

ALEXANDRIA COMMISSION ON AGING MEETING AGENDA
Virtual Meeting: Thursday, September 9th, 2021; 4pm

This meeting is being held electronically, unless a determination is made that it is safe enough to be held in person at a location to be determined. Electronic access will be provided in either event. The meeting can be accessed by the public through the Zoom link or phone number provided below. Public comment will be received at the meeting. Public comments can also be sent to daas@alexandriava.gov in advance of the meeting. Please indicate that your comments are for a meeting related to the Alexandria Commission on Aging in the subject line. A recording will be made of this meeting.

https://zoom.us/webinar/register/WN_5Vq0LkPxQuOmt1DgON4WjQ

Meeting ID: 935 7751 7116

Password: 251935

Phone In number: 301-715-8592

MEMBERS: Please read through the Agenda and have available for reference at the meeting.

1. Call to Order
2. Welcome guests
3. Approval of Agenda
4. Approval of June 2021 minutes
5. Alexandria Police Department Liaison Report – Sgt. Ian Torrance
6. Special Presentation: Natalie Talis, Alexandria Health Dept.
7. Executive Committee Report
8. Discussion / Action Items
 - A. Annual Report – see attached
 - B. COA Racial and Social Equity– see attached
 - C. By-Laws revision– see attached
 - D. Electronic Participation Policy– see attached
 - E. NVAN Platform– see attached
 - F. Scooter task force update – see attached
 - G. Alexandria Mobility Plan update
 - H. COA input for FY 2022 City budget – see attached
9. **Liaison Reports - Please provide a written summary to Debbie.ludington@alexandriava.gov**
 1. Housing Affordability Advisory Committee, AHAAC – Bill Harris
 2. Division of Aging and Adult Services – Terri Lynch – see attached
 3. INOVA Alexandria Hospital
 4. Human Rights Commission – Lynette Foster
 5. AHA – Bob Eiffert
 6. AARP – Jane King
 7. NVAN – Babs Waters / Terri Lynch
 8. St. Martins Senior Center – Anne Coyne
 9. Virginia Hospital Center – Kate Chutuape
 10. Commission for Women
 11. Partnership for a Healthier Alexandria

12. Public Health Advisory Commission
13. Commission on Persons with Disabilities – Michael Kamin
14. Senior Center @ Charles Houston – Vanessa Green
15. Senior Services of Alexandria – Mary Lee Anderson
16. Alexandria Commission on Employment, ACE – Mary Lee Anderson
17. Northern Virginia Falls Prevention Alliance, NVFPA – Mary Lee Anderson
18. Arlington Legislative Committee – Mary Lee Anderson
19. Arlington Commission on Aging – Linc Cummings
20. Successful Aging – Margaret Orlando
21. Recreation, Parks and Cultural Activities – Margaret Orlando
22. Alexandria Adult Day Services Center, ADSC – Darrell Wesley

10. Committee Updates

1. Housing – Chair, Michael Schuster– see attached
2. Outreach Committee – Co-Chairs, Victoria Almquist and Asfaha Beyene
3. Transportation – Chair, Ray Biegun– see attached
4. Economic Development – Chair, Mary Lee Anderson– see attached
5. Strategic Planning – Chair, Babs Waters
6. Health /Dementia Friendly Committee – Chair, Marjorie Conner
7. By-Laws – Chair, Michael Kreps
8. Advocacy – ad hoc– see attached

11. Other Business

12. New Business

13. Public comments – please limit your comments to 3 minutes

Next Commission Meeting: Virtual Meeting; Thursday, October 14, 2021, 4pm

Next Executive Committee Meeting: Virtual Meeting; Monday, October 4, 2021, 10am

COMMISSION OFFICERS: Babs Waters, Chair
Barbara D’Agostino, Vice Chair
Secretary, Michael Schuster

The business of the Commission on Aging is largely conducted by its committees. ALL COMMISSION AND COMMITTEE MEETINGS ARE OPEN TO THE PUBLIC. Please call the Division of Aging and Adult Services at 703.746.5999 for more information. In addition, the Commission has official liaisons with several other commissions, organizations or activities.

The City of Alexandria complies with the terms of the Americans With Disabilities Act (ADA). An individual with a disability who wishes to request an accommodation may contact the Division of Aging and Adult Services at 703.746.5999, email DAAS@alexandriava.gov, or use Virginia Relay 711.

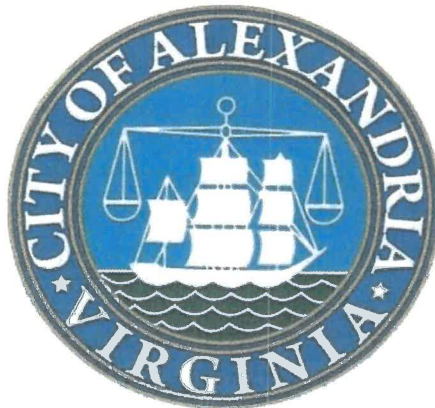
Visit the Division of Aging and Adult Services website for Commission on Aging agendas and minutes and other aging information: www.Alexandriava.gov/aging

The Alexandria Commission on Aging

**Annual Report
JULY 2020 – June 2021**

to

The Alexandria City Council



Respectfully Submitted

By

Barbara (Babs) Waters, Chair

August 2021

COMMISSION ON AGING ANNUAL REPORT JULY 2020 – 2021

SUMMARY OF ACCOMPLISHMENTS

The year 2020 was exceptional and devastating as COVID-19 (SARS Co-V-2) continued to impact us in ways which globalization meant, not merely the expansion of disease and devastation, but the ways in which social connections were redefined unpredictably.

Digital technology, and especially virtual social forums, ushered in new cultural landscapes, most epitomized by ZOOM forums. A year later, there is greater appreciation that during the previous 12-16 months, our understanding of community engagement was transformed in ways which might continue to restructure how we experience work and life, family, friends and fellowship. This in turn can be viewed as challenges; but also as opportunities to witness how we began to reflect upon and prioritize community needs and shared understanding of what remains vital for thriving in uncertain times.

Thanks to the City's Covid-19 Pandemic emergency pursuant to Virginia Code Section 2.2-3708.2(A)(3) Continuity of Government ordinance adopted by the City Council on June 20, 2020, all meetings of the twenty-one (21) member commission, appointed by City Council, began conducting its business electronically using the Zoom platform with great success as guest presenters shared their expertise in areas pertinent to the COA's advocacy and the committees of the commission also used the Zoom platform to conduct meeting and attend seminars and webinars.

Commission on Aging Liaison Commissions and Organizations

- | | |
|--|---|
| 1. Alexandria Department of Community & Human Services | 15. AARP |
| 2. Alexandria Division of Aging and Adult Services | 16. Arlington County Commission on Aging |
| 3. Alexandria Housing Affordability Advisory Committee (AHAAC) | 17. At Home in Alexandria (AHA) |
| 4. Partnership for a Healthier Alexandria | 18. Alexandria Redevelopment & Housing Authority (ARHA) |
| 5. Alexandria Adult Day Services Center | 19. Goodwin House |
| 6. Alexandria Commission on Persons With Disabilities (ACPD) | 20. INOVA Alexandria Hospital |
| 7. Alexandria Commission for Women | 21. Northern Virginia Aging Network (NVAN) |
| 8. Alexandria Human Rights Commission | 22. Partnership for a Healthier Alexandria |
| 9. Alexandria Police Department | 23. Public Health Advisory Committee |
| 10. Alexandria Department of Recreation, Parks & Cultural Activities | 24. Senior Center at Charles Houston |
| 11. Alexandria Transportation & Environmental Services | 25. Senior Services of Alexandria |
| 12. Alexandria Commission on Employment | 26. St. Martin de Porres Senior Center |
| 13. Northern Virginia Falls Prevention Alliance | 27. Successful Aging |
| 14. Community Health Assessment | 28. Virginia Hospital Center |

Outreach Committee

The Outreach Committee comprised of 8 members, met eight (8) times and completed the following activities during its 2020 - 2021 session despite the fact that the Committee's outreach activities were significantly curtailed because senior centers, senior housing and other sites were closed due to the pandemic. Fortunately, the committee adapted quickly to conducting its business and outreach meetings via Zoom.

During the pandemic we relied on Senior Ambassadors to disseminate information about COVID-19 and other programs to keep older adults safe and engaged while staying at home. When the Age Friendly Plan was written, it was expected that fifty Senior Ambassadors would be trained, it has therefore been tremendously rewarding that twice that number of residents have been trained. The one hundred senior ambassadors, representing condo communities, home owner associations, houses of worship, non-profits, businesses and senior residences in the City of Alexandria have been trained by DAAS and SSA and fortunately for the Outreach Committee, several members serve as Senior Ambassadors, therefore enhancing our coordination with our partner, SSA. Communication was ramped up to semiweekly email messages, and a weekly 30-minute Zoom webinar with a guest speaker from organizations that provide services to older adults. This group is being used by the City to get out surveys and messages asking input from older adults on a variety of issues and initiatives. Since Senior Ambassadors represent the diversity of language and ethnicity among the City's residents, this diverse group is effectively able to communicate with members in their diverse communities to educate them on the programs and services that are available to older residents in the city. Because of the tremendous success of the Alexandria Senior Ambassador program, SSA was asked to present to the Arlington Age Friendly Committee on the Senior Ambassador Program to help jump-start their program.

Used social media and news articles to bring attention to important activities and resources for seniors.

The Outreach team included a virtual workshop presentation by the Mayor's Anti – bullying Taskforce which led to publicity for the taskforce from the committee

Coordinated and participated with other advisory groups as relevant.

- One of the members of the Outreach committee organized a very successful workshop for Pride Month, entitled "Older LGBTQ Adults – We're in This Together!" on which other members as well as the Director of DAAS served as panelists; the workshop addressed some of the challenges facing older LGBTQ members of our community.
- Attended Dementia Friendly Alexandria training;
- Distributed monthly articles featuring issues relating to seniors have been distributed to Alexandria congregations working in tandem with DAAS and Senior Services of Alexandria (SSA).

The goals for the coming year are to continue to engage with as many as possible in diverse communities to recruit members from underserved communities to the committee and to disseminate information that is pertinent to older residents particularly since the older population in Alexandria is increasing.

Housing Committee

The COA Housing Committee met eight (8) times between September 2020 and July 2021. During the Covid-19 pandemic, and pursuant to Alexandria City Council mandates, the committee only met virtually. The Housing Committee made substantial progress in expanding affordable housing for older Alexandrians. It collaborated with the Alexandria City Office of Housing on implementing the city's new policy of encouraging developers to set aside affordable housing units when seeking changes in their density permits. It also supported the Department of Planning and Zoning on the adoption of a new zoning ordinance allowing the construction of affordable accessory dwelling units on or within both detached and attached private residences, allowing older persons to live near their families. Finally, the committee developed relationships with both for-profit and non-profit developers, educating them of the ongoing needs of older adults in the City of Alexandria.

