



Agenda

DATE 7/9/13 TIME 3:47p

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, July 17, 2013

9:00 a.m.

- I. CALL TO ORDER
- II. INVOCATION/PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. APPROVAL OF AGENDA
- V. APPROVAL OF MINUTES – June 19, 2013
- VI. DSS DIRECTORS REPORT – Ron J. Vialpando, Director
 - A. 2014 Capital Outlay Request
 - B. End of Fiscal Year 2012/13
 - C. Program Units of Service
- 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
- 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.

INDEX OF MINUTES

DIVISION OF SENIOR SERVICES

ADVISORY BOARD MEETING

July 17, 2013

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APPROVAL OF THE MINUTES		
June 19, 2013	Approved [as submitted]	2
DSS DIRECTORS REPORT-Ron J. Vialpando, Director		
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DATE AND LOCATION OF NEXT MEETING		
(Scheduled for September 18, 2013 at 9:30 a.m.)		5
ADJOURNMENT	Adjourned at 10:30 a.m.	5

MINUTES OF THE
DIVISION OF SENIOR SERVICES
ADVISORY BOARD OF DIRECTORS

July 17, 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 9:50 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
Dennis Gonzales
Elaina K. Gonzalez
Virginia Lucero
Corrine Sanchez
Doug Schocke

MEMBERS ABSENT

Gilbert Alarid, excused
Bernardo C de Baca, excused
Toni Ann Gallegos, 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. Sanchez seconded the motion. The motion passed unanimously by voice vote.

APPROVAL OF MINUTES: June 19, 2013

Ms. Lucero moved to approve the Minutes of the June 19, 2013 meeting as submitted. Mr. Schocke seconded the motion. The motion passed unanimously by voice vote.

DSS DIRECTOR'S REPORT

a) 2014 Capital Outlay Request

Mr. Vialpando reported the DSS submitted the capital outlay request for 2014 last Friday for the next Legislative Session in the amount of \$1,232,362. The request includes a combination of improvement projects as follows:

Renovation – Code Compliance	\$326,039
Equipment – Meals	\$178,780
Equipment – Other	\$104,043
Vehicles	<u>\$623,500</u>
Total	\$1,232,362

The capital outlay request for upcoming projects will include funding for kitchen equipment, a small kitchen renovation for the MEG Senior Center; and two new HVAC systems (heating, venting and air conditioning system) for the MEG Senior Center at a cost of approximately \$65,000. Other projects include improvements to the Meals on Wheels loading zone (due to ice buildup in the winter) and improvements to the kitchen at the Villa Consuelo Senior Center.

b) End of Fiscal Year 2012/2013

Mr. Vialpando reported that the DSS has wrapped up the process for closing the budget and purchase orders for fiscal year 2012/2013 without any problems.

c) Program Units of Service 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:

- As of June 30th, the DSS closed the gap for units of services for congregate meals, and are over projections by 1446 units.
- The units of services for home-delivered meals are over projections by 3759 units.
- The units of services for transportation were short by 560 units.
- 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 147 hours; and the units of services for homemaker services are also over projections by 244 units.

COMMITTEE REPORTS:

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

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

Foster Grandparent /Senior Companion Programs Committee

Ms. Giron asked if the Board could go to the New Mexico Conference on Aging.

Mr. Vialpando said yes.

Ms. Sanchez noted that there is a waiting list for people who did not go last year. The closing date to be put on the list is July 25th.

Mr. Vialpando said the DSS could make arrangements to drive the Board members to the Conference. Board Members who are interested in attending can contact Lugi Gonzales or Melanie Montoya.

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

Transportation and Nutrition Committee

Ms. Trujillo mentioned that the Mariachi Concert at the Santa Fe Opera is scheduled for September 1st. Board Members who are interested in attending can contact Lugi Gonzales.

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.

In-Home Support Committee

Mr. Schocke 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. Gonzales seconded the motion. The motion passed unanimously by voice vote.

Senior Olympic Committee

Mr. Schocke 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. Gonzalez seconded the motion. The motion passed unanimously by voice vote.

UNFINISHED/OTHER BUSINESS

There was no unfinished or other business.

NEW BUSINESS

Mr. Schocke said he has heard that the doors to the Computer Room at Villa Consuelo Senior Center have been locked.

Mr. Vialpando offered to check on this.

