



Agenda

DATE 3/11/2014 TIME 4:52 PM

PREPARED BY Luzi Gonzales

RECEIVED BY [Signature]

DIVISION OF SENIOR SERVICES SENIOR ADVISORY BOARD OF DIRECTORS

Mary Esther Gonzales Senior Center
1121 Alto Street, Santa Fe, NM
Wednesday, March 19, 2014
9:30 a.m.

- I. CALL TO ORDER
- II. INVOCATION/PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. APPROVAL OF AGENDA
- V. APPROVAL OF MINUTES – February 19, 2014
- VI. DSS DIRECTORS REPORT – Ron J. Vialpando, Director
 - A. Program Units of Service
 - B. City of Santa Fe Budget Request/FY 2014-15 Update
 - C. 2015 Capital Outlay Request
- COMMITTEE REPORTS
 - A. RSVP
 - B. In-Home Support
 - C. Foster Grandparent/Senior Companion Programs
 - D. Transportation/Nutrition Programs
 - E. Senior Olympics
- 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 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

March 19, 2014

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MINUTES OF THE
DIVISION OF SENIOR SERVICES
ADVISORY BOARD OF DIRECTORS

March 19, 2014

A meeting of the City of Santa Fe Division of Senior Services Advisory Board of Directors was called to order by Gilbert Alarid 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

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

MEMBERS ABSENT

Andres Romero, Chairperson, excused
Mary Louise Giron, Vice Chairperson, excused
Dennis Gonzales, excused

STAFF PRESENT

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

OTHERS PRESENT

Jo Ann G. Valdez, Stenographer

INVOCATION

Invocation was led by Tonie Ann Gallegos.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA

The agenda was amended – Item VI, C (*2015 Capital Outlay Request*) was changed to read: (*2014 Capital Outlay Request Update*)

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

APPROVAL OF MINUTES: February 19, 2014

Ms. Trujillo moved to approve the Minutes of the February 19, 2014 meeting as submitted. Ms. Gonzalez seconded the motion. The motion passed unanimously by voice vote.

DSS DIRECTOR'S REPORT

Mr. Vialpando and the Board Members extended their condolences to the family of Mary Louise Giron on their loss.

a) Program Units of Service

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

- Based on projections, the DSS is over in congregate meals by 2,196 units of services and over by 4,041 in Home-Delivered meals.
- The DSS has seen a decline in transportation units of services of 799 units mainly because they have had some vacancies in the transportation section. The DSS recently hired a driver and presently has one vacancy for a transit driver. The position was advertised and recently closed and the DSS is waiting for the list of eligible applicants so they can begin the hiring process.
- The DSS is over in respite unit of services by 107 hours and down by 8 hours in homemaker services.

b) City of Santa Fe Budget Request/FY 2014-2015 Update

Mr. Vialpando reported that the Division of Senior Services was asked to stay at a flat budget for FY 2014-2015. The General Fund for the Division of Senior Services is at \$2,092,352. This is what the DSS receives from the City of Santa Fe for the senior

programs. The State contributes \$716,876 towards the senior programs and the Federal contributes \$695,535. The total budget for the Senior Programs for FY2014-2015 is \$3,504,763.

Mr. Vialpando mentioned that the DSS has put in a expansion request to hire a Transit Operator for the Transportation Section to address the growth in this program, as well as a Meals on Wheels part-time driver. The total expansion request that was submitted to the City of Santa Fe was in the amount of \$86,479.

c) 2014 Capital Outlay Request Update

Mr. Vialpando said last month he reported that the DSS was looking at a little over \$900,000 for the 2014 Capital Outlay request; however, \$1,078,380 was approved for the City of Santa Fe Capital Outlay request as follows:

\$147,900	Villa Consuelo Kitchen Expansion Project
\$104,714	MEG Rear Entrance MOW Parking Improvements (Radiant Heating Boiler)
\$ 33,755	MEG Rooftop HVAC systems
\$500,000	Replacement Vehicles
\$ 39,631	MEG Congregate/MOW Kitchen Improvements
\$175,000	Citywide Kitchen Equipment
\$ 77,380	Citywide Senior Fitness Equipment
\$1,078,380	Total

Mr. Vialpando noted that these are all pending approval via the 2014 General Obligation Election in November.

COMMITTEE REPORTS:

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

RSVP Committee

Mr. Schocke moved to accept the RSVP Committee monthly report as submitted, and include it as a part of the public record with the Minutes. Ms. Gallegos seconded the motion. The motion passed unanimously by voice vote.

In-Home Support Committee

Ms. Sanchez 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.

Foster Grandparent /Senior Companion Programs Committee

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

Transportation and Nutrition Committee

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

UNFINISHED/OTHER BUSINESS

Mr. Vialpando noted that staff is working on a report that was requested by the City Manager on the accomplishments and anticipated or upcoming projects for the Division of Senior Services. He offered to give an update to the Board at the next meeting.

Mr. Vialpando said they are also working on the 2015 Legislative Request for operating dollars for the Senior Programs. This request will be submitted to the AAA and is due on March 24th. The DSS will be requesting funding for a cook at the Villa Consuelo Senior Center and additional funding to address inflationary costs for food and fuel.

NEW BUSINESS

a) Food Distribution-Ventana de Vida Senior Center

Ms. Gonzalez announced that the Food Distribution Center is going to start distributing food at the Ventana de Vida Senior Center every Friday morning at 10:00 a.m. This will start next Friday.

