



Agenda

DATE 5/9/13 TIME 12:38pm
APPROVED BY Lugi Gonzales
PREPARED BY [Signature]

DIVISION OF SENIOR SERVICES SENIOR ADVISORY BOARD OF DIRECTORS

Mary Esther Gonzales Senior Center
1121 Alto Street, Santa Fe, NM
Wednesday, May 15, 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 – April 17, 2013
- VI. DSS DIRECTORS REPORT – Ron J. Vialpando, Director
 - A. Program Units of Service
 - B. AAA Funding Allocations
- VII. COMMITTEE REPORTS
 - A. RSVP
 - B. Foster Grandparent/Senior Companion Programs
 - C. Transportation/Nutrition Programs
 - D. In-Home Support
 - E. Senior Olympics
- VIII. UNFINISHED OTHER BUSINESS
 - A. Defibrillator Training
 - B. First Aid, CPR and AED Training
- 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

May 15, 2013

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ROLL CALL	Quorum	2
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APPROVAL OF THE MINUTES April 17, 2013	Approved [as amended]	2
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UNFINISHED/OTHER BUSINESS		
a. Defibrillator Training		4-5
b. First Aid, CPR and AED Training		5
NEW BUSINESS	None	5
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DATE AND LOCATION OF NEXT MEETING (Scheduled for June 19, 2013 at the Mary Esther Gonzales Senior Center)		5
ADJOURNMENT	Adjourned at 10:30 a.m.	6

MINUTES OF THE
DIVISION OF SENIOR SERVICES
ADVISORY BOARD OF DIRECTORS

May 15, 2013

A meeting of the City of Santa Fe Division of Senior Services Advisory Board of Directors was called to order by Mary Louise Giron, Vice 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

Mary Louise Giron, Vice Chairperson
Rosemarie Trujillo, Secretary
Gilbert Alarid
Bernardo C de Baca
Elaina K. Gonzalez
Virginia Lucero
Corrine Sanchez

MEMBERS ABSENT

Andres Romero, Chairperson, excused
Toni Ann Gallegos, excused
Dennis Gonzales, excused
Doug Schocke, 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 Gilbert Alarid.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Bernardo C de Baca and was recited by all present.

APPROVAL OF AGENDA

Ms. Lucero moved to approve the agenda as published. Ms. Gonzalez seconded the motion. The motion passed unanimously by voice vote.

APPROVAL OF MINUTES: April 17 2013

The following change was made to the Minutes of the April 17, 2013 meeting:

Page 3, under *Committee Reports, RSVP Committee*; the motion was seconded by **Ms. Sanchez.**

Ms. Sanchez moved to approve the Minutes of the April 17, 2013 meeting as amended. Ms. Trujillo seconded the motion. The motion passed unanimously by voice vote.

DSS DIRECTOR'S REPORT

a) Program Units of Services Update

[A spreadsheet on the *Division of Senior Services Program Units of Services – Actual vs DPS Fiscal Year 2012-2013* - is hereby incorporated with these Minutes as Exhibit "A".]

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

- With two months left in the fiscal year, the DSS has closed the gap for units of services for congregate meals, and are over projections by 88 units.
- The units of services for home-delivered meals are over projections by 6,116 units.
- The units of services for transportation were short by 527 units; however, Mr. Vialpando met with staff and it looks like they closed this gap by 200 units from last month.
- The DSS has been able to close the gap for the units of services for respite and homemaker services. The units of services for respite are over projections by 23; and the units of services for homemaker services are also over projections by 51 units.

b) AAA (Aging and Long Term Care Services) Funding Allocations

Mr. Vialpando said the AAA Mock Hearing was held several months ago. This was an opportunity for the DSS to present their needs, in terms of operating dollars, to the Aging and Long Term Care Services Department.

Mr. Vialpando reported that the DSS received a notice from Non-Metro AAA that they received a total allocation of \$45,445, which is an increase in funding, when compared to the prior year. The DSS saw an increase of \$31,034 in the Title 3 Program. These dollars are earmarked for respite care services. The DSS also identified an increase in fuel costs, food costs, etc. As a result, the DSS received an additional \$14,411 for these costs.

