



Agenda

DATE 2/12/13 TIME 2:42p

SERVED BY Lugi Gonzales

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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, February 20, 2013  
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 24, 2013
- VI. DSS DIRECTORS REPORT – Ron J. Vialpando, Director
  - A. Non-Metro AAA Provider Training
  - B. Program Units of Services Update
  - C. 2013 Legislative Request
  - D. Program Public Hearing as part of the Four-Year Area Plan
- VII. COMMITTEE REPORTS
  - A. Foster Grandparent/Senior Companion Programs
  - B. RSVP
  - C. In-Home Support
  - D. Transportation/Nutrition Programs
  - E. Senior Olympics
- VIII. UNFINISHED OTHER BUSINESS - None
- IX. NEW BUSINESS
- X. COMMENTS FROM FLOOR
- XI. DATE AND PLACE OF NEXT MEETING
- XII. ADJOURNMENT

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

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

**February 20, 2013**

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<b>INVOCATION/PLEDGE OF ALLEGIANCE</b>		<b>1</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> <b>January 24, 2013</b>	<b>Approved</b>	<b>2</b>
<b>DSS DIRECTORS REPORT-Ron J. Vialpando, Director</b>		
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b) RSVP Program		<b>5</b>
c) In-Home Support Services		<b>5</b>
d) Transportation/Nutrition Programs		<b>5</b>
e) Senior Olympics		<b>6</b>
	<b>Distributed/Approved</b>	
<b>UNFINISHED/OTHER BUSINESS</b>	<b>None</b>	<b>6</b>
<b>NEW BUSINESS</b>		<b>6</b>
<b>COMMENTS FROM THE FLOOR</b>		<b>6-7</b>
<b>DATE AND LOCATION OF NEXT MEETING</b> (Scheduled for March 20, 2013 at the Mary Esther Gonzales Senior Center)		<b>7</b>
<b>ADJOURNMENT</b>	<b>Adjourned at 10:30 a.m.</b>	<b>7</b>

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

**February 20, 2013**

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  
Rosemarie Trujillo, Secretary  
Gilbert Alarid  
Bernardo C de Baca  
Toni Ann Gallegos  
Dennis Gonzales  
Elaina K. Gonzalez  
Virginia Lucero  
Doug Schocke

**MEMBERS ABSENT**

Corrine Sanchez, excused

**STAFF PRESENT**

Lugi Gonzales, Division of Senior Services Project 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 Doug Schocke and was recited by all present.

## **APPROVAL OF AGENDA**

**Mr. Gonzales moved to approve the agenda as published. Ms. Trujillo seconded the motion. The motion passed unanimously by voice vote.**

## **APPROVAL OF MINUTES: January 24, 2013**

**Ms. Lucero moved to approve the Minutes of the January 24, 2013 meeting. Mr. C de Baca seconded the motion. The motion passed unanimously by voice vote.**

## **DSS DIRECTOR'S REPORT**

### **a) Non-Metro AAA Provider Training**

Mr. Vialpando reported that a number of DSS staff members will be attending the Non-Metro AAA Provider Training on February 26<sup>th</sup> through February 28<sup>th</sup> in Albuquerque.

### **b) Program Units of Services Update**

Mr. Vialpando gave an update on the Program's Units of Services as follows:

- The units of services are on track seven months into the fiscal year.
- The units of services for congregate meals are short by 472 units; however, there are still 5 months left in this fiscal year to capture these units. The units of services for congregate meals should start going back up when the weather improves.
- The units of services for home-delivered meals are over projections by 3,538.
- The units of services for transportation are short by 851 units. This is mainly due to the fact that two drivers retired in the first month of the fiscal year. The DSS has hired two new employees, so they should be able to close this gap soon.
- The units of services for respite are short by 327 units and this is mainly due to the fact that there was a vacancy. The vacancy has been filled by Delilah Baca and they should be able to close this gap also.

- The units of services for homemaker are short by 167 units. Delilah Baca will also be providing these services.
- Mr. Vialpando will provide an update on the units of services next month.