During these eight (8) meetings, the committee specifically did the following:

- a. Heard a presentation from the developer's representatives of the new assisted living facility at West Alex at its September 4, 2020 meeting. It is the last part of the West Alex development at the corner of King and Beauregard Streets. It was originally proposed to be an office building or hotel, so this is a change of use. The project will be a nine-story building housing 117 units licensed for 143 beds or residents. The developer agreed to set aside three (3) single units for Auxiliary Grant (AG) recipients for a term of forty (40) years. The committee voted unanimously to support the three (3) AG units plan, and to recommend to the COA Executive Committee that it advance its recommendation to the full COA.
- b. Heard an update at its September 21, 2020 meeting on the City's proposed ordinance on Accessory Dwelling Units (ADU) by staff from both the Planning and Zoning Department and Office on Housing.
- c. On October 19, 2020, the committee received another update on the proposed ADU ordinance. In addition, the committee heard an update on the proposed assisted living facility in the South Block of the Eisenhower area.
- d. At its December 21, 2020 meeting the committee received a final presentation on the proposed ADU ordinance and recommended unanimously that the COA Executive Committee move the final proposed ordinance to the full commission for consideration.
- e. At its December/January meeting the COA approved supporting the City's proposed ADU ordinance.
- f. Housing Committee Chair testified in support of the proposed ADU ordinance at the City Council public hearing on January 23, 2021. The Council approved the proposed ordinance 6-1, with these changes:
 - (1). A prohibition of exclusive short-term rentals (anything less than thirty days).
 - (2). There will be an owner occupancy requirement at the time of construction of the ADU.
 - (3). The zoning ordinance will say there is a permit fee (this will be addressed when the Council approves permit fees as part of the whole permit process).
 - (4). Neighborhoods must be notified of new ADUs prior to their construction.
 - (5). There will be a tier set back provision - normally it would be 1-5 feet back, but if

the structure is between 13.5 feet and less than 16 feet high, the set back is 2.5 feet; if the structure is between 16-20 feet, the setback will be 5 feet. Anything under 13.5 feet will depend on whether there are windows in the homes in the adjoining properties; and

(6). After 18 months, staff must return to the Council for an update and with recommendations for changes if need be.

g. At its January 25, 2021 meeting, the committee heard a presentation by Melodie Seau, the Director of the Landlord-Tenant Relations Division of the Office of Housing on the city's efforts to help residents facing imminent eviction due to Covid-19 reasons.

h. Heard an update on the Aspire Independent Living development proposed on the site of the Tony's Gulf auto service center at the corner of First and Fayette Streets in the North Parker-Gray neighborhood. Because the developer applied for bonus density on the site, the City zoning ordinance, section 7-700, was triggered, so the developer was required to provide either affordable units on the site, or their equivalence. The applicant has come back to the city to negotiate a new affordable housing plan. When the COA considered the initial affordable housing plan, the COA chose the option of 9 one-bedroom units at 60% of area median income. Rent was therefore estimated at \$1,239 per month for an income not to exceed \$51,000 per year (all of these figures will have increased since 2019). The Housing staff estimated that after taxes, rent and service fees, a resident would have \$359 per month leftover for all other personal expenses. Committee members expressed considerable concern about the viability of these units due to the high cost. As of June 1, 2021, there has been no further progress on a new affordable housing plan from the applicant.

Transportation Committee

Policy and Membership

Although the COVID -19 pandemic severely curtailed the Transportation Committee's on-site activities during the past year, the seven active members were able to overcome the challenges by participating in meetings, trainings and miscellaneous activities remotely via Zoom. Primary activities were around monitoring implementation of Vision Zero goals, the DASH Transit Vision Plan, dockless mobility implementation, and design strategies to attain zero traffic deaths and serious injuries.

Major Goals are:

Assist the City to attain its Vision Zero goal of eliminating all traffic deaths and serious injuries by 2028 through attainment of interim year benchmarks.

- Those who walk, drive, and ride a bicycle in Alexandria can do so safely
- DASH and WMATA provide safe, reliable, and frequent transit service for people who live, work, and play in Alexandria.

Actively engaged with City of Alexandria Transportation & Environmental Services (T&ES) Detailed discussions and presentations were held with T&ES at Transportation Committee monthly meetings with focus on aspects of the Alexandria Complete Streets (ACS) and Alexandria Mobility Plan (AMP). In

particular, discussions were held on how the travel choices and strategies in these plans will benefit seniors. Approval of the AMP by Planning Commission and City Council is expected in Fall 2021.

A T&ES presentation was given to the Commission on Aging in April 2021 regarding the City of Alexandria's Complete Streets, Vision Zero, and Mobility Plans.

Partnered with Alexandria Families for Safe Streets (AFSS) and Bicycle Pedestrian Advisory Committee (BPAC) to support a T&ES onsite review of the City's 255 intersections with traffic lights and signs related to pedestrians. Recent legislation now requires signs to say "STOP" for pedestrians rather than "YIELD" wherever signs are used.

Actively represented the COA on the City's Ad Hoc Scooter Task Force which was created by City Council to make recommendations to the City Council about the future of the dockless mobility program for Alexandria. We continue to advocate that e-scooters should not be allowed to operate on sidewalks, and work with the Task Force on the issues related to regulation and oversight of e-scooters.

Maintained a COA presence in meetings of the Bicycle and Pedestrian Advisory Committee (BPAC), a community organization that focuses on promoting safe walking and biking. Met with the Chair of BPAC to discuss ways we might jointly support our goals and look at opportunities to partner on future activities. BPAC has been very involved with organizing training and events related to safe bicycling and walking.

Maintained a COA presence in meetings with Alexandria Families for Safe Streets (AFSS), a community organization that focuses on creating safe streets for all people to walk and bike that can result in the elimination of traffic-related fatalities and injuries in our city. Met with the chair of AFSS to discuss ways we might jointly support our goals and look at opportunities to partner on future activities. AFSS has been very focused on safety and working with other Northern Virginia Families for Safe Streets (FSS) organizations and has created a Near Miss Incident Dashboard, a repository for recorded near miss incident locations and details in Northern Virginia.

A DASH presentation was given at a Transportation Committee meeting presenting their new system plan with new routes that will take effect in September 2021. DASH has created a DASH Rider Advisory Committee that will include older residents in DASH planning and operations. The DASH Rider Advisory Committee had their first meeting in April 2021. The COA had championed the idea of a DAC. A member of the Transportation Committee chairs the DASH Board.

Members of the Transportation Committee actively attended virtual conferences, meetings, and webinars including AARP Livable Communities Transportation Workshops; Accelerating Active Transportation Change Webinars hosted by George Mason University; and 8 80 Cities sponsored webinars. Members actively reviewed mobility information and studies that might have an impact on the aging community in Alexandria.

Health and Dementia Friendly Committee

The Health and Dementia Friendly Committee is comprised of three active members whose work involves three on-going projects:

- Continuing participation in Dementia Friendly training in collaboration with Goodwin House and other nonprofits;
- Continuing efforts to lower barriers to adoption and use of telehealth services
- Sponsoring a Conversation with Senator Mark Warner on his family's experience with dementia

The committee actively supported further dissemination of Grandpads until the Federal Communications Commission (FCC) created the Emergency Broadband Benefit (EBB) which supports broadband to, among others, Supplemental Security Income (SSI) recipients. Disappointingly, it was learned that the Grandpads service provider did not participate in the EBB program.

To help thwart social isolation in seniors, the committee held discussions with the City's Commission on IT, explored Cyber -Seniors and socializing technology with older members of the community.

HDF committee explored using funds from the Universal Services Fund (USF) for further Grandpad deployment

Committee members represented the COA in the City's Community Health Assessment and Improvement Plan (CHIP) working groups

The committee opened a discussion with Amy Goyer of AARP's Caregiver Facebook Community about offering Dementia Friends training to her group, especially since the trainings are virtual during the pandemic.

Actively disseminated information about community vaccination and the form that needs to be completed prior to being vaccinated,

HDF participated in drafting the COA's Race and Social Equity Statement.

The goals for the coming year will be to continue to focus on EBB - maintain a current list of providers and possible approaches.

Continue collaborating with Goodwin House on content for the Dementia Friendly Website that was recently reactivated.

Civic Engagement and Employment Committee

During the previous year the successes of the committee are as follows:

In collaboration with At Home in Alexandria and Senior Ambassadors, Senior Services of Alexandria (SSA) has distributed 3500 "Silver Service Cards" since the program began in 2016, offering discounts to residents in Alexandria who are 60 years and older. Prior to the pandemic in March 2020, 53 miscellaneous businesses had been participating in the program and SSA had been highlighting those businesses at SSA's website and in brochures as well as encouraging older members of the community to take advantage of the discounts. During the pandemic when it seemed perilous for older and vulnerable members of the community to shop in person, SSA began successfully encouraging older adults to utilize delivery and pick up services.

The goal in the coming year is to have 75 businesses participate in the program. We will ascertain those businesses previously involved in the program confirm their continued participation and we will recruit other businesses to enable us to reach the goal of 75 by June 2022.

This committee worked closely with the Workforce Development Center and monitored its engagements with older job seekers. The staff person responsible for training and upskilling seniors who want to work is a member of the committee.

WDC delivered training, coaching and career readiness to 126 job seeking customers from July 2020 to June 2021.

Successfully placed 26 people in employment positions at companies

Presented WDC programs and services to SSA's Senior Academy

Supported an on -the- job training experience for the National Council on Aging (NCOA) Senior Community Service Employment Program (SCEP) participants

Collaborated with AARP to deliver a virtual workshop via Zoom entitled "Jump Start Your Job Search" 45% of the participants were older Alexandrians.

The Goals for the coming year are:

- To increase employer awareness of incentives to employ workers fifty and older who are eager to work.
- To work with the WDC to demonstrate the success of the senior employment specialist since the position will be expanded from part time to full time in FY 2022.

Twenty (20) Senior Information Corners that had been stocked with literature related to services and programs offered by local, national nonprofits and City agencies were closed from March 2020 until April 2021 when centers and other spaces began opening to the public. Volunteers have been restocking the Information Centers since.

The Goal for the coming year is to add five (5) additional sites to bring the total to twenty-five (25) Information Corners

The original goal in the Age Friendly Plan was to train 50 Senior Ambassadors. The concept quickly become very popular and to date, double the number have been trained by DAAS and SSA.

Senior Ambassadors represent communities of faith; residential communities; senior day programs; condo and neighborhood associations; businesses, and the largest immigrant communities (Spanish and Amharic speaking)

The network of Senior ambassadors has been tremendous - a vital link to the older person during the pandemic.

Since April 2020 SSA has sent Ambassadors pertinent information via email twice each week to share with their respective constituencies and provide feedback on issues and concerns. Ambassadors also have a weekly Zoom call with a local expert as guest speaker - some of the speakers have been Mayor Wilson; Terri Lynch, Director, DAAS; Linda Gilmore, WDC; Natalie Talis, Alexandria Health Department; and Mary Horner, Legal Services of Northern Virginia. Each speaker describes respective programs and explains what services are available for the older residents.

The goal for the coming year is to train 15 additional Senior Ambassadors and facilitate in-person presentations at 5 community hubs.

There are two new goals for the coming year:

- Work with a new non-profit "55 + incubator" to develop programs that will help older people become successful entrepreneurs.
- Work with the Alexandria City Health Department, Senior Services of Alexandria and Division of Aging and Adult Services to enroll eligible seniors in the SNAP program.

Annual Commission on Aging Awards

Postponed in 2021 due to Covid-19

Program and/or Legislative Accomplishments

Testimony by COA Housing Committee Chair before City Council public hearing on Proposed ADU ordinance on January 23, 2021.

Letter written to City Councilwoman, the Honorable Del Pepper, by COA Chairwoman to request her sponsorship, once again, of the WDC Employment Training Specialist from part time to full time on Monday, March 08, 2021.

