



Agenda

DIVISION OF SENIOR SERVICES SENIOR ADVISORY BOARD OF DIRECTORS

Mary Esther Gonzales Senior Center
1121 Alto Street, Santa Fe, NM

Wednesday, July 23, 2014

9:30 a.m.

CITY CLERK'S OFFICE

DATE 7/11/14 TIME 4:07 PM

SERVED BY Luigi Gonzales

RECEIVED BY [Signature]

- I. CALL TO ORDER
- II. INVOCATION/PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. APPROVAL OF AGENDA
- V. APPROVAL OF MINUTES – June 18, 2014
- VI. DSS DIRECTORS REPORT – Ron J. Vialpando, Director
 - A. Program Units of Service
 - B. Capital Outlay Pending Projects (2012-2013 Legislative Session)
 - C. NM Hunger Summit Report
- VII. COMMITTEE REPORTS
 - A. In-Home Support
 - B. RSVP
 - C. Foster Grandparent/Senior Companion Programs
 - D. Transportation/Nutrition Programs
 - E. Senior Olympics
- VIII. UNFINISHED OTHER BUSINESS
- IX. NEW BUSINESS
 - A. RSVP Advisory Council BYLAWS
- X. COMMENTS FROM FLOOR
- XI. DATE AND PLACE OF NEXT MEETING
- XII. ADJOURNMENT

Persons with disabilities in need of accommodations may contact the City Clerk's office at (505) 955-6520, five (5) working days prior to the meeting date.

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DIVISION OF SENIOR SERVICES

ADVISORY BOARD MEETING

July 23, 2014

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MINUTES OF THE
DIVISION OF SENIOR SERVICES
ADVISORY BOARD OF DIRECTORS

July 23, 2014

A meeting of the City of Santa Fe Division of Senior Services Advisory Board of Directors was called to order by Andres Romero, Chairman at 9:30 a.m. on this date at the Mary Esther Gonzales Senior Center, 1121 Alto Street, Santa Fe, New Mexico.

Roll Call indicated the presence of a quorum for conducting official business as follows:

MEMBERS PRESENT

Andres Romero, Chairperson
Mary Louise Giron, Vice Chairperson
Rosemary Trujillo, Secretary
Gilbert Alarid
Bernardo C de Baca
Toni Ann Gallegos
Dennis Gonzales
Virginia Lucero
Corrine Sanchez
Doug Schocke

MEMBERS ABSENT

Elaina K. Gonzalez, excused

STAFF PRESENT

Lugi Gonzales, Division of Senior Services Manager
Marissa Romero, Division of Senior Services, RSVP
Ron Vialpando, Division of Senior Services Director

OTHERS PRESENT

Jo Ann G. Valdez, Stenographer

INVOCATION

Invocation was led by Dennis Gonzales.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Doug Schocke and was recited by all present.

APPROVAL OF AGENDA

The agenda was amended: Item IX-b (*Request from Melanie Montoya*) was added under New Business.

Mr. Gonzales moved to approve the agenda as amended. Ms. Lucero seconded the motion. The motion passed unanimously by voice vote.

APPROVAL OF MINUTES: June 18, 2014

Mr. Gonzales moved to approve the Minutes of the June 18, 2014 meeting as submitted. Ms. Trujillo seconded the motion. The motion passed unanimously by voice vote.

DIVISION OF SENIOR SERVICES DIRECTOR'S REPORT

a) Program Units of Service

Mr. Vialpando gave an update on the Program's Units of Services as follows:

- In the last month of the fiscal year, (which closed June 30th), the Division of Senior Services is showing an overage, based on projections, in congregate meals by 4,125 units of services and over by 1,000 in Home-Delivered meals.
- The Division of Senior Services is short by 294 units for transportation services.
- The Division of Senior Services is also showing an overage in respite units by 3,349 units; and a shortfall of 69 units for homemaker services.
- The Division of Senior Services will be hiring a respite care provider and the position should be advertised soon.

b) Capital Outlay Pending Projects

Mr. Vialpando said these are the projects that the Division of Senior Services received agreements relating to the 2012-2013 Legislative requests. The projects include the Warehouse at the MEG Center; the computer lab for the MEG Center; a renovation of the kitchen at the Pasatiempo Senior Center; the computer lab at Luisa Senior Center and facility improvements at Luisa Senior Center and the Villa Consuelo Senior Center, as well as kitchen equipment for Villa Consuelo Senior Center. The plans/drawings are

90% complete and the Division of Senior Services is anticipating breaking ground on the construction of these projects sometime in September.

c) NM Hunger Summit Report (End Hunger in New Mexico Summit)

The Hunger Summit was held last week from July 17th through July 18th, 2014 at the Isleta Resort and Casino in Albuquerque, New Mexico. The Summit offered a wide variety of topics dealing with hunger issues in the State of New Mexico. Mr. Vialpando said the Summit was a success and educational. There were approximately 250-300 attendees. Several Senior Services Advisory Board members participated in the Summit and approximately 27 senior citizens from Santa Fe attended the event.