Mr. Vialpando said the DSS received \$683,016 last year and the DSS will receive \$728,461 this year.

Mr. Vialpando mentioned that he and Mary Louise Giron will be attending the AAA meeting tomorrow where they will go over the policies and procedures. He offered to provide an update at the next meeting. Andres Romero is a member of the Non-Metro Aging and Long Term Care Advisory Council and will be representing the City of Santa Fe at the meeting.

Mr. Vialpando noted AAA recently conducted an audit of the senior program and there were no significant findings. The DSS should receive a report on the audit soon and Mr. Vialpando will provide an update at the next meeting. This will be an agenda item for the next meeting.

Mr. Vialpando concluded his report noting that the DSS is in the process of closing the budget for this fiscal year and they are waiting for the contracts for the capital outlay projects.

COMMITTEE REPORTS:

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

RSVP Committee

Ms. Trujillo 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.

Foster Grandparent /Senior Companion Programs Committee

Mr. Alarid moved to accept the Foster Grandparent/Senior Companion Programs 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.

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

In-Home Support Committee

Ms. Gonzalez 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. Mr. C de Baca seconded the motion. The motion passed unanimously by voice vote.

Senior Olympic Committee

Ms. Giron asked if the punch passes that will be issued on May 13th are free passes for the participants.

Mr. Vialpando said yes, the participants can use them at all of the recreational centers.

Mr. Alarid noted that the passes used to be for one year.

Mr. Vialpando offered to look into why the passes are not for one year anymore.

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

UNFINISHED/OTHER BUSINESS

a) Update on Defibrillator Training

Luigi Gonzales noted that the schedule for defibrillator training is in the seniors' newsletter. [Copies of the schedule were distributed in the Members' Packets].

The Santa Fe Fire Department will offer free training on how to perform *hands-only* CPR, how to use AED defibrillator and what to do when calling 911. The schedule is as follows:

Pasatiempo-Wednesday, May 15th at 10:00 a.m.

MEG Center – Tuesday, May 21st at 9:30 a.m.

Ventana de Vida – Wednesday, May 22nd at 1:00 p.m.

Luisa Center, Friday, May 24th at 10:00 a.m.

Villa Consuelo Center, Wednesday, May 29th at 10:00 a.m.

The classes will last 45-60 minutes each. Santa Fe Fire Department Training Officer, Greg Cliburn will conduct the classes.

Mr. Vialpando noted that they invited staff from the Housing Authority to attend the trainings.

Ms. Lugi Gonzales will do the defibrillator maintenance for the month of May because Toni Ann Gallegos will probably not be able to do it.

b) First Aid, CPR and AED Training

Mr. Vialpando added that the DSS is in the process of closing out this year's budget and now is the time if anyone is interested in receiving **First Aid** CPR training. Interested individuals can contact him.

Ms. Giron suggested that they ask them to introduce the "DNR" (Do Not Resuscitate) card to the aging population at the training. She explained that a lot of people do not want to be resuscitated.

NEW BUSINESS

There was no new business.

COMMENTS FROM THE FLOOR

Ms. Lucero was given condolences on the loss of her mother. Mr. Vialpando noted that a flower arrangement was sent to Ms. Lucero on behalf of the Board. Ms. Lucero sent a thank you card and Mr. Vialpando read it aloud to the Board Members.

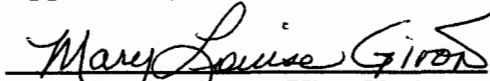
TIME AND PLACE OF NEXT MEETING

The next meeting was scheduled for June 19, 2013 at 9:30 a.m. at the Mary Esther Gonzales Senior Center.