COA Chairwoman gave testimony on March 08, 2021 City Council public hearing requesting that funds be allotted to the Senior Work Force Development Training Specialist dedicated to Older Workers be upgraded from half time to full time to meet greater demands from job seekers who are 50+

Leadership

Officers

- Barbara (Babs) Waters, Chair
- Victoria Almquist, Vice Chair
- Michael Kreps, Secretary

Term expirations and new COA members

- Expirations
 - Sharon Dantzig - resigned November 2020
 - Cedar Dvorin - expiration of term December 2020
 - Charles Bailey - expiration of term June, 2021
 - Katherine Seifu - resigned April 2021
- New members
 - William Campbell - December 2020
 - Lynette Foster - February 2021
 - Barbara Huelat - December 2020
 - Lois Steele - February 2021

Membership during the course of the reporting year

Victoria Almquist	Sharon Dantzig	Denise Mackie-Smith
Charles Bailey	Lynette Foster	Ellen Nelson
Ray Biegun	Barbara Huelat	Del Pepper
Asfaha Beyene	Michael Kamin	Michael Schuster
William Campbell	David Kaplan	Lois Steele
Marjorie Conner	Michael Kreps	Katherine Seifu
Barbara D'Agostino	Jim Lindsay	Barbara (Babs) Waters

Staff Liaisons to Commission on Aging (COA) during the course of the July 2020 – June 2021 year:

- Terri Lynch – Director, Division of Aging and Adult Services
- Debbie Ludington - Long Term Care Coordinator, Division of Aging and Adult Services

ACKNOWLEDGEMENTS

A sincere thank you to all who have contributed to the success of the COA's mission during the July 2020 – June 2021 year. Your dedication to the mission has been unparalleled.

To the new members joining the COA, please accept a hearty welcome and the COA thanks you in advance for your service.

A sincere thank you is also extended to each City Staff member who provided on-going support in many thoughtful ways during the year, especially:

- Terri Lynch – Director, Division of Aging and Adult Services; and
- Debbie Ludington - Long Term Care Coordinator, Division of Aging and Adult Services

We continue to owe a special debt of gratitude to the Mayor, members of City Council and City Staff for their annual investment of personal and practical support. In doing so, you have enabled the Commission on Aging (COA) to make a positive contribution in helping ensure Alexandria remains a livable City where its residents' quality of life ranks among the highest in the Commonwealth of Virginia and the Nation.

**CITY OF ALEXANDRIA
BOARDS AND COMMISSIONS
MEETINGS ATTENDANCE REPORT**

July 1, 2020 through June 30, 2021

COMMISSION ON AGING

Chairperson: Babs Waters

Per City Council Guidelines, Members are expected to attend 75% of Meetings

X – present E – excused U - unexcused

Member's Name	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Babs Waters, Chair	X	X	X	X	X	X	X	X	X	X
Victoria Almquist, Vice Chair	X	E	X	E	X	X	X	X	X	X
Michael Kreps, Secretary	X	X	X	X	E	X	E	X	X	E
Mary Lee Anderson	X	X	X	X	X	X	X	X	X	X
Charles Bailey	X	X	X	X	X	X	X	X	X	X
Ray Biegun	X	X	X	X	X	X	X	X	X	X
Asfaha Beyene	E	X	X	E	X	X	X	X	X	X
William Campbell				X	X	E	X	X	X	U
Marjorie Connor	X	X	X	X	X	X	X	X	X	X
Barbara D'Agostino	X	X	X	X	X	X	X	X	X	X
Sharon Dantzig	X	X	X							
Cedar Dvorin	X	X	X	X						
Lynette Foster						E	X	X	E	X
Barbara Huelat				X	X	X	X	X	X	X
Michael Kamin	X	X	X	X	X	X	X	X	X	E
David Kaplan	X	X	X	X	X	X	X	X	X	X
Jim Lindsay	X	X	X	E	X	X	X	X	X	E
Denise Mackie-Smith	X	X	X	E	X	X	X	X	E	X
Ellen Nelson	X	X	X	X	X	E	X	E	X	E
Del Pepper	E	X	X	X	X	X	X	X	X	X
Michael Schuster	X	X	X	X	X	X	X	X	X	X
Lois Steele						X	X	X	X	X
Katherine Seifu	X	X	X	X	E	X	X	E		

LIST OF THOSE WHO DID NOT ATTEND 75% OF MEETINGS:

APPROVED:

Barbara (Babs) Waters

August 27, 2021

Barbara (Babs) Waters, Chair

Date

The Alexandria Commission on Aging Racial Social Equity Committee

(as of May 31, 2021)

No one should be denied the opportunity to engage *fully* in our community.

We encourage people of different cultures, races, nationalities, immigration status, ages, abilities, sexual orientation, gender identities, and religious affiliation in Alexandria to be informed about and have access to the range of services available in the City, and to be engaged in civic life.

We are committed to representing a diverse community that represents the rich heritage of our city. We are committed to ensuring older persons have access: to *affordable* housing, transportation, health care, broadband, and nutrition services; and to opportunities for meaningful employment and related training.

Older adults and persons with serious medical conditions often experience various degrees of inequity, particularly in obtaining access to health care. *It is essential* to support older persons, family caregivers, and direct care workers since these residents face additional biases and hurdles.

—ALEXANDRIA COMMISSION ON AGING

Alexandria Commission on Aging BY-LAWS
CODE & BYLAWS

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Updated and Approved September 14, 2017

Alexandria City Code - ARTICLE B - Alexandria Commission on Aging

Sec. 12-9-11 - Established.

There is hereby established a commission to be known as the Alexandria Commission on Aging, herein sometimes referred to as the commission.

Sec. 12-9-12 - Composition; appointment; terms and compensation of members; filling vacancies; officers.

The commission shall consist of 21 members appointed at large by the city council to terms of three years each. Any vacancy may be filled by the council for the unexpired portion of a term. Eleven members of the commission shall be 60 years of age or older, including minority individuals. Of the remaining 10 members, four shall be citizens at large, one shall be a representative of older persons, one shall be a representative of a health care provider organization, one shall be a representative of a supportive service provider, one shall be an individual with leadership experience in a volunteer organization, one shall be a member of the Alexandria Commission for Women and one shall be a local elected official, or his or her designee. A chairperson, vice chairperson and secretary shall be chosen annually by a two-thirds vote of the commission members present. Members shall serve without compensation but may receive such reimbursement for expenses as the council may from time to time allow. (Ord. No. 3342, 11/19/88, Sec. 2; Ord. No. 3594, 9/12/92; Sec. 1; Ord. No. 4614, 9/12/09, Sec. 1)

Sec. 12-9-13 - Meetings.

The commission shall hold regular meetings as required by law. In matters concerning the procedure for meetings not covered by this article, the commission shall adopt and revise bylaws. The chairperson shall be responsible for determining that the bylaws are in conformance with the provisions of this chapter. All meetings of the commission and its standing committees shall be open to the public as required by the Virginia Freedom of Information Act.

Sec. 12-9-14 - Functions and duties.

- (a) The functions of the commission shall be to recommend to city council programs to assist the elderly; and shall review and advise city council regarding proposed projects which impact on the elderly. The commission shall serve as the advisory council to the area agency on aging.
- (b) In order to carry out its duties, the commission shall:

- (1) serve as an advocate for the elderly.
- (2) submit to city council plans for increasing, coordinating, improving or retargeting resources that affect the elderly.
- (3) participate in and contribute to the development of plans for aging services.
- (4) submit to city council an annual report at the close of each calendar year. Any report may contain a minority, as well as the majority opinion of the members.
- (5) review, evaluate and recommend proposals and plans for the use of resources for the delivery of services to senior citizens by city departments and agencies, private social services agencies, civic and other groups serving the needs of the aging.
- (6) form such standing committees as are appropriate to carry out its functions and duties. Members of the commission, except the chairperson and the secretary, shall serve on at least one committee. The chairperson shall serve on all committees ex officio. The commission may, by majority vote, appoint to its various standing committees representative consumers of elderly services, agency staff members, members of business and professional groups serving the elderly, community leaders, vendors of services to the elderly and interested citizens, without regard to the age of such persons.

—COMMISSION ON AGING BYLAWS

These Bylaws incorporate by reference Alexandria City Code, Article B, Section 12-9-11 through Section 12-9-14.

I. OFFICERS: Officers shall be a Chairperson, Vice Chairperson, and Secretary, elected by a two-thirds vote of the members of the Commission— present. The duties of each officer are as follows:

A. Chair shall:

1. Preside over full Commission and Executive Committee meetings
2. Prepare agenda for the Executive Committee meetings
3. Work with the Executive Committee to prepare agenda for full Commission meetings
4. Convene emergency meeting of the Executive Committee as needed
5. Form standing committees as appropriate and needed
6. Appoint Commission members to committees
7. Serve on all committees ex officio
8. Attend quarterly DCHS Boards & Commission meetings
9. Work with Committee Chairs to prepare an Annual Report on Commission activities and accomplishments
10. Provide input and feedback as necessary, when requested by City departments or other organizations
11. Work with staff of DAAS as requested
12. Serve as the primary Commission contact with elected officials

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B. Vice-Chair shall:

1. Preside over full Commission and Executive Committee meetings, in the absence of the Chair
2. Serve as Chair of the annual Excellence in Aging Awards Committee

C. Secretary shall:

1. Preside over full Commission and Executive Committee meetings, in the absence of the Chair and Vice-Chair
2. Take and prepare written minutes of the full Commission meetings

II. ELECTION OF OFFICERS

- A. NOMINATIONS: Not later than April each year, the Chairperson shall appoint a nominating committee of not fewer than three Commission members. The nominating committee shall present a slate of nominees to the Commission at the May meeting. Nominations may also be made from the floor.
- B. ELECTIONS: Officers shall be elected at the May meeting, and shall be installed as the last item of business at the June meeting. A two-thirds vote of the members present shall be required for each successful nominee to be elected.
- C. VACANCIES: In the event that a vacancy shall occur in the office of Chairperson, the Vice Chairperson shall automatically succeed to that office for the remainder of its term. In that event, or if the office of Vice Chairperson shall become vacant for other reasons, the Commission shall elect a successor at its next meeting to serve to the end of the term. A vacancy in the office of Secretary shall be filled promptly by the Commission of one of its members for the remainder of the term.

III. MEETINGS, QUORUMS AND VOTING

- A. REGULAR MEETINGS: The Commission shall meet at least nine times each calendar year at a convenient time usually on the second Thursday of each month. The time, place and agenda shall be announced to Commission members and representatives of participating agencies and organizations no less than one week prior to the meeting.
- B. SPECIAL MEETINGS: Special meetings of the Commission may be called by the Chairperson with notice of not fewer than three days prior to the meeting. The agenda for such meeting shall be limited to the subjects identified in the call.
- C. QUORUM: The quorum for each meeting of the Commission shall be a simple majority of the currently appointed membership.
- D. VOTING: Motions, including those concerning the submission of public comments, shall be adopted by the Commission upon an affirmative vote of a majority of its members present at the meeting. Proxy voting shall not be allowed.
- E. OPEN MEETINGS: All meetings of the Commission shall be open to representatives of interested agencies and citizens of Alexandria, and their input is encouraged. The Commission requests all agencies serving the aging to appoint representatives to attend and participate in regular and special meetings of the Commission and its standing committees.
- F. FORMAL ACTIONS: Except as provided in Article V.A.3, the Commission must vote in advance to approve any official action to be taken by the Commission or its agents

or designees, including but not limited to testifying at public hearings, writing letters to public officials, communicating Commission policy position, and making policy recommendations. Members shall be provided reasonable advance notice before the Commission may vote to take any formal action; provided, however, that such advance notice requirement may be waived by a two-thirds vote of the members voting.

