

City of Albuquerque

Department of Senior Affairs

Advisory Council



Anna M. Sanchez, Director

1 Civic Plaza NW
Albuquerque, NM 87102

DSA Advisory Council, In-Person Meeting
Manzano Mesa Multigenerational Center
501 Elizabeth SE, 87123
Monday November 20th, 2023

Minutes

- I. Roll Call
- II. Meeting Called to Order by Chair Evan Thompson at 12:10 PM
 - a. Present:
 - i. Advisory Council Members: Evan Thompson, Steve Borbas, Henry Shonerd, Shiela Hundley, Louis Carlentine, Dubra Karnes-Padilla, Havens Levitt, Raymond Taylor.
 - ii. DSA Staff Members: Chris Sanchez, Tim Martinez, Nikki Peone, Agnes Vallejos, Angel Montoya, Maria ReQua, Bernice Chacon, Alejandra Zazueta, Sarah Peterson.
 - b. Not Present: Martha Medina and Theresa Haering.
- III. Approval of Minutes & Agenda (May & June)
 - a. Mr. Shonerd motions to approve minutes, Ms. Karnes-Padilla seconds. October Minutes were approved.
 - b. Mr. Borbas motions to approve November agenda, Mr. Carlentine seconds. November agenda was approved.
- IV. Public Participation- Anna Walkins
 - i. Ms. Walkins assisted this meeting requesting for more options of fruit to be added to breakfast meals as breakfast currently does not have any sort of fiber.
- V. Fiscal Presentation – Sarah Peterson, Fiscal Manager
 - i. Ms. Peterson introduced Alejandra Zazueta to the board. Ms. Zazueta is the Sr. Principal Accountant for the department and is responsible of grants and capital projects.

- ii. Ms. Peterson advised there has been a 3.2% decrease of funding from last year. As a result, she is working with AAA and has been given permission to move positions around as well as shift expenses from federal to regular procurement.
- iii. Ms. Peterson advised the department incorporated a new process called IPR processes for the department to request funds for goods. This process was incorporated as requests were getting lost and to have a better flow of requests.
- iv. Ms. Peterson also advised that her division is working on implementing specific codes within the department to make operations a lot smoother.
- v. Lastly, Ms. Peterson stated Grants and Capital projects are all up to date with the help of her team.

VI. Center Manager Report- Espie Molina, Youth Program Coordinator

- i. Ms. Molina provided a center report to the board on behalf of Center Manager, Brittani Torres:
- ii. Ms. Molina stated their Fall Festival had over 100 participants and their Thank therefore, it was a great success.
- iii. Ms. Molina advised this year they have started to host trips as an additional program for seniors. There are trips scheduled to the Indian Public Cultural Center. The plan is also to take them to a restaurant afterwards which is exciting for everyone.
- iv. Health Educational Initiative for youth is another program that has been included within the youth programming. Arts & Crafts as well as movie nights are something that we also offer to our youth.
- v. Ms. Molina advised that within their education initiative, the team has been brainstorming to come up with better ways to make it more educational based to help with our grade levels in reading literacy and math. Sandia Labs is also assisting the center by volunteering once a month to do stem with the children. The goal is to improve education for all the children that assist this center.
- vi. Another activity that has been incorporated is traditions into the education initiative. This consists of learning of traditions such as posadas and kwanza for the month of December and the kids have been responding to this very well as they enjoy it.
- vii. Lastly, there has been a few capital improvements; the front doors are getting fixed for better access.

VII. DSA Administrative Updates

a. Agnes Vallejos, Strategic Program Manager

- i. Ms. Vallejos announced that there is a total of four meetings throughout the city about comprehensive plan. This means we are on target with the Age Friendly elements embedded to the Age Friendly Plan.
- ii. Ms. Vallejos also announced that her Program Data Analyst position is being advertised on the city's website and is hoping to find the perfect candidate by early January 2024.

b. Maria ReQua, DSA Social Services Division Manager

- i. Ms. ReQua advised the volunteer program had a successful holiday donation drive for their senior clients and another great thing that they did this month as national caregivers' month is each case manager went through their files for caregivers who are receiving respite services and gave them an extra call to check in on them and see how they're doing and caring for. The goal of this was to show extra support and connect those in need with other resources.
- ii. The I&A continues business as usual; phone calls continue to be heavy at this time as winter call requests volumes increase.
- iii. Ms. ReQua advised a new position has been offered a position as an Advocate Specialist, it will start at the beginning of December. This position will first start internally within the social services division, and then branch out across the department looking and learning in programming and identifying gaps. The first initiative for this position will consist of working internally with the health housing and homelessness department.
- iv. Home Services has been busy in switching from seasonal services and have wrapped up more yards hoping to extend those services for the fall.
- v. Home services has partnered with National Forestry and Open Space to obtain wood in order to provide to seniors for the winter months.
- vi. The division is working on partnering with ABQ Fire & Rescue to assist in tree removal.
- vii. Lastly, the division is working on reclassifying positions within the I&A as they have been short staffed for about a year. Not only do they handle the calls but are also responsible for the 311 calls and the general email.

