

Alexandria Commission on Aging Minutes
Thursday, November 13, 2014

Members Present: Bob Eiffert , Carol Downs, Jan Macidull, Mary Lee Anderson, Charles Bailey, Alan Dinsmore, Joan Dodaro, Sean Dunbar, Cedar Dvorin, Anestacia Graham, Elisabeth Palmer Johnson, David Kaplan, Ben Kellom, Pat Killeen, Jane King, Dan Kulund, Del Pepper

Members Excused: Michael Kreps, Mary Parker, Annmarie Pittman

Liaisons Present: Vanessa Greene, Charles Houston Senior Center; Kathryn Toohey, St. Martins Senior Center; Margaret Orlando, Recreation, Parks and Cultural Activities; Darrell Wesley, Alexandria Adult Day Services Center; Ian Torrance, Police Department

Staff Members Present: MaryAnn Griffin, Debbie Ludington and Velda Weathers, Division of Aging and Adult Services

Guests Present: Jim Spengler, Recreation, Parks and Cultural Activities, Carol Layer, Department of Community and Human Services, Marvel Robertson, ARHA

1. Call to order: 4:05 PM by Chairman Bob Eiffert.

2. COA Membership:
 - a. Welcome to new members; Pat Killeen, Annmarie Pittman.
 - b. New COA Liaison to Human Rights Commission; Michael Kreps has been approved to serve on the Human Rights Commission.
 - c. Total approved by ordinance for COA positions is 21. Eleven citizen members must be age 60 or older. We may want to amend the process so that the age 60+ positions can also apply to positions representing other required representation, e.g., health care. We hope to get up to 21 members, ensuring a good mix of ages and expertise, per Council guidelines.

3. Announcements:
 - a. Awards to Commission Family: Senior Services of Alexandria was awarded the Nonprofit of the Year Award by the Alexandria Chamber of Commerce.
 - b. AARP Virginia awarded Senior Services (Mary Lee Anderson) its "Community Partner of the Year" award; Jane King was awarded the "State Advocate of the Year" award.
 - c. At Home in Alexandria awarded MaryAnn Griffin its "Community Spirit Award" for her 11 years of outstanding services to Alexandria's aging population. Special kudos went to her for her unstinting support for Alexandria's first Strategic Plan for Aging.

4. Special Presentation: Jim Spengler, Director, Department of Recreation, Parks and Cultural Activities
 - a. As part of City Council's plan to increase fees in 2014, this department (DRPCA) is now on a cost-recovery basis. From 12%-30% of its budget come from these sources. The target is for 40% of its overall budget. Jim said he has no authority to waive fees, per this agreement.
 - b. A three year MOU exists between Recreation, Parks and Cultural Activities and DCHS for services provided at Charles Houston Community Center. (ARHA is the subcontractor for DCHS' onsite services at Charles Houston.) The contract includes use of a room at Charles

Houston for their daytime senior program. Use of other facilities and fee-based services by DCHS clients is vague – i.e. exercise room, gym, dance studio.