F.G. PUBLIC HEARING: A public hearing shall be held prior to the preparation of the Agency on Aging's annual *Area Plan for Aging Services*, which is submitted to the City Council and the State for approval by September each year. The purpose of the public hearing shall be to receive and offer comments regarding services to the aging as provided by the Agency on Aging. This public hearing may occur at a regular Commission meeting, or at another time if the Commission so decides. Public hearings shall be preceded by a public announcement, which shall be made at least two weeks prior to the meeting.

G.H. MINUTES: Summary minutes of each Commission meeting and public hearing shall be filed with the Alexandria Agency on Aging, and shall be kept for the current year plus three prior years. The Secretary shall take and prepare minutes. Minutes shall include the date prepared, the date to be submitted for approval and the signature of the preparer. In the absence of the Secretary, staff from the Agency on Aging shall prepare the minutes. Copies of the summary minutes shall be provided to each Commission member and to agency, organization and staff representatives with the announcement of the succeeding meeting.

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H.I. AGENDA: The agenda for each Commission meeting shall be included in the announcement of the meeting. The Executive Committee shall set the agenda for each meeting. The Chairperson may defer Commission consideration of any item on the announced agenda whenever appropriate.

I.J. ATTENDANCE: Members are required by City Code to attend at least 75% of all regular meetings of the Commission. The Agency on Aging shall maintain an official report of attendance and make an annual report to the City's Secretary for Boards and Commissions.

J.K. COMMISSION FINDINGS: Commission findings developed from its evaluation of the delivery of services to seniors shall be included in the annual report to City Council, but they may be submitted separately if the Commission believes it a matter of urgent concern.

IV. BY LAWS BYLAWS

A. **EFFECTIVE DATE:** These By-Laws Bylaws shall become effective upon affirmative vote to adopt by two-thirds of the members present.

B. **AMENDMENT**

1. **By Members:** Amendments offered in writing by any member of the Commission at a regular meeting shall be placed on the agenda for the next regular meeting. Adoption shall require an affirmative vote of two-thirds of the members present.
2. **By Ad-Hoc Committee:** Recommendations of the committee shall be transmitted to members with the agenda of the regular meeting next succeeding the Committee's completion of its assignment. Adoption of the recommendations shall require an

affirmative vote by two-thirds of the members present at this meeting.

V. COMMITTEES

A. Executive Committee

1. Composition: The Executive Committee shall consist of the officers of the Commission and the Chairpersons of Standing and Ad Hoc Committees, or their designees.
2. Meetings: The Executive committee shall meet on Monday of the week preceding the regular monthly Commission meeting, or at the call of the Commission Chairperson.

~~3. Responsibility: In the event that a decision is required from the Commission on Aging prior to its next meeting, the Executive Committee is empowered to act for the Commission. provided (i) the action is not inconsistent with any position of the Commission and (ii) the Executive Committee action of this type will be reported clearly communicates that the action being taken is subject to approval by the Commission. The Executive Committee must request approval of the action by the Commission at the next regular meeting of the Commission. In the event the approval is not granted, the Executive Committee must take whatever steps are necessary and appropriate to undo the action taken.~~

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B. Other: The work of the Commission shall be accomplished through the Standing and Ad Hoc committees, or as a Committee of the Whole.

C. Composition of Committees:

1.
 - a. Commission Members: Each Committee shall have at least three members of the Commission as regular members, one of whom shall be designated Chairperson.
 - b. Others: Representatives of public and private agencies and organizations, users of services for the aging, and interested Alexandria citizens shall be appointed as members of these Committees as the Commission may decide by a majority vote.
2. Meetings: Each of these Committees shall meet as frequently as needed to accomplish the assigned purpose, at the call of the Committee Chairperson. All meetings shall be open to the public.
3. Officers
 - a. Chairperson: Committee Chairs shall be named by the Commission Chairperson.
 - b. Secretary: Each Committee may select one of its members to be the Committee's Secretary. The principal duty of the Secretary is to make a record of the Committee activities and provide a copy to the Agency on Aging and to the Committee Chair. If no other Committee member is designated as Secretary, The Committee Chairperson shall be responsible for assuring the record is kept and copies delivered to the Agency on Aging.
4. Responsibilities - Each Committee shall:

- a. Actively participate in the responsibilities of the Commission for needs assessment, planning, review, and evaluation of services provided within the subject area assigned to the Committee.
- b. Provide the following reports to the Commission:
 - (1) by April of each year, a re-assessment of needs and goals in the subject area, and budget requirements to achieve the desired level of service, in a form suitable for inclusion in the Agency on Aging's annual Area Plan for Aging Services;
 - (2) by June of each year, a summary of accomplishments during the year and forecast of needs, goals and activities during the coming year, in a form suitable for the Commission's Annual Report to the City Council; and
 - (3) Report, at monthly meetings of the Commission, whenever the Committee desires Commission action or to inform Commission members about plans and programs pursued by the Committee.
- c. Deliver minutes of meetings to the Alexandria Agency on Aging in time to permit duplication and distribution to all Committee members with the call to the next meeting.

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D. AD-HOC COMMITTEES

- 1. Formation: Committees may be formed by motion of the Commission to serve special purposes as the need arises. The Commission Chairperson may establish special purpose Committees when deemed necessary to accomplish the work of the Commission.
- 2. Composition: Such Committees shall have membership as provided in paragraph Article ~~VI~~-V.C.-1.a. above, unless a majority of the Commission members present at the time of formation direct a smaller number. Members shall be appointed by the Commission Chairperson, who shall also designate the Chairperson for the Committee.
- 3. Meetings: Such Committees shall meet as frequently as needed to accomplish the assigned purpose, at the call of the Committee Chairperson. All meetings must be open to the public.
- 4. Minutes: The Committee Chairperson shall assure that a written record of each meeting is kept, and copies of the record transmitted to the Agency on Aging and to the Commission Chairperson.

VI. PARLIAMENTARY GUIDE: Meetings of the Commission and its Committees shall be conducted using Robert's Rules of Order Revised.

VII. DISTRIBUTION: Copies of these ~~By-Laws~~Bylaws shall be provided to all members. The Alexandria Agency on Aging shall maintain the Official copy of the ~~By-Laws~~Bylaws.

Effective July 1, 2021 – insert date approved by COA (or committee)

City of Alexandria **Commission on Aging**

Electronic Participation Policy

The following policy is established for members' remote electronic participation in **Commission on Aging** meetings due to:

1. A personal matter
 - a. On or before the day of a meeting, the member shall notify the Chair that the member is unable to attend the meeting due to a personal matter. The member must identify with specificity the nature of the personal matter.
 - b. A quorum of the **Commission on Aging** must be physically assembled at the primary or central meeting location.
 - c. The Chair may approve or disapprove the request for electronic participation. If the absent member's remote participation is disapproved because such participation would violate this policy, the basis for the disapproval shall be recorded in the **Commission on Aging's** minutes. The decision shall be based solely on the criteria in this policy, without regard to the identity of the member or matters that will be considered or voted on during the meeting.
 - d. The **Commission on Aging** shall record the specific nature of the personal matter and the remote location from which the absent member participated in the **Commission on Aging's** minutes.
 - e. Participation by the absent member due to a personal matter shall be limited in each calendar year to: (1) two (2) meetings or (2) 25% of the meetings held rounded up to the next whole number, whichever is greater, of the **Commission on Aging**
2. A member's temporary or permanent disability or other medical condition or a family member's medical condition that requires the member to provide care for such family members, thereby preventing the member's physical attendance
 - a. On or before the day of a meeting, the member shall notify the Chair that the member is unable to attend the meeting due to the member's temporary or permanent disability or other medical condition that prevents his or her physical attendance or a family member's medical condition that requires the member to provide care for such family members, thereby preventing the member's physical attendance.
 - b. A quorum of the Board must be physically assembled at the primary or central meeting location.
 - c. The **Commission on Aging** shall record the fact of the member's disability or other medical condition or a family member's medical condition that requires the member to provide care for such family members, thereby preventing the member's physical attendance, and the remote location from which the absent member participated in the **Commission on Aging's** minutes.
3. For any remote participation, the **Commission on Aging** shall make arrangements for the voice of the absent member or members to be heard by all persons in attendance at the meeting location.

2022 NVAN Priorities

Legislative

Permanently allow electronic participation in meetings of all public bodies under the Virginia Freedom of Information Act.

Make permanent the tenant eviction protections in place during Virginia's state of emergency throughout the COVID-19 pandemic.

Budget

Appropriate \$600,000 to VICAP (Virginia Insurance Counseling and Assistance Program) to increase free Medicare (and dual eligibles) insurance counseling.

Ensure nursing home accountability through staffing standards to enhance quality of care and infection prevention, supported by dedicated funding.

Require employers to provide at least 10 days of sick leave for all workers, including direct care workers in nursing homes, assisted living, and home care.

Continuing Concerns

Require that nursing homes and assisted living facilities employ a full-time infection preventionist and maintain an accessible inventory of appropriate personal protective equipment.

Appropriate \$916,471, 50% of full funding needed (\$1,832,941) toward bringing the state's Long-Term Care Ombudsman Program up to the state and national standard.

Expand and replicate the Northern Virginia RAFT program (Regional Older Adult Facilities Mental Health Support Team) to enhance its provision of community-based care for adults (65+) with severe mental illness or dementia with difficult behaviors.

Expand the Livable Homes Tax Credit from \$1 million to \$1.5 million per year; create a Livable Homes Grant Program at \$1 million per year for lower income homeowners.

Enact legislation for mentally capable, terminally ill adults to request Medical Aid in Dying.

Direct the Department of Corrections to develop a plan to meet the specialized needs of incarcerated older adults and develop a Geriatric Reentry Assistance for Transitions Program.

Support additional funding for the Virginia Public Guardianship Program.

Dockless Mobility Program – City of Alexandria
Proposed Program Changes to Incorporate into a Permanent Program
Task Force Recommendation to City Council
August 3, 2021

Questions & Answers:

1. Will the current program requirements remain in place?

Yes, the current program requirements will continue. Some of the key program requirements that would continue include:

- 30% of dockless mobility devices (scooters and e-bikes) must be deployed in equity zones (15% between Quaker and I-395, 10% west of I-395, 5% in Arlandria)
- Companies are required to deploy at corrals when one is nearby
- Companies are required to address parking issues within 3 hours of it being reported to the responsible companies' customer service department
- Require companies to restrict parking in the Waterfront using geofencing
- Education resources and outreach from the City on traffic laws for scooter and e-bike users and proper parking etiquette

2. Are the program changes able to be modified? How will future changes to program requirements be made?

State Law requires that City Council pass an ordinance or other regulation establishing the licensing of companies seeking to operate scooters or e-bikes. Some components of the regulations may potentially be delegated to 1) the City Manager or designee or 2) considered by an established board or commission and therefore would allow for the community to provide input during a traditional public comment period. Changes to the program would be considered as needed as part of the permit renewal process.

