



Agenda

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DATE 9/15/14 TIME 1:40

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DIVISION OF SENIOR SERVICES SENIOR ADVISORY BOARD OF DIRECTORS

Mary Esther Gonzales Senior Center

1121 Alto Street, Santa Fe, NM

Wednesday, September 24, 2014

9:30 a.m.

- I. CALL TO ORDER
- II. INVOCATION/PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. APPROVAL OF AGENDA
- V. APPROVAL OF MINUTES – August 27, 2014
- VI. DSS DIRECTORS REPORT – Ron J. Vialpando, Director
 - A. Program Units of Service
- 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 - None
- IX. NEW BUSINESS
- 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

September 24, 2014

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MINUTES OF THE
DIVISION OF SENIOR SERVICES
ADVISORY BOARD OF DIRECTORS

September 24, 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
Elaina K. Gonzalez
Virginia Lucero
Corrine Sanchez
Doug Schocke

MEMBERS ABSENT

None

STAFF PRESENT

Lugi Gonzales, Division of Senior Services Manager
Dan Mitchell, Division of Senior Services, Special Projects Administrator
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

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

APPROVAL OF MINUTES: August 27, 2014

Ms. Lucero moved to approve the Minutes of the August 27, 2014 meeting as submitted. Mr. C de Baca 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:

- The Annual Agreement for the DSS contract obligations is as follows:

Congregate Meals	\$ 62,281
Home-Delivered Meals	\$137,483
Transportation	\$ 41,010
Respite	\$ 10,390
Homemaker	\$ 9,361
- The Division of Senior Services is showing an overage, based on projections, in congregated meals by 566 units of services and a shortage of 2,254 in Home-Delivered meals.
- The Division of Senior Services is showing a shortage of 185 units for transportation services due to a vacancy in transportation; however, interviews will be conducted next week and the vacancy should be filled soon. David Wheeler, an employee in Transportation will be retiring at the end of this month and there will be another vacancy.
- The Division of Senior Services is also showing a shortage in respite units by 187 units; and a shortfall of 124 units for homemaker services.

AAA Budget Training

Mr. Vialpando reported that staff from the Division of Senior Services attended budget training that was conducted by AAA and it was very informative. They received training on policies and procedures, grant and audit compliances and information on how to track the units of services. Staff also received training on the assessment tool.

Mr. Vialpando noted that there are a lot of new providers.

Chairman Romero mentioned that there is a State Council meeting next month. He said every county has a representative and he is the representative for Santa Fe County and Dennis Gonzales is the alternate. He offered to provide a report at the Board meeting in November.

Mock Hearing

Mr. Vialpando said the AAA Mock Hearing is tentatively scheduled for October 25th. He explained the reason for the Mock Hearing and noted that there are over 32 counties who should attend the hearing. The Legislative Requests for 2015 will be presented to this panel who will analyze the request and decide what is ranked critical and high, and what will be presented to the Legislature. The DSS put together a request in the amount of \$290,000 for operations for 2015.

Chairman Romero asked Mr. Vialpando to email the Board Members when the date and place of the Mock Hearing is confirmed so they can attend.

Mr. Vialpando said yes, he will send the Board Members an email.

He said as an agency, the DSS is required to have 24 hours of mandatory training to be in compliance with AAA. He said it would be good for the Board to be aware of the rules, regulations, policies and procedures, and possibly the Board can receive one of the segments of training at a future Board meeting.

COMMITTEE REPORTS:

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

In-Home Support Committee

Chairman Romero asked if Darlene George has been hired, as noted in the report.

Mr. Vialpando said yes, she was offered the job, her paperwork has been submitted and she should start in two weeks.

Chairman Romero requested that Darlene George be introduced to the Board at the next meeting. Mr. Vialpando agreed.

Ms. Sanchez 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. Mr. C de Baca seconded the motion. The motion passed unanimously by voice vote.

RSVP Committee

Mr. Schocke noted that the replacement for Kristen Slater-Huff has not been hired as of yet.

Mr. Vialpando said her termination effective date will probably be at the end of October and then they will begin the advertisement process and fill the vacancy as soon as possible.

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

Foster Grandparent /Senior Companion Programs Committee

Ms. Giron requested more information on the Adelante Program.

Mr. Vialpando said the Adelante Program is a new program that is funded for the Foster Grandparent Program. This is for children who require additional volunteer services from the Foster Grandparent Program.

Ms. Giron asked where they are located.

Mr. Vialpando said he did not have that information but he will send an email to Ms. Giron when he gets it.

Chairman Romero asked Mr. Vialpando to explain the Silver Alert Program.