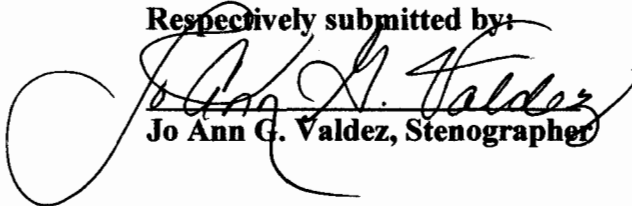
ADJOURNMENT

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

Approved by:


Mary Louise Giron, Vice Chairperson

Respectively submitted by:


Jo Ann G. Valdez, Stenographer

A

Division of Senior Services - Actual vs DPS Fiscal Year 2012-13


Service	Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Month Total	Month DPS Total	Month DPS Total	Est. Diff. Over (Under)
Cong	5,510	6,227	4,727	5,964	5,361	4,453	5,384	5,099	5,688	6,100			54,513	65,310	54,425	88
HD	12,799	12,575	9,947	12,365	11,342	12,307	12,401	11,286	12,549	13,114			120,685	137,403	114,569	6,116
Trans	3,500	3,675	3,301	3,875	3,108	3,198	3,058	3,113	3,964	3,775			34,567	42,113	35,094	(527)
Respite	691	726	624	713	748	679	795	822	901	899			7,598	9,090	7,575	23
H/M	654	803	642	834	592	571	738	747	784	829			7,192	8,569	7,141	51

Division of Senior Services - Aggregate / Non-Registered Seniors

Total[illegible]

City of Santa Fe, New Mexico

memo

DATE: May 13, 2013
TO: DSS Board of Directors
FROM: Kristin Slater-Huff, RSVP Coordinator 
SUBJECT: RSVP Advisory Council Meeting

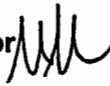
The RSVP Advisory Council holds regular meetings every other month. Our last meeting was on March 26th and our next meeting will be on May 28th so the Senior Board of Directors is up to date on our business.

City of Santa Fe, New Mexico

memo

Date: May 14, 2013

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:

- Our Foster Grandparents are about to complete the school year by the end of next week. Approximately 19 of 29 want to continue volunteering during the summer. Staff will start looking for volunteer opportunities for them at the different summer programs in the public schools or at local Head Starts.
- Our Senior Companion Program is still not recruiting anytime soon. All slots are filled and staff continues to remove requests for Senior Companions off of our waiting list. We also continue to receive requests for senior who are interested in joining the program. Although staff attempts to persuade them into joining the Foster Grandparent Program, the majority of them would like to volunteer assisting other senior citizens.
- Staff received our new contracts from the State of New Mexico, Aging and Long Term Services Department. The next step is for staff to get approval from our City Attorney's office and then get them approved by the Finance Committee and City Council, which is an annual formality. We do not foresee any difficulties in the approval process.
- Staff is in the process of reviewing our budget for the current fiscal year. It may be possible to take the FGP and SCP volunteers on a special recognition trip in early June. Last year, volunteers were treated to a bus ride, lunch and an educational movie and were thrilled at the opportunity to go.


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: May 13, 2013

To: DSS Advisory Board Members

From:  Thomas Vigil, DSS Program Administrator

Subject: Transportation/Nutrition Committee Monthly Report

Transportation Monthly Report

- In April, DSS staff provided a total of 3,879 rides to seniors.

Nutrition Monthly Report

- In April DSS provided 13,114 meals-on-wheels to DSS clients.
- In April DSS provided 6,100 congregate meals.
- The next quarterly committee meeting is scheduled for July 9th in the Board Room of the MEG center.

City of Santa Fe, New Mexico

memo

DATE: May 8, 2013

TO: Advisory Board Members

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

SUBJECT: Committee Status Report

April units of service are as follows:

- Homemaker – 829 hours to 91 seniors
- Respite – 898.50 hours to 41 caregivers
- Equipment - 36 units
- Nutritional Supplements – 140 6-packs (35 cases)

Year to date, we are over in Respite hours by 22.50 hours and over in Homemaker hours by 49.25 hours. IHSS providers took off a total of 212 hours last month.

Our DSS Care Attendant began working on Thursday, May 2. She will be training for approximately two weeks and will begin assisting clients by the middle of May.

We will be having a Caregiver Support Session June 18. I have attached a flyer with information.

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

City of Santa Fe Division of Senior Services

Caregiver Support Group

Presented by:

**Gene Martinez,
Training and Employee Relations Manager
of
Ambercare**

**"Self-Care in Healthcare: Practices for
Wellness & Sustainability"**

This session will provide education and emotional support
to adults who deal with stress associated when providing
specialized care for homebound individuals.

A supportive atmosphere is created so caregivers can
comfort each other in meaningful ways,
while getting some relaxation.

