



# Agenda

## DIVISION OF SENIOR SERVICES SENIOR ADVISORY BOARD OF DIRECTORS

Mary Esther Gonzales Senior Center  
1121 Alto Street

Wednesday, February 20, 2019 (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 – January 16, 2019
- VI. DSS DIRECTORS REPORT
- VII. UNFINISHED OTHER BUSINESS
- VIII. NEW BUSINESS
- IX. COMMENTS FROM FLOOR
- X. DATE AND PLACE OF NEXT MEETING
- XI. 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.

**RECEIVED AT THE CITY CLERK'S OFFICE**

**DATE:** January 28, 2019

**TIME:** 2:11 PM

**SUMMARY OF MINUTES**  
**DIVISION OF SENIOR SERVICES**  
**ADVISORY BOARD MEETING**

**February 20, 2019**

<b><u>ITEM</u></b>	<b><u>ACTION</u></b>	<b><u>PAGE(S)</u></b>
<b>CALL TO ORDER</b>		<b>1</b>
<b>ROLL CALL</b>	<b>Quorum</b>	<b>1</b>
<b>INVOCATION/PLEDGE OF ALLEGIANCE</b>		<b>1-2</b>
<b>APPROVAL OF AGENDA</b>	<b>Approved</b>	<b>2</b>
<b>APPROVAL OF MINUTES:</b> <b>January 16, 2019</b>	<b>Approved</b>	<b>2</b>
<b>DIVISION OF SENIOR SERVICES DIRECTOR'S REPORT</b>		<b>2-5</b>
<b>UNFINISHED/OTHER BUSINESS</b>		<b>6-7</b>
<b>NEW BUSINESS</b>		<b>7</b>
<b>COMMENTS FROM THE FLOOR</b>		<b>7</b>
<b>DATE AND LOCATION OF NEXT MEETING</b>		<b>7</b>
<b>ADJOURNMENT</b>	<b>Adjourned at 11:00 a.m.</b>	<b>7</b>

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

**February 20, 2019**

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, Board Room, 1121 Alto Street, Santa Fe, New Mexico.

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

**MEMBERS PRESENT**

Andres Romero, Chairperson  
Mary Louise Giron, Vice Chairperson  
Rosemary Trujillo-Gonzales, Secretary  
Bernardo C de Baca  
Dennis Gonzales  
Virginia Lucero  
Corrine Sanchez  
Rod Winget

**MEMBERS ABSENT**

Tonie Ann Gallegos, excused

**STAFF PRESENT**

Lugi Gonzales, Division of Senior Services  
Romella Glorioso-Moss, Special Projects Admin. Foster Grandparent Senior  
Companion Program  
Gino Rinaldi, Division of Senior Services Director

**OTHERS PRESENT**

Sheila Martinez, intern from NM Highlands University  
Jo Ann G. Valdez, Stenographer

**INVOCATION**

Invocation led by Dennis Gonzales.

## **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Rod Winget and recited by all.

## **APPROVAL OF AGENDA**

**MOTION:** A motion was made by Virginia Lucero, seconded by Rosemarie Trujillo-Gonzales to approve the agenda.

**VOTE:** The motion passed unanimously by voice vote.

## **APPROVAL OF MINUTES: January 16, 2019 meeting**

**MOTION:** A motion was made by Dennis Gonzales, seconded by Corrine Sanchez to approve the Minutes of the January 16, 2019 meeting.

**VOTE:** The motion passed unanimously by voice vote.

## **DIVISION OF SENIOR SERVICES DIRECTOR'S REPORT-Gino Rinaldi**

### **Roof at Mary Esther Gonzales Senior Center**

Mr. Rinaldi reported that the Division of Senior Services has completed the major roof repairs at the MEG Center. They spent \$23,000 to do this. He acknowledged and thanked the NM Aging and Long-Term Services Department (ALTSD) for the funding they received last year. With this work, they are able to extend the roof's life by a minimum of six years.

The Division of Senior Services will be including a funding request in FY2023-2024 for this year's GO Bond to replace the entire roof at the MEG Center.

### **Introduction of Sheila Martinez (Intern at NM Highlands University)**

Mr. Rinaldi introduced and welcomed Sheila Martinez noting that she is an intern at New Mexico Highlands University and is a second-year graduate student in the school of social work. She will be with the Division of Senior Services until May or June.

Board Members introduced themselves to Ms. Martinez.

### **Capital Outlay Projects Update**

Mr. Rinaldi gave an update on the capital outlay projects as follows:

- The Pasatiempo Senior Center is currently undergoing construction. The Civic Housing Authority and the contractor are doing major renovations. The Center has been closed for five weeks now. Most of the costs for this

project are being funded through the State GO Bond funding that the City receives.