Mr. Vialpando said an in-service was done last month and it went really well. A detective from the Santa Fe Police Department registered many senior citizens in the Silver Alert Program. This is a new statewide recognized program where senior information is collected and stored in a database at the City and County Police departments - in the event that an individual who has Alzheimer's and Dementia is reported missing or lost- this information would help law enforcement in finding them.

Chairman Romero asked how many senior citizens are served in the City of Santa Fe.

Mr. Vialpando said the senior population for the City and County of Santa Fe is approximately 144,000 and over 80,000 are within the City limits. Of the 80,000, there are approximately 20,000 individuals who are 60 years of age or older.

Chairman Romero suggested that there be a mandatory requirement that all senior citizens enroll in the Silver Alert Program. Mr. Vialpando said that was a great idea.

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. Schocke seconded the motion. The motion passed unanimously by voice vote.

Transportation and Nutrition Committee

Ms. Giron 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.

Senior Olympic Committee

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

UNFINISHED/OTHER BUSINESS

a. Update on construction projects

Mr. Vialpando reported on the dates for the constructions projects going out to bid as follows:

Luisa Senior Center – Mid October
Consuelo Senior Center – Mid October
Pasatiempo Senior Center – Mid October

Mary Esther Gonzales Senior Center:
Warehouse - Mid October
Computer Lab – Mid October
Parking – Early October using an on-call contract

The estimated start of construction for the projects is as follows:

Luisa Senior Center – Mid January or February, weather permitting
Consuelo Senior Center – Mid January or February, weather permitting
Pasatiempo Senior Center – Mid January or February, weather permitting

Mary Esther Gonzales Senior Center:
Warehouse – Mid January or February, weather permitting
Computer Lab – Mid January or February, weather permitting
Parking – End of October, depending on final design.

[Copies of the plans for the projects were available for review.]

NEW BUSINESS

2015 Capital Outlay Legislative Request

Mr. Vialpando reported on the 2015 Capital Outlay Legislative Request as follows:

\$195,695 Luisa Facility Code Improvements
\$199,995 MEG Facility Code Improvements
\$ 58,240 MEG Renovation – Other Improvements
\$ 50,784 Villa Consuelo Kitchen Equipment
\$ 6,384 Pasatiempo Kitchen Equipment
\$364,000 Program Replacement Vehicles

\$875,098 Total

*Projects that have been rated Critical or High will be considered during the 2015 NM Legislative Session

Chairman Romero said after the Aging and Long Term Conference, he and Dennis Gonzales asked that an artist - who had a workshop there- be contacted. He asked for the status of this.

Lugi Gonzales said she has been contacted and she should be starting classes on the Tuesdays, starting on the first week of October. The first class has been scheduled for October 7th here at the MEG Center. The Board Members preferred that the class be held in the afternoon.

Chairman Romero requested that this be announced in the senior newsletter.

Lugi Gonzales agreed and said she will also be making some fliers.

COMMENTS FROM THE FLOOR

Ms. Lucero noted that she has been approached by some senior citizens asking about a discounted rate for cable services. They heard that the City of Espanola has a discounted rate for cable services for senior citizens.

Chairman Romero said this will need to be addressed by the Civic Housing Authority.

Mr. Vialpando noted that the Director of the Civic Housing Authority is Rudy Gallegos y Romero. He mentioned that he will be meeting with the Civic Housing Authority Commission and he will bring this up to the Director.

Mr. Schocke noted that Comcast offers discounts for low-income individuals with children and maybe they can do the same for seniors.

Chairman Romero said this is beyond the scope of this Board.

Congressman Ray Lujan

Lugi Gonzales announced that Congressman Ray Lujan will be here at the MEG Center tomorrow (September 25, 2014) starting at 11:30 a.m. to visit with the seniors. All are invited to attend.

Ms. Gonzales distributed a handout on "*Why Congress Needs to Act Now*". When Congress is back in Washington this month, AARP is pushing for votes to reauthorize the Older Americans Act; and to pass legislation that restores workplace discrimination protections for older workers. The Older Americans Act funds the Meals on Wheels transportation programs and many other vital services for vulnerable older Americans. Senior Citizens are asked to contact the members of Congress asking ask them to support these two measures.

Information on the senior activity trips scheduled for the next month was distributed.

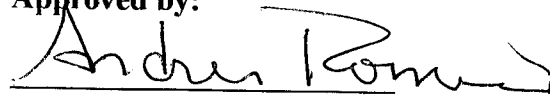
TIME AND PLACE OF NEXT MEETING

The next meeting was scheduled for October 15, 2014 at 9:30 a.m. at the Mary Esther Gonzales Senior Center.