New faces welcome and we look forward to seeing you at our
Mary Esther Gonzales Senior Center
located at 1121 Alto Street
on Tuesday, June 18, 2013
from 1:30 p.m. to 4:30 p.m.

Refreshments will be provided!

**For reservations, please call
Theresa Trujillo at 955-4745**



City of Santa Fe, New Mexico

memo

Date: May 13, 2013

To: Board of Directors

Fr: Cristina Villa, DSS Program Coordinator 

Subj: Senior Olympics

Senior Olympic Committee met on Wednesday, May 8th at the Mary Esther Gonzales Senior Center Board Room. The last event took place on Friday April, 26th. There were a total of 296 Senior Olympic athletes who participated in local games. The 15 punch pass will be issued on Monday, May 13, 2013, to all three recreational centers. State games are June 11-16 in Roswell, NM.

Next meeting will be on Wednesday, June 5th at 9:30.

ACTIVITIES for this month

ICAN (Ideas for Cooking & Nutrition")

The Santa Fe County Cooperative Extension Service is sponsoring a series of nutrition classes at the Mary Esther Gonzales Center through the "ICAN" program. Classes began on April 24th but you are welcome to join in May. They run from 9:30 a.m. to 10:30 a.m. on the following dates:

Wednesdays, May 1st, 9th and 15th

Janette Segura, Nutrition Educator, will provide hands-on, needs-based education in the areas of healthy food choices, food preparation, food safety and food resource management. For more information, please call Christine at 955-4715.

Take your pick of Mother's Day Celebrations:

Mother's Day Tribute at MEG

Come to the MEG Senior Center on Friday, May 10th and enjoy the wonderful music of Mariachi Porvenir, playing to honor our mothers. They will play in the dining room from 11:30 a.m. - 12:30 p.m. Refreshments will also be provided by Ambercare. Join us!

Mother's Day Celebration at Pasatiempo

The Pasatiempo Center at 664 Alta Vista Street will host a celebration for Mother's Day on Friday, May 10th, beginning at 11:00 a.m. Please join us!

Mother's Day Roses at Luisa

All mothers are invited to come to the Luisa Senior Center located at 1500 Luisa St. on Friday, May 10th. We will honor you with the gift of a rose during the lunch hour (11:00 a.m. - 12:30 p.m.). Don't miss out!



Seeking a BINGO caller

At the Villa Consuelo Center Tuesdays and Thursdays please call Christina at 955-4725.



Older Americans' Month Dance

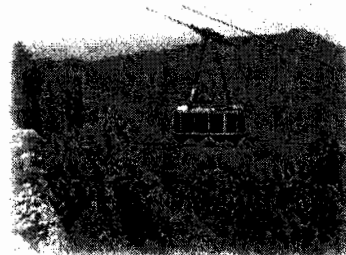
Get ready for a great afternoon on Thursday, May 16th 1:00 p.m. to 4:00 p.m. at the Fraternal Order of Eagles Club, 833 Early Street. We will have live music by Camino Oscuro and refreshments.



May is Older Americans Month, and in honor of you, there is no charge for this dance. This dance will be sponsored by the Mary Esther Gonzales Senior Center.

Trip to Sandia Peak Tram May 24th

Join the Senior Activities on an adventure to the Sandia Peak Tram with lunch at the High Finance Restaurant on Friday, May 24th.

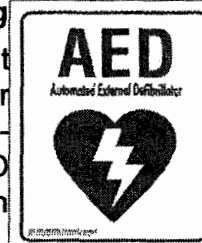


The \$40 fee per person covers the tram ride fare, lunch (a fixed price menu) and all taxes and gratuities. There is an additional \$5 per person suggested donation for the round trip bus fare.

For more information or to sign up, please call Christine Sanchez-Warren at 955-4715 or Don Bell at 982-2707.

Free CPR/ Defibrillator Training

The Santa Fe Fire Department will offer free training to our seniors on how to perform hands-only CPR, how to use AED defibrillators and what to do when calling 911.



Classes will last 45-60 minutes each. Santa Fe Fire Department Training Officer Greg Cliburn will conduct classes on the following schedule:

Pasatiempo - Wednesday, May 15th 10:00 a.m.

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