



Agenda

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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, December 16, 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 - October 21, 2015
- VI. DSS DIRECTORS REPORT
 - a) Program Units of Service
 - b) Senior Day at the Legislature
- 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.

INDEX OF MINUTES
DIVISION OF SENIOR SERVICES
ADVISORY BOARD MEETING
December 16, 2015

ITEM	ACTION	PAGE(S)
CALL TO ORDER		1
INVOCATION/PLEDGE OF ALLEGIANCE		1
ROLL CALL	Quorum	2
APPROVAL OF AGENDA	Approved [as amended]	2
APPROVAL OF THE MINUTES October 21, 2015	Approved [as submitted]	2
DIVISION OF SENIOR SERVICES DIRECTORS REPORT-Ron Vialpando		
a) Program Units of Service	Informational	2
b) Senior Day at the Legislature	Informational	3
c) On-Site AAA Annual Assessment	Informational	3
Capital Outlay Construction Project Updates from Director		
	Informational	3-4
COMMITTEE REPORTS (for November and December 2015)		
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		
	Distributed/Approved	4-6
UNFINISHED/OTHER BUSINESS		6
NEW BUSINESS	None	6
COMMENTS FROM THE FLOOR		6
DATE AND LOCATION OF NEXT MEETING		
(Scheduled for <u>January 27, 2016</u> at the Mary Esther Gonzales Senior Center)		6
ADJOURNMENT		6

MINUTES OF THE
DIVISION OF SENIOR SERVICES
ADVISORY BOARD OF DIRECTORS

December 16, 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
Gilbert Alarid
Toni Ann Gallegos
Dennis Gonzales
Elaina K. Gonzalez
Virginia Lucero
Corrine Sanchez

MEMBERS ABSENT

Bernardo C de Baca, excused
Doug Schocke, excused

STAFF PRESENT

Lugi Gonzales, Division of Senior Services Manager
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 Gilbert Alarid and was recited by all present.

APPROVAL OF AGENDA

The agenda was amended to add the Committee Reports from November 2015.

Ms. Trujillo moved to approve the agenda as amended. Ms. Giron seconded the motion. The motion passed unanimously by voice vote.

APPROVAL OF MINUTES: October 21, 2015

Ms. Lucero moved to approve the Minutes of the October 21, 2015 meeting as submitted. Mr. Gonzales 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 Service as follows:

- The Division of Senior Services is showing an overage, based on projections, in congregate meals of 369 units of services.
- The Division of Senior Services is showing an overage of 8,341 in Home-Delivered meals.
- The Division of Senior Services is showing an overage of 2,351 units for transportation services.
- The Division of Senior Services is showing an overage in respite units by 198 units.
- The Division of Senior Services is showing an overage of approximately 62 units for homemaker services.

Division of Senior Services Employee: Linda Aragon retirement

Mr. Vialpando noted that staff member Linda Aragon will be retiring later this month. Ms. Aragon has been with the Division of Senior Services for approximately 12 years.

B. Senior Day at the Legislature

Mr. Vialpando announced that Senior Day at the Legislature State Capitol Round Rouse (Rotunda) will be on January 20, 2016 starting at 10:00 a.m. He noted that the Mayor will be there and he will read a Proclamation. This will be a 30-day session. All Board Members were invited to attend.

Chairman Romero asked if the Division of Senior Services will provide transportation for the Board Members who want to attend.

Mr. Vialpando said yes.

C. Annual on-site Assessment Visit by the Non-Metro New Mexico Area Agency on Aging (AAA)

Mr. Vialpando noted that the Division of Senior Services will be having their annual on-site assessment visit that is conducted by the AAA on January 5, 6, and 7, 2016. The Entrance Conference will start at 8:30 a.m. The AAA will conduct a full audit on the Division of Senior Services Title III Programs. The Assessment will cover all aspects of program operations including, but not limited to, program policies and financial/contract compliance for the Congregate, Home-Delivered and Transportation Services. The Exit Conference will be conducted on January 7, 2016 around 12:00 noon.

Mr. Vialpando invited Chairman Romero to attend the Entrance and Exit Conferences. He mentioned that the City Auditor will also be in attendance.