**c) 2013 Legislative Request**

Mr. Vialpando said the DSS 2013 Legislative Request includes the Capital Outlay Request, as well as the Legislative Request, which are operating funds for the program. The Capital Outlay request was submitted, reviewed and approved by the AAA. The projects were prioritized and ranked from high to critical. Capital Outlay projects other than new construction ranked critical or high will be processed through the Aging and Long Term Care Services Department's statewide legislative request (Representative Nick Salazar). This bill sponsored by Representative Nick Salazar will be heard in the next couple of days.

Of the request, the City of Santa Fe has \$546,363 for special projects; \$128,500 is for vehicles replacement; \$146,800 for the MEG Senior Center renovations; \$154,000 for improvements to the parking lot at the MEG Senior Center; \$82,072 for kitchen equipment that is in need of replacement within the City of Santa Fe and \$45,000 for exercise equipment.

Mr. Vialpando noted that DSS staff attended the Legislative Finance Committee meeting with regards to the statewide request from the Aging and Long Term Care Services Department. The Department has had its budget hearings with the House Appropriations and Finance Committee and with Senate Finance. The Governor requested \$1.7 million for the Aging Network (senior citizen programs) but the Legislative Committee recommended about \$725,000 less.

However, Representative Nick Salazar sponsored HB250 which requests an additional \$4.9 million for the Network. In the Senate, Senator Linda Lopez has sponsored a mirrored bill SB 506, so there is representation on both sides of the floor. As of yesterday, HB 250 was still in the House Appropriations Finance Committee and SB 506 is the Senate Public Affairs Committee. Mr. Vialpando noted that the Bills will be heard tomorrow at 1:30 p.m. and staff will be there to show their support of the bills.

**d) Program Public Hearing as part of the Four-Year Area Plan**

Mr. Vialpando noted that the Division of Senior Services is required to have annual public meetings on the Older Americans Act and a related Request for Proposal (4-year proposal for Title 3-funded programs), as a part of the Four-Year Plan. This is a mandate from the funding source (AAA). The public hearing is scheduled for March 14, 2013 at 9:00 a.m. at the Mary Esther Gonzales Senior Center. The Board was invited to attend. A news release will be done about the public meeting. It will also be advertised in the Newsletter.

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 the community.

The City of Santa Fe is required to prepare and submit a comprehensive plan to the Area Agency on Aging. This has to include a budget and program goals which reflect the services that the Division of Senior Services provides to older adults (60 years of age or older.)

Mr. Vialpando explained that the following program services are critical to the planning and implementation process:

- Congregate meals
- Home Delivered Meals
- Transportation
- Home Management Services
- Respite (Alzheimer's) Care
- Supplemental Assistance
- Grandparents Raising Grandchildren
- Volunteer Programs
- Senior Employment Program
- Center Programming/Activities

Mr. Schocke asked if the federal sequester cuts will affect the Division of Senior Services. Mr. Vialpando said they may see a cut on the Title-3 funding.

### **COMMITTEE REPORTS:**

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

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

Ms. Giron suggested that an announcement be made at the Public Hearing on March 14<sup>th</sup> that there is a need for more foster grandparent volunteers.

Mr. Vialpando said this has already been discussed and an announcement will be made.

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

### **RSVP Committee**

Chairman Romero referred to the bullet that stated that RSVP has a website. He asked if there was a website for other DSS departments.

Mr. Vialpando said yes.

Chairman Romero said the RSVP should not have their own website – they should be under the DSS website.

Mr. Vialpando offered to look into this.

Ms. Giron said the new Resource Guide was well done and very informative. She commended staff for doing the Guide noting that the seniors have needed a resource guide for a long time.

Mr. Vialpando mentioned that they printed over 1500 copies of the Resource Guide at no charge to the City.

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

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

**Mr. Alarid moved to accept the In-Home Support 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.**

### **Transportation and Nutrition Committee**

Ms. Trujillo mentioned that they are having problems with members of the Transportation and Nutrition Committee *not* attending the meetings.