- Construction at the Consuelo Senior Center is almost complete.
- In March, the Division of Senior Services will be adding another 1,575 square feet of dining room space to the existing cafeteria to accommodate more people during congregate meals and other activities such as Bingo, physical fitness, Tai Chi, etc. that are held there. It will also allow a safer, more comfortable, and better maneuverable space for wheelchair bound seniors. This project is also funded by ALTSD for \$200,000, and by the City GRT Bond for \$235,000. It is scheduled for completion within seven months.

Mr. Rinaldi asked the Board to thank their City Councilors for including these projects in the City Bond.

Chairman Romero offered to write a letter to the City Councilors on behalf of the Board.

Mr. Rinaldi continued with his report noting that the Division of Senior Services is moving forward with a request to try and buy new vehicles and vans. The request has been submitted but there have been delays due to the new City administration transition.

Mr. Rinaldi said the applications for the 2020 GO Bond funding have to be submitted by April 12<sup>th</sup> and will go before the Legislature next January. He noted that the Division of Senior Services has an artistic rendering of the expansion they would like to do at the MEG Center. He explained the expansion plans for the MEG Center and the plans for the MEG expansion project were available for review.

Mr. Rinaldi said the Division of Senior Services would like to build a senior facility in the southside of town in the future and will put in a funding request for plan and design monies to do a design study. There has been a lot of growth on the south side of Santa Fe and it is difficult for seniors to come to this side of town for senior services.

Ms. Sanchez asked when they will do the expansion of the salad bar at the MEG Center.

Mr. Rinaldi said once the expansion at the MEG Center is done, they can work on improving the serving area.

Mr. Winget said all the expansion ideas that Mr. Rinaldi is talking about is pretty impressive. He noted that he spent a couple of years on the Senior

Commission in Denver, Colorado. Their population is approximately 20,000 higher than Santa Fe but they do not have anything close to what the City of Santa Fe offers in senior services and it could be worth finding how Santa Fe compares to other cities. Presumably, if the City of Santa Fe compares well, let the public know about the senior services that are offered here.

Mr. Rinaldi said they need to figure out something that makes the Division of Senior Services attractive to seniors. He mentioned that they would like to run the Senior Olympic torch here in Santa Fe in April and they need to get the senior Olympians from the City of Santa Fe to get behind this and help put it together. He said these are the kinds of things that they can do.

Chairman Romero said the seniors know about these services but the citizens of the City of Santa Fe do not.

Shiela Martinez said the Board Members and seniors can go to the Roundhouse and the group can publicly represent themselves to show that this program adds to their longevity and quality of life.

Chairman Romero said seniors can go to the Roundhouse when the Legislature is considering bills for the seniors.

Mr. Rinaldi said the Board will be talking more about this further in the agenda. He asked if the Board had any questions on the construction projects.

Virginia Lucero asked if the exercise class will be affected by the expansion project in March.

Mr. Rinaldi said he will be having a construction meeting and he will ask them for a timeline, how they want to do this and once he gets this information, he will let the Board know.

### **Units of Services**

The Division of Senior Services is meeting the numbers in all of the units of services with the exception of the Meals on Wheels.

Mr. Rinaldi said one of the things he identified is the need to look at the frozen meals that are not being eaten. Possibly, survey the customers to get a better sense of what they want-instead of giving them frozen meals that they do not want and won't eat.

Ms. Giron said she had some friends who receive meals on wheels and they would prefer things like soups and stews, instead of prepared foods. She said possibly they could implement a survey for the people who receive meals-on-wheels

and this information could be presented to the nutritionist to prepare the menus and foods.

Mr. Rinaldi said their menus have to be approved by a nutritionist and are based on the USDA's recommendations/guidelines. He said the seniors do not have to get the frozen meals, this is not a requirement.

Mr. Rinaldi said with regards to transportation, they have had a few minor bumps and bruises throughout the winter with vehicles.

He explained that the Division of Senior Services wants to look at having limits for the staff who transport seniors.

Mr. Rinaldi asked Lugi Gonzales if she had anything to add with regards to activities.

Lugi Gonzales said she heard that the Valentine's Day dance was very popular. She asked if any of the Board Members attended the dance.

Ms. Giron attended the dance and said it was nice. She mentioned that the Chief of Police (Andrew Padilla) attended the dance and he wanted to the community know that he is interested in community affairs. She said she was impressed with him because he really talked to the people and he recognized the seniors.

