



# Agenda

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DATE 7/7/15 TIME 8:32am

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## DIVISION OF SENIOR SERVICES SENIOR ADVISORY BOARD OF DIRECTORS

Mary Esther Gonzales Senior Center  
1121 Alto Street, Santa Fe, New Mexico  
Wednesday, July 15, 2015 (9:30 a.m.)

- I. CALL TO ORDER
- II. INVOCATION/PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. APPROVAL OF AGENDA
- V. APPROVAL OF MINUTES - June 17, 2015
- VI. DSS DIRECTORS REPORT – Ron J. Vialpando, Director
  - a). Program Units of Service/Fiscal Year 2014/15
- VII. COMMITTEE REPORTS
  - a). Foster Grandparent/Senior Companion Program Reports
  - b). RSVP Reports
  - c). In-Home Support Program Reports
  - d). Transportation/Nutrition Program Reports
  - e). Senior Olympics Program Reports
- VIII. UNFINISHED OTHER BUSINESS
- IX. NEW BUSINESS
- X. COMMENTS FROM FLOOR
- XI. DATE AND PLACE OF NEXT MEETING
- XII. ADJOURNMENT

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

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### **DIVISION OF SENIOR SERVICES**

#### **ADVISORY BOARD MEETING**

**July 15, 2015**

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<b>ROLL CALL</b>	<b>Quorum</b>	<b>2</b>
<b>APPROVAL OF AGENDA</b>	<b>Approved</b>	<b>2</b>
<b>APPROVAL OF THE MINUTES</b> <b>June 17, 2015</b>	<b>Approved [as submitted]</b>	<b>2</b>
<b>DIVISION OF SENIOR SERVICES DIRECTORS REPORT-Lugi Gonzales</b>		
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<b>DATE AND LOCATION OF NEXT MEETING</b>		
<b>(Scheduled for September 16, 2015 at the Mary Esther Gonzales Senior Center)</b>		<b>5</b>
<b>ADJOURNMENT</b>		<b>5</b>

**MINUTES OF THE**  
**DIVISION OF SENIOR SERVICES**  
**ADVISORY BOARD OF DIRECTORS**

**July 15, 2015**

A meeting of the City of Santa Fe Division of Senior Services Advisory Board of Directors was called to order by Andres Romero, Chairperson 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  
Bernardo C de Baca  
Toni Ann Gallegos  
Dennis Gonzales  
Elaina K. Gonzalez  
Virginia Lucero  
Corrine Sanchez  
Doug Schocke

**MEMBERS ABSENT**

Gilbert Alarid, excused

**STAFF PRESENT**

Lugi Gonzales, Division of Senior Services Manager

**OTHERS PRESENT**

Jo Ann G. Valdez, Stenographer

**INVOCATION**

Invocation was led by Dennis Gonzales.

## **PLEDGE OF ALLEGIANCE**

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

## **APPROVAL OF AGENDA**

**Ms. Sanchez moved to approve the agenda as presented. Ms. Trujillo seconded the motion. The motion passed unanimously by voice vote.**

## **APPROVAL OF MINUTES: June 17, 2015**

**Mr. Gonzales moved to approve the Minutes of the June 17, 2015 meeting as submitted. Ms. Gonzalez seconded the motion. The motion passed unanimously by voice vote.**

## **DIVISION OF SENIOR SERVICES DIRECTOR'S REPORT**

### **a. Program Units of Services/Fiscal Year 2014-2015**

Ms. Lugi Gonzales reported that Ron Vialpando could not attend today's meeting so she will cover the Director's Report. She noted that the fiscal year ended on June 30<sup>th</sup> and the Division of Senior Services was able to meet the contract units with the 1% variance, as allowed. The Program Units of Services were as follows:

- The Division of Senior Services is showing a shortage of 827, based on projections, in home-delivered meals.
- The Division of Senior Services is showing an overage, based on projections, in congregate meals by approximately 674 units of services.
- The Division of Senior Services is showing an overage of 1,798 units, based on projections, for transportation services.
- The Division of Senior Services is showing a shortage in respite units by 26 units, based on projections.
- The Division of Senior Services is showing an overage of approximately 373 units, based on projections for homemaker services.

