



Agenda DATE 12/22/14 TIME 2:21 P

SERVED BY Luis Gonzales

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

Mary Esther Gonzales Senior Center  
1121 Alto Street (Board Room)

Wednesday, January 18, 2017 (Time: 9:30 a.m.)

- I. CALL TO ORDER
- II. INVOCATION/PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. APPROVAL OF AGENDA
- V. APPROVAL OF MINUTES – December 14, 2016
- VI. DSS DIRECTORS REPORT
  - a). DPA Program Units of Service
- VII. COMMITTEE REPORTS
  - a). Foster Grandparent/Senior Companion Program
  - b). RSVP
  - c). In-Home Support
  - d). Transportation/Nutrition Programs
  - e). Senior Olympics
- VIII. UNFINISHED OTHER BUSINESS
- IX. NEW BUSINESS
  - a). 2017 Board Vacancies
- 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**

**January 18, 2017**

| <b>ITEM</b>   | <b>ACTION</b>                  | <b>PAGE(S)</b> |
|---|--------------------------------|----------------|
| <b>CALL TO ORDER</b>  |                                | <b>1</b>       |
| <b>INVOCATION/PLEDGE OF ALLEGIANCE</b>                            |                                | <b>1-2</b>     |
| <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><br><b>December 14, 2016</b>       | <b>Approved</b>                | <b>2</b>       |
| <b>DIVISION OF SENIOR SERVICES DIRECTORS REPORT-Lugi Gonzales</b> |                                |                |
| <b>a) DPA Program Units of Service</b>                            | <b>Informational</b>           | <b>2-3</b>     |
| <b>COMMITTEE REPORTS</b>  |                                |                |
| <b>a) Foster Grandparent/Senior Companion Program Report</b>      |                                |                |
| <b>b) RSVP Report</b>   |                                |                |
| <b>c) In-Home Support Program Report</b>                          |                                |                |
| <b>d) Transportation/Nutrition Program Report</b>                 |                                |                |
| <b>e) Senior Olympics Program Report</b>                          | <b>Distributed/Approved</b>    | <b>3-4</b>     |
| <b>UNFINISHED/OTHER BUSINESS</b>                                  | <b>None</b>                    | <b>4</b>       |
| <b>NEW BUSINESS</b>   |                                |                |
| <b>a) 2017 Board Vacancies</b>                                    | <b>Informational</b>           | <b>5</b>       |
| <b>COMMENTS FROM THE FLOOR</b>                                    |                                | <b>5-6</b>     |
| <b>DATE AND LOCATION OF NEXT MEETING</b>                          |                                |                |
| <b>(Scheduled for February 15, 2017 at 9:30 a.m.)</b>             |                                | <b>7</b>       |
| <b>ADJOURNMENT</b>  | <b>Adjourned at 10:45 a.m.</b> | <b>7</b>       |

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

**January 18, 2017**

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  
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, Interim Director

**OTHERS PRESENT**

Rod Winget, citizen  
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 published. Ms. Gonzalez seconded the motion. The motion passed unanimously by voice vote.**

## **APPROVAL OF MINUTES: December 14, 2016**

**Ms. Trujillo moved to approve the Minutes of the December 14, 2016 meeting. Ms. Sanchez seconded the motion. The motion passed unanimously by voice vote.**

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

### **a) DPA Program Units of Service**

Lugi Gonzales, Interim Director, gave an update on the Program Units of Service at mid-year into the fiscal year. They are as follows:

- The Division of Senior Services has provided 32,104 congregate meals.
- The Division of Senior Services has provided 68,389 home delivered meals.
- The Division of Senior Services has provided 20,992 units of services for transportation services.
- The Division of Senior Services has provided 4,435 units of services for homemaker services.
- The Division of Senior Services has provided 4,166 units of services for respite services.

Lugi Gonzales noted that the Division of Senior Services will be submitting Amendment 2 to AAA requesting that they decrease the units of services for respite services by approximately 1,000 units. The shortage in units of service is mainly due to a shortage of staff. Three staff members have resigned.

Chair Romero asked if these positions will be filled.

Lugi Gonzales said yes, one of the postings should be closing at the end of the week and one position has been filled.

