martha Cooper will continue in place of Eileen Spinella of CCAAD who could not remain on the IDC.

**“P” IDC - Cathy Muha and Diane Watson**

- StrongerMemory initiative endorsed by AAA and NCS.
- SAGE Certification – start with AAA and introduce to other locations.
- Cathy M – Two good short-term initiatives.
- Civic Association resource manual only identify names, not the Magisterial District, so it is difficult to identify area of operation.

**“A” IDC - Mike Perel and Jim Kirkpatrick**

- Targeted placement of transportation resources initiative – how do we get beyond brochures? In library, may be able to utilize their digital easel.
- Volunteer Drivers study to determine effectiveness of monetary incentive to increase driver pool. NVRides will determine areas that need additional volunteers.
- VA Senior Navigator. Chairs learned that this resource did not include Fairfax County. Thanks to AAA staff and the SHAPE “A” Chairs, Fairfax County is now listed in the resource.

**“H” IDC – Sharron Dreyer and Irv Katz**

- Home repair / modification and accessibility consumer resource guide initiative – working on how to get this information out.
- Navigating home sharing – develop a program strategy at the county level. Document what is already available.
  - Cathy C – Craft a solution where we document and encourage home sharing, county is willing to provide information.
  - Irv – More education is necessary; county does not need to provide the mechanism for home sharing.

**“S” IDC – Cathy Cole and Joanne Collins**

- Partner with existing community mobile van outreach fleets to extend outreach of Caregiver / AAA services initiative.
  - CAREMobile ready to go forward. Will determine where to go with Market Research results. DFS Data Analytics Dashboard will also help target locations. Champion – Nicole Zupan (The Arc Northern VA), County Staff – Allegra Joffe
- Translation of Evergreen materials already on the website.
- Disability community needs assessment initiative identified as a medium/long-term goal.
- Establish guidelines for businesses in the county to provide dementia friendly training for employees.
- Committee is staff intensive, need more community-based organizations.
- “S” IDC needs conversation about targeted outreach coupled with language needs.

**NEW BUSINESS**

**Commissioner Updates:**

Irv – 2024 Fairfax City Housing Symposium, March 6<sup>th</sup> at GMU.

Joanne – CCFAC: Opportunity for public comment through March 19, 2024

- The public comment period for the FY 2025 Draft One-Year Action Plan is now open. Per the U.S. Department of Housing and Urban Development’s (HUD) requirements, we are soliciting input from low- and moderate-income residents and beneficiaries of CDBG, HOME and ESG funded properties and services.  
Public Comment Opportunity: Draft FY 2025 One-Year Action Plan | Housing and Community Development (fairfaxcounty.gov)

**Announcements:**

**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 12<sup>th</sup> at 12noon, Pennino Building, Rm 200/206. Send notification of date change to the COA commissioners.

**ADJOURNMENT**

Cathy M. motioned to adjourn meeting. Diane/Irv seconded and motion was approved. Meeting adjourned at 3:03pm.

Minutes prepared by Joanne Collins, COA Secretary.

Approved: March 20, 2024

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Joanne Collins, COA Secretary

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Cathy Cole, COA Chair

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Date