c. Angel Montoya, Recreation Division Manager

- i. Ms. Montoya announced the annual Thanksgiving dinner will be on Thursday November 23rd at Bear Canyon Senior Center. A total of 140 meals will be served.
- ii. The University of New Mexico has partnered with Barelas Senior Center to offer its members music concert during lunch hours. Ms. Montoya advised this is a partnership that we are trying to continue as the members enjoy it very much.
- iii. The Carevans of Blue Cross Blue Shield will be at different senior centers this month of November and December. Flyer attached.
- iv. The Sports & Fitness had their annual senior active final exam day last month and was a huge success with over 40 participants.
- v. Palo Duro hosted their first intergenerational billiards and board games and had 25 people in attendance.
- vi. The 4th annual billiards tournament was also a huge success with 25 players. This event was announced in the Albuquerque Journal.

- vii. Bear Canyon just announced its annual holiday raffle, tickets go on sale this month and the drawing will be on December 19th Bear.
- viii. The annual Ageless Artisan Fair was hosted on Saturday. It was indoors at NDB with a total of 46 vendors. This event was also a huge success and was featured in the news.
- ix. Teeniors will be back at all of the senior centers, please check times and locations.
- x. The clinic hours have been postponed until further notice.
- xi. The stats for this month are: 506 new memberships, 737 renewals and 33 trips.
- xii. Lastly, Ms. Montoya announced a new manager at Palo Duro Senior Center, David Goode, he was promoted from program coordinator. Also, applications for a center manager for SantaBarbara are being posted on the city website.
- d. Tim Martinez, Nutrition & Transportation Division Manager
 - i. Mr. Martinez announced two filled vacancies, new meal site supervisor and a head cook started on November 9th.
 - ii. Mr. Martinez shared the transportation general phone number, (505) 764-6464. Since July, the division has strategized our team to decrease the wait time on phone calls. A total of 3000 calls were received and handled for the month of November.
- e. Nikki Peone, DSA Associate Director
 - i. Ms. Peone announced the volunteer program completed the holiday donation drive and was a great success. A total of 114 bags were donated, almost doubled as last year. An Amazon donation QR code was implemented this year which will continue to do in the next years.
 - ii. The Volunteer unit assisted with the NM Conference on Aging in multiple tasks such as directing people to the right rooms. There were over 50 volunteers assisting.
 - iii. Ms. Peone advised that her team has been working on the recognition of their volunteers as it is the season of thanksgiving and gratitude. Last week, we had our foster grandparent's recognition event, which was really well done and it's just a reminder of the appreciation of the volunteers' time and talent.
 - iv. Lastly, Ms. Peone advised is working on multiple capital improvements for all of the centers and an emergency request was requested to upgrade the HVAC for North Domingo Baca.
- f. Chris Sanchez, Deputy Director
 - i. Mr. Sanchez advised that Director Sanchez could not be here with us and apologized for that.
 - ii. Mr. Sanchez announced that the renovations in the administrative offices are almost completed.
 - iii. Mr. Sanchez advised the team is currently working on DSA strategic plan and how to approach the legislature season. For this, the teams have spent approximately 3-4 months to look at staffing analysis and determine how many manpower is needed per each center

depending on daily operations. Data collection has helped in this project and with this perspective.

- iv. Lastly, Mr. Sanchez advised that the department will need the advisor's support as budget season approaches. Once the department gets ready to present on the budget request, the department will need the advisory's voice and support to help us push those requests forward.

VIII. Advisory Council Business

- a. Mr. Shonerd mentioned it is hard to obtain lunch at the senior centers before the meeting as the line gets long.
- b. Mr. Shonerd also mentioned he attended the Aging and Long-Term Conference and was able to see Havens presentation which was a great presentation.
- c. Mr. Taylor advised to the group there is a session of a leadership academy for city leaders on December 2nd if anyone is interested he will share the details.

IX. Council Member Reports (Optional)-

- a. Nothing to report.

X. Announcements

- a. Ms. Molina will give everyone a tour of the Manzano Multigenerational Center.

XI. Adjournment

- a. Mr. Shonerd motioned to adjourn meeting, Ms. Karnes-Padilla seconds. Meeting adjourned at 1:17 pm.