

# 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  
Los Volcanes Senior Center  
6500 Los Volcanes Rd NW, 87121  
Monday March 18, 2024 at 12:00 p.m.  
<https://cabq.zoom.us/j/87002708426>

## Minutes

- I. Roll Call
- II. Meeting Called to Order by Chair Evan Thompson at 12:05 PM
  - a. Present:
    - i. Advisory Council Members: Evan Thompson, Steve Borbas, Henry Shonerd, Louis Carlentine, Dubra Karnes-Padilla, Raymond Taylor, Lorey Esquibel
    - ii. Present via Zoom: Havens Levitt
  - b. Not Present:
    - i. Sheila Hundley, Martha Medina
    - ii. DSA Staff Members: Anna Sanchez, Chris Sanchez, Tim Martinez, Nikki Peone, Agnes Vallejos, Angel Montoya, Maria ReQua, Julio Santiesteban, Matthew Montoya, Bernice Chacon.
- III. Approval of Minutes
  - a. Mr. Shonerd motions to approve minutes, Mr. Borbas seconds. February Minutes were approved.
  - b. Mr. Shonerd motions to approve the March Agenda, Mr. Carlentine seconds. The March agenda was approved.
- IV. Public Participation- Irene Newlon
  - a. Ms. Newlon is actively working to establish a bus route to the area and is seeking assistance from our department in having a bus visit their apartment complex situated on Menaul & Wyoming twice a week. Despite previous attempts with other agencies, she has encountered difficulties in achieving this goal. Ms. Newlon, along with many others in the apartment complex, is grappling with transportation obstacles when it comes to accessing grocery stores and attending medical appointments.
  - b. Mr. Martinez expressed a willingness to collaborate on this matter. He suggested discussing route and demand options after the meeting. Tim emphasized that although the transportation system is currently outdated,

a new software solution is anticipated within the next 60 days, which will significantly enhance flexibility. Mr. Martinez will gather their contact information to arrange a follow-up meeting and delve deeper into potential solutions.

- V. Center Manager Report- Julio Santiesteban, Center Manager
  - i. Mr. Santiesteban provided a center report along with Program Coordinator, Matthew Montoya.
  - ii. Julio Santiesteban was appointed as Center Manager, with Matthew Montoya as Program Coordinator, for the Los Volcanes Senior Center.
  - iii. There were 122 new memberships in February, totaling approximately 950 for the fiscal year, marking a 17% increase from the previous year.
  - iv. There were around 1,430 unique visitors as of February, reflecting an 18% increase compared to the previous year.
  - v. A Kiosk Pilot Program was initiated in February with around 30 participants utilizing it. This allows members to check themselves into activities when the front desk is busy.
  - vi. Some new programming includes Vet to Vet counseling, trips, partnerships with Aveda Institute, AARP tax services, Televeda, and Teeniors. For more information, members can contact the front desk at 505-767-5999.
- VI. US Conference of Mayor's Age-Inclusive Workgroup - Director Sanchez
  - a. Director Sanchez presented a resolution included in the package and PowerPoint provided to all members. Director Sanchez indicated her intention to provide an overview of age-friendly designated meetings. The Mayor's office is assembling a workgroup, with Ms. Vallejos and Director Sanchez being part of it. Conversations on age-friendly initiatives are evolving into discussions on inclusivity. The focus is on how to legislate and locally impact real change. Their involvement in this group entails drafting a work plan and contextualizing the resolution provided. This includes considerations for housing initiatives and city plans. DSA's