Mr. Vialpando said the Division of Senior Services will work on reaching out and collaborating with more agencies for next year's Hunger Summit.

Chairman Romero said the End Hunger Summit was part of a 5-Year Plan. He mentioned that they will have a debriefing meeting to see where they can make improvements for next year's Summit. He noted that they had a Hunger Walk and they would like to turn this into a "Pledge Hunger Walk" in the future. They plan to ask each county or municipality to sponsor a Pledge Hunger Walk.

Chairman Romero noted that there was an extensive article in the latest issue of *National Geographic* about hunger in America. He mentioned that New Mexico is second in senior hunger and first in children hunger. The homeless and veterans also experience hunger.

Congressman Ben Ray Lujan attended the Hunger Summit and Chairman Romero asked him to include the Hunger Summit in the Federal Register and he indicated that he would do so.

Chairman Romero said they can always use Board Members on the NM Hunger Summit Board.

COMMITTEE REPORTS:

The written Committee Reports were submitted, distributed and reviewed.
{Please see Exhibit "A" for the specifics.}

In-Home Support Committee

Ms. Giron asked if there were clients on the waiting list for these services.

Mr. Vialpando said yes, there are approximately 60-70 people on the waiting list; 10 for Homemaker Services and the remaining on the respite care list. He noted that the Division of Senior Services has been able to create three additional FTE positions to help

address the waiting list for these services. He reported that there were over 120 people on the waiting list last year.

Mr. Vialpando said he is currently working on the Legislative Request for the upcoming year and he will be adding an amendment to the request to ask for funding for homemaker and respite care services. He noted that they also have a Respite Care Provider position vacant because one of the Homemakers retired effective July 4th. They have submitted the paperwork to advertise the position.

Chairman Romero asked Mr. Vialpando what amount of funding is included in the budget on an annual basis for equipment and nutritional supplement drinks.

Mr. Vialpando said they have a budget of approximately \$10,000 for supplemental supplies and approximately \$8,500 for equipment (shower chairs, canes, walkers, wheelchairs, incontinence products, etc.)

Ms. Giron moved to accept the In-Home Support Committee monthly report as submitted, and include it as a part of the public record with the Minutes. Ms. Sanchez seconded the motion. The motion passed unanimously by voice vote.

RSVP Committee

Mr. Schocke noted that Kristin Slater-Huff will be leaving as of August 31st. Marissa Romero will cover the RSVP office until a replacement has been hired.

Ms. Lucero moved to accept the RSVP Committee monthly report as submitted, and include it as a part of the public record with the Minutes. Mr. C de Baca seconded the motion. The motion passed unanimously by voice vote.

Foster Grandparent /Senior Companion Programs Committee

Ms. Gallegos moved to accept the Foster Grandparent/Senior Companion Program Committee monthly report as submitted, and include it as part of the record with the Minutes. Mr. Alarid seconded the motion. The motion passed unanimously by voice vote.

Mr. Vialpando said the Division of Senior Services recommended that a new special projects administrator be hired and he will be starting on July 28th. His name is Dan Mitchell. He will also be available to assist with the RSVP Program. Mr. Mitchell will be invited to attend the next Board meeting.

Transportation and Nutrition Committee

Ms. Sanchez moved to accept the Transportation and Nutrition Committee monthly report as submitted, and include it as a part of the public record with the Minutes. Ms. Trujillo seconded the motion. The motion passed unanimously by voice vote.

Ms. Trujillo noted that the Transportation and Nutrition Committee needs more members. They only have four members presently and they are having problems establishing a quorum. She mentioned that they were told that they would not have a meeting every other month, because of the lack of quorums.

In response, Mr. Vialpando said this is one committee that is mandated by the funding source. He said they will need to recruit more members. He asked if any of the Board Members would be interested in participating in the Transportation and Nutrition Committee which meets quarterly for one hour, or less.

Chairman Romero suggested that the Transportation and Nutrition Committee meet right before, or after, the Board meeting.

Ms. Giron said the Transportation and Nutrition Committee needs a recording secretary.

There was consensus of the Transportation and Nutrition Committee Members to meet right before the DSS Advisory Board meetings. Mr. Vialpando will ask staff if they can meet right before the Board Meeting. He will also ask Yvette Sweeney, Administrative Assistant to be the recording secretary.

Ms. Giron made a motion that the Transportation and Nutrition Committee will consist of the following members:

Gilbert Alarid
Bernardo C de Baca
Toni Ann Gallegos
Mary Louise Giron
Dennis Gonzales
Corrine Sanchez
Rosemarie Trujillo

Yvette Sweeney will be asked to be the Recording Secretary.

