



Agenda

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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, March 21, 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 – February 23, 2012
- VI. DSS DIRECTORS REPORT – Ron J. Vialpando, Director
 - a.) Theresa Trujillo – In Home Support Section
- VII. COMMITTEE REPORTS
 - a.) Board Member Committee Appointments
- VIII. UNFINISHED OTHER BUSINESS
 - a.) Elected At Large Member Terms
 - b.) DVD Presentation
- IX. NEW BUSINESS
- 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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ADVISORY BOARD MEETING

March 21, 2012

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MINUTES OF THE
DIVISION OF SENIOR SERVICES
ADVISORY BOARD OF DIRECTORS

March 21, 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
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
Theresa Trujillo, Division of Senior Services In-Home Support Section Supervisor
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

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

APPROVAL OF MINUTES: February 23, 2012

Ms. Giron moved to approve the Minutes of the February 23, 2012 meeting as submitted. Ms. Sanchez seconded the motion. The motion passed unanimously by voice vote.

DSS DIRECTOR'S REPORT

Mr. Vialpando reported as follows:

- Staff completed the process for the Request for Proposal for the 4-year plan, which will reinstate the AAA Agreement for the next four years. The RFP will be reviewed by the AAA this week.

The DSS prepared the budget for AAA and requested an additional \$381,000 in funding. \$160,000 will be utilized to hire additional homemakers and to hire a health specialist for the senior program.

Ms. Giron asked who will develop the job description for the health specialist.

Mr. Vialpando said they already have one because there used to be a health specialist in the past.

Ms. Giron said the health specialist could evaluate the patients who are home-bound.

- In terms of transportation, the DSS requested an additional \$130,000 for two additional drivers and to address inflationary costs; and \$40,000 for fuel.
- In terms of the nutrition program, the DSS requested funding to reinstate the inventory/delivery position and an additional \$45,000 for food and supplies.

Mr. Vialpando offered to provide an update at the next meeting.

- The DSS also requested emergency funds and \$16,500 was approved. The contracts are at the City Manager's office for review. \$8,000 will be used to replace the condenser unit in the delivery van and the remaining funding will be used to replace the tile and carpet in the Pool Room.
- Four vehicles for the DSS are on order.

Chairperson Romero asked for an update on the capital outlay request.

Mr. Vialpando gave an update on the capital outlay requests for this year's legislative session noting that the DSS has submitted a request for over \$2 million for code compliance issues, vehicles, and equipment. Of the \$2 million, \$950,000 was identified as "critical" and these items have been approved by the Governor. These will be on the GO bond election for consideration in November.

a) Theresa Trujillo – In Home Support Services Section

[Copies of the pamphlet on the In-Home Support Services were distributed.]

Ms. Trujillo presented the information from the In-Home Support Services Committee report as follows:

- The February units of service are as follows:
 - Homemaker – 765.75 hours to 74 seniors
 - Respite – 800 hours to 33 caregivers
 - Equipment – 32 units
 - Nutritional Supplements – 124-6 packs (31 cases)

The units of service are over by 134.5 regarding homemaker hours and over by 42.5 for Respite hours for the eight month of the fiscal year.

Ms. Trujillo reported that the IHSS staff will be taking interested in-home clients to Santuario de Chimayo for mass and lunch on Wednesday, March 28, 2012. The Transportation Section will transport them on the bus. She noted that they have 12 seniors signed up thus far.

Ms. Trujillo said she spoke to Patty Murray and she has offered to put on a caregiver's support meeting on grieving and caregiver's stress on May 15th at 1:30 p.m.

Ms. Trujillo explained the In-Home Support Services program. She noted that they have 12 employees and 1 PT employee. The services they offer include: family caregiver support; non-medical personal care; respite care; home management; the senior companion program and Meals on Wheels.

Chairperson Romero asked if there was a waiting list.

Ms. Trujillo said yes, 65 people for the homemaker waiting list and 16 on the respite waiting list.

Chairperson Romero asked if Ms. Trujillo is projecting growth in the In-Home Support Services program for the following year.

Ms. Trujillo said yes, approximately 10%.

Mr. Schocke said the churches offer similar services and he wonders if they could assist with those individuals who are on the waiting list.

Ms. Trujillo said they would have to have a background check.

Mr. Vialpando mentioned that the homemaker program was identified as a top priority at the public hearing for the RFP 4-Year Plan.

Mr. Alarid said he utilized this program when his wife was ill and it helped him tremendously. He said he has nothing but high regards for this program.

COMMITTEE REPORTS:

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

Senior Games Committee

Mr. Schocke moved to accept the Senior Games 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.