- c. As a result of the new financing requirements, Charles Houston recreation center has cut its overall hours by 30%. There were no data available at the meeting on the total number of >65 clients using the Center.
 - d. Vanessa Green, ARHA's program Director for the Senior Program at Charles Houston, gave an overview of the senior program's 39 year history at Charles Houston. She noted that the gym, fitness room, dance studio and multipurpose room were previously available to her program's clients without charge. Charging for services would present a financial hardship her clients who are primarily low income. This was communicated by clients to DRPCA as part of its recent focus groups.
 - e. Council member Pepper asked for an estimated of the added costs of these services. This will be prepared by DRPCA.
 - f. When the current contract was created, DCHS was unaware that facilities previously available would now become available to clients for an additional fee. Debbie Ludington explained that DCHS convenes quarterly meetings with ARHA staff and the Department of Recreation, Parks and Cultural Activities, to review the contract and identify concerns. Noting the value of these previously available services and facilities, Debbie said these concerns will be included in the next quarterly meeting, in preparation for the next budget cycle.
5. Motos: (Dan Kulund) A 2 minute MOTOs exercise was led by Dr. Dan.
6. Executive Committee Update: (Bob Eiffert)
- a. The November 7 NVAN Legislative Forum was a great success, with 8 of 10 legislators present. Thanks to all who attended and made contact with them.
 - b. Rebuilding Together (the former "Christmas in April") has asked if a member of the COA would be interested in serving on their board of directors.
 - c. Senior Taxi Update: Debbie said the program is still under budget. The amount of money people can get for their match can be increased for next quarter. Members are asked to publicize this change which is expected to be \$215 in fares/quarter for a \$25; \$115 fare/quarter for a \$15. Eligibility is limited to households with an income of \$48,509 or less.
7. October Minutes: Approved as written.
8. Committee Reports:
- a. Advocacy (Bob Eiffert).
 - i. City budget:
 1. Jane and Bob attended City Council's Retreat. Serious systemic problems in the budget exist for the next five years: Revenue is expected to rise 3%, while expenses are expected to rise at least 4%. Factors contributing to the problem: needed combined sewer/management and system repairs, capital improvements, an increasing school population, lagging staff compensation. See attachment.

2. Add-delete process is being revised, after problems with last year's process. Now 3 of 7 Council members must sign off on a proposed change before it can be presented.
 3. Council Ok'd the City manager considering changes to the tax rates, tax designations/reservations, fees, fines, service charges. This is new.
 4. Council member Pepper noted that raises are needed for police and other staff. Alexandria trains police for about \$100,000/trainee over 9 months, after which a majority then choose to go to other jurisdictions that pay more.
- ii. Cedar said she'd talked with Senator Barker about the possibility of requiring medical schools to offer, and their students take, at least one course in geriatrics.
- b. Housing:
- i. Jane announced that there will be an AHA event Saturday of an older home in Del Ray that was retrofitted to be fully accessible on the ground floor, both inside and out.
 - ii. Bob reported on the Housing Committee's meeting with the developer of the proposed Woodbine Memory Care Unit this month. Neighborhood concerns continue.
 - iii. A written report of AHAC's most recent meeting was submitted by Bill Harris along with Housing Master Plan Implementation information. See attachments.
- c. Communications: (Carol Downs) The Committee met October 15. A report will follow.
- d. Transportation: (Dan Kulund, Alan Dinsmore)
- i. Alan described the Travel Training Assistance training program that he will be attending next Monday and Tuesday. He noted that seniors live an average of 6-10 years longer than they are able to drive. Public transportation is an option they need to learn about before then.
 - ii. David, who serves on the DASH board, took the Claridge House bus route concerns to DASH. They are looking at ways to improve access to the Hoffman Center on weekends. We may need to add this to our advocacy list.
 - iii. Dan asked for and received COA approval to serve as its representative on the Children, Youth and Families Collaborative Commission.
- e. Economic Development: (Mary Lee Anderson) Business groups are being surveyed by the Chamber for services they offer to seniors. JobLink's open house was attended last month.

9. Liaison Reports:

- a. Human Rights Commission: Susan Kellom has requested that four commissions be present at community fairs to explain available services to the community.
- b. Police: Officer Torrance reported that outside security concerns around Claridge House have been passed along within the Police Department. He underscored the value of the public and others using the City's CALL-CLICK-CONNECT service.
- c. AHA: AHA's third annual benefit is Sunday.
- d. AARP: Bill Callio, AARP Virginia's Director, outlined the focus for 2015. There will be more Create the Good with food drives. The Care Act would require hospitals to identify who will

care for a patient when they return home. A 401(k) type savings plan administered by the state for small businesses is also being advocated.

