



Agenda

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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, July 20, 2011
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 15, 2011
- VI. DSS DIRECTORS REPORT – Ron J. Vialpando, Interim Director
 - a.) City/County Transition Report
- VII. COMMITTEE REPORTS
- VIII. UNFINISHED OTHER BUSINESS
- IX. NEW BUSINESS
 - a.) Approval of Revised By-Laws
- X. COMMENTS FROM FLOOR
- XI. DATE AND LOCATION 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 20, 2011

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MINUTES OF THE
DIVISION OF SENIOR SERVICES
ADVISORY BOARD OF DIRECTORS
July 20, 2011

A meeting of the City of Santa Fe Division of Senior Services Advisory Board of Directors was called to order by Janet Amtmann, Vice Chairperson at 9:30 a.m. on this date at the Mary Esther Gonzales Senior Center in the Board Room, 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
Janet Amtmann, Vice Chairperson
Rosemarie Trujillo, Secretary
Bernardo C de Baca
Mary Louise Giron
Virginia Montoya
Doug Schocke
Ken Scott
Olivia Trujillo

MEMBERS EXCUSED

Ray Chavez
Elaina K. Gonzalez
Connie Medina
Susan S. Warren

STAFF PRESENT

Lugi Gonzales, Division of Senior Services
Ron Vialpando, Division of Senior Services Interim Director

OTHERS PRESENT

Jo Ann G. Valdez, Stenographer

INVOCATION

Invocation was led by Vice Chairperson Janet Amtmann

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited by all present.

APPROVAL OF AGENDA

Ms. Rosemarie Trujillo moved to approve the agenda as published. Mr. C de Baca seconded the motion, which passed unanimously by voice vote.

APPROVAL OF MINUTES: June 15, 2011

Ms. Giron moved to approve the Minutes of the June 15, 2011 meeting as presented. Ms. Montoya seconded the motion, which passed unanimously by voice vote.

DSS DIRECTOR'S REPORT

Mr. Vialpando reported as follows:

a. City/County Transition Report

- The City has received the state and federal funding for this fiscal year (FY 2011-2012) AAA contracts in the amount of \$629,512 (to provide transportation, respite and in-home support services).
- The Division of Senior Services is working on a budget adjustment request (BAR) to adjust the grant amount based on the federal and state funding.
- The Division of Senior Services also received the senior employment contract from AAA. These funds (\$34,724) are utilized to employ four part-time, low-income senior employees who met certain criteria. These employees are currently employed in the DSS Program – this funding allows them to continue through this fiscal year.
- The City Attorney has reviewed the contracts and they are currently in the process of getting the contract executed.
- The contracts will go to the City Manager and the Finance Director for approval.
- DSS staff also worked on the 2012 Capital Outlay Request that was due July 10th. They requested that the State consider funding \$250,000 for new construction or major additions. This includes a computer lab for the Luisa and Mary Esther Gonzales Senior Centers.

- They requested Capital Outlay funding in the amount of \$1.1 million for renovation and code compliance, i.e., HVAC systems; sidewalks, ADA ramps, flooring, primarily for the Luisa and Villa Consuelo Senior Centers. This also includes funding for an inventory warehouse for the DSS Program.
- The DSS put in a request for \$31,136 from Capital Outlay funding for GPS interior camera systems for the vehicles; and \$111,900 to replace equipment such as refrigerators, steamers, dishwasher machines, etc.
- They also requested that the exercise equipment at the MEG Center be replaced.
- The DSS requested \$436,000 to replace the vehicles. The vehicles presently have over 100,000 miles.
- The total Capital Outlay Request was \$2.million; last year's request was \$1.7 million

Mr. Vialpando mentioned that there would be a special Legislative Session.

Mr. Schocke asked about a computer lab and internet services for Luisa Senior Center.

Mr. Vialpando said they would need to get permission from the Housing Authority to do this. They would also need to discuss who will pay for the internet services. He noted that the DSS Program recently received five computers from AAA.

Mr. Schocke offered to see what the Luisa Senior Center needs. He said he has an extra router that they could use, if necessary.

Ms. Olivia Trujillo asked if all the vehicles have been transferred to the County.