3. Will parking corrals take the place of parking? Who would consider these changes and would the public weigh in?

So far, the City has not installed parking corrals in on-street parking spaces. To increase the number of corrals, if there are places where the only space to install a corral is in on-street parking, the City will present this to the Traffic & Parking Board for their consideration. This process will allow for the community to provide input during a traditional public comment period.

4. Are there any State Legislative changes that will impact scooter or e-bike companies or users?

The City is not aware of any changes being considered for scooter or e-bike companies or users at the State level. The City can propose changes to the State Code that could include age requirement for riders, helmet requirements, etc. through the City's Legislative Package that is adopted by City Council annually.

Task Force Recommendation to City Council - Proposed Program Changes:

The Task Force voted and approved the following program changes as their recommendation to City Council. Program changes added by the Task Force during the August 3, 2021 meeting are noted in red.

Managing Improper Parking

- Increase number of places for users to park out of the way of pedestrians
 - Increase number of corrals
 - If there is no alternative space available, work with Traffic & Parking Board to approve the removal of street parking for corrals
 - The locations of all corrals shall be approved by the Traffic & Parking Board
 - Require companies to notify the City if private property owners enter in an agreement with a company to create corrals on their property
- Require companies to notify the City when private property owners request geofencing “no parking” for their property (only applicable for large areas due to geofencing accuracy limitations)
- Increase education and public engagement
 - Require companies to share messaging with users on proper parking and corral locations
 - Install educational messaging at parking corrals that outline City Code and requirements for scooter usage and rules for parking
- Improve monitoring of improper parking
 - Encourage companies to require their users and deployment teams to take a photo after parking
 - Require companies to alert users and deployment teams who park incorrectly
- Require companies to retrieve inoperable devices upon notification

Improving Safety for All (Riding)

- Require companies to geofence slower speeds in high pedestrian areas as determined by the City
- Increase education and public engagement
 - Require companies to share messaging with users on traffic laws
 - Require companies to share messaging with users on safe riding practices, such as riding one person per device
 - Require companies to host events with the community to provide education on safe riding and proper parking
 - Coordinate with the Public Works Department to share messaging with riders on roads with poor paving conditions

Complaint Management

- Compile dockless mobility complaints through the City’s 311 system or email by types of issues and relay information to companies
- Require companies to receive complaints without using company app
- Require companies to track users who park incorrectly

Managing deployments and availability

- Set a maximum cap on the number of devices permitted in the City of Alexandria
- Require companies to deploy devices within reasonable distance of Metro stations (King St, Braddock, Eisenhower, Van Dorn) and high frequency bus stops at locations determined by T&ES staff
- Continue to work with WMATA to provide space for corrals at Metro stops (King St, Braddock, Eisenhower, Van Dorn)

Other/Misc.

- Allocate the number of devices permitted to each company based on their ability to meet the program goals and the City's overall transportation goals
- Require companies to report the number of trips by members of their equity membership program
- Staff will work with the City Attorney's Office to identify applicable statutes that address or relate to enforcement in State Code, and to propose any necessary changes to City Council to include in their packet of proposed legislation

Overall Program Recommendation

The Task Force proposes that the City of Alexandria permanently adopt a Dockless Mobility Program.

Possible future program changes

Hearing input from the Task Force, key stakeholder boards and commissions, and focus groups, there are program changes that the City has compiled in addition to those outlined for spring 2022. The following potential program changes are being explored and evaluated by the City and might be incorporated in the future.

The City can encourage companies to implement policies without a requirement (e.g. the City encouraged companies to deploy in corrals in 2019 before it was made a program requirement in 2020). In some cases, the companies may incorporate the encouraged policy without it being required.


- Consider requiring companies to deploy devices with locks so that users can lock scooters and e-bikes to bike racks
- Encourage companies to provide financial incentives to users if they park in or near corrals, in equity zones, or near transit stops
- Encourage users to park in or near corrals using geofencing
 - Contingent on more accurate geofencing (accurate up to 20-30 feet)
- Explore companies' ability to set a user's first trip speed at 10 mph
 - Contingent on allowing time for companies to prepare and technology limitations
- Evaluate technical feasibility of integrating 311 with companies' complaint system so that both the City and the responsible company would receive complaints at the same time
 - The City is exploring how to do this but there are currently technology limitations
- Consider allowing companies to apply for fleet increases based on usage by low-income riders
- Explore establishing a process to modify equity zone requirements and boundaries (with a minimum of 30% in equity zones) through the City Manager or designee
- Encourage companies to notify the City if private property owners create corrals on their property


City of Alexandria, Virginia

MEMORANDUM

DATE: JULY 21, 2021

TO: HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

THROUGH: MARK B. JINKS, CITY MANAGER 

FROM: YON LAMBERT, DIRECTOR, T&ES 

SUBJECT: PHASE II DOCKLESS MOBILITY PILOT PROGRAM UPDATE

The purpose of this memo is to provide an update on City's Phase II Dockless Mobility Pilot Program, engagement efforts, and next steps.

BACKGROUND: In December 2019, City Council approved a one-year Phase II Dockless Mobility Pilot Program to evaluate changes made from the Phase I Pilot Program and monitor changing trends in the industry. Changes for Phase II included a prohibition of sidewalk riding and requirements of companies to deploy a minimum of 30% of the fleet in equity zones and in corrals when one is nearby. Due to the ongoing COVID-19 health emergency, staff has had limited opportunities to conduct community outreach events or meet with the Ad Hoc Scooter Task Force as was initially planned for spring and summer 2020. The Ad Hoc Scooter Task Force met virtually in September 2020 and recommended extending the Phase II Pilot Program through the end of 2021. In November 2020, City Council approved an extension through December 31, 2021.

In 2020, five companies were permitted to operate, and that number decreased to four in 2021 with the new Phase II program requirements. Each company paid the City's \$10,000 permit fee and \$75 per device fee (a maximum of 200 devices per company is allowed under the current program requirements), for a total of \$25,000 per company each year and overall program revenue for the City of \$225,000.

DISCUSSION: The purpose of the Phase II Pilot Program was to evaluate the changes made from Phase I, engage with the community, and determine whether the City should have a permanent program and, if so, identify the program requirements. In April and May 2021, staff met with the Ad Hoc Scooter Task Force to share updates on the program and discuss critical issues and potential changes. The Task Force also addressed whether the City should have a permanent program. They informally acknowledged that having a program allows the City to manage scooter usage in the City best. In June 2021, staff met with the Commission on Persons with Disabilities, Transportation Commission, Waterfront Commission, Traffic & Parking Board, and Federation of Civic Associations

to get input on changes to improve the program. In June, the City hosted a Virtual Focus Group that was open to the public to hear feedback from the community on possible changes to the program's requirements and regulations.

Discussions with the Task Force, key stakeholder groups, and the community centered around five main areas identified as top concerns. Staff requested feedback specific to each of these priority issues. The issues and common comments heard at these meetings are summarized below.

1) Parking and sidewalk issues

- Increase proper parking behavior by requiring users to provide photo confirmation at the end of their trip
- Ticket and fine scooter companies (cost passed to the user) when scooters are parked incorrectly
- If scooter users are required to lock devices to a bike rack or other fixed objects, the City needs to provide adequate access to bike racks across the City
- Incentivize creating a corral as part of a new development's Conditions of Approval

2) Riding and safety issues

- Ensure that streets are safe for scooter riders, especially if they are not allowed to ride on the sidewalks

3) Complaint management

- Centralize the complaint system to make it easier for residents to report parking issues to the companies and the City, and improve overall tracking of complaints and companies' responses
- Penalize companies that have repeated performance or compliance issues by reducing their permitted number of devices or revoking their permit

4) Too many scooters in some parts of the City

- Use GPS technology, if available, to limit device speeds in Geofenced areas such as the Waterfront and other "no riding" areas to discourage riding

5) Not enough scooters in some parts of the City (e.g., equity areas, transit stops, etc.)

- Ensure scooter availability by requiring deployment and incentives at Metro stations and high-frequency bus stops, particularly in the West End
- Use incentives or other methods to encourage scooter riding to areas with fewer devices like the West End

A summary of the input provided by each stakeholder group is available on the City's Dockless Mobility website (alexandriava.gov/Scooters). The Task Force will consider this input and the feasibility of specific changes to the program when making their final recommendation.

NEXT STEPS: The Ad Hoc Scooter Task Force will have its final meeting on August 3, 2021 and will vote on specific recommendations to improve the program. The draft recommendations will be available online in advance of the meeting and will be shared with the stakeholder groups to encourage feedback prior to or during the final Task Force meeting. In September 2021, staff will meet again with the key stakeholder groups (including the Commission on Aging) to share the recommendations that staff will present for City Council's consideration in fall 2021.

If the establishment of a permanent Dockless Mobility program does not occur before the expiration of the current Phase II Pilot Program on December 31, 2021, City Code provisions regulating micro-mobility devices would remain in effect after this date: People would continue to be allowed to ride scooters and e-bicycles in Alexandria, but the City would not have a program to manage companies, collect permit fees, or be able to require companies follow specific rules and share data.

cc: Emily Baker, Deputy City Manager
Hillary Orr, Deputy Director, T&ES
Katie North, Division Chief, Mobility Services, T&ES
Alex Block, Principal Planner, Mobility Services, T&ES
Victoria Caudullo, Urban Planner II, Mobility Services, T&ES

Summary of Input from Key Stakeholder Groups
City of Alexandria's Dockless Mobility Pilot Program
May-June 2021

Ad Hoc Scooter Task Force – May 27, 2021

- Centralize the complaint system so that residents can report parking issues to the companies and/or the City
- If scooter users are required to lock devices to a bike rack, need to provide adequate access to bike racks across the City
- Ensure that streets are safe for scooters to ride in if they aren't allowed on sidewalks
- Ensure scooter availability by requiring deployment and/or incentives at Metro and high frequency bus stops, particularly in the West End
- Improve tracking of quality of complaint response time and quality of service (possibly through complaint audits)
- Geofence (using technology) to limit speeds on devices in the Waterfront and other "no riding" areas to discourage riding
- Consider removing parking when there are no other options for corrals in locations that could benefit from them.
- Reduce the number of devices permitted for a company or remove permit if performance or compliance issue with the City
- Use incentives or other methods to encourage scooter riding to areas with less devices like the West End
- Require users to provide photo confirmation of scooter parking
- Prohibit parking on sidewalks
- Ticket and fine scooter companies (cost passed along to user) when scooters are parked incorrectly
- Coordinate with APD to enforce illegal scooter riding
- Increase bike lanes in the City so riders are provided space to ride in-street and encouraged to ride in-street instead of on-sidewalks
- Increase or decrease the number of devices permitted in the City based on data
- Add new "no parking areas" when necessary for safety
- Incentivize creating a corral as part of a new development's Conditions of Approval i.e. through DSUP process

Commission on Persons with Disabilities – June 9, 2021

- Improve tracking of quality of complaint response time and quality of service (possibly through complaint audits)
- Maintain "no sidewalk riding" regulation in City Code

- Provide scooter parking areas next to sidewalks (off sidewalk) in grass areas by pouring concrete pads
- Explore hiring people to be out in the community at information booths to educate public on rules of riding and parking.