Mr. Gonzales seconded the motion. The motion passed unanimously by voice vote.

Senior Olympic Committee

Mr. Alarid moved to accept the Senior Olympics Committee monthly report as submitted and include it as a part of the public record with the Minutes. Ms. Lucero seconded the motion. The motion passed unanimously by voice vote.

UNFINISHED/OTHER BUSINESS

There was no unfinished or other business.

NEW BUSINESS

a. RSVP Advisory Council By-Laws

The RSVP Advisory Council held a special meeting on June 24th where the Council reviewed the program's Memorandum of Understanding; the Program Internal Policies and Procedures; the RSVP Volunteer Handbook; the volunteer benefits overview; and the RSVP Advisory Council By-Laws. Council Members and staff members made suggestions for corrections, changes and updates to the documents and the Council approved these.

Lugi Gonzales noted that a copy of the By-Laws were mailed to the Board Members in their packet.

As noted earlier, Kristin Slater-Huff, the RSVP Coordinator will be leaving as of August 31st. Marissa Romero will be covering the RSVP Office until a replacement is hired. Ms. Romero noted that changes were made to the Supplemental Auto Insurance portion. Volunteers will no longer be covered while driving to and from the MEG Center. Volunteers will continue to be covered while they do volunteer work, such as taking a senior citizen to a doctor appointment.

The Board Members noted that this change is not reflected in the By-Laws.

Ms. Romero said the changes were made in the Volunteer Handbook and she can get a copy for the Board.

Ms. Romero was asked what changes were actually made to the By-Laws but she did not know.

Chairman Romero suggested that the changes be done in bold, or italics, so the DSS Advisory Board would be able to see what changes were made. Ms. Romero was asked to provide the DSS Advisory Board a copy of the By-Laws with the changes, either in bold or italics at the next meeting.

This agenda item was tabled until the next meeting.

**b. Request from Melanie Montoya, Volunteer Programs Administrator
Re: Grandparents Raising Grandchildren Voucher Program**

[Copies of the Memo from Melanie Montoya were distributed in the Board Members' packets. A copy is hereby incorporated to these Minutes as "Exhibit "B".]

The Grandparents Raising Grandchildren Program has been in existence since 2004. Since the inception, the internal policy has been to offer vouchers for reimbursable expenses in the amount of \$150.00 per child, per fiscal year, to qualifying applicants.

The Division of Senior Services has a flat budget of \$5,000.00 for the Voucher Program and the grant was doubled last year to \$10,000.00. The Division of Senior Services received a total of \$12,185 for the program for this fiscal year.

Due to inflationary costs, staff (Melanie Montoya) is requesting to change the maximum allowable voucher of \$150.00 per grandchild to \$200.00 per child based on the eligibility requirements. This will allow the senior recipient to purchase the much-needed school clothes, food, etc. that the grandchildren require and help more grandparents needing assistance.

Mr. Alarid moved to approve the request from Melanie Montoya, Volunteer Programs Administrator; regarding the Grandparents Raising Grandchildren Voucher Program – changing the maximum allowable voucher of \$150.00 per grandchild to \$200.00 per child. Ms. Gallegos seconded the motion. The motion passed unanimously by voice vote.

COMMENTS FROM THE FLOOR

Letter acknowledging Joe Lujan (Driver for Transportation Services)

Ms. Lucero noted that a senior citizen acknowledged Joe Lujan for his kindness, patience and compassion.

Chairman Romero suggested that the senior citizen write a letter to the Board acknowledging Mr. Lujan.

TIME AND PLACE OF NEXT MEETING

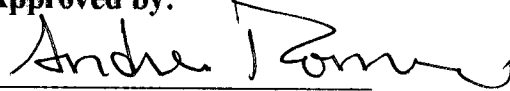
Due to the fact that the Conference on Aging is scheduled for August 20th, the next meeting was scheduled for **August 27, 2014** at 9:30 a.m. at the Mary Esther Gonzales Senior Center.

A group picture of the Board was taken immediately following the meeting.

ADJOURNMENT

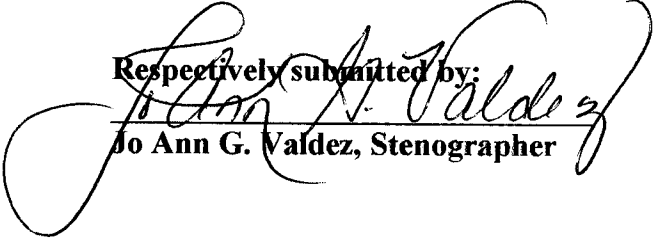
There being no further business to come before the Board, the meeting adjourned at 10:30 a.m.

Approved by:



Andres Romero, Chairman

Respectively submitted by:



Jo Ann G. Valdez, Stenographer