Chair Romero asked how these figures compare to the previous six months.

Lugi Gonzales said she did not have this information in front of her now but as far as meeting the units of services for the present contract with AAA, the Division of Senior Services is on track, with the exception of the units of services for respite. She offered to research this and have the information for the next meeting.

### **Public Hearing**

Lugi Gonzales announced that the Division of Senior Services will be having a public hearing on Wednesday, February 1, 2017 starting at 9:00 a.m. here at the Mary Esther Gonzales Senior Center. The City of Santa Fe Division of Senior Services will host the public hearing about the Older Americans Act and will discuss plans for a related Request for Proposal of funds that is being developed. The Older Americans Act was enacted by Congress in 1965 to ensure provision of social services to America's elderly population. The City's Division of Senior Services administers programs, which provide a comprehensive social service delivery system for senior citizens in our community, such as: meals, transportation, home management assistance, respite care, medical equipment, grandparents raising grandchildren, volunteer programs and recreation/activities. The public's input on these matters is critical. All Board Members were invited to attend. Chair Romero will be introducing the Board Members. A copy of the agenda for the Public Hearing was distributed.

### **Computer Lab**

Lugi Gonzales reported that the Computer Lab has been rewired and is ready for the new computers. A work order will be submitted so they can install the new computers. They hope to do this before the Public Hearing.

### **Director Position**

Lugi Gonzales thanked the Chair and the Board for the Letter of Recommendation they wrote for her; however, she has withdrawn her application.

### **COMMITTEE REPORTS: (December 2016)**

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

### **Foster Grandparent /Senior Companion Programs Committee**

Ms. Giron asked about the Special Projects Administration position that closed on January 12<sup>th</sup>. She asked how many candidates applied for the job.

Lugi Gonzales said the applications are reviewed by the Human Resources Department and the Division of Senior Services will receive a list of eligible

candidates after that. Staff will keep the Board updated as to when the position is filled.

**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. Gonzalez 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. Sanchez seconded the motion. The motion passed unanimously by voice vote.**

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

Mr. Schocke offered to provide computers for senior citizens who are receiving in home support services.

Chair Romero asked him to write something to publish in the newsletter.

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

#### **Transportation and Nutrition Committee**

Mr. Schocke asked how people can qualify for transportation services.

Lugi Gonzales said they have to be 60 years of age. There is no income requirement.

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

#### **Senior Olympic Committee**

**Ms. Giron 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**

There was no unfinished or other business.

## **NEW BUSINESS**

### **a. 2017 Board Vacancies**

Lugi Gonzales said there are five Board Members whose terms will be expiring and they are interested in being reappointed, with the exception of Gilbert Alarid. This will be his last meeting.

Lugi Gonzales has written a Memo to the Mayor asking him to reappoint these members. They are: Doug Schocke, Rosemary Trujillo, Toni Ann Gallegos, Elena Gonzalez and Gilbert Alarid.

Mr. Alarid thanked the Board for the opportunity to serve on the Division of Senior Services Advisory Board. He said it has been a very worthwhile experience.

Chair Romero and the Board Members thanked Mr. Alarid for his service.

Rod Winget is interested in serving on the Board and his name will be submitted as the member-at-large.

Mr. Schocke asked if the Division of Senior Services goes out to churches or community groups to let the senior citizens know about the services that are available because many people do not know about the services that are available.

Lugi Gonzales said they always have the newsletters available and she can set some aside for him to distribute. There is also a resource pamphlet that is available for distribution.

## **COMMENTS FROM THE FLOOR**

### **Pasatiempo Senior Center**

Ms. Gonzalez explained that the Pasatiempo Senior Center is having issues with a Jewish Rabbi who is removing the crosses from the Senior Center. This gentleman is renting a room from the Civic Housing Authority but is creating problems with other senior citizens who attend the Pasatiempo Senior Center. The Rabbi indicated that Lugi Gonzales gave him permission to remove the crosses.

Lugi Gonzales said that is not correct, she advised him that she will ask Cristina Villa to handle it and possibly they can move the cross to another area. She noted that this should really be handled by the Civic Housing Authority who owns the building.