Ms. Gonzales said the Senior Olympic events will be starting in March. The daily trips will be starting again soon.

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

Mr. Rinaldi mentioned that Senior Day at the Legislature is February 22<sup>nd</sup> and the Division of Senior Services will have a booth there to promote the senior programs. He invited the Board Members to attend and noted that the Division of Senior Services will provide transportation to the Roundhouse/Rotunda. The bus will leave at 8:30 a.m. from the Mary Esther Gonzales Senior Center. Copies of the agenda for Senior Day were distributed.

A petition to support House Bill 545 was also distributed. House Bill 545 increases funding for senior citizens programs - these programs have not received any new funding for several years and these funds are required to sustain the current level of senior services. House Bill 545 requests funding to compensate for the 5.5% reduction in funding the Aging Network has endured over the past three years. Mr. Rinaldi requested that the Board Members ask their legislators to support House Bill 545.

## **UNFINISHED/OTHER BUSINESS**

### **Strategic Planning Retreat for DSS Board**

The Division of Senior Services, together with the members of the Division of Senior Services Advisory Board, will conduct a strategic planning exercise on March 20<sup>th</sup> from 9:00 a.m. to 11:30 a.m. The location will be determined at a later time. Lugi Gonzales will send out the information on the location and an agenda for the Retreat.

The Division of Senior Services has contracted with Southwest Planning & Marketing to conduct preliminary strategic planning for the Division.

Ms. Glorioso-Moss said the consultant who has been contracted to facilitate the Retreat was unable to attend today's meeting but they need some information from the Board in order to facilitate the retreat. This phase of planning will focus on the first two steps of the strategic planning process: vision/mission statement development and a SWOT (strengths, weaknesses, opportunities, threats) analysis.

A questionnaire was distributed to the Board Members. Ms. Glorioso-Moss reviewed the questions in detail. Please see "Exhibit A" for the specifics of this presentation.

Ms. Glorioso-Moss said by 2030, 33% of the people living in the City of Santa Fe will be 60 or older. This projected growth presents the City of Santa Fe Division of Senior Services with a very challenging future, and if the City is to support the growing needs of seniors, they need to plan. By next year, it is projected that the senior population will be larger than the youth population (ages 0-19), perhaps, for the first time in the City's history. The City's senior population is projected to be 25% of its total population by 2020. In the context of dwindling Federal and State funding for programs and capital outlay/infrastructure, the Senior Services Division is facing a huge challenge that strategic planning can help address. She said they need to plan for this so that seniors can receive services (congregate meals; home-delivered meals; respite and in-home support) and stay in their homes as long as possible.

The Board Members were asked to take the questionnaire home and answer questions about the Division of Senior Services and/or its programs. They were asked to choose the top three goals they would like to see. The responses will be used to guide a one-day strategic planning session and in the development of the vision, mission and SWOT analysis. All responses will be kept strictly confidential. The consultant would like to have the questionnaires back by March 8<sup>th</sup> or sooner. Board Members can give them to Ms. Glorioso-Moss or Lugi Gonzales. Ms. Glorioso-Moss' phone number is 505-955-4744, should the Members have any questions.



Ms. Giron asked if there will be any guest speakers who will address specific topics like the "Right to Die"; and possibly having a policy on how they would handle disruptive behaviors.

Mr. Rinaldi said he would think about this.

#### **NEW BUSINESS**

There was no new business.

#### **COMMENTS FROM THE FLOOR**

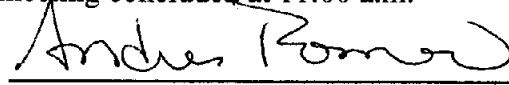
There were no comments from the floor.

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

There will not be a regular Board meeting in March because the Strategic Planning Retreat is scheduled for March 20<sup>th</sup>.

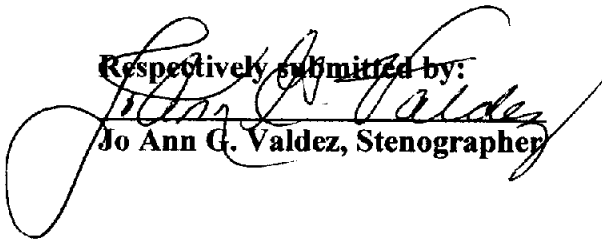
#### **ADJOURNMENT**

There being no further business, the meeting concluded at 11:00 a.m.