RSVP Committee

Chairperson Romero suggested that the word "*Council*" be corrected to read "*Committee*".

Ms. Lucero moved to accept the RSVP Committee monthly report as corrected, 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.

Transportation Committee

Mr. C de Baca moved to accept the Transportation Committee monthly report as submitted, and include it as a part of the public record with the Minutes. Ms. Giron 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. Sanchez seconded the motion. The motion passed unanimously by voice vote.

Foster Grandparent /Senior Companion Programs Committee

Mr. Alarid said some information came in that is important for the DSS Board to know. The Foster Grandparent Program received an increase of \$5,000 in funding; an increase of \$14,000 for the Senior Companion Program; and an increase of \$4,000 for RSVP for FY2012-2013. Mr. Vialpando noted that these amounts have not been finalized/approved as of yet.

Ms. Lucero asked where the funding for the April 17th banquet will come from.

Mr. Vialpando said the funding will come from the RSVP Program and staff from the Nutrition Section will be catering the event. He invited the Board Members to the banquet that will be held at the Community Convention Center on April 17th.

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

Nutrition Committee

Ms. Sanchez moved to accept the Nutrition 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.

a. Board Member Committee Appointments

The membership of the various committees was discussed. Chairperson Romero noted that the Transportation Committee needs three additional members. He asked if there were any volunteers to be on the Transportation Committee. Dennis Salazar, Mary Louis Giron and Bernardo C de Baca volunteered to be on the Transportation Committee.

Chairperson Romero said the Nutrition Committee also needs three additional members.

Mr. Vialpando noted that the Nutrition and Transportation Committees meet at the same time on a quarterly basis. After brief discussion, the following motion was made:

Ms. Giron moved that the Nutrition and Transportation Committees be incorporated/combined and meet on the second Tuesday of the month on a quarterly basis. Ms. Lucero seconded the motion. The motion carried unanimously by voice vote.

Chairperson Romero said the In-Home Support Committee needs one member. However, there are already three DSS Board Members on the Committee; therefore possibly they can recruit somebody else for the vacant position.

UNFINISHED/OTHER BUSINESS

a. Elected at Large Member Terms

Chairperson Romero said the terms for the Board Members elected at large have to be staggered to serve either 1 or 2-year terms. The names were placed in a drawing and the results are as follows:

One-Year Term

Mary Louise Giron
Corrine Sanchez
Dennis Gonzales

Two-Year Term

Doug Schocke
Rosemarie Trujillo
Tonie Ann Gallegos

Chairperson Romero reported that the Executive Committee met and re-nominated Mary Louise Giron to serve as Vice Chair. He asked if there were any nominations from the floor. There were no nominations from the floor.

Mary Louise Giron was reappointed to serve as Vice Chair by acclamation.

b. DVD Presentation

The Board Members viewed the DVD on how to use a defibrillator. Training on the defibrillator will be conducted at the next meeting. Chairperson Romero noted that the Board discussed appointing a committee to check the batteries on the defibrillators and they can find out how long the batteries last at the next meeting.

NEW BUSINESS

Ms. Gonzalez noted that she attended the forum that was held at the MEG Center to address the resident's concerns of crime in the west-side neighborhood following the two recent homicides in the area. Approximately 250 residents from the Casa Solana and Torreon area attended the meeting. Ms. Gonzalez said they are trying to get a police officer to patrol the area on a bicycle. Please see Exhibit "B" for the specifics.

Chairperson Romero mentioned that it was brought to his attention after the last Board meeting by several Board Members to write a letter of recommendation to the City Manager and the Mayor to recognize the outstanding job the Stenographer (Jo Ann Valdez) is doing. He asked for a motion to move forward with the letter.

Ms. Trujillo moved that the Board write a letter of recommendation to the City Manager and the Mayor recognizing the job that the Stenographer is doing. Ms. Gonzalez seconded the motion. The motion passed unanimously by voice vote.

COMMENTS FROM THE FLOOR

Mr. Vialpando invited the Board Members to the 2012 Mayor's Senior Volunteer Celebration scheduled for April 17, 2012 at the Santa Fe Community Convention Center. Lunch will be served from 11:30 a.m. to 12:30 p.m. and there will be live music from 12:30 p.m. to 3:00 p.m. The theme is the 1940's. Come dressed in your 1940's attire and dance to the tunes of the Los Alamos Big Band.

TIME AND PLACE OF NEXT MEETING

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

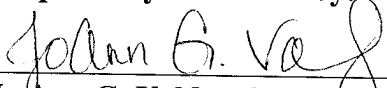
ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 10:55 a.m.

Approved by:

Andres Romero, Chairperson

Respectively submitted by:



Jo Ann G. Valdez, Stenographer