Waterfront Commission – June 15, 2021

- Centralize the complaint system so that residents can report parking issues to the companies and/or the City
- Geofence (using technology) to limit speeds on devices in the Waterfront and other “no riding” areas to discourage riding
- Additional signage in parks and other places where scooter riding is not permitted, at scooter corrals, etc.
- Provide additional parking areas for scooters and e-bikes off the sidewalks, in convenient areas, and particularly on the West End and near Metro
- Do not remove parking to install scooter corrals
- Support wayfinding messaging to encourage riding on non-arterial streets
- Add scooter symbols to bicycle facilities, such as bike lanes

Transportation Commission – June 16, 2021

- Centralize the complaint system so that residents can report parking issues to the companies and/or the City
- If scooter users are required to lock devices to a bike rack, need to provide adequate access to bike racks across the City
- Ensure that streets are safe for scooters to ride in
- Use incentives or other methods to encourage scooter riding to areas with less devices like the West End
- Additional signage in parks and other places where scooter riding is not permitted, at scooter corrals, etc.
- Establish a weight limit on devices
- Establish a maximum number of devices or companies allowed in the City
- Maintain "no sidewalk riding" regulation in City Code
- Require scooters to be able to be moved so that incorrect parking can be fixed without unlocking the device
- Reconsider the "one size fits all" no sidewalk riding regulation in City Code for busy streets where riding in the street is not a safe option

Virtual Focus Group – June 24, 2021

- Centralize the complaint system so that residents can report parking issues to the companies and/or the City

- Ensure that streets are safe for scooters to ride in
- Ensure scooter availability by requiring deployment and/or incentives at Metro and high frequency bus stops, particularly in the West End
- Improve tracking of quality of complaint response time and quality of service (possibly through complaint audits)
- When removing parking is necessary to install a corral, consider removing parking.
- Reduce the number of devices permitted through a company or remove permit if performance or compliance issue with the City
- Additional signage in parks and other places where scooter riding is not permitted, at scooter corrals, etc.
- Establish a weight limit on devices
- Provide additional parking areas for scooters and e-bikes off the sidewalks, in convenient areas, and particularly on the West End and near Metro
- Do not remove parking to install scooter corrals
- Establish a maximum number of devices or companies allowed in the City
- Educational programs to encourage proper parking and following traffic laws
- Support wayfinding messaging to encourage riding on non-arterial streets
- Provide financial incentives to users for parking at a corral
- Establish penalties for improper user parking
- Provide a complaint process via text or email
- Track types of complaints and what can be addressed
- Provide a process for private property owners and businesses to request no parking geofencing or other enforcement
- Incentivize companies that operate by the City's rules with benefits
- Allow for flexibility in equity area requirement to increase or decrease
- Require brighter lights on scooters for increased visibility.
- Consider limiting or banning night-time riding
- Consider restricting riding and parking on the Strand
- Add no parking areas (e.g. south Old Town)
- Increase font size and visibility of contact information and phone number on scooters to make reporting issues easier
- Determine how many scooters should be in each part of the City by density
- Require users to use bicycle lanes when available

Traffic and Parking Board – June 28, 2021

- If scooter users are required to lock devices to a bike rack, need to provide adequate access to bike racks across the City
- Ensure that streets are safe for scooters to ride in
- Ensure scooter availability by requiring deployment and/or incentives at Metro and high frequency bus stops, particularly in the West End

- Additional signage in parks and other places where scooter riding is not permitted, at scooter corrals, etc.
- Provide additional parking areas for scooters and e-bikes off the sidewalks, in convenient areas, and particularly on the West End and near Metro
- Provide a QR code on scooters that would help report parking issues
- Public education program to discourage drinking and riding
- Requiring more scooters to be deployed in equity areas

Federation of Civic Associations – June 30, 2021

- Establish a weight limit on devices
- Do not remove parking to install scooter corrals
- Require users to read safety information in scooter companies' apps (in multiple languages)
- Fine or tax scooter trips that do not end in a corral
- Coordinate with private property owners such as condo buildings who wish to create corrals in their parking lots or on their property

Commission on Aging - Comments for Commission on Aging received via input from the Task Force member representing the COA

- If scooter users are required to lock devices to a bike rack, need to provide adequate access to bike racks across the City
- Geofence (using technology) to limit speeds on devices in the Waterfront and other “no riding” areas to discourage riding
- Educational programs to encourage proper parking and following traffic laws
- Maintain "no sidewalk riding" regulation in City Code

Commission on Aging requests for additional funding for programs that serve older Alexandrians

❖ Rent Relief, DCHS Program -- \$306,000

Appropriate an amount (estimated at a current maximum of \$306,000) sufficient to eliminate the waiting list for the Rent Relief Program for the Elderly and Disabled in the Department of Community and Human Services.

The Rent Relief Program (RRP) pays low-income elderly and/or disabled renters up to \$500 per month (on a sliding scale) to help them with their rent. Recipient households must have combined income of less than \$25,600 per year and not receive any other rent assistance. The RRP served 63 households with 76 individuals in FY 2021, with a waiting list of 51. Especially in this time when the city is still struggling with the pandemic, the Commission on Aging believes it is essential to serve all elderly and/or disabled persons who need the assistance. Rents are rising, while the cost of basics such as food and medications are also rising. Every eligible household deserves to have this crucial support from the city.

The rent relief program provides financial assistance up to \$6,000 annually for eligible individuals those with household income up to \$26,000.

During the most recent fiscal years, the Rent Relief program served the following number of people.

FY 21

- 63 households with 76 individuals were served by the program
- Of the number above, 23 households with an adult age 65 or older were served and 26 households with an adult with disabilities were served. The remaining 14 households contained an adult age 65 and older that also had a disability.

FY 20

- 82 households with 115 individuals were served by the program
- Of the number above, 35 households with an adult age 65 or older were served and 33 households with an adult with disabilities were served. The remaining 14 households contained an adult age 65 and older that also had a disability.

FY 19

- 83 households with 114 individuals were served by the program
- Of the number above, 34 households with an adult age 65 or older were served and 36 households with an adult with disabilities were served. The remaining 13 households contained an adult age 65 and older that also had a disability.

❖ VICAP – Virginia Insurance Counseling and Assistance Program – 1 FTE; \$93,360

Under this program, limited federal funding is made available to Virginia's area agencies on aging to provide counseling to Medicare beneficiaries. The local program is expected to "identify and

address issues, problems, and concerns regarding Medicare, Medicare Advantage, Medicaid, prescription drug assistance programs, Commonwealth Coordinated Care Plus (CCC Plus), Medigap insurance policies and practices, and long-term care insurance policies and practices.” The City has a 0.5 FTE to provide these services to 14,879 Alexandrians with Medicare. The incumbent in this position counsels beneficiaries year round who have Medicare issues and intercedes on their behalf, annually guides beneficiaries in selecting a Part D prescription benefit, and recruits and trains volunteers to assist as well. Alexandrians who call the Medicare 1-800 phone number are directed back to the local VICAP program because staff on the phone line are unable to provide the needed assistance. In comparison, Arlington has 2 FTEs to provide this service.

❖ Human Services Specialist for Adult Services and Adult Protective Services - 1 FTE; \$66,362

The Adult Services [AS] and Adult Protective Services [APS] staff provide an array of services to vulnerable older adults and adults with physical disabilities. Specifically, 5 APS staff respond to community-wide allegations of physical or mental harm due to neglect, abuse or exploitation including abuse of financial or personal assets. Staff investigates the complaints, offers services as needed and accepted, and monitors the until the situation has stabilized.

8 Adult Services staff provides a wide array of services: information to the public and community referrals for services and programs, options counseling, assessment for homemaker service/personal care services, personal emergency response system, and home delivered meals, care coordination for income eligible Alexandrians, screening for specific Medicaid services, i.e., nursing homes, community based services for people who are eligible for nursing homes, assisted living residences for people who would use the auxiliary grant as a payment source, and management of contracts for homemaker/personal care service and personal emergency response systems.

In both units, staff are hard pressed to meet all the requirements by deadline. Adult Services often has waiting lists for service. Addition of a Human Services Specialist who could carry out a variety of tasks under the supervision of staff would enhance the ability of staff to meet client needs. These are tasks that would be delegated:

- ✓ Accompanying clients to medical appointments
- ✓ Accompanying clients to other necessary appointments, e.g., Social Security Administration
- ✓ Assisting clients in filling out applications for programs and financial benefits
- ✓ Picking up medications and other necessities
- ✓ Picking-up and delivering documentation for benefits or other applications
- ✓ Taking food to people in emergencies

- ✓ Assisting clients search for nursing homes and/or assisted living residences and faxing application materials on their behalf
- ✓ Providing service follow-up visits to assure that the client's situation is stable

❖ Northern Virginia Resource Center for Deaf and Hard of Hearing Persons -- \$40,000

NVRC proposes to provide the following services:

❖ **Monthly Hearing Screenings – 40 clients**

These are informal sessions at retirement communities, assisted living facilities, libraries, churches, any location where seniors congregate. These screenings would offer 30-minute one-on-one sessions. The screening itself takes 6 minutes, but the balance of the time would be used for mentoring, answering questions and concerns. NVRC is not involved in sales, so the atmosphere is very congenial and entirely without pressure. Individuals receive copies of their results, and we always bring a variety of fact sheets which they can take home to learn more.

❖ **Educational Programs for Seniors Aging into Hearing Loss -60 clients**

When adults lose their hearing later in life, they need specific information to help them navigate their 'new' world. Hearing aids and cochlear implant technology do not return hearing to "normal."

In recent years, there has been an explosion of sorts in the advancements made in hearing aid and cochlear implant technology. Their effectiveness and appropriateness for certain types of hearing loss are a topic of much interest in older adults aging into hearing loss. There is a great deal of information to be had on the latest developments in cochlear implants, and NVRC provides resources for persons investigating these options. Support groups and peer mentors provide support for persons learning how to qualify and how to use the various features of devices for independent living.

❖ **Educational programs for seniors aging into hearing loss, including participation in two health fairs annually**

NVRC's educational programs address other areas of information that are critical: the biology of hearing loss; the hearing evaluation; how to interpret an audiogram; options in hearing aids; hearing assistive technologies such as amplified and captioned phones, TV listening systems, personal amplifiers; and finally, the emotional and psychological impact of late-onset hearing loss and how to develop assertiveness along with effective communication strategies.

❖ **Assistive Technology Presentations – 60 clients**

Hearing aids are not the only devices that can help with hearing. Some individuals require other devices to use with their hearing aids, such as TV listening systems or personal amplifiers. Yet other individuals aren't ready for hearing aids and need to learn what devices

are available to help in specific listening situations. There are several useful apps for iPhone and Android that are demonstrated in this presentation. Mobile phone apps have greatly increased in numbers and their usage can help keep seniors included and aware of environmental sounds and the use of automatic speech recognition apps can greatly aid in communication, especially when masks are in use and no lipreading is possible.

- ❖ **Trainings: Caregivers, Emergency Responders, Activities Directors, City Staff - 4 trainings**
Anyone who in any way serves people who are deaf or hard of hearing needs to understand the impact of hearing loss on communication. These trainings provide that education which includes (but is not limited to) the continuum of deafness and hearing loss, how to recognize it, myths surrounding it, and examples of effective communication strategies. Our in-person trainings include a simulation of high frequency hearing loss, a listening quiz and a lipreading exercise. These trainings can also include virtual courses in emergency signs in American Sign Language and useful communication apps for first responders.