- e. St Martin dePorres: A roof fire due to lightning took place. The program will operate out of Queen of Apostles Church, 4329 Sano St, Alexandria for approximately six weeks.
- f. ACPD: A report was distributed. See attached.
- g. Partnership for a Healthier Alexandria – see attached.
- h. Successful Aging: The holiday party is scheduled for December 11th at the First Baptist Church from 11-1.

10. Meeting adjourned: 6:10PM

FY 2016 Rules of Engagement for Add/Delete Process

- 1) Eliminate the add/delete spreadsheet that is produced by OMB.
- 2) A City Council Budget Proposal form will be required in order to add or delete anything from the City Manager's Proposed Budget. The form will require the following prior to Council consideration:
 - i) Additional information related to how the change advances the Council's goals/priorities.
 - ii) Additional information related to how this change impacts the performance of that program, service or goal.
 - iii) A majority (4 of 7) of Council's support for the proposal. *3 of 7?*
- 3) The completed City Council Budget Proposal form must be returned to the Office of Management & Budget (OMB), with each of the steps from #2 above completed, at least 14 days prior to the adoption of the budget [for FY 2016, April 23].
- 4) A combined list of all City Council Budget Proposals that meet the criteria in #2, any technical adjustments from OMB, and any City Manager recommended changes, will be provided and discussed at the 2nd Legislative Meeting in April [for FY 2016, April 28].
- 5) Council will work with OMB to refine/develop funding figures based on the proposals submitted, to be completed 7 days prior to budget adoption [for FY 2016, April 30].
- 6) Completed Council Budget Proposals, with funding, will be circulated to Council and the public the Friday prior to budget adoption [for FY 2016, May 1].
- 7) City Council will be required to keep the budget in balance once all decisions are made. Although a specific funding offset is not required for a proposal to be considered (if that

proposal adds funds to the budget), Council will be required to either increase tax/fee rates or make cuts to other programs in order to maintain a balanced budget.

- 8) Final decisions will be made 72 hours prior to budget adoption and discussed at a Special City Council work session [for FY 2016, May 4].
- 9) Final decisions will be made available to the public 48 hours prior to budget adoption [for FY 2016, May 5]
- 10) Budget Adoption will occur on May 7 with all City Council Budget Proposals, those approved and those not approved, made public upon adoption of the budget.

Add-Delete Calendar for FY 2016	
City Council Budget Proposal forms due to OMB	April 23
Preliminary Add-Delete List Publicly Discussed	April 28 (2 nd Legislative Meeting in April)
OMB Validates City Council Budget Proposal Figures	April 23-April 30
Final City Council Budget Proposals Publicly Circulated	May 1
Final Add-Delete List Publicly Discussed	May 4 (Special Meeting)
Final City Council Budget Decisions Published	May 5
Budget Adoption	May 7 (Special Meeting)

desired for the community, providing opportunity for staff to fully review proposed changes for consequences, reaching consensus, and improving transparency;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ALEXANDRIA THE FOLLOWING:

(a) **Operating and Capital Improvement Program Expenditures:** The City Manager may propose for Council consideration, increases in operating and capital project expenditures including compensation adjustments so long as any increased operating or capital project expense can be demonstrated as necessary to meet the strategic goals and outcomes of the City, and/or can be demonstrated to diminish a specific risk to the community. Likewise, the City Manager may propose decreases in operating and capital project expenditures provided the decrease can be demonstrated to be of lesser utility in achieving the goals and objectives of the City's Strategic Plan. An appropriate source, or sources, of revenue, compliant with applicable laws regarding revenue sources as established by the Code of Virginia, must be identified for all proposed operating and capital project expenditures.

(b) **Taxes, Fees, Fines and Service Charges:**

Option 1: In funding the proposed budget, the City Manager shall maintain the existing \$1.043 Real Estate Tax and \$5.00 Vehicle Personal Property Tax rates, as well as the existing dedications and reservations. The City Manager may propose changes to other tax policies, tax rates, tax designations, fees, fines and service charges that are equitable, fair and administratively feasible provided that these proposals are observant of the constraints imposed by the Code of Virginia.