**Andres Romero, Chairperson**

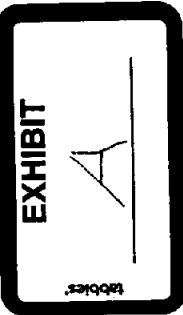
**Respectively submitted by:**



**Jo Ann G. Valdez, Stenographer**



**City of Santa Fe  
Division of Senior Services**



*The City of Santa Fe Division of Senior Services (DSS) has contracted with Southwest Planning & Marketing to conduct preliminary strategic planning for the Division. This phase of planning will focus on the first two steps of the strategic planning process: vision/mission statement development and a SWOT (strengths, weaknesses, opportunities, threats) analysis. Your input is crucial to the process. Please take a few minutes to briefly answer the following questions about the DSS and/or its programs – your responses will be used to guide a one-day strategic planning session and in the development of the vision, mission and SWOT analysis. Thank you for your time. **All responses will be kept strictly confidential.***

I. Describe the DSS and/or its programs as you would like to see it **5 years from now**:

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II. At that time (**5 years from now**), how do you think others (e.g. clients, community partners, City leadership, employees) will describe the DSS and/or its programs?

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IIa. How do you think others (e.g. clients, community partners, City leadership, employees) **currently** describe the DSS and/or its programs?

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III. How do you think the DSS and/or its programs should expand over the next 5 years?

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IV. What would motivate your commitment to growing the DSS and/or its programs?

V. From the list below, please choose the top 3 goals that the DSS and/or its programs should focus on this year and next?

- \_\_\_\_\_ a) Enable Seniors to remain in their own homes with a high quality of life for as long as possible through the provision of a broad spectrum of services including nutrition services, transportation, in-home care support services, volunteer opportunities, health and wellness programs.
- \_\_\_\_\_ b) Identify and serve older persons with the greatest economic or social need, with particular attention to low-income seniors, including minorities and those with limited English proficiency.
- \_\_\_\_\_ c) Empower older people to stay active and healthy.
- \_\_\_\_\_ d) Ensure the rights of older people and prevent their abuse, neglect and exploitation.
- \_\_\_\_\_ e) Reduce social isolation and loneliness among older people.
- \_\_\_\_\_ f) Provide volunteer opportunities for seniors to serve their communities.
- \_\_\_\_\_ g) Ensure the safety of all Seniors participating in various activities at the Mary Esther Gonzales Senior Center by complying with all applicable Federal, State and local health and environmental regulations and building codes.
- \_\_\_\_\_ h) Develop financial capability to build, maintain and staff necessary infrastructure to deliver critical services in a culturally appropriate, timely and cost-effective manner.

VI. What are the top 3 strengths (internal to DSS) of the DSS and/or its programs?

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_
- 3) \_\_\_\_\_

VII. What are the top 3 best opportunities (external to DSS) that the DSS can immediately take advantage of that will enhance its performance in the next 6 to 12 months?

VIII. What are the top 3 greatest threats (external to DSS) to the DSS and/or its programs that will diminish its performance in the next 6 to 12 months?

