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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, April 16, 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 – March 19, 2014
- VI. DSS DIRECTORS REPORT – Ron J. Vialpando, Director
 - A. Program Units of Service
 - B. 2015 Capital Outlay Request
- VII. COMMITTEE REPORTS
 - A. In-Home Support
 - B. RSVP
 - C. Foster Grandparent/Senior Companion Programs
 - D. Transportation/Nutrition Programs
 - 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.

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ADVISORY BOARD MEETING

April 16, 2014

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DRAFT: SUBJECT TO APPROVAL

MINUTES OF THE
DIVISION OF SENIOR SERVICES
ADVISORY BOARD OF DIRECTORS

April 16, 2014

A meeting of the City of Santa Fe Division of Senior Services Advisory Board of Directors was called to order by Andres Romero, Chairman 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
Corrine Sanchez
Doug Schocke

MEMBERS ABSENT

None

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 Dennis Gonzales.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Gilbert Alarid and was recited by all present.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES: March 19, 2014

Ms. Lucero moved to approve the Minutes of the March 19, 2014 meeting as submitted. Ms. Sanchez 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 Louise Kippert on their loss. Louise Kippert was a valuable employee of the Division of Senior Services for over 20 years. She will be dearly missed.

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 3,431 units of services and over by 2,586 in Home-Delivered meals.
- The DSS has seen a decline in transportation units of services of 824 units
- The DSS is over in respite unit of services by 1,510 hours and down by 71 units of services for homemaker services.

b) 2015 Capital Outlay Request

Mr. Vialpando reported that the Division of Senior Services is looking at a little over \$1 million for the 2015 Capital Outlay request. The total request of \$1,174,910 is a combination of capital improvement projects as follows:

\$682,785	Code Compliance – Renovation
\$ 60,385	Equipment – Meals
\$ 67,740	Equipment - Other
<u>\$364,000</u>	Vehicles
\$1,174,910	Total

COMMITTEE REPORTS:

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

In-Home Support Committee

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

RSVP Committee

Mr. Gonzales moved to accept the RSVP 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.

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

Senior Olympic Committee

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

UNFINISHED/OTHER BUSINESS

a) Complaint from Virginia Soto

Chairman Romero noted that he has not heard anything from the ACLU regarding the Virginia Soto complaint.

NEW BUSINESS

a) Vial of Life Project

Chairman Romero distributed information on the Vial of Life Project that is sponsored by the American Senior Safety Agency. He asked the Board Members to fill out the Vial of Life Form that will aide EMS in the event of an emergency. Board Members were asked to put a copy of the Vial of Life Form in a plastic baggie and place it on the refrigerator door. They may also consider placing the following items in the baggie:

- Copy of EKG
- Living Will or Equivalent
- DNR (Do Not Resuscitate)
- A recent picture
- Any other items that they feel would be important

Decals of the Vial of Life Project were also distributed. These can be placed on the front door at eye level so it can easily be seen by anyone responding to an emergency.

Ms. Lugi Gonzales will store the information on individual flash drives for the Board Members.

COMMENTS FROM THE FLOOR

Music at Pasatiempo Senior Center

Ms. Gonzalez mentioned that several people have approached her about having music on Wednesdays at the Pasatiempo Senior Center because the band that used to play there has stopped playing. She noted that it is advertised in the Senior Newsletter that there is music at the Pasatiempo Senior Center on Wednesdays.

Ms. Gonzalez asked if there were any funds available to pay a band.

Mr. Vialpando offered to check why the band left and if there are any funds available to pay a band to play music at the Pasatiempo Senior Center.

Thank You Card from Mary Louise Giron

Ms. Lugi Gonzales read the thank you card that Mary Louise Giron sent the Advisory Board Members, Ron Vialpando and staff members of the Division of Senior Services. She thanked everybody for the support during the loss of her husband.

Volunteer Banquet

Ms. Lugi Gonzales announced that the Volunteer Banquet is scheduled for May 8, 2014 at the Community Convention center. The theme is "Volunteers and the Difference They Make". The Advisory Board Members were invited to attend.

