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Agenda DATE 2/14/14 TIME 8:15a

PREPARED BY Lugi Gonzales

REVIEWED BY [Signature]

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

Mary Esther Gonzales Senior Center
1121 Alto Street, Santa Fe, NM
Wednesday, February 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 – January 28, 2014
- VI. DSS DIRECTORS REPORT – Ron J. Vialpando, Director
 - A. Program Units of Service
 - B. Public Hearing Update
 - C. 2014 Legislative Update
 - D. City of Santa Fe Budget Request/FY 2013-14

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
 - A. Senior Hunger Project Summit (Andres Romero)
 - B. Board Mayoral Appointments (Ron J. Vialpando)
- VIII. NEW BUSINESS
 - A. Senior Medical Alert Program (Andres Romero)
- 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

February 19, 2014

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DRAFT: SUBJECT TO APPROVAL

MINUTES OF THE
DIVISION OF SENIOR SERVICES
ADVISORY BOARD OF DIRECTORS

February 19, 2014

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, Chairman
Rosemarie Trujillo, Secretary
Tonie Ann Gallegos
Dennis Gonzales
Elaina K. Gonzalez
Virginia Lucero
Corrine Sanchez
Doug Schocke

MEMBERS ABSENT

Mary Louise Giron, Vice Chairperson, excused
Gilbert Alarid, excused
Bernardo C de Baca, 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

Item VI-D (*City of Santa Fe Budget Request FY/2013-2014*) was changed to read: *City of Santa Fe FY2014-2015*

Mr. Gonzales moved to approve the agenda as amended. Mr. Schocke seconded the motion. The motion passed unanimously by voice vote.

APPROVAL OF MINUTES: January 28, 2014

Ms. Lucero moved to approve the Minutes of the January 28, 2014 meeting as submitted. Ms. Sanchez seconded the motion. The motion passed unanimously by voice vote.

DSS DIRECTOR'S REPORT

a) Program Units of Service

Mr. Vialpando reported on the Program Units of Services as follows:

- With seven months into the fiscal year, the congregate meal site units of services are over for the projected contract by 1,805 units of services. Home delivered meals are over by 5,284 units of services.
- The transportation units of services are down by 400 rides/units, which is mainly due to a couple of vacancies in the transportation department.
- The respite units of services are over by 69 hours. Homemaker units of services are up by 66 hours.

b) Public Hearing Update

Mr. Vialpando thanked the Board Members who attended the public hearing that was held last week. He said over 130 people attended the hearing and a little over 20 homebound seniors submitted written testimony regarding the program. There was a representative (Bobbie Ferrell) from Senator Tom Udall's office, as well as Geno Renaldi, the Cabinet Secretary for the Area Long Term Services Department; Myles Copeland, the Deputy Cabinet Secretary for the Area Long Term Services Department;

Toby Kessler, the AAA Project Manager and Ernesto Ramos, the Senior Services Bureau Chief for the Area Long Term Services Department

Mr. Vialpando acknowledged and thanked staff for the great job they did in preparing for the public hearing and the PowerPoint presentation.

He explained that the public hearing is mandated by AAA and is a tool that the Division of Senior Services uses to go through the budget process. The hearing was opened up to the public for their input and feedback on what they think the priorities are regarding Transportation, Congregate Meals, Meals on Wheels, Respite, Homemaker Services, Senior Olympics and activities. The information will be used to structure the upcoming budget based on the outcome.

Based on the public input and feedback, the final program recommendations and priorities are as follows:

1. Home Management Services
2. Transportation
3. Respite Care
4. Congregate Meals
5. Home Delivered Meals
6. Supplemental Services/Grandparents Raising Grandchildren
7. Health Promotion

Mr. Vialpando said staff will be attending the AAA budget preparation training in Albuquerque tomorrow and Friday. This is for the budget preparation for this upcoming fiscal year. Once this information is received from AAA, the Division of Senior Services will put in a request to cover the needs of the community. Mr. Vialpando will be checking on whether or not the Division of Senior Services can fund a full-time transportation driver for this upcoming fiscal year, as well as additional in-home support positions and additional staff for home delivered meals.