Mr. Schocke would like to set up a computer at all of the senior centers.

Mr. Vialpando said there is a small allocation of funding for a computer lab at the Luisa Senior Center.

Chairman Romero mentioned that two computers are down at the MEG Senior Center.

COMMENTS FROM THE FLOOR

There were no comments from the floor.

TIME AND PLACE OF NEXT MEETING

There will be no meeting in August due to the fact that the New Mexico Conference on Aging is scheduled for August 21st and 22nd. The next meeting was scheduled for September 18, 2013 at 9:30 a.m. at the MEG Senior Center.

ADJOURNMENT

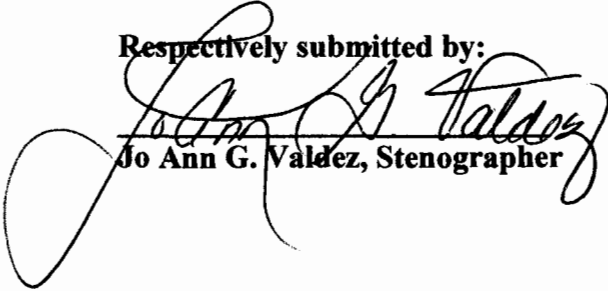
There being no further business to come before the Board, the meeting adjourned at 10:30 a.m.

Approved by:



Andres Romero, Chairperson

Respectively submitted by:



Jo Ann G. Valdez, Stenographer

A

[illegible]

City of Santa Fe, New Mexico

memo

EXHIBIT

tabbles

B

DATE: July 10, 2013
TO: DSS Board of Directors
FROM: Kristin Slater-Huff, RSVP Coordinator *KS*
SUBJECT: RSVP Advisory Council Meeting


The RSVP Advisory Council holds regular meetings every other month. Our last meeting was on May 28th and our next meeting will be on July 23rd so the Senior Board of Directors is up to date on our business.

City of Santa Fe, New Mexico

memo

Date: July 15, 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:

- Sixteen of our Foster Grandparents participated in the ICAN (Ideas for Cooking and Nutrition) class sponsored by the USDA's SNAP Program. All 16 of them received a certificate of completion for attending and participating in all four classes.
- Staff has started the process of recruiting and placing volunteers at the schools for the new school year. Twenty-six Foster Grandparents (out of 26) will return for the new school year. Staff will need to recruit approximately five to six new volunteers.
- Staff is currently recruiting a new Senior Companion volunteer to fill one of the newly funded volunteer positions that we were awarded. This will help to alleviate our waiting list.
- Approximately 22 volunteers have expressed an interest in attending the New Mexico Conference on Aging in August. As active volunteers, the program will pay for their meals, lodging, transportation and registration fees. The conference will be held on August 20 and 21.


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: July 11, 2013

To: DSS Advisory Board Members

From:  Thomas Vigil, DSS Program Administrator

Subject: Transportation/Nutrition Committee Monthly Report

Transportation Monthly Report

- In June, DSS staff provided a total of 3,373 rides to seniors.

Nutrition Monthly Report

- In June DSS provided 5,891 meals-on-wheels to DSS clients.
- In June DSS provided 9,370 congregate meals.
- On Friday, July 19th the MEG center will have their annual BBQ. (plan on attending).
- On Friday, July 26th Ventana de Vida center will have their annual BBQ.

City of Santa Fe, New Mexico

memo

DATE: July 12, 2013

TO: Advisory Board Members

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

SUBJECT: Committee Status Report

June units of service are as follows:

- Homemaker – 801.50 hours to 95 seniors
- Respite – 741 hours to 41 caregivers
- Equipment - 35 units
- Nutritional Supplements – 148 6-packs (37 cases)

For FY 2012-2013, we were over in Respite hours by 146.75 hours and over in Homemaker hours by 242 hours. IHSS providers took off a total of 221 hours last month.

We had a caregiver support session/staff training on Tuesday, June 18. 16 persons (DSS staff) attended.

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

City of Santa Fe, New Mexico

memo

Date: June 19, 2013

To: Board of Directors

Fr: Cristina Villa, DSS Program Coordinator 

Subj: Senior Olympics

State results have not been posted. Once received, I will share the results of the athletes who received medals in Roswell.

There was no meeting in July. Next meeting will be August 14th.