- ❖ Dementia Friendly Alexandria - \$3,000

In Alexandria's Age Friendly Plan, a specific objective calls for Alexandria to take "significant steps to become a dementia friendly City. Goodwin House volunteered to join the Commission on Aging in promoting this goal. The cooperation of the two organizations and many partners has enabled creation of education modules that have been the focal point for many training sessions with faith-based institutions, organizations for the aging, other non-profit organizations, and importantly, the Sheriff and Police Departments.

Goodwin House has provided meeting space, important leadership and administrative support, and has agreed to create a robust Dementia Friendly Alexandria website that would be especially helpful to Alexandria residents with dementia and their caregivers. This funding will promote the maintenance of a robust, supportive and timely website.

Total Request: \$508,722

Possible Programs to be Funded by the American Recovery Program

Funds Available between October 1, 2021 through September 30, 2024

Funds come through the Older Americans Act Titles

Must be spent on behalf of Alexandria residents age 60 and over

Funding categories are:

- Supportive Services
- Congregate Meals
- Home delivered Meals
- Disease Prevention and Health Promotion
- Support for Family Caregivers

Specific suggestions, as of 8-31-21:

- Personal Emergency Response Service for elders whose income is above 50% of the Virginia median income [the current guideline] used by an alternative funding source
- DAAS staff responding to telephone and email requests for information and assistance
- Money management – helping elders keep up with and pay bills
- Continue the tablet program using GrandPads or alternate electronic tablet
- Assure that east end senior center has an appropriate kitchen
- Add a staff member to assess individual's requests for home delivered meals – because of insufficient staff people currently have to wait 4 – 6 weeks for the required assessment
- Outreach to communities with older adults whose English-speaking ability is limited
- Develop program to provide support to caregivers, beyond the existing adult day service program and monthly caregiver support sessions
- Dental services beyond cleaning
- Shed for storage of wheelchairs, walkers and other equipment needed by older adults
- Pets:
 - Mobile vets
 - Pet therapy – coordinating volunteers to take pets to visit shut-ins
 - Connect older adults with younger volunteers to walk dogs
- Provide access to online therapy

Commission on Aging Housing Committee Meeting of June 21, 2021
Via Zoom
Draft Meeting Notes

Attendance:

Committee Members: Michael Schuster, Chair; Charles Bailey, Bob Eiffert, Marshall Hesse, Jan Macidull, Denise Mackie-Smith, Ellen Nelson, Lois Steele, and Babs Waters.

Staff: Terri Lynch, Division of Aging and Adult Services.

Guests: All from the Alexandria Housing Development Corporation (AHDC): Jonathan Frederick, President; Aaron Remolona, Vice President; and Rob Grady and Matt Rhodes, Housing Developers.

Welcome – Michael Schuster opened the meeting and participants introduced themselves.

Review and Approval of the Agenda – The agenda was approved as submitted (no vote required).

Approval of Minutes – The notes from the May 17 meeting were approved as submitted (no vote required).

AHDC Presentation of Two Proposed Housing Developments – Jon Frederick introduced AHDC (<https://www.housingalexandria.org/about-us>), which was founded by City Council in 2004 as a private, 501(c)(3) non-profit housing developer dedicated to providing affordable housing in the City of Alexandria. AHDC now has over 700 units of affordable housing scattered throughout the city. Jon's PowerPoint presentation is attached.

Seminary Road Project: The proposed development will be at the intersection of Seminary Road and North Pickett Street, and will consist of 31 townhouses and 8 units in a multi-family building. The townhouses will be for sale to individuals at 80% of area median income or less, at prices in the \$300,000 to \$400,000 range. There will be a mix of 2 and 3-bedroom units. AHDC will use a variety of affordable financing mechanisms to make the townhouses affordable to moderate income individuals. The multi-family building will be condominiums, with three 4-bedroom and 4-bath units for 12 residents with intellectual disabilities who live in supported housing operated by the Community Services Board. The other 5 condo units will be for sale to moderate income people with incomes at or below 80% of area median income (AMI). The final concept designs should be ready this summer to submit to the Department of Planning and Zoning (P&Z), with public hearings before the Planning Commission and City Council by December. Demolition of two existing homes and site preparation could begin in summer 2022, with construction in 2023.

Arlandria Project: The proposed development will front Glebe Road and Mount Vernon Avenue near the intersection of the two streets. The project will have 460 to 480 units, all affordable, in two buildings. The larger building will front Glebe Road and will include 2 levels of underground parking for 380 vehicles. The smaller building will front Mount Vernon Avenue behind Saint Rita's Catholic Church, which faces Russell Road. That building will include a 12,000 square foot location for the Neighborhood Health Clinic, which serves low-income persons. Both buildings will use the parking garage under the larger building. A significant number of the units will be fully accessible, and 25% of the units will be affordable

at 40% of AMI or less, which is a huge need in the Arlandria area. AHDC has worked closely with the area community to address their housing needs. The plans for this project should be ready for Planning Commission and City Council consideration this fall.

Jan Macidull asked about open space requirements. Jon said the usual city requirement is 40% of the land area as open space, but that is negotiable. The open space for this project is in a large courtyard in building 1, which will be open to the public. Other open space will be on the tops of the buildings and open to residents only. He pointed out that sidewalks and tree spaces count as open space.

Michael thanked the four AHDC staff for their presentations and said the committee might like to follow up at a later time.

Age Friendly Community Plan – Jane King was not able to attend the meeting, but she sent some proposals for consolidating the committee’s proposed priorities. Since they were only available this morning, Michael suggested that the committee consider Jane’s proposals at a later meeting. Jan asked that the committee consider a separate goal of helping residents to remain in their own homes for as long as possible. That could include reaching out to Naturally Occurring Retirement Communities (NORCs). Jan will work with Babs Waters and Terri Lynch to draft possible goal language over the summer, for committee consideration in September with the other goal areas.

Other Business – Charles Bailey noted that Metro has announced a desire to partner with Amazon to develop affordable housing units on land owned by or near Metro stations.

Adjournment – the meeting adjourned at 2:55 p.m.

Next Committee Meeting: Monday, July 19, 2021 (only if needed) at 1:30 p.m. via Zoom.

Notes prepared by Bob Eiffert.

Commission on Aging – Transportation Committee

June 21, 2021 4:30 PM Via Zoom

Meeting Notes

Members: Ray Biegun, Chair; Cedar Dvorin, David Kaplan, Charles Bailey, Babs Waters (COA Chair).

Guest: Tristan Cunningham, DASH.

Staff: Debbie Ludington (DAAS)

Excused Absent: Jane King, Alan Dinsmore

Introductions: None required.

Review and Approval of the Agenda – The agenda was approved.

Discussion

Ray reported that he attended the Alexandria Bicycle and Pedestrian Advisory Committee (BPAC) June 14 meeting. At that meeting, Mike Doyle (Alexandria Families for Safe Streets) presented a new Near Miss / Dangerous Location survey app which allows community members to report dangerous near miss incidents on streets and trails. The survey will allow FSS chapters to collect and analyze vital pedestrian street safety data and share this information with the relevant jurisdictional authorities, including the City of Alexandria, which could be useful for Vision Zero improvements.

Ray will prepare a draft of the past year's committee activities for us to review. We will also work up updating transportation goals and objectives for Alexandria's Age Friendly Community Plan to cover 2022 - 2024.

Ray is on the Scooter Task Force. He alerted us that the City is hosting a Virtual Focus Group on June 14 to discuss potential changes to the scooter program requirements.

Tristan Cunningham from DASH presented the system plan with new routes that will take effect in September. Tristan received the Public Transportation Employee Unsung Hero Award in 2019 from the Virginia Transit Association. We were grateful for his presentation and patience in answering our questions.

Public Comment: None.

Adjournment: Meeting adjourned at 5:30 PM

The next meeting: to be decided, if needed, before September.

Minutes from July 7, 2021 meeting of the Economic Development Committee

Attending: Mary Lee Anderson, Sandy Freedman, Babs Waters, Annabelle Reitman, Jane King, Emilia Turcios (City Staff coordinator) Gerri Wallace, guest

The meeting began at 10:15 am via Zoom

The City's policy on virtual meetings was noted.

Senior Consumers: *Goal is to encourage businesses to offer discounts, services targeted to seniors.* SSA has continued to distribute cards to older adults, no further activity related to new businesses is envisioned until after the pandemic. AHA will encourage members to patronize Silver Service businesses, but not push for discounts during the pandemic. SSA has been reaching out to existing businesses to confirm their discounts and then promote on social media. Pat Miller and Jane King volunteered to work with Mary Lee to approach new businesses in Del Ray.

Senior Employment: *Goal is to help seniors find employment and to encourage businesses to hire* The 50+ employment specialist has been approved as a full-time position. Emilia Turcios is coordinating workshops for seniors and will invite Annabelle Reitman and Sylvia Benatti to present about resume building late in August. WDC is also now having one-on-one meetings with older adult clients. She will be attending the "Community Cookouts" representing WDC and will also distribute flyers for SSA and DAAS.

AARP Livable Community

Jane King will continue to coordinate reports on this effort, as the Commission begins work on the next plan which will cover 2022-24. The Committee agreed to focus on our new goals for next year related to seniors as entrepreneurs and access to SNAP benefits.

Senior Ambassador Program

There are now 100 senior ambassadors. SSA continues to have weekly Zoom meetings with City officials and other non-profits, as well as send emails with news updates twice a week. The debrief meeting with Ambassadors indicated they want to continue with this arrangement for the foreseeable future.

Seniors as Entrepreneurs

Annabelle Reitman and Sylvia Benatti are rolling out the "55+ Incubator" to help older adults who want to start their own business. They selected a website designer and plan to implement in September. They are awaiting approval of their 501c3 application, which has been delayed due to IRS backlog.

SNAP Enrollment for Seniors

SSA has received a grant to hire staff to focus on enrollment of seniors in the SNAP program. The new position will report to Sandy Freedman, Director of SSA's Groceries to Go program, who has joined the committee to provide updates on the initiative. Ann Coyne, Director of the Senior Center at St. Martin de Porres, is interested in helping.

Meeting adjourned at 10:53 am. The next meeting will be held on Wednesday, September 1 at 10:00am at Cameron Cafe, 4911 Brenman Park Drive in Alexandria

Submitted by: Mary Lee Anderson

Minutes from June 2 2021 meeting of the Economic Development Committee

Attending: Mary Lee Anderson, Babs Waters, Annabelle Reitman, Jane King, Jim Lindsay, Debbie Ludington (City Staff coordinator) Gerri Wallace, guest

The meeting began at 10:35 am via Zoom

The City's policy on virtual meetings was noted.

Senior Consumers: *Goal is to encourage businesses to offer discounts, services targeted to seniors.*
SSA has continued to distribute cards to older adults, no further activity related to new businesses is envisioned until after the pandemic. AHA will encourage members to patronize Silver Service businesses, but not push for discounts during the pandemic. SSA will reach out to existing businesses to confirm their discounts and then promote on social media. Pat Miller and Jane King volunteered to work with Mary Lee to approach new businesses in Del Ray.

Senior Employment: *Goal is to help seniors find employment and to encourage businesses to hire*
The 50+ employment specialist has been approved as a full-time position. Emilia Turcios advised that WDC had an In-Person Hiring Event for our Hospitality industry at City Hall on May 27th and another is scheduled for Wednesday June 9th 2 pm- 4 pm

AARP Livable Community

Jane King will continue to coordinate reports on this effort, as the Commission begins work on the next plan. The Committee's July meeting will be focused on brainstorming new goals. Discussed advocating for technology to facilitate hybrid meetings.