Mr. Vialpando said the Division of Senior Services received an additional \$5,000 allocated to the Grandparents Raising Grandchildren Program and staff has advertised the program in the March newsletter. Referrals for monetary assistance for grandparents who are raising grandchildren, or providing financial assistance to grandchildren, can be forwarded to Melanie Montoya.

c. 2014 Legislative Update

Mr. Vialpando noted that the Division of Senior Services put in a Capital Outlay request for 2014 in the amount of \$997,592 as follows:

\$147,900 Villa Consuelo Kitchen Project (Critical)
104,714 MEG Rear Entrance Improvements (Critical)
33,755 MEG Rooftop HVAC Systems (Critical)

533,500 Replacement Vehicles (Critical)
39,667 MEG Congregate/MOW Kitchen Improvements (High)
138,056 Citywide Kitchen Equipment (High)

\$997,592 Total

*Critical and high priorities are being considered pending approval

Mr. Vialpando will provide an update at the next meeting as to what was approved at this year's Legislative Session. He noted that the Capital Outlay Request for 2015 is due in April. The deadline was moved up a couple of months because of the State review process.

d. City of Santa Fe Budget Request FY 2014-2015

Mr. Vialpando reported that the budget for the Division of Senior Services needs to be submitted by Tuesday of next week (February 25th). The Division of Senior Services is looking at a flat budget in terms of the general fund dollars. There may be some room for expansion items because there is an increase of 3% in gross receipt tax collections than projected.

Mr. Vialpando will be meeting with Isaac Pino later today to discuss some expansion items to include a Meals on Wheels driver, as well as a transportation driver, based on the new annexation area. There could be an additional 800-900 possible clients.

COMMITTEE REPORTS:

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

RSVP Committee

Ms. Gonzalez moved to accept the RSVP 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

Mr. Vialpando noted that the Division of Senior Services program received an additional \$55,000.00 annualized appropriation from AAA for the In-Home Support program. They will be able to hire 1 full-time staff member for that program utilizing approximately \$46,523.00 towards the salary and \$8,477.00 towards the operational costs to include fuel and supplies needed for the new employee. This is a huge accomplishment for the program and will help the Division of Senior Services meet or exceed the contract goals. This will also reduce the waiting list for the In-Home Support

program. The amendment to the contract with AAA is presently going through the Committee process and has gone before the Finance Committee on Monday, and should go to City Council next Wednesday for approval.

Ms. Lucero 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.

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. 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.

Senior Olympic Committee

Mr. Gonzales 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) Senior Hunger Project Summit

Chairman Romero said there are two bills going before the Legislature, one in the House and one in the Senate, designating one week in July as "Hunger Week" in New Mexico. The Bill has passed the House Committee and is presently at the Senate Committee and hopefully the Bill will be passed by both by tomorrow.

Chairman Romero noted that the next Hunger Committee meeting will be on March 13th. The Hunger Summit is scheduled for July 16th through July 18th in Albuquerque.

Mr. Gonzales asked if transportation will be provided for Board Members who are interested in attending. Mr. Vialpando said yes, they will make transportation available.

b) Board Mayoral Appointments

Mr. Vialpando reported that Doug Schocke, Tonie Ann Gallegos and Rosemarie Trujillo have been approved by Mayor Coss to serve another term and City Council approved the Mayoral Appointments at their January 29th meeting. He congratulated Mr. Schocke, Ms. Gallegos and Ms. Trujillo.

NEW BUSINESS

a) Senior Medical Alert Program

Chairman Romero reported that he purchased the "Great Call" medical alert apparatus from Wal-Mart for \$52.00. There is also a monthly fee of \$14.95 for the service but people do not have to sign a contract. He demonstrated the medical alert and provided information for the Board Members who may be interested in purchasing one. He noted that there is an app available for cell phones. There are also medical alerts available for veterans through the Veteran Industries.

Chairman Romero informed the Board Members that there are several scams for medical alerts; therefore senior citizens should be cautious when purchasing one.

a) 2014 Defibrillator Schedule

Copies of the 2014 Defibrillator Schedule were distributed. A copy is hereby incorporated to these Minutes as Exhibit "B".

Ms. Lugi Gonzales noted that the Division of Senior Services will be replacing the electrical pads on the defibrillators.

COMMENTS FROM THE FLOOR

Mr. Vialpando announced that there will be CPR and first aid training on February 25th and there are 9 openings left. The training is for 6-7 hours and the Division of Senior Services will cover the cost for Board Members who are interested in attending and receive certification in CPR and first aid. Interested Board Members can contact Lugi Gonzales. The location and time of the training will be determined at a later date.

TIME AND PLACE OF NEXT MEETING

The next meeting was scheduled for March 19, 2014 at 9:30 a.m. at the Mary Esther Gonzales Senior Center.

ADJOURNMENT

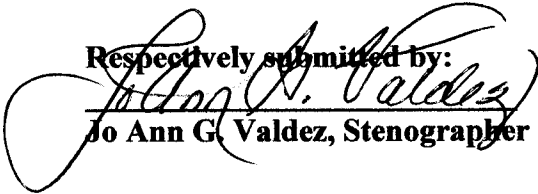
There being no further business to come before the Board, the meeting adjourned at 10:30 a.m.