Chairman Romero suggested that the Chair of the Committee contact the members to see if they want to continue to serve on the Committee.

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

### **Senior Olympic Committee**

**Ms. Trujillo 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**

Mr. Vialpando said the DSS received an increase of \$4,332 from AAA for the Nutrition Program for this fiscal year.

### **COMMENTS FROM THE FLOOR**

#### **Comcast Internet Services**

At the prior Board meeting, Mr. Schocke noted that Comcast may be offering internet services for \$10.00 a month for a 3-year term because Comcast was overcharging. Chairman Romero asked Mr. Schocke to get more information on this and report back to the Board. Mr. Schocke reported that he was unable to contact Comcast.

Ms. Gonzalez noted that she recently saw the Bill Moyer program on Channel 5 and there was a woman by the name of Susan Crawford on the program. Ms. Crawford is the author of a book called "Captive Audience", which addresses Comcast primarily and internet services. It addresses the fact that mayors (at a local level) can work on getting a discount for customers for internet services, not necessarily through Comcast. The Mayor has to submit a Request for Proposal to the FTC.

Ms. Gonzalez noted that she ordered the book.

Chairman Romero suggested that Ms. Gonzalez get together with Doug Schocke and spearhead this. Ms. Gonzalez and Mr. Schocke agreed.

#### **Southside Senior Center**

At the prior Board meeting, Chairman Romero appointed Artie Baca (non-Board Member), Tonie Ann Gallegos and Bernardo C de Baca to the ad hoc committee to work on the request for a senior center on the south side. The funding request will be in preparation for the upcoming 2014 Legislative Session.

Chairman Romero asked for an update.

Ms. Gallegos said she was unable to contact Senator Griego.



Chairman Romero said they need to go through the process and not talk to the Senators directly.

Mr. Vialpando noted that the request would have to go through the Aging and Long Term Services Department process and they will also need to involve the City, the City Council and the Mayor. He said they will also need to do a fiscal impact report

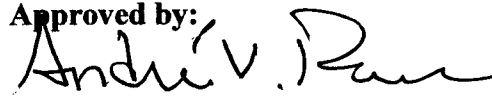
#### **TIME AND PLACE OF NEXT MEETING**

The next meeting was scheduled for March 20, 2013 at 9:30 a.m. at the Mary Esther Gonzales Senior Center.

#### **ADJOURNMENT**

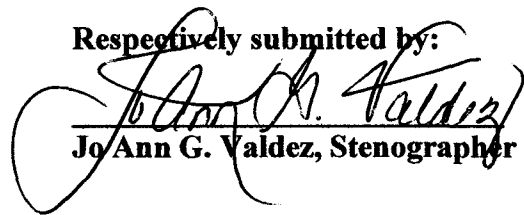
There being no further business to come before the Board, the meeting adjourned at 10:30 a.m.

Approved by:



Andres Romero, Chairperson

Respectively submitted by:



Jo Ann G. Valdez, Stenographer

# City of Santa Fe, New Mexico

# memo

**Date:** February 19, 2013

**To:** Senior Services Board of Directors

**From:** Melanie Montoya, Volunteer Programs Administrator 

**Re:** Foster Grandparent/Senior Companion (FGP/SCP) Programs

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The following are some program highlights:

- Staff continues to struggle recruiting Foster Grandparents. A full page recruitment ad will run in the March Senior Scene newsletter. Along with the newsletter, staff has spent lots of time hanging up flyers at the local senior centers, clinics, Laundromats, etc. Hopefully we will get new recruits with the efforts. Several of our current volunteers are on
- Our Senior Companion Program has all volunteer slots full and will not need any new recruits for some time. We continue to work collaboratively with our In-Home Support Section to assist any clients on the waiting lists.
- Our Foster Grandparents and Senior Companions will attend the Division of Senior Services Four-Year Plan public hearing in March. We will ask for their recommendations and comments regarding all of the services that our organization offers.
- Staff will begin working on the year three-of-three grant for fiscal year 2013/2014. We are confident that we will be working on a flat budget (no decreases), with a small chance of increases in state dollars for both programs.
- Staff has begun the planning for the spring banquet which will be on Tuesday, May 7, 2013. Since the catering and all functions are done in-house, lots of planning, purchasing and work goes into the event.

