

City of Santa Fe, New Mexico

memo

Date: December 7, 2016

To: Senior Services Board of Directors

From: Melanie Montoya, Volunteer Programs Administrator 

Re: Foster Grandparent/Senior Companion (FGP/SCP) Programs

The following are some program highlights:

- Volunteers expressed gratitude and thanks for the \$40.00 recognition gift card that they received in November. One volunteer in particular was in need of warm shirts and jeans and he was able to purchase some with the card.
- Since last month, one Senior Companion volunteer has been recruited. She has been assigned two clients who needed assistance with errands and minor housework. The program still has approximately 14 seniors on the waiting list who would like the assistance of a Senior Companion. We are budgeted for 32 Senior Companions and we currently have 33 active Senior Companions.
- We have scheduled a follow up to the "Being Mortal" in-service meeting that will be held on November 8th. During our November 3rd in-service meeting regarding death and dying, many volunteers expressed an interest in having a follow up meeting regarding Being Mortal Concerns. Presenters from the panel will speak in small groups about end-of-life goals and communicating with loved ones. They will also offer assistance with reviewing advance care directive documents.
- Our mandatory December in-service meeting will take place on Tuesday, December 13th. The meeting is regarding fraud and scam prevention and is sponsored by the Mayor's office.
- Funds in the Grandparents Raising Grandchildren Program are still available for people who qualify. Referrals for this program should be made to Melanie.

If you have questions or require additional information, please feel free to contact Melanie at 955-4761. Thank you.

City of Santa Fe, New Mexico

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Date: December 2016
To: Senior Services Board of Directors
From: Triston Lovato, RSVP & Community Relations Administrator
Re: Retired Senior Volunteer Program (RSVP)

The following are some program highlights for RSVP:

- Volunteer Program Administrators (Triston & Melanie) participated in an interview on Wednesday, 11/9 with K-LOVE (90.7 FM) radio about volunteering in Santa Fe. The interview aired on Sunday, December 4 and will air again in January (date TBD).
- Volunteer Programs staff attended a meeting on Thursday, 11/10 to hear about the City of Santa Fe's newly implemented volunteer policy. In the past, the city has not had a clearly stated policy regarding volunteers and so each Department/Division established their own; now the city wants a uniform policy. The policy is still being modified as there are many questions that arose during the meeting. Some that would affect the Senior Volunteer Programs involve:
 - Volunteer drivers – the new policy states that volunteers “shall not drive a City vehicle or their own vehicle in the performance of their duties.” An exemption is going to be given to the Senior Volunteer Programs, however it must first go through the legal department and so we are on hold with that, but were advised to resume business as usual.
 - Background checks – the policy states that “a criminal background check will be completed on all Applicants over the age of 18 regardless of what task they will be assigned.” This means RSVP volunteers may be required to undergo a background check, which has not been a program requirement thus far. We are waiting to hear if all current RSVP volunteers will need to do this, or if it will only apply to volunteers from now on.
- The Volunteer Programs hosted the “Giving Thanks” dance on Thursday, November 17th from 1 – 4 p.m. to recognize and thank FGP, RSVP, and SCP volunteers for everything they do. The dance featured music by Bandalegre, light refreshments were served, and gifts were distributed. This event is in lieu of the annual spring recognition for the upcoming year (2017); the money saved by not hosting the spring luncheon was used to purchase \$20 gift cards to Walmart/Sam's Club for all RSVP volunteers. At this time we plan to host the luncheon every other year rather than annually, due to the rising cost of food and event supplies and the decreasing in attendance numbers over the last few years.
- RSVP is working on the new grant (begins April 2017) and also setting new performance measures for the new grant cycle.

- **RSVP has three new station partners:**
 - **Gerard's House**, a safe place for grieving children, teens and families, where healing happens through acceptance and peer support. Services are offered free to any family with one or more children, ages 3-21, who have experienced the death of a close family member or friend. Volunteers serve as support group leaders.
 - **New Mexico National Guard Museum** (formerly Bataan Memorial Museum), which features artifacts, images, press clippings, weapons and uniforms carried or worn by Guardsmen dating back to the 19th century to present, honors the history of the New Mexico National Guard and places specific importance on the infamous Bataan Death March. Volunteers will greet visitors and give a short tour of the display area, highlighting the major areas of New Mexico National Guard heritage; also a way to reach out to the Veteran community.
 - **Santa Fe Children's Museum**, whose mission is to build upon a child's natural sense of joy and discovery by cultivating habits of inquiry in the arts, sciences, and humanities. Volunteer opportunities: engage with visitors, education program facilitator, and Earthworks Garden Assistant/Facilitator (watering, weeding, pruning, composting).

Please feel free to contact Triston Lovato-Armstrong at (505) 955-4760 if you have questions.

Thank you!

City of Santa Fe, New Mexico

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DATE: December 6, 2016

TO: Advisory Board Members

FROM: In-Home Support Services Committee
Theresa P. Trujillo, IHSS Supervisor TT

SUBJECT: Committee Status Report

November, 2016 units of service are as follows:

- Homemaker – 671 hours to 110 clients
- Respite – 738 hours to 36 caregivers
- Equipment - 41 units
- Nutritional Supplements – 65 cases

Units of service were short by 63.75 regarding Homemaker hours and short by 454.75 for Respite hours for November totaling 518.5 hours short for In-Home Support. Year to date, we are **over** in Homemaker hours by 10 hours and **short** in Respite by 799.75 hours. IHSS providers took off a total of 421.25 hours in November. Additionally, November 11, 24, and 25 were holidays. Of these 421.25 hours, 72 were administration leave and 144 were Family Medical Leave. The respite care provider on administration leave is no longer employed; and the respite care provider on Family Medical Leave will not return to work until January, 2017.

We are short one respite care provider since August 11. We will be conducting interviews December 7. Additionally, we are requesting to advertise for another respite care provider.

We have again teamed up with Home Instead Senior Care in their “Be a Santa to a Senior Program”. Christmas trees with needy Senior’s names are up at St. Vincent Hospital, Santa Fe Place Mall, and both Wal-Mart’s through December 16. Our annual gift wrapping party will be on Tuesday, December 20 here at the MEG beginning at 1:00.

If you have any questions or require additional information, please let me know.

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Date: December 06, 2016

To: DSS Advisory Board Members

From: Fran Rodriguez, DSS Project Manager 

Subject: Transportation/Nutrition Committee Monthly Report

Transportation Monthly Report

- In November 2016, DSS Transportation staff provided a total of 3,184 rides to seniors.

Nutrition Monthly Report

- In November 2016, DSS Nutrition staff provided a total of 11,392 meals-on-Wheels to DSS clients.
- In November 2016, DSS Nutrition staff provided a total of 5,403 congregate meals.

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Date: December 6, 2016

Fr: Cristina Villa, DSS Program Coordinator



Subj: Senior Olympics

The Senior Olympics Committee will be meeting on Wednesday, December 14th at Tomasitas. Committee is working on the final changes to the program. We are shooting for the program to be ready before the end of the year. Kick off will be on Monday January 9th from 9:00 a.m. -12:00 noon at the MEG center

Next meeting will be on Monday, January 11th at MEG Center Board Room