Option 2: In funding the proposed budget, the City Manager may consider changes to tax rates, tax designations/reservations, fees/fines/service charges that are equitable, fair and administratively feasible provided that these proposals are observant of the constraints imposed by the Code of Virginia. Such changes can only be considered where they advance the priorities of the Council as stipulated in this resolution, through Legislative Sessions, or the Council Retreat.



(c) **Growth-oriented Tax Policy Changes:** Informed by the recommendations of the Business Tax Reform Task Force, the City Manager may consider changes to the business tax policy through administrative regulation/procedural changes as well as any tax rate changes, that the City Manager believes will promote the short/medium-term revenue growth and that aligns with the City's targeted economic development strategies.

(d) **Cost Saving Measures:** The City Manager shall continually identify and implement cost saving measures and efficiencies in all City and School operations and consider reduction of service levels where the performance exceeds the level required by the community, where the current level of service is not a strategic priority, or where performance, over time, has not achieved the desired outcomes.

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(k) Disposition of Surplus Property: As detailed in the approved Housing Master Plan, the City Manager shall identify any surplus property that may be appropriate for alternate disposition for social service needs in furtherance of the City's Strategic Plan. Revisions to the Real Estate Disposition Policy shall be proposed as appropriate.

(l) Add/Delete Process: The City Council shall adhere to the following Add/Delete Rules of Engagement for amending and adopting the final budget:

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MEMORANDUM

TO: Commission on Aging
FROM: Bill Harris, CoA Liaison to the Affordable Housing Advisory Committee
DATE: November 7, 2014
SUBJECT: Affordable Housing Advisory Committee Report

I represented the Commission on Aging at the AHAC regular monthly meeting yesterday. Following is my report on the meeting:

1. The final draft of the Housing Master Plan was distributed in hard copy. The plan is available online at <https://www.alexandriava.gov/HousingPlan>.
 - a. I've only skimmed the large document, but some matters of importance to the Commission are these:
 - i. Increase housing for seniors in areas with support services.
 - ii. Increase financial assistance to senior home owners.
 - iii. Reestablish the Affordable Assisted Living Work Group
 - iv. Develop a mixed-income affordable assisted living facility
 - v. Promote Universal Design in all new construction
 - vi. Develop Accessory Dwelling Unit (ADU) policy
 - b. FYI a copy of the HMP Implementation Schedule is attached.
2. ARHA (Alexandria Redevelopment and Housing Authority) reported
 - a. The Grand Opening of the Bland redevelopment was held recently.
 - i. There are only eight vacancies out of 134 units.
 - ii. From this project it is anticipated \$5M of City funds will be repaid early in 2015
 - b. They are beginning, with their own funding, to redevelop some of their properties,
 - c. In response to their RFP for proposals for major redevelopment of several projects they are currently reviewing those received to determine the developers's financial and organizational ability to fulfill their proposals.
3. AHDC (Alexandria Housing and Development Corporation) reported
 - a. AHDC was organized by the City 10 years ago. Getting started required continuing financial support from the City, but they are currently developing a Strategic Plan that will enable them to be financially self-sustaining.
 - b. Renovations of the Arbello Apartments, which they took over from a troubled nonprofit a couple of years ago, have been completed.
 - c. They recently recognized the Five Year Anniversary of the work-force housing built above the fire station in Potomac Yard. The building has been well maintained and is operating with full occupancy.
4. The Office on Housing reported
 - a. Their website has been updated and made easier to navigate.
 - b. They are reviewing, with other City departments, code requirements for parking at new affordable housing projects. Indications are that people living in "affordable" units have fewer cars than those living in market-rate units.
 - c. The AHC affordable housing project on the former St James Methodist Church site is moving forward.
 - d. They are beginning to consider the feasibility of allowing ADUs in the City. (Also known as Granny Flats.)