Lugi Gonzales said the Division of Senior Services received an email from the funding source (the Area Agency on Aging) about the fact that they will be having a silent auction at the Hunger Summit this year. They are also going to be giving door prizes. They have asked for donations for the silent auction and the Division of Senior

Services have come up with a few items to donate. The Board Members were asked if they have any items that they can donate for the silent auction or for the door prizes. If so, they can drop them off to the Division of Senior Services by July 30<sup>th</sup>.

Elena Gonzalez offered to donate a necklace.

Chairman Romero asked for an update on the construction for the MEG Center.

Lugi Gonzales said she did not have that information.

Lugi Gonzales said the Division of Senior Services will be providing transportation to the Hunger Summit if the Board Members are interested. This was discussed later in the meeting.

### **COMMITTEE REPORTS:**

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

#### **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. Ms. Lucero seconded the motion. The motion passed unanimously by voice vote.**

#### **RSVP Committee**

**Ms. Gonzalez moved to accept the RSVP 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.**

#### **In-Home Support Services Committee**

**Mr. Gonzales moved to accept the In-Home Support Services 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.**

#### **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. Lucero seconded the motion. The motion passed unanimously by voice vote.**

## **Senior Olympic Committee**

**Mr. Schocke 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. C de Baca seconded the motion. The motion passed unanimously by voice vote.**

## **UNFINISHED/OTHER BUSINESS**

Lugi Gonzales said at last month's Board meeting, there was discussion about going as a group to the Conference on Aging on August 18<sup>th</sup> and August 19<sup>th</sup>. She noted that the Conference falls on the same date of the Board meeting and asked if the Board wants to cancel the August meeting. She mentioned that she called the Board Members to get a total of how many Board Members will be attending and thus far, there are five members who will be attending the Conference. The Division of Senior Services will be providing transportation to the Conference on Aging and Lugi Gonzales said the van will be leaving about 8:00 a.m. from the MEG Center.

**Ms. Giron moved to cancel the August Board meeting. Ms. Gonzalez seconded the motion. The motion passed unanimously by voice vote.**

Ms. Gonzales said the Hunger Summit is scheduled for September 23<sup>rd</sup> and 24<sup>th</sup> and interested individuals can contact her, or let her know at the September Board Meeting if they are interested in attending. The Hunger Summit will be on the agenda for the September Board meeting.

## **NEW BUSINESS**

Lugi Gonzales announced that the last two barbeques for the summer are scheduled for July 16<sup>th</sup> at the Pasatiempo Senior Center and July 24<sup>th</sup> at the Ventana de Vida Senior Center.

Lugi Gonzales said the Division of Senior Services will be sponsoring a dance at the Eagles on July 23<sup>rd</sup> and Peter Vigil and Los Hermanos will be playing. All are invited to attend.

## **COMMENTS FROM THE FLOOR**

Mr. Schocke said four people have volunteered to teach beginner computer classes at the MEG Senior Center. The time of the classes will be determined at a later date once Mr. Schocke knows how many people have signed up for the classes.

Lugi Gonzales said the Division of Senior Services could advertise this in the newsletter. She said they could also make a poster to hang up near the computer room.

Elena Gonzalez mentioned that the Pasatiempo Senior Center is looking good.

### **TIME AND PLACE OF NEXT MEETING**

As noted previously, the August Board meeting was cancelled. The next meeting is scheduled for September 16, 2015 at 9:30 a.m. at the Mary Esther Gonzales Senior Center.

### **ADJOURNMENT**

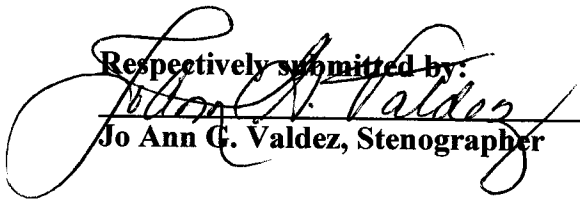
There being no further business to come before the Board, the meeting adjourned at 10:30 a.m.