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:** February 18, 2013  
**TO:** DSS Board of Directors  
**FROM:** Kristin Slater-Huff, RSVP Coordinator *KSH*  
**SUBJECT:** RSVP Advisory Council Meeting

The RSVP Advisory Council held its last meeting on January 22<sup>nd</sup>. The following are highlights from that meeting:

**Volunteer Recognition-** We completed the mini-recognition events with hot spiced cider, cookies and gifts at senior centers and we continue to give out gifts to volunteers at our office. Our spring volunteer recognition luncheon at the Convention Center will be on May 7<sup>th</sup> and we are making good progress with preparations.

**RSVP Volunteers and Stations-** We have recruited and trained 8 volunteers (including RSVP staff) for the American Red Cross' "Ready when the Time Comes" program. We have enrolled a new volunteer handyman and his wife to help seniors.

**Reports and Day of Service-** Marisa has turned in the Quarterly Volunteer Hours Report for October, November and December. The totals were 480 volunteers reported 34,115 hours at 69 volunteer stations. Kristin finished the third year update in the three-year current grant cycle, using Marisa's numbers collected. Our MLK Day event was a huge success with Doug Schoke as our lead speaker.

### Special Projects

- Prime Time Publishing approached Kristin to put out a Caregiver Resource Guide for the Santa Fe area. After much effort, Kristin got all of the Santa Fe Senior Services information put in it for free.
- RSVP has a website! It is [www.rsvpsantafe.org](http://www.rsvpsantafe.org) and it is wonderful! A volunteer designed it. Please check it out. It should help us with recruiting, volunteers turning in hours and more.

# City of Santa Fe, New Mexico

# memo

DATE: February 13, 2013

TO: Advisory Board Members

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

SUBJECT: Committee Status Report

January units of service are as follows:

- Homemaker – 737.50 hours to 88 seniors
- Respite – 795.25 hours to 39 caregivers
- Equipment - 30 units
- Nutritional Supplements – 144 6-packs (36 cases)

Year to date, we are behind in Respite hours by 327 hours and behind in Homemaker hours by 166.50 hours totaling 493.50 hours. IHSS providers took off a total of 266 hours last month. Additionally, there were two holidays in January totaling 192 more hours off.

I will begin planning an outing for interested in-home clients and caregivers to Santuario De Chimayo to attend mass and lunch in March

The Senior Services Care Attendant position opened up to the public on Tuesday, February 5, and closed on Monday, February 11. I am awaiting the list of eligible candidates so we can conduct interviews as soon as possible.


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

# City of Santa Fe, New Mexico

# memo

Date: February 15, 2013

To: DSS Advisory Board Members

From:  Thomas Vigil, DSS Program Administrator

Subject: Transportation/Nutrition Committee Monthly Report

## **Transportation Monthly Report**

- In January, staff provided a total of 3,089 rides to seniors.

## **Nutrition Monthly Report**

- In January, DSS provided 12,401 meals-on-wheels to DSS clients.
- In January, DSS provided 5,382 congregate meals.
- The next quarterly committee meeting will be held on April 9<sup>th</sup> in the MEG Center Board Room.

# City of Santa Fe, New Mexico

# memo

Date: February 19, 2013

To: Board of Directors

Fr: Cristina Villa, DSS Program Coordinator

Subj: Senior Olympics

Senior Olympics committee met on Wednesday, February 13th at Mary Esther Gonzales Senior Center board room. We discussed how we could publicize better for next year 2014. This year we will not be having the end of the year celebration of Athletes. We will continue next year. Also, acknowledged a new board member to our committee. His name is Bruce Tobin. First event starts on Tuesday, February 18<sup>th</sup> with Air Gun.

Next meeting will be on Wednesday, March 6th at 9:30.