Mr. Vialpando said yes.

Ms. Olivia Trujillo asked if volunteers have to go through background checks; are they insured by the City; do they have to provide a copy of their driver licenses and proof of insurance, etc.

Ms. Vialpando said yes, all volunteers have to be screened and approved. He explained that the volunteers are covered under the City's insurance plan.

Vice Chairperson Amtmann noted that the County requires that the volunteers take a driver safety class.

COMMITTEE REPORTS:

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

Chairperson Amtmann said she is a member of the RSVP Committee and will continue to serve as a representative from the County; however Chairperson Romero will need to appoint a representative from the City Advisory Board.

Referring to the RSVP Committee report, Ms. Olivia Trujillo asked about the suggestion that Chairman Leo Garza made with regards to writing a letter to the County Commission to encourage the county to supply funds to cover RSVP volunteer participation in the county. She asked if he was talking specifically about Santa Fe County.

Chairperson Amtmann said Santa Fe County and Rio Arriba County. She said this came up as a result of the RSVP Banquet and the costs of the banquet - they want to be able to get some funding in for this.

UNFINISHED/OTHER BUSINESS

Ms. Giron asked about the status of the pictures of the Advisory Board to display in the Mary Esther Gonzales Senior Center Conference Room, as a way of recognizing the members who have served for many years. She suggested that these members also be recognized in the *Senior Scene* newsletter.

Mr. Vialpando agreed that they would have an article in the *Senior Scene* about the Advisory Board and the members.

NEW BUSINESS

a. APPROVAL OF REVISED BY-LAWS

{Copies of the Revised By-Laws were distributed and reviewed. A copy is hereby incorporated to these Minutes as Exhibit "B". A list of the DSS Advisory Board Members for 2012 was attached.}

After reviewing the Revised By-Laws, the following suggestions were offered:

- The words "*Amended 7/20/11*" will be removed.
- The word "*Revised*" will be removed from the agenda; and the word "*Adoption*" of By-Laws will be added. This will be a new Advisory Board; therefore the By-Laws would not be revised.
- The City DSS Advisory Board will consist of *11* members (rather than 15).

- Page 5, #3 was changed to read: *“Special Advisory Board meetings may be called by the Chairperson or in his/her absence by the Vice-Chairperson; by at least six (6) Advisory Board members; or at the request of the Division of Senior Services Director.”*
- Page 5, #6 was changed to read: *“Notices shall be published and Advisory Board meetings should be announced with seven (7) day notice given to the City Clerk’s Office in compliance with the Open Meetings Act.”*

Ms. Lugi Gonzales was commended for preparing the By-Laws.

Ms. Giron moved to postpone approval of the By-Laws until the next meeting. Ms. Rosemarie Trujillo seconded the motion, which passed unanimously by voice vote.

b. APPRECIATION CERTIFICATES

Chairperson Romero presented the Board Members with Certificates of Appreciation. The Certificates of Appreciation for the absent Board Members will be mailed.

Mr. Vialpando also recognized and thanked the County representatives who served on the Advisory Board.

COMMENTS FROM THE FLOOR

Chairperson Amtmann noted that Susan Warren is now living in the County; therefore there are four City vacancies on the Advisory Board.

The vacancies will be discussed further at the next Advisory Board meeting.

TIME AND PLACE OF NEXT MEETING

The next meeting was scheduled for August 17, 2011 at 9:30 a.m. at the Mary Esther Gonzales Senior Center.

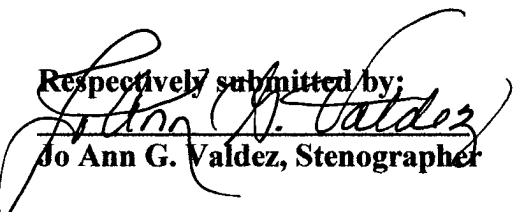
ADJOURNMENT

There being no further business to come before the Board, Ms. Rosemarie Trujillo moved to adjourn the meeting, seconded by Mr. C de Baca, the meeting adjourned at 10:30 a.m.

Approved by:

Andres Romero, Chairperson

Respectfully submitted by:


Jo Ann G. Valdez, Stenographer