Approved by:



**Andres Romero, Chairperson**

Respectively submitted by:



**Jo Ann G. Valdez, Stenographer**

# memo


EXHIBIT

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A

**Date:** July 2, 2015

**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:

- Staff recently purchased new software for the FGP/SCP programs. We are currently in the process of entering all volunteer/client data, and that will enable us to run reports required by our funding sources.
- We do not currently have an in-service meeting planned for the month of July.
- We will begin planning for the Conference on Aging and determining if we will once again have sufficient budget to allow volunteers to sleep over.
- Staff has prepared and submitted the grant contract for the new fiscal year for the volunteer programs. The contract was approved at the Finance Committee meeting on June 29, 2015 and now goes to City Council for approval on July 8, 2015. We do not anticipate any problems or issues with the approval process.

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:** June 2015

**To:** Senior Services Board of Directors

**From:** *TL* Triston Lovato, RSVP & Community Relations Administrator

**Re:** Retired Senior Volunteer Program (RSVP)

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**The following are some program highlights for RSVP:**

- June 1<sup>st</sup> – RSVP Administrator visited the Santa Cruz Senior Center to provide information about RSVP to center members and collect enrollment forms from new volunteers. There are plans to visit other Santa Fe County senior centers to provide information about RSVP and remind volunteers of the CIMA (our volunteer insurance provider) insurance changes.
- RSVP staff attended the 2015 Southwest National Service Conference in Ft. Worth, TX from June 8-10. The conference featured many workshops and trainings covering topics such as: impact & outreach, volunteer recruitment strategies, staying in compliance, and how to report data based on program performance measurements. These were just a few of the wonderful topics discussed; RSVP staff plans to put this knowledge to use where it's needed.
- RSVP is collecting hours for the final quarter to wrap up the fiscal year. A final count of hours for FY14/15 will be available in the next report.

If you have questions or require additional information, please feel free to contact Triston Lovato at 955-4760. Thank you.

# City of Santa Fe, New Mexico

# memo

DATE: June 25, 2015

TO: Advisory Board Members

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

SUBJECT: Committee Status Report

May units of service are as follows:

- Homemaker – 762.25 hours to 109 seniors
- Respite – 846.5 hours to 44 caregivers
- Equipment - 38 units
- Nutritional Supplements –148 6-packs (37 cases)

Units of service were short by 18 regarding Homemaker hours and short by 19.25 for Respite hours for May totaling 37.25 hours short for In-Home Support. Year to date, we are over in Homemaker hours by 303.75 hours and short in Respite hours by 6.5 hours. IHSS providers took off a total of 323 hours in May in addition to Memorial Day holiday.

One Respite Care Provider has been on Family Medical Leave since May, 15.

Star Sanchez, Chaplain Bereavement Coordinator of Gentiva Hospice, led an informative and terrific presentation for 36 caregivers and staff at the MEG Senior Center on May 29.

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

# City of Santa Fe, New Mexico

# memo

Date: June 25, 2015

To: DSS Advisory Board Members

From: Thomas Vigil, DSS Program Administrator

Subject: Transportation/Nutrition Committee Monthly Report

## **Transportation Monthly Report**

- In May 2015, DSS staff provided a total of 3,705 rides to seniors.

## **Nutrition Monthly Report**

- In May 2015, DSS provided 9,259 meals-on-wheels to DSS clients.
- In May 2015, DSS provided 5,295 congregate meals.

# City of Santa Fe, New Mexico

# memo

Date: July 2, 2015

Fr: Cristina Villa, DSS Program Coordinator



Subj: Senior Olympics

The Senior Olympics Committee met on Friday, June 19th at Mary Esther Gonzales Senior Center Board Room. State Games were held on June 3-6. Athletes who attended games brought back several medals. Swimmers are still disappointed with the pool. It is very shallow. Cristina will contact George Baros to see if he is interested in being a member of the committee.

Next meeting will be on Wednesday, August 12th at the Mary Esther Gonzales Senior Center Board Room.