For any questions I can be reached at wpharris@comcast.net or 703-684-1106.

ACPD NOVEMBER 12, 2014 MEETING REPORT
MARY H. PARKER, PHD, LIAISON

Most of the Meeting focused on issues related to implementation of ADA standards on Alexandria's Streets. Presenting were: Timothy B. Louvain, City Council Member; Yon Lambert, AICP, Acting Director, Transportation and Environmental Services; Emily Baker, P.E. Director, Department of Project Implementation. The discussion centered on alignment of crosswalks so that pedestrians are not forced to into traffic, but directed safely across the intersection. It was agreed to review and perhaps revise the Memorandum of Understanding between ACPD and TES.

Raymond Mui, Planning Director, Alexandria Transit Company (DASH), discussed reasons Why it might be difficult to implement a program permitting riders to use Metro Access Transfers on DASH, rather than paying an additional fare. It was suggested by Chuck Benagh and others that this might encourage more riders to use DASH, rather than DOT, saving the City money. This alternative will be studied by DASH.

Mark Penn, Fire Department, Emergency Management Coordinator, Alexandria Department of Public Health, discussed progress in establishing a registry of Alexandria citizens who May need assistance in emergency situations. 215 people have registered. Molly Danforth Stated ACPD's concern that the emergency shelters are not equipped with generators to provide emergency power. Mr. Penn agreed that this is a problem but there are not funds to provide generators, which require special requirements for installation at shelters. There was a brief discussion of the obtaining donated funds for this purpose.

Introduction of New ACPD Member Jonathan R. Mook, Esq., DiMuro Ginsberg, PC, representing the Alexandria Chamber of Commerce. Mr. Mook will chair the Accommodating Alexandria Business and Awards Committee. He is an expert on the Americans with Disabilities Act and implementation of equal access.

DISCUSSION DRAFT – NOVEMBER 5, 2014
PARTNERSHIP FOR A HEALTHIER ALEXANDRIA GENERAL MEMBERSHIP

Membership Criteria

Partnership membership is open to Alexandria community residents, Alexandria service providers, representatives of local organizations, agencies or commissions, faith organizations, Alexandria business owners and anyone else interested in promoting and preserving a healthier Alexandria. Any person interested in becoming a member of the *Partnership for a Healthier Alexandria* may contact the Health Planner or the *Partnership* Chair. (Source: Article III, Section 1 of PHA Bylaws)

Membership responsibility involves one or more of the following items:

- Promote improving the health and well-being of people living, working and playing in Alexandria.
- Support and/or participate in the implementation of Alexandria's Community Health Improvement Plan.
- Support and/or participate in the activities of one or more Partnership work groups.
- When possible, provide resources (time, meeting space or funding) to help implement the Alexandria Community Health Improvement Plan.
- Participate in the Partnership's semi-annual membership meetings.

Membership Benefits

- Recognition as being a member of a community collaboration dedicated to improving the health and well-being of people who live, work and play in Alexandria.
- Network with other individuals and organizations with similar interests and goals.
- Awareness for your projects and activities that relate to the Alexandria Community Health Improvement Plan.
- Being listed as a member of the Partnership on its web site and related documents.

Report from the Partnership Steering Committee Meeting, November 5, 2014
Submitted by Mary Parker, COA/ACPD representative

The Partnership Steering Committee spent most of the meeting discussing how to get Alexandria Business to support various Partnership Work Group activities: breastfeeding promotion, healthy vending, and healthy worksites/employers. The last item may be of interest to some Commission members.

Attached is a draft document intended to create new Membership for the Partnership.

Perhaps some Commission members might be interested in creating a Work Group to deal with healthy aging issues. I cannot be a Workgroup of one. The Partnership has tended to focus on children and substance abuse (teenage drug use and elimination of smoking in ARHA housing) It was tough to get aging and accessibility issues into the Partnership strategic plan, which is supposed to finally be released this month.