TIME AND PLACE OF NEXT MEETING

The next meeting was scheduled for May 21, 2014 at 9:30 a.m. at **El Rancho de Los Golondrinas**. Transportation will be provided. The Board Members were asked to be here at the Mary Esther Gonzales Senior Center at **9:00 a.m.**

ADJOURNMENT

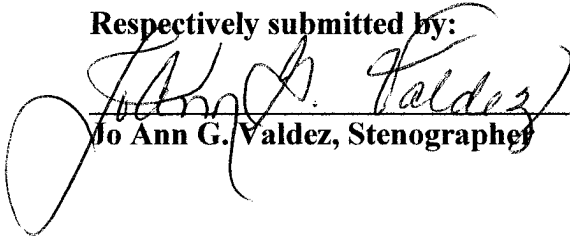
There being no further business to come before the Board, the meeting adjourned at 10:10 a.m.

Approved by:



Andres Romero, Chairman

Respectively submitted by:


Jo Ann G. Valdez, Stenographer

City of Santa Fe, New Mexico

memo

EXHIBIT

tabbies

A

DATE: April 15, 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 March 25 and the following are highlights:

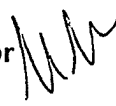
- We did receive a Notice of Grant Award from CNCS for the grant period starting April 1st. It authorizes us to serve only 400 volunteers and only in Santa Fe City and County. Only some RSVP programs were awarded this competitive grant.
- The volunteer banquet is scheduled for May 8th at the Community Convention Center. The theme is Volunteers and the difference they make. We are collaborating with Home Instead for funds and "Salute to Senior Service". We will have mariachis, a lovely lunch, table gifts, a comedian, door prizes and a dance band.
- Kristin is a participant on a "Livable Community" task force to identify Santa Fe's strengths for livability, especially for seniors, and strengthen its weaknesses. This is spearheaded by the AAA.

City of Santa Fe, New Mexico

memo

Date: April 16, 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:

- Staff is currently working on the grant renewal application for the Foster Grandparent and Senior Companion Programs. We have received notification from our funding sources that our funding levels will increase slightly for the new fiscal year. The due date is April 22nd, and staff anticipates completing them prior to the due date.
- The planning for the May banquet is in high gear. We have completed the planning phase and are well on our way to finalizing purchased and lining up entertainment.
- Referrals for the Grandparents Raising Grandchildren Program are still being received by Melanie, to assist with out-of-pocket expenses.
- Mrs. Louise Kippert was a vital component to our volunteer programs. She began 20 years ago with the programs and continued to keep them strong. Her expertise and history with the programs will be greatly missed. There are no words that can express how the loss of her has affected us all. May she rest in peace.


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: April 15, 2014

To: DSS Advisory Board Members

From:  Thomas Vigil, DSS Program Administrator

Subject: Transportation/Nutrition Committee Monthly Report

Transportation Monthly Report

- In March, DSS staff provided a total of 3,492 rides to seniors.

Nutrition Monthly Report

- In March DSS provided 5,627 meals-on-wheels to DSS clients.
- In March DSS provided 10,002 congregate meals.

City of Santa Fe, New Mexico

memo

Date: April 15, 2014

To: Board of Directors

Fr: Cristina Villa, DSS Program Coordinator

Subj: Senior Olympics

The Senior Olympics Committee met on Wednesday, April 9th. David will meet with Ron about the Budget, to transfer Senior Olympic funds. New board member, Jim Ruark was welcomed by fellow committee members. Jim will assist in taking photos at events. All Indian Games will take place on April 23-24 at the Santa Fe Indian School. Mandatory volunteer training will be on April 22nd. Debbie Jo Almager, Recreation Division Director submitted the bid for State Games to be in Santa Fe for the years 2015-2018. We won't get a response till the end of May.

Next meeting will be on Wednesday, May 14th, 2014 at 9:30 a.m. at the Mary Esther Gonzales Senior Center Board Room.