

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

**December 19, 2018**

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 Wednesday, December 19, 2018 at the Mary Esther Gonzales Senior Center, Board Room, 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  
Mary Louise Giron, Vice Chairwoman  
Rosemarie T. Gonzales  
Dennis Gonzales  
Tonie Ann Gallegos  
Virginia Lucero  
Corrine Sanchez

**MEMBERS EXCUSED**

Bernardo C de Baca  
Rod Winget

**STAFF PRESENT**

Gino Rinaldi, DSS Director  
Lugi Gonzales, DSS Project Manager

**INVOCATION**

Invocation was led by Dennis Gonzales.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Corrine Sanchez and recited by all.

**APPROVAL OF AGENDA**

**MOTION:** A motion was made by Rosemary Gonzales, seconded by Dennis Gonzales to approve the agenda.

**VOTE:** The motion passed unanimously by voice vote.

**APPROVAL OF MINUTES**

**MOTION:** A motion was made by Dennis Gonzales, seconded by Corrine Sanchez to approve the minutes of the November 21, 2018 meeting.

**VOTE:** The motion passed unanimously by voice vote.

**DIVISION OF SENIOR SERVICES DIRECTOR'S REPORT – Gino Rinaldi**

Gino Rinaldi reported overall, things are going well.

Transportation Section

Senior Services is having trouble maintaining the City vehicles due to staff shortages within the Fleet Division. As a result, DSS is currently using the new vehicles to transport seniors on their scheduled rides.

We are also experiencing problems in purchasing tires for the vans due to City and Vendor relationships. We also have some Meals on Wheels vehicles which are out of service. However, DSS staff work behinds the scene so as not to impact our clients. We do whatever needs to be done to work things out. The staff is committed to getting things done and I appreciate my staff for being committed in getting things done.

Units

Our units are going well. We have finally come together as a team. Linda is now finally in the dispatch position permanently and Melanie, Lugi and I are overseeing the Transportation Program since we were unable to hire a Manager for the Transportation Program.

Nutrition Section

We are experience issues with a few senior employment employees. Each meal site only has one cook along with a senior employment employee. These senior employment employees are now being compensated at a higher rate than before so we will be expecting additional duties from them such as assistance in the kitchens on the serving line, etc. The meal counts are going well, the consumer feedback is doing good. The things which will be looked at are serving better quality foods, fresher fruits and vegetables. However our trouble is with our NSIP funds which were not available at the beginning of the fiscal year. We just received the NSIP funds which were approved last Wednesday and since we are that much behind we must be careful on how we look on making these changes; where will the funds come from. We considered cutting out the salad bar, however, we will only gain a savings of approximately \$2,300 on this change so maybe we keep the salad bar and cut out more of the expensive meat products. The NSIP funds are \$70,000 short from last Fiscal year so we are doing what we can like including more low cost menus but still following the nutritional guidelines. We are also

hopeful that the Area Agency on Aging will roll out funds to reimburse our program for those extra units we are providing.

### Budget

Yesterday, Gino met with Shirley, our Financial Analysis to look at our Fiscal year 18/19 budget and the state and city budgets are matching up pretty close. Shirley will analysis the budgets for mid-year review.

### In-Home Support

An In-Home Support staff member is still on light duty, so the program doesn't have the manpower to produce the units as predicted and as a result this program is not meeting their units. However, the individual on light duty has been assisting us with the reassessments process which has been a great help to the program. The individual will be going back to full duty at the beginning of the New Year.

The newly hired Case Manager Aide has started working and has been going with Brother Bob in the Meals on Wheels program to see how reassessments are conducted in that section.

Gino arranged for a student from Highlands to start working on our DPS report for next year. During that process we will be placing our request for a Case Manager position in the In-Home Support program.

### Centers:

The Luisa center has re-opened; the tiles are in need of grinding so folks don't catch their feet on the tile. Other Luisa improvements are the roof, and at the Pasatiempo center we need a new roof and an automatic door. Villa Consuleo is doing increadly well, and should be completed by March. The Advisory Board should take a field trip to see the center.

MEG – Gino recently met with the engineer and contractor and the construction project to expand the dining room should begin in April 2019. We had \$180,000 and we were able to get an additional \$236,000 thru the City process so now we will have enough to complete the entire project. When the plans are finalized, Gino will show them to the Advisory Board. We would also like to expand the Arts and Crafts room. Thru our next Legislative Request we will be requesting a new roof for the MEG center, a big storage facility so we can get rid of the small storage buildings we currently are using, a new digital security system and \$330,000 for vehicles.

Chairman Romero asked if these items were going to be part of the 2019 January legislative process.

Gino stated that at the next meeting he would give the Board members the upcoming Legislative information. Chairman Romero requested Gino get that information to the Board sooner than the next meeting. Gino stated he could do that and encouraged the Board members to speak with their Legislatures for their needs and be there for support.

Gino thanked the volunteer for decorating the MEG center, they did a beautify job.

**UNFINISHED BUSINESS:**

Chairman Romero asked for an update on the three Mayoral reappointments whose terms expired in January 2018. Gino stated he had not heard. Lugi stated that the City Clerk office had informed her that the three vacancies would be submitted by the Mayor as DSS had requested in their prior memo.

Chairman Romero asked Lugi to follow up on the matter with the City Clerk's office.

Gino reported that the contract for the strategic planning is still being planned for Wednesday, February 20<sup>th</sup>.

**NEW BUSINESS:**

There was no new business

**COMMENTS FROM THE FLOOR:**

There were no comments from the floor

**TIME AND PLACE OF THE NEXT MEETING:**

The next meeting was scheduled for Wednesday, January 16, 2019 at 9:30 a.m. at the MEG Center Board Room.

**ADJOURNMENT:**

There being no further business to come before the Board, the meeting was adjourned at 10:38 a.m.

Approved by:

Andres Romero, Chairman

Respectively Submitted by:

  
Lugi Gonzales, DSS Project Manager