Chair Romero asked if the Rabbi put his complaint in writing.

Lugi Gonzales said no.

Chair Romero suggested that any complaints that the Division of Senior Services receives should be put in writing.

Ms. Gonzalez mentioned that there will be a meeting at the Civic Housing Authority later today and she will give an update at the next meeting.

### **Statistics for Senior Services**

Mr. Winget said he has been looking at statistics on senior services in other cities. He looked at things like what percentages are over the age of 65 and the percentage of people over the age of 65 in the United States and New Mexico is approximately 15%. He said the projected percentage of seniors who will be over the age of 65 by 2029 is 25%. Santa Fe's projected percentage is about 20%. There is concern about the impact that this will have socially, health-wise, politically and economically.

Mr. Winget said Santa Fe stands out as far as senior services are concerned and he questions whether Santa Fe could be a model on how the City looks at their senior citizens; and how the senior citizens look at the City. He would like to continue working on this to see what kind of a model the City of Santa Fe can actually be. He said, the country, as a whole, is not prepared for the impact – where the population of people over 65 is one-quarter of the whole population. He said if they can find pockets in the population where the cities are doing pretty well along that line, then maybe people should know about that and look at it. He said if anyone has thoughts or information along that line, he would appreciate hearing about it.

Chair Romero said the best department to address that would be AAA because they probably know what the senior centers are doing and how New Mexico compares to other states.

Lugi Gonzales said yes, and they are hold a board meeting this coming Monday at the Marriott Courtyard and she will be attending the meeting. She noted that this meeting is by-invitation only but she can give him a phone number to call.

### **Senior Day at the Legislature**

Lugi Gonzales noted that Senior Day at the Legislature will be January 24, 2017 and the Division of Senior Services will be taking a van if anyone is interested in attending. The van will depart from the Mary Esther Gonzales Senior Center at 9:30 a.m. and return by 12:00 p.m.

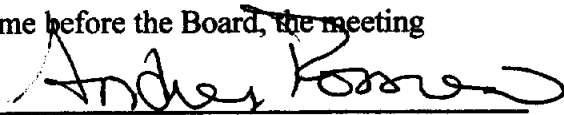


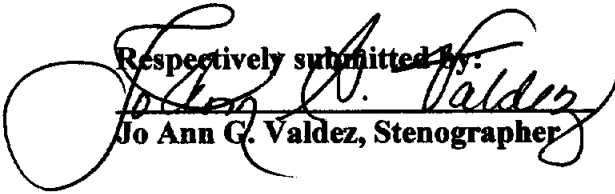
## **TIME AND PLACE OF NEXT MEETING**

The next meeting is scheduled for February 15, 2017 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 10:45 a.m.

  
Andres Romero, Chairperson

Respectively submitted by:  
  
Jo Ann G. Valdez, Stenographer

# City of Santa Fe, New Mexico

# memo



**Date:** January 2017  
**To:** Senior Services Board of Directors  
**From:** Triston Lovato, RSVP & Community Relations Administrator  
**Re:** Retired Senior Volunteer Program (RSVP)

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

- RSVP is working on the new grant which is due this month; it will cover year one of the three-year grant, so the period of April 1, 2017 – March 31, 2018. Since this is the beginning of a new three year grant cycle, we are also setting new performance measures to track volunteer service and the outcome of that service.
- RSVP now has a partnership agreement with San Isidro/San Jose Parish. Although this station is a church, it is allowable because the volunteers serving here are distributing food, which is an allowable church-related activity.
- In honor of the MLK Day of Service, the Senior Volunteer Programs are collecting reading/activity books and crayons for children and teens in our community. All donations will go to families and children assisted by Somos un Pueblo Unido, a community based organization in Santa Fe that focuses on workers and immigrant needs. This project is meant as a way to honor the legacy of Dr. Martin Luther King Jr. through community action and support as well as volunteer service, to address social issues and local needs. Collections take place through Friday, January 20, 2017.
- Attending a volunteer training at YouthWorks! On Monday, January 9, 2017 to learn what types of opportunities they have available for volunteers and to better understand their needs and mission; they are in the process of becoming an RSVP partner. YouthWorks! is a local nonprofit organization that creates opportunities for "disconnected" or "at-risk" youth to help them become more engaged in the community and also offers them various programs in counseling, life skills, education, and job training/placement.
- Meeting/site visit at Santa Fe Care Center on Tuesday, January 10, 2017 to get better idea of volunteer needs/opportunities.
- RSVP volunteers will be participating in Red Cross training for emergency preparedness and how to set up a shelter in case of an emergency. That training will take place at the MEG senior center on Thursday, February 9, 2017 at 9:30 a.m. and is open to anyone interested in this information.