New exercise equipment

Chairman Romero acknowledged Ron Vialpando and staff of the Division of Senior Services for purchasing the new exercise equipment for the Pasatiempo, Luisa and Mary Esther Gonzales Senior Centers. The seniors have enjoyed the new exercise equipment.

Mr. Vialpando noted that the vendor will be providing training on the exercise equipment to staff members and possibly the instructors.

Capital Outlay construction projects update

Mr. Vialpando provided an update on the construction projects noting that the Luisa Senior Center and the Villa Consuelo Senior Center projects have gone before the Finance Committee and City Council and were approved. Purchase orders have been issued and a vendor/contractor has been selected for both projects. They are hoping to break ground on the projects in the next 30 days or so.

Chairman Romero asked what they will be doing.

Mr. Vialpando said the Luisa Senior Center project will entail facility improvements, which includes \$185,000 for improvements to the restroom, to the HVAC system and a patio area. This will also include a computer lab for the Luisa Senior Center, which is about \$150,000.

Chairman Romero asked if this includes computers.

Mr. Vialpando said no, but they included computers in this year's Legislative request for all the senior centers.

He said the Villa Consuelo Senior Center project includes \$110,000 for facility improvements.

Mr. Vialpando noted that the City Project Manager (Leann Valdez) is in the process of wrapping up the Mary Esther Gonzales Senior project and it will go before City Council next month to introduce the vendor for the Warehouse and Computer Lab projects. They hope to break ground sometime in January 2016.

COMMITTEE REPORTS: (November 2015)

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

Foster Grandparent /Senior Companion Programs Committee

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

RSVP Committee

Chairman Romero asked if the County handles/operates the Edgewood, Eldorado, Santa Cruz, El Rancho and Chimayo Senior Centers.

Mr. Vialpando said the County does handle these Senior Centers in terms of transportation and nutrition services, but when it comes to the senior volunteer programs, the City Division of Senior Services does venture into the County.

Ms. Sanchez moved to accept the RSVP 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.

In-Home Support Services Committee

Ms. Giron 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. Mr. Alarid seconded the motion. The motion passed unanimously by voice vote.

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

Senior Olympic Committee

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

COMMITTEE REPORTS: (December 2015)

The written Committee Reports were submitted, distributed and reviewed.
{Please see Exhibit "B" 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. Mr. Gonzales seconded the motion. The motion passed unanimously by voice vote.

RSVP Committee

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. Ms. Trujillo seconded the motion. The motion passed unanimously by voice vote.

In-Home Support Services Committee

Ms. Giron 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. Gallegos 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

The Senior Olympic Committee is going to meet today; therefore there was no report for the month of December.

UNFINISHED/OTHER BUSINESS

Mr. Vialpando announced that former Board Member, Manuel Rodriguez passed away recently. Condolences go out to his family.

NEW BUSINESS

There was no new business.

COMMENTS FROM THE FLOOR

Ms. Lucero asked if her term ends at the end of this month.

Ms. Lugi Gonzales said she will have to look at the list of Board Members.

Chairman Romero suggested that the terms of the Board Members be an agenda item for the January meeting.

TIME AND PLACE OF NEXT MEETING

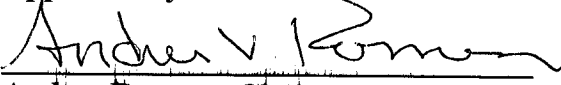
The next meeting is scheduled for **January 27, 2016** at the Mary Esther Gonzales Senior Center at 9:30 a.m. The meeting was changed so that the Board Members can attend Senior Day at the Legislature on January 20, 2016.

Lugi Gonzales will notify the City Clerk's office on the change of the meeting date.

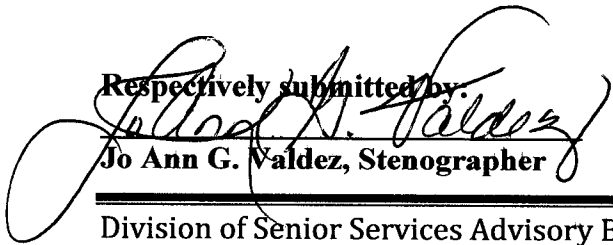
ADJOURNMENT

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