



Agenda

CITY CLERK'S OFFICE

DATE 5-23-12 TIME 4:22pm

SENT BY Lugardita 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, June 20, 2012

9:30 a.m.

- I. CALL TO ORDER
- II. INVOCATION /PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. APPROVAL OF AGENDA
- V. APPROVAL OF MINUTES – May 16, 2012
- VI. DSS DIRECTORS REPORT – Ron J. Vialpando, Director
 - a.) 2013 Capital Outlay Request
 - b.) Jerry Martinez – Transportation
- VII. COMMITTEE REPORTS
- VIII. UNFINISHED OTHER BUSINESS
 - a.) Defibrillator 2012 Assignment List
- IX. NEW BUSINESS
 - a.) AAA Advisory Board Nominee
- X. COMMENTS FROM FLOOR
- XI. DATE AND LOCATION OF NEXT MEETING
- XII. ADJOURNMENT

Persons with disabilities in need of accommodations, contact the City Clerk's office at (505) 955-6520, five (5) working days prior to meeting date.

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DIVISION OF SENIOR SERVICES

ADVISORY BOARD MEETING

June 20, 2012

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ADJOURNMENT	Adjourned at 10:20 a.m.	5

MINUTES OF THE
DIVISION OF SENIOR SERVICES
ADVISORY BOARD OF DIRECTORS

June 20, 2012

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, Chairperson
Mary Louise Giron, Vice Chairperson
Rosemarie Trujillo, Secretary
Bernardo C de Baca
Dennis Gonzales
Elaina K. Gonzalez
Virginia Lucero
Corrine Sanchez
Doug Schocke

MEMBERS ABSENT

Gilbert Alarid, excused
Toni Ann Gallegos, excused

STAFF PRESENT

Lugi Gonzales, Division of Senior Services Manager
Jerry Martinez, Division of Senior Services Transit Operator
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 Dennis Gonzales and was recited by all present.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES: May 16, 2012

The following changes were offered to the Minutes of the May 16, 2012 meeting:

Page 5, 5th paragraph last sentences were changed to read: *“Interested individuals can contact her or Ms. Sanchez. The cost is \$720 for **double occupancy** and \$910 for **single occupancy**.”*

Ms. Gonzalez moved to approve the Minutes of the May 16, 2012 meeting as amended. Mr. Salazar seconded the motion. The motion passed unanimously by voice vote.

DSS DIRECTOR’S REPORT

a) 2013 Capital Outlay Request

Mr. Vialpando reported as follows:

- The DSS is wrapping up the fiscal year; they have balanced the budget and will be closing out the budget at the end of June.
- The DSS saw a 5% increase in congregate meals, which is probably going to be approximately 5000 units more than projected. They are monitoring the units of services for the fiscal year and adjusting the menus, if necessary, to absorb the 5,000 additional units.
- At the end of the fiscal year, the DSS will have provided 158,433 home-delivered meals.
- The Transportation units of services are presently on track; however, the DSS will be exceeding the projected units of services by 300 units by the end of the fiscal year. The Respite units of services will also exceed the projected amount by 600 units; and the Homemaker units of services will exceed the projected amount by 200 units.

- The DSS is in the process of receiving the three major funding contracts for this upcoming year. The Direct Purchase Agreement with AAA came in at \$53,500, an increase of \$10,000 of what was projected. In addition to that, the contract for senior employment came in at \$34,724; and the Nutrition Services Incentive Program (NSIP) contract came in at \$152,800, an increase of \$12,000 when compared to the prior year.
- The DSS saw an increase of approximately \$88,000 when you total the additional dollars. This will go back into the DSS Program.
- Of the \$152,800, the DSS will hire a full-time homemaker, instead of a part-time homemaker. This will take 8-10 people off of the waiting list.
- The DSS held their annual staff meeting last Friday where they gave an update on the Program Budget and the DSS goals. They also had a farewell celebration for Jerry Martinez and Danny Romero of the Transportation Division. Both will be retiring soon. Mr. Martinez has been a Transit Operator for the DSS for over 25 years and will be retiring this Friday. Mr. Romero will be retiring next month.
- Mr. Vialpando reported on the goals for the DSS for this upcoming year. The DSS is anticipating that they will provide 55,310 congregate meals; 137,483 home delivered meals; 18,000 evening meals and 15,000 weekend meals; 42,413 transportation units of services; 8500 units of services for homemaker services and 9000 units of services for respite services.
- The total operating budget for the DSS Program for this year is \$3,466,595 which includes the \$88,000.

Chair Romero asked for an update on the construction projects.

Mr. Vialpando said the DSS is moving along with a request for bids for the fire sprinkler system for the MEG Warehouse. The estimated cost for this is \$100,000.

b) Jerry Martinez – Transportation

Mr. Martinez will be retiring June 23, 2012 after 25 years of service.

Mr. Martinez gave a brief history of his background. He thanked the DSS for the opportunity to work for them and said he will miss everyone.

COMMITTEE REPORTS:

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

Foster Grandparent /Senior Companion Programs Committee

Ms. Lucero 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.

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

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. Mr. C de Baca 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. Trujillo 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.

UNFINISHED/OTHER BUSINESS

a. Defibrillators (Maintenance)

Copies of the maintenance schedule to check the defibrillators were distributed. All Board members will take a turn and Ms. Gonzalez will start today. An inspection form will need to be done every month.