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_
- 3) \_\_\_\_\_

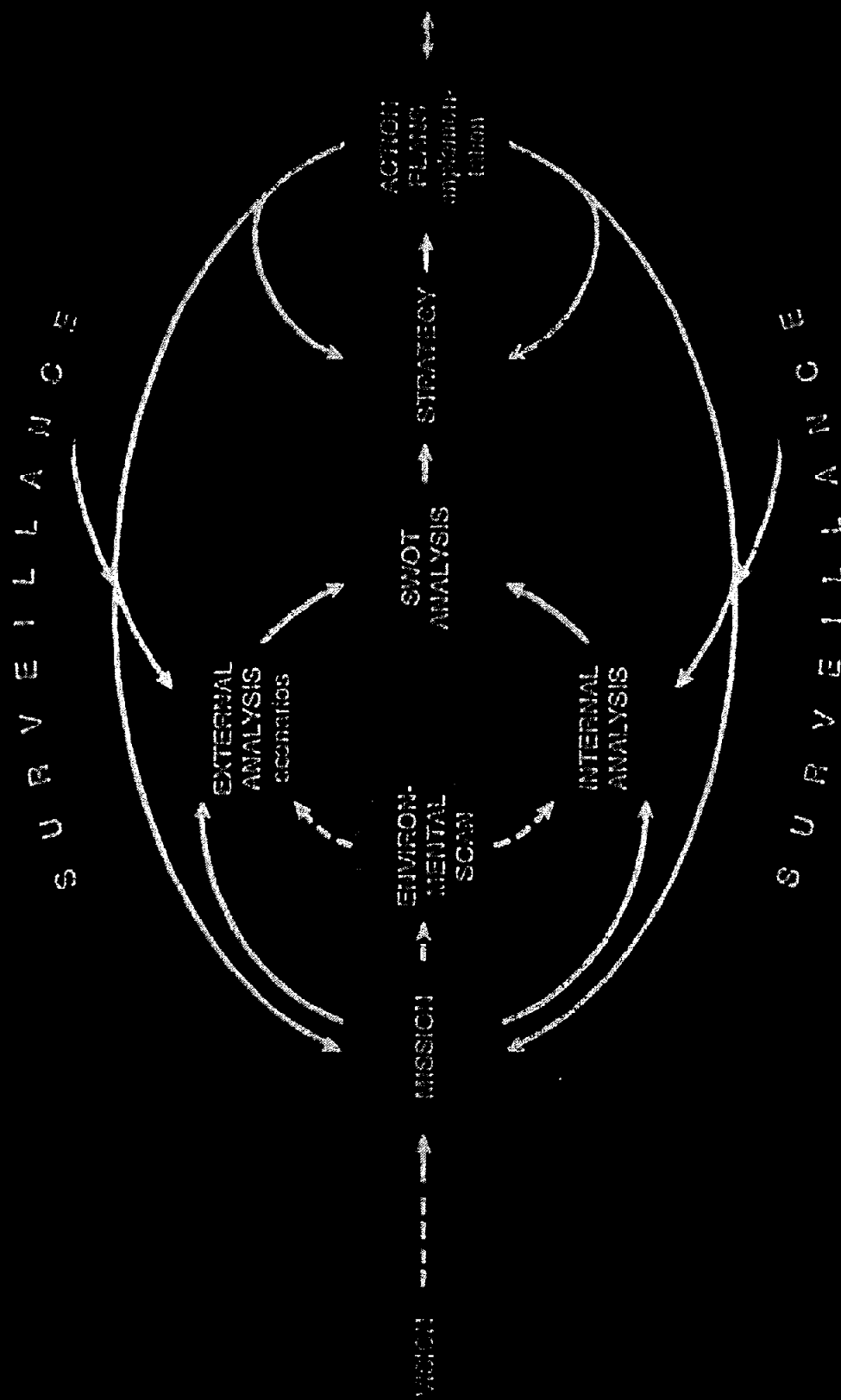
IX. What are the **top 3 greatest weaknesses (internal to DSS)** to the DSS and/or its programs that will diminish its performance in the next 6 to 12 months?

1)	
2)	
3)	

X. How do you think the DSS' and/or its programs' current situation helps or hinders it from reaching its goals?


XI. Is there anything not covered in this questionnaire that you would like to highlight or ask about? Any other comments and/or suggestions that you would like to make?


# MULTIPLE SCENARIO STRATEGIC PLANNING PROCESS



Strengths, weaknesses, opportunities  
Threats - for DSS has no central

## **2019 Senior Day at the Roundhouse**

**10:00am to 12:00noon**

### **Agenda**

#### **Masters of Ceremony: Barbara Rios and Lyle Lomayma**

- Color Guard – Picuris Pueblo
- National Anthem – Felicia Quintana
- Pledge of Allegiance – Senior to lead
- Reflection – Elder will lead
- Speakers – invited but seniors may go find them to bring them to the Rotunda
  - i. Honorable Governor Lujan Grisham
  - ii. Honorable Lt. Governor Howie Morales
  - iii. ALTSD Secretary Alice Liu McCoy
  - iv. Veterans Services Secretary Judy Griego
  - v. Representative Jim Trujillo
  - vi. AARP Representative Gary Williams
- Awards and Recognition
  - i. Centennials Recognition
  - ii. PAC Members Recognition
  - iii. AARP 2018 Capitol Caregiver Awards
    - 1. Senator James White
    - 2. Representative Doreen Gallegos
    - 3. Senator Gay G. Kernan
    - 4. Senator Howie Morales
  - iv. Nick Salazar Award- Recipient: Lynne Anker-Unnever
- 2019 National Senior Games by Humana - Anthony Romero, City of ABQ
- Stretch Break – Carol Montoya, Certified Fitness Instructor
- PAC Member Carol Dolan Presentation
  - i. Drum Dance and Fashion Show
- Recognition of Other dignitaries
- Appreciations and Thanks - Planning Team, Exhibitors, Senior Olympics for tables/chairs, Attendees, Providers, Legislators

Be sure to visit your legislator and ask them to support HB 545.

**The Aging Network of New Mexico**

The Aging Network of New Mexico

**We the undersigned are requesting you support HB 545 which will increase funding for senior citizen's programs.**

**These programs have not received any new funding for several years. These funds are required to sustain our current levels of service.**

Name

### Address

District

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There is no text or other markings on the paper.