Ms. Trujillo mentioned that St. John's Catholic Church also has a food distribution of non-perishable food every third Friday from 3:00 p.m. to 4:00 p.m. Everyone is welcome and there is no age limit.

b) New Mexico Conference on Aging

Lugi Gonzales noted that the New Mexico Conference on Aging is scheduled for August 19th and August 20th, 2014 at the Isleta Resort & Casino Conference Center in Albuquerque. The New Mexico Conference on Aging is awarding 10 full scholarships and 20 partial scholarships to assist adults age 55 or older who otherwise would not be able to attend the conference. Full scholarships include conference registration fees, lodging and meal costs. An individual must live 80 miles or more from the conference to apply for a full scholarship and partial scholarships include registration fees and a lunch gift card. The deadline for scholarship nominations is May 19, 2014.

Mr. Vialpando said transportation will be provided to the Conference.

Lugi Gonzales announced that there will be a Caregiver Support Group session on "*How to Deal with Care Giving Guilt Warning Signs & Laughter Yoga*" on April 15, 2014 from 1:30 p.m. to 4:30 p.m. at the Mary Esther Gonzales Senior Center. This Session will provide education and emotional support to adults who deal with stress associated while providing specialized care for homebound individuals. Refreshments will be provided. For reservations, people can call Theresa Trujillo at 955-4745.

COMMENTS FROM THE FLOOR

There were no comments from the Floor.

TIME AND PLACE OF NEXT MEETING

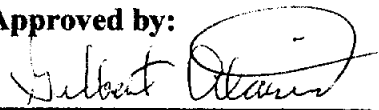
The next meeting was scheduled for April 16, 2014 at 9:30 a.m. at the Mary Esther Gonzales Senior Center.

Lugi Gonzales noted that the May Board meeting will be held at El Rancho de Los Golondrinas. Transportation will be provided.

ADJOURNMENT

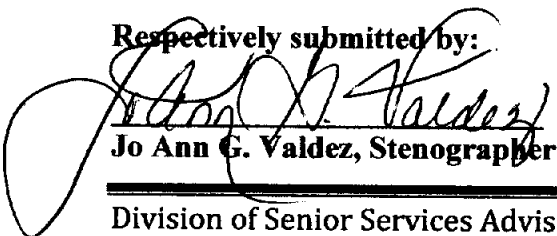
There being no further business to come before the Board, the meeting adjourned at 10:20 a.m.

Approved by:



Gilbert Alarid

Respectively submitted by:



Jo Ann G. Valdez, Stenographer

City of Santa Fe, New Mexico

memo



DATE: March 17, 2014

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 January 7th but I gave you an update on that meeting in your January Board Meeting, and our next meeting will be on March 25th. So, the Senior Board of Directors is up to date on our business.

City of Santa Fe, New Mexico

memo

DATE: March 12, 2014

TO: Advisory Board Members

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

SUBJECT: Committee Status Report

February units of service are as follows:

- Homemaker – 706 hours to 91 seniors
- Respite – 795 hours to 42 caregivers
- Equipment - 31 units
- Nutritional Supplements – 112 6-packs (28 cases)

Year to date, we are **over** in Respite hours by 107 hours and **short** in Homemaker hours by 7.75 hours. IHSS providers took off a total of 218 hours in February.

One homemaker has transferred from our section effective February 14 leaving us short-handed; the position has been advertised and closed on Monday, March 17.

We are planning to take interested clients to Santuario De Chimayo to attend mass and to have lunch in April. We are coordinating the ride with Transportation Section.


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

City of Santa Fe, New Mexico

memo

Date: March 17, 2014

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 next mandatory in-service meeting will be held on March 27th. The title is, "Is Arthritis Cramping Your Style?" Participants will be instructed on the two most common forms of arthritis and how to help alleviate the pain.
- As of date, our volunteer stipend line items will be spent down at the end of the fiscal year. Our volunteer numbers continue to be steady.
- It is that time of year when staff begins working on the FGP and SCP grants. We will begin the process and use some of the wording we received from the grant writer we hired to assist us with writing the RSVP grant.
- We are beginning the plan the Spring banquet for volunteers. The banquet will be held on May 8th at the Convention Center. We will be serving a nice pork dish and offer small recognition gifts.
- Referrals for the Grandparents Raising Grandchildren Program are still being received by Melanie.


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: March 18, 2014

To: DSS Advisory Board Members

From:  Thomas Vigil, DSS Program Administrator

Subject: Transportation/Nutrition Committee Monthly Report

Transportation Monthly Report

- In February, DSS staff provided a total of 3,277 rides to seniors.

Nutrition Monthly Report

- In February DSS provided 10,214 meals-on-wheels to DSS clients.
- In February DSS provided 5,581 congregate meals.

City of Santa Fe, New Mexico

memo

Date: March 18, 2014

To: Board of Directors

Fr: Cristina Villa, DSS Program Coordinator *CW*

Subj: Senior Olympics

The Senior Olympics Committee met on Wednesday, March 12th. There was not a quorum, it was an informative meeting. This year there was a total of 355 athletes who registered for Senior Olympics. Senior Olympic Indian Games will be held in Santa Fe on April 23rd and 24th. They are looking for volunteers.

Next meeting will be on Wednesday, April 9th at 9:30 a.m. at the Mary Esther Gonzales Senior Center Board Room.