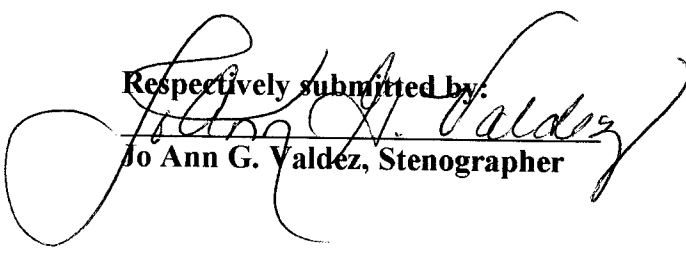
ADJOURNMENT

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

City of Santa Fe, New Mexico

memo

EXHIBIT

A

Date: September 18, 2014

To: Board of Directors

Fr: Cristina Villa, DSS Program Coordinator *CV*

Subj: Senior Olympics

The Senior Olympics Committee met on Wednesday, September 10th at the Mary Esther Gonzales Senior Center Board Room. The committee is trying to seek new ideas in increasing the number of local participation for upcoming year. A tribute to Art Baca will be inserted in the new program for all his hard work and dedication for Senior Olympics. Also, requesting to have funds transferred from the City to the SAC account, making easier for Senior Olympics to get a check as needed instead of entering a purchase order for supplies needed. There will be no meeting in August. Next meeting will be on Wednesday, October 8, 2014 at 9:30 a.m. at the Mary Esther Gonzales Senior Center Board Room.

City of Santa Fe, New Mexico

memo

Date: September 17, 2014

To: DSS Advisory Board Members

From: Thomas Vigil, DSS Program Administrator

Subject: Transportation/Nutrition Committee Monthly Report

Transportation Monthly Report

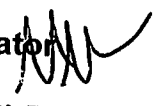
- In August 2014, DSS staff provided a total of 3,300 rides to seniors.

Nutrition Monthly Report

- In August 2014, DSS provided 9,277 meals-on-wheels to DSS clients.
- In August 2014, DSS provided 5,336 congregate meals.

City of Santa Fe, New Mexico

memo

Date: September 17, 2014
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:

- We successfully got 27 Foster Grandparents back into the new school year volunteering. Nine of the volunteers will work with the children identified through the Adelante Program. Last year our collaboration proved to be a success.
- The next mandatory in-service meeting is on November 6th. The training is titled "Let's Talk...Now!!", which is a training about advance care planning. The training and workshop is sponsored by the Santa Fe Action Team of NM Compassion & Choices, a national non-profit dedicated to helping ensure that everyone has the opportunity to have the kind of death they desire, whether in the hospital fighting to the end with all the modern life-saving techniques available and/or in your own home, pain free and surrounded by loved ones.
- Our September 11th Day of Service project was very successful. Over 35 seniors registered with the City of Santa Fe's Police Department's Silver Alert program.


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

memo

Date: September 17, 2014

To: Senior Services Board of Directors

From: Melanie Montoya, Volunteer Programs Administrator 

Re: Retired Senior Volunteer Program (RSVP)

The following are some program highlights:

- Staff is in the process of entering volunteer hours for the quarter ending in September. Thus far, volunteer hours will probably be up from last quarter.
- The October newsletter is on track and will be released on schedule.
- Melanie and Marisa continue to work on the newsletter and other various projects in the RSVP office. This will continue until we are able to hire a replacement for Kristin.
- Staff is working on updating all 400+ RSVP volunteer's paperwork. We are slowly making progress, with the assistance of a dedicated volunteer organizing and filing the completed paperwork.
- We are requesting any ideas from seniors or staff for a special project for the Martin Luther Day of Service in January. Last year the volunteer programs sponsored a school supply drive for the Adelante Program, which turned out be very successful. Any ideas should be forwarded to volunteer staff.
- The next RSVP Committee meeting is scheduled for September 23, 2014.

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

memo

DATE: September 12, 2014

TO: Advisory Board Members

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

SUBJECT: Committee Status Report

August units of service are as follows:

- Homemaker – 673 & 3/4 hours to 86 seniors
- Respite – 752 hours to 38 caregivers
- Equipment - 31 units
- Nutritional Supplements –124 6-packs (31 cases)

Units of service were short by 105.50 regarding Homemaker hours and short by 108.25 for Respite hours for August totaling 213.50 hours short for In-Home Support. Year to date, we are **short** in Homemaker hours by 124 hours and **short** in Respite hours by 175.50 hours for a total of (299.50) units. IHSS providers took off a total of 396.50 hours in August.

One of our Senior Services Care Attendants (Homemaker) retired effective July 4. The position was advertised and closed on August 6. We have conducted interviews and offered the job to Darlene George. The paperwork is in the approval process.

We conducted interviews for a Respite Care Provider and did not find a candidate; however, the position is being re-advertised with a closing date of September 17.

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