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

# City of Santa Fe, New Mexico

# memo

DATE: January 4, 2017

TO: Advisory Board Members

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

SUBJECT: Committee Status Report

December, 2016 units of service are as follows:

- Homemaker – 751.25 hours to 105 clients
- Respite – 455.25 hours to 25 caregivers
- Equipment - 25 units
- Nutritional Supplements – 48 cases

Units of service were over by 16.5 regarding Homemaker hours and short by 446.75 for Respite hours for December totaling 430.25 hours short for In-Home Support. Year to date, we are over in Homemaker hours by 26.75 hours and short in Respite by 1246.5 hours. IHSS providers took off a total of 411 hours in December. Additionally, December 26 was a holiday and we were given off 4 hours on Friday, December 23. Of these 411 hours, 164 were Family Medical Leave. The respite care provider on Family Medical Leave returned to work on January 3, 2017.

Home Instead Senior Care's "Be a Santa to a Senior Program" was once again very successful. Our December 20 gift wrapping party was very well attended.

We have been short one respite care provider since August 11, 2016. We conducted interviews for this vacancy on December 7, 2016. Our original selected candidate could not take the position so we have submitted paperwork to hire our second choice candidate who is excited and eager to begin employment. Additionally, Human Resources Department is currently accepting applications for a Respite Care Provider through January 12, 2017. We have received a resignation letter from a Respite Care Provider; her final day of employment will be Friday, January 20, 2017.

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

# City of Santa Fe, New Mexico

# memo

**Date:** January 06, 2017

**To:** DSS Advisory Board Members

**From:** Fran Rodriguez, DSS Project Manager

**Subject:** Transportation/Nutrition Committee Monthly Report

## **Transportation Monthly Report**

- In December 2016, DSS Transportation staff provided a total of 3,225 rides to seniors.

## **Nutrition Monthly Report**

- In December 2016, DSS Nutrition staff provided a total of 11,495 meals-on-Wheels to DSS clients.
- In December 2016, DSS Nutrition staff provided a total of 5,040 congregate meals.

# City of Santa Fe, New Mexico

# memo

Date: January 5, 2017

Fr: Cristina Villa, DSS Program Coordinator *CN*

Subj: Senior Olympics

The Senior Olympics Committee met on Wednesday, December 14<sup>th</sup> at Tomasitas. Kick-off will be on Monday January 9<sup>th</sup> from 9:00 am – 12:00 noon in the craft room. Making final changes to program and then sent to off to duplications. Website is up and running.

Next meeting will be on Wednesday, January 11<sup>th</sup> at MEG Center Board Room

# memo

**Date:** January 9, 2017  
**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 have invited all volunteers to attend Senior Alliance Day at the Roundhouse on January 24<sup>th</sup>. Due to the amount of walking and standing, we expect to take at least 40 FGP/SCP to participate. We will load vans at 9:30 and return to the center at 12:00 noon. The event is scheduled from 9:00 a.m. – 12:00 noon.
- Currently, staff is working on the quarterly report which is due on February 25<sup>th</sup>. Mid-year officially ended on December 31<sup>st</sup>, and staff is confident that we are on track and on budget to expend all grant funds by the end of the fiscal year.
- The Special Projects Administrator position which falls under the FGP/SCP programs has been advertised and the advertisement will close on January 12<sup>th</sup>. We are hoping to receive a nice pool of candidates to select from. Staff will keep the Board updated as to when the position is filled.
- Our mandatory February in-service meeting will take place on Wednesday, February 1, 2017. Our FGP and SCP volunteers have been asked to attend the public hearing to offer their suggestions and input.
- 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.