NEW BUSINESS

a. AAA Advisory Board Nominee

Mr. Vialpando said the AAA asked for a representative from the City of Santa Fe and Chair Romero submitted his name and agreed to take on this responsibility.

Chair Romero said he received the letter of appointment from AAA.

COMMENTS FROM THE FLOOR

Mr. Schocke noted that the New Mexico Farmers' Markets Association has \$28 vouchers for income-eligible seniors age 60 or over. The vouchers may be used to buy fresh fruits, vegetables, herbs, pinto beans, whole, raw chile and honey at participating New Mexico farmers' markets. Seniors will receive 7 vouchers worth \$4 each to use like cash.

Mr. Vialpando mentioned that the DSS had their first Annual Senior Olympics Barbecue Banquet and approximately 150 people attended.

TIME AND PLACE OF NEXT MEETING

The next meeting was scheduled for July 18, 2012 at 9:30 a.m. at the Mary Esther Gonzales Senior Center.

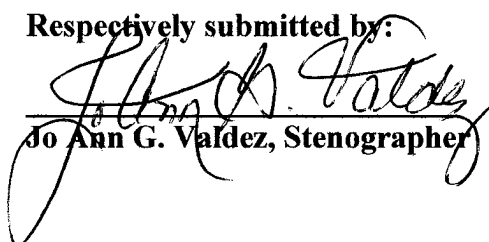
ADJOURNMENT

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

Approved by:

Andres Romero, Chairperson

Respectively submitted by:



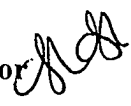
Jo Ann G. Valdez, Stenographer

City of Santa Fe, New Mexico

memo

Date: June 18, 2012

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:

- Twenty one of the 30 Foster Grandparents have been placed at a summer school program to volunteer for the summer. The programs consist of Kinder Plus Programs, Century 21st Programs and Reading Programs. All of the programs are intended to keep children studying in the summer and/or get the five year olds ready for Kindergarten.
- We currently have 29 Senior Companions. Staff recruited one additional volunteer and has assigned her clients to assist. We do not currently plan on recruiting anymore Senior Companions for the time being due to the number of volunteers we have stipends budgeted for.
- Staff is in the process of closing out the current fiscal year. Plans are to expend all budget balances by June 29th.
- Our next mandatory in-service training for volunteers is scheduled for July 19th at the MEG Senior Center. The topic will focus on what hospice services consist of and how insurances are utilized for these types of services.
- Staff is planning to take many of our Foster Grandparent and Senior Companion volunteers to the Conference on Aging at the end of August. As active volunteers, the program will pay for transportation, lodging (one-night, double occupancy) and meals. Our grant directly allows for these types of expenditures and many of the volunteers take advantage of this type of training opportunity. Prices and logistics are currently being worked on.

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: June 15, 2012

TO: Advisory Board Members

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

SUBJECT: Committee Status Report

May units of service are as follows:

- Homemaker – 693.50 hours to 73 seniors
- Respite – 787.75 hours to 36 caregivers
- Equipment - 29 units
- Nutritional Supplements – 188 6-packs (47 cases)

Units of service were over by 62.25 regarding Homemaker hours and over by 30.25 for Respite hours for the eleventh month of the fiscal year. As of May, we are over by 221 hours in homemaker hours; and over by 591 respite hours to accomplish our goals.

We had a caregiver support session/staff training on Tuesday, May 15. There were 22 persons in attendance including staff, seniors, clients, and caregivers.

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

City of Santa Fe, New Mexico

memo

DATE: June 19, 2012

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 April 24th and our next meeting will be on June 26th so the Senior Advisory Board is up to date on our business.

City of Santa Fe, New Mexico

memo

Date: June 18, 2012

To: Board of Directors

Fr: Cristina Villa, DSS Program Coordinator

Subj: Senior Olympics breakdown

The Santa Fe 50+ Senior Olympic Committee met on Wednesday, June 13, 2012 at the MEG Center Board Room. Among the items discussed was the Senior Olympic Celebration of Athletes to be held on Friday, June 15th at Alto Park. This year we had a total of 310 Olympians participate in local games. We will be issuing 15 punch pass to all 3 recreational center on Monday, June 18th.



The next meeting will be on Wednesday, July 11th at the MEG Board Room.

City of Santa Fe, New Mexico

memo

Date: June 18, 2012

To: DSS Advisory Board

From:  Fran Rodriguez, DSS Transportation
 Tomas Vigil, DSS Nutrition Administrator

Subject: Transportation/Nutrition Committee Monthly Report


Nutrition Monthly Report

- 5,616 congregate meals were served during the month of May. Also in May, 14,695 meals-on-wheels were delivered.
- The Nutrition section received one new HELP (state funded training program) employee on June 14, 2012.

Transportation Monthly Report

- During the month of May, Transportation provided 3,692 senior rides.

Furthermore, the Committee will meet on the following dates at 9:00 a.m. in the Mary Esther Gonzales Board Room.

- Tuesday, July 10, 2012
- Tuesday, October 9, 2012
- Tuesday, January 8, 2013 
- Tuesday, April 9, 2013
- Tuesday, July 9, 2013