Senior Ambassador Program

There are now 95 senior ambassadors. SSA continues to have weekly Zoom meetings with City officials and other non-profits, as well as send emails with news updates twice a week. SSA has scheduled an Ambassador zoom meeting to discuss post-COVID needs and has a training session scheduled for new ambassadors on June 15.

Seniors as Entrepreneurs

Annabelle Reitman and Sylvia Benatti are rolling out the "55+ Incubator" to help older adults who want to start their own business. Their website is in the design phase and they have selected a developer. They submitted an application to AARP for a grant as a pilot project and are awaiting approval of their 501 c3 application, which has been delayed due to IRS backlog. Goal is to implement in August.

SNAP Enrollment for Seniors

SSA has applied for grants to hire staff to focus on enrollment of seniors in the SNAP program. Sandy Freedman, Director of SSA's Groceries to Go program, has joined the committee to provide updates on the initiative. Ann Coyne, Director of the Senior Center at St. Martin de Porres, is interested in helping.

Jim Lindsay, a new committee member, advised that he teaches marketing at Georgetown University's Master's program. Focus is on business development.

Meeting adjourned at 11:11 am. The next meeting will be held on Wednesday, July 7 at 10:30am via zoom. Submitted by: Mary Lee Anderson

**Alexandria City Commission on Aging
Advocacy Committee Meeting Notes
DRAFT/July 11, 2021**

**July 9, 2021
11:00 a.m.**

Attendees: Babs Waters, Chair; Mary Lee Anderson; Barbara D’Agostino; Bob Eiffert; Jane King; Michael Schuster.

Staff: Debbie Ludington; Terri Lynch

Babs Waters: Ms. Waters opened the meeting at 11:11 a.m. She welcomed the attendees and said that the committee would review all the proposed budget items identified at the June meeting.

Terri Lynch: Terri reported on the three priorities for which she is responsible. She said the current wait list for the Rent Relief program is 51 households. This year – FY21, the program served 76 individuals – 23 were over the age of 65, 26 were persons with disabilities, and 14 were both older and disabled. The rent relief program provides financial assistance up to \$6,000 annually for eligible individuals – household income up to \$26,000. The cost to eliminate the wait list is estimated conservatively at \$306,000. Jane King said she was willing to follow-up by interviewing a current rent relief program recipient to understand how the payments are insufficient for current needs.

Terri then reported on the VICAP. The cost of one full-time VICAP counselor would be \$93,360. Finally, she reported on the addition of a full-time human services specialist for Adult Services and APS to assist with medical appointments, medication pick-ups, public benefits applications, and other essential activities. The cost for one full-time position would be \$66,362.

Mary Lee Anderson: Mary Lee reported on the cost of a contribution to the Northern Virginia Resource Center for the Deaf and Hard of Hearing Persons (NVRC) to serve Alexandria residents. The NVRC provides monthly hearing screenings, educational programs on hearing loss, assisted technology presentations, and trainings for caregivers, emergency responders, activities directors and city staff. She said that the contribution would be \$45,000. According to NVRC, it served 162 Alexandria residents in 2015 – the last year Alexandria contributed to NVRC. The committee agreed that next year NVRC would serve approximately 200 clients. The \$45,000 would cover the cost of serving an estimated 200 hearing impaired Alexandrians next year.

Jane King: Jane reported on the Dementia Friendly program. She asserted that the Goodwin House has developed a web-based program that Alexandria should support. Goodwin House said the cost of managing the website and developing outreach materials on dementia would be \$3000. The funds would not be used to offset staff costs.

Babs Waters: Babs reported on the cost of helping individuals in homeless shelters getting to medical appointments and obtaining prescribed medications. The person currently doing this work is leaving in July. Her information indicated that the cost of paying for transportation to medical appointments and to pharmacies for those needing assistance with daily activities (ADLs) would be \$200 a month. Mary Lee Anderson asked whether DOT would pay for this transportation instead of using Uber or the bus service. In addition, staff, not volunteers, would have to be involved for confidentiality reasons. Babs did not have any information on the cost of replacing the staff person leaving in July. Since there it was not clear whether DOT could provide transportation, this item no longer would be considered at this time.

Michael Schuster: Michael report on the cost of one attorney for Legal Services of Northern Virginia (LSNV). The LSNV indicated that the approximate cost to hire an attorney is \$84,357. The attorney would focus on, among other economic justice issues, services assisting eligible clients to secure stable housing. Terri Lynch stated that the City as the Area Agency on Agency would be giving LSNV \$16,000 for legal services under Title III of the Older Americans Act. Unlike the Title III money, the funds for an additional LSNV attorney cannot be age restricted. Michael said he would contact LSNV to ascertain how many clients would be served by this additional attorney.

Babs Waters: Babs stated that the total cost of all these proposed budget priorities came to \$598,079. She discussed the next steps. Jane King will edit a final draft including all the information the committee discussed, which will be considered at the next Executive Committee meeting on August 30, 2021 at 10:00 a.m. The committee members will supply the rationales for these budget figures to Jane by July 31, 2021. The final draft will be sent to both the Executive Committee and the full commission. All commission members will be encouraged to attend the Executive Committee meeting on August 30th, so that at the next Commission meeting scheduled for September 9th all members will be fully informed about the proposed budget priorities and their rationales. Both Babs and Mary Lee emphasized that it is important for the commission to act in its September meeting, so as to timely file its budget priorities with the Alexandria City Council.

The meeting adjourned at 12:12 p.m.

Commission on Aging Advocacy Committee Meeting of June 22, 2021
Via Zoom
Draft Meeting Notes

Attendance:

Committee Members: Barbara (“Babs”) Waters Chair; Victoria Almquist, Mary Lee Anderson, Barbara D’Agostino, Bob Eiffert, Jane King, Michael Schuster.

Executive Committee: Raymond Biegun

Staff: Debbie Ludington, Terri Lynch.

Introduction – Chair Bob Eiffert started the meeting stating that the purpose of the meeting was to review the Alexandria City budget timeline for 2022 and to develop budget priorities for which the Commission on Aging will advocate. He said the budget office sends instructions to city agencies by August providing them with guidance on formulating their budget requests. By late February, the city develops a proposed budget. In March and April, the City Council considers the proposed budget and by May adopts the final city budget. Mary Lee Anderson stated that the city will receive just under \$60 million in American Rescue Plan Act (ARPA) funds in two tranches – both this year and next year. She noted that Alexandria is fortunate because it will receive funds both as a city, and as a county.

Discussion of potential budget priorities – Bob Eiffert opened a discussion of budget items for the committee to recommend. Commission Chair Babs Waters asked each member for their ideas.

Terri Lynch – Terri said that her agency is also the Area Agency on Aging (AAA) for Alexandria, and that at some point the AAA will receive federal ARPA funding directly from the state Department of Aging and Rehabilitative Services. She shared some existing unmet needs. 1) expanding the DCHS Rent Relief program by reducing the wait list and/or increasing the amount of the monthly payment ; 2) funding for VICAP – the Virginia Insurance Counseling and Assistance Program (that provides Medicare counseling); and 3) funding for Human Services Specialists in the DAAS Adult Services and Adult Protective Services programs that would help older adults with such tasks as picking up medications and helping them with gathering the necessary documentation for public benefits applications.

Mary Lee Anderson: Mary Lee stated that Alexandria no longer provides funding for the Northern Virginia Resource Center for the Deaf and Hard of Hearing Persons (NVRC) that helps individuals with hearing impairments. The NVRC provides free auditory screenings, assists with trying out assisted hearing devices, and educates the community on hearing loss problems and solutions. She said that the NVRC provides valuable services to older Alexandrians, even though the city no longer provides the organization with direct funding. At this point, the commission does not have any information on the funding needs or funding cycle of the NVRC, so the committee must reach out to the NVRC for information.

Jane King: - Jane said we should fund some of the activities of the Dementia Friendly program, such as updating the city website. The Commission on Aging and the Godwin House Alexandria have co-hosted events to educate the community about dementia. Dementia-Friendly Alexandria aims to educate the community about dementia: how it affects people; how to support caregivers; and how everyday individuals can make a difference in the lives of people living with the disease.

Michael Schuster – Michael said that with the end of the Virginia state of emergency and the CDC eviction moratorium on June 30, 2021 [this has been extended for one more month], most of the eviction protections for tenants will expire. Legal Services of Northern Virginia (LSNV) anticipates a substantial increase in judicial initiated evictions. The city has funded one full-time legal services attorney for LSNY. He recommended that the commission advocate for a continuation of that funding for another year. Terri Lynch said that her agency, through Title III of the Older Americans Act, only gives legal services \$14,000 and that amount hasn't changed in years.

Babs Waters – Babs mentioned the need for wrap around services for the homeless, such as mental health services and with activities of daily living. Mary Lee said this type outreach is provided as part of the Carpenter Shelter services. Terri said other city agencies provide some of these services to the homeless as well. However, Terri added that there is a great need for assistance with ADLs for some people who are in homeless shelters. There is no program to provide that assistance.

Bob Eiffert – Bob asked whether Kate Garvey in her meetings with Board and Commission Chairs have discussed budget priorities with them. Babs said at the May 10th meeting they primarily discussed the opening of city buildings. Bob said the committee should revisit the 2019 rent relief issue. According to Terri, the waiting list for the city rent relief program is as long as the number of available slots for relief. Jane King said that the money for rent relief has not increased for years. Previously, the commission asked for an increase of \$235,000.

Babs Waters – Babs asked about ways to help older persons who cannot afford to pay their real property taxes. Terri said there is a program in place that allows homeowners 65 and over or disabled to obtain either a tax exemption or a deferral of their taxes. To qualify for a **full** tax exemption in the current year, a household's gross combined income may not have exceeded \$40,000 in the prior year. The exemption is then partial up to \$72,000 in household income. With income between \$72,000 and \$100,000, eligible homeowners can defer their real property taxes but must repay the taxes with interest, upon either the sale of the home or the owners' death. The assets of the applicant for the tax relief cannot exceed \$430,000 (not including the house and one acre of land). Babs inquired about relief from condo and coop fees. Terri said there is no city relief program for condo and coop owners.

Babs Waters – Babs summed up the discussion by saying the committee needed to do some research and agree on specific amounts of funds the committee would recommend for the following identified priorities:

1. Increased funding for the city rental relief program

2. Increased funding for the Virginia Insurance Counseling and Assistance Program (VICAP) within the Department of Community and Human Services, Division of Aging and Adult Services.
3. Funding for one or two full-time Human Specialist positions (Terri Lynch will supply the cost of the first three items)
4. Direct funding for the NVRC (Mary Lee Anderson will contact NVRC)
5. Continuation of funding for one attorney with Legal Services of Northern Virginia (Michael Schuster will contact LSNV)
6. Funding for the Alexandria Dementia Friendly program (Jane King will contact Goodwin House)
7. Funding for activities of daily living (ADLs) services for individuals living in homeless shelters (Babs will look into the issue further)

At its next meeting, the committee will review the specific amounts of funding it will recommend for these chosen budget priorities.

Adjournment – The meeting adjourned at approximately 3:00 p.m.

Next Committee Meeting: Friday July 9, 2021 at 11:00 a.m. via Zoom.

Notes prepared by Michael Schuster