Approved by:



Andres Romero, Chairperson

Respectively submitted by:



Jo Ann G. Valdez, Stenographer

City of Santa Fe, New Mexico

memo

EXHIBIT

tabbies

A

DATE: February 14, 2014

TO: DSS Board of Directors

FROM: Kristin Slater-Huff, RSVP Coordinator *KSH*

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.

I would like to mention the great success of the school supply drive that the Senior Volunteer Programs held in honor of Martin Luther King Jr Day:

On January 30th, the City of Santa Fe SCP, RSVP, and FGP programs held the culmination event of our month-long MLK Day project. We had collected school supplies and money for the Adelante program, which provides support services for the 1,500 children experiencing homelessness in the City of Santa Fe. Staff of Adelante showed a Power Point of the services they provide and statistics on the great need among the Santa Fe community. Citizens, City employees and senior citizens collected four long tables worth of brand new backpacks, notebooks, pens and pencils, crayons, markers and paper. The AFSCME Union presented a check for \$500 and a private business gave another \$100. The event was well-attended and Adelante called it their most generous supply drive ever.

City of Santa Fe, New Mexico

memo

DATE: February 14, 2014

TO: Advisory Board Members

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

SUBJECT: Committee Status Report

January units of service are as follows:

- Homemaker – 769.25 hours to 98 seniors
- Respite – 961.50 hours to 42 caregivers
- Equipment - 24 units
- Nutritional Supplements –120 6-packs (30 cases)

Year to date, we are **over** in Respite hours by 69.50 hours and **over** in Homemaker hours by 66.25 hours. IHSS providers took off a total of 213.50 hours in January plus New Year's Day and Martin Luther King Jr. Day.

One homemaker has transferred from our section leaving us short-handed; we have submitted necessary paperwork to begin the recruitment process.

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

City of Santa Fe, New Mexico

memo

Date: February 18, 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:

- The school supply drive we had in honor of Martin Luther King Day of Service was well attended and very successful. Adelante received more than they had expected. Several seniors have expressed an interest in repeating the school supply drive next year.
- Our Senior Companion Program continues to be very busy. We receive at least two-three requests for services per week. Although we have clients on our waiting list, we try to assist those most in need.
- We continue to advertise for new Foster Grandparent recruits. The trend seems to be the same – staff recruits a new volunteer then loses one due to health. Even though we could use more volunteers, our numbers of hours are still on track due to volunteers volunteering more than 20 hours. Some are volunteer a 30 hour per week schedule.
- Due to an additional \$5,000 allocated to the Grandparents Raising Grandchildren Program, staff has advertised the program in the March newsletter. Referrals for monetary assistance for grandparents raising/providing financial assistance to grandchildren can be forwarded to 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: February 14, 2014

To: DSS Advisory Board Members

From:  Thomas Vigil, DSS Program Administrator

Subject: Transportation/Nutrition Committee Monthly Report

Transportation Monthly Report

- In January, DSS staff provided a total of 3,502 rides to seniors.

Nutrition Monthly Report

- In January DSS provided 13,480 meals-on-wheels to DSS clients.
- In January DSS provided 5,668 congregate meals.

City of Santa Fe, New Mexico

memo

Date: February 18, 2014

To: Board of Directors

Fr: Cristina Villa, DSS Program Coordinator 

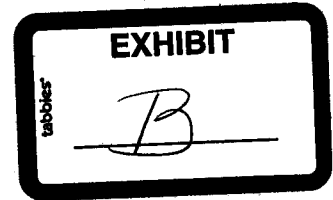
Subj: Senior Olympics

The Senior Olympics Committee met on Wednesday, February 12th. The committee is currently working on publicity. There will be an Ad in the bulletin of the New Mexican on February 12th - 16th.

A swimming clinic has been set for Friday February 14th at the GCCC pool. Karin will be interviewed by Zeli Poland at the Santa Fe Baking Co. Cristina and David will be going to San Idelfonso Pueblo to register athletes. The cycling event will be out in Pojoaque on the service road. . There will be and end of year celebration for athletes on Thursday, June 19th.

Next meeting will be on Wednesday, March 12th at 9:30 a.m. at the Mary Esther Gonzales Senior Center Board Room.

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



2014 DEFIBRILLATOR SCHEDULE

Month

- | | |
|----------------------|-----------|
| • Corrine Sanchez | March |
| • Dennis Gonzales | April |
| • Tonie Ann Gallegos | May |
| • Rosemarie Trujillo | June |
| • Doug Schocke | July |
| • Mary Louise Giron | August |
| • Gilbert Alarid | September |
| • Virginia Lucero | October |
| • Andres Romero | November |
| • Elaina K. Gonzalez | December |

2015 DEFIBRILLATOR SCHEDULE

Month

- | | |
|----------------------|---------|
| • Bernardo C de Baca | January |
|----------------------|---------|

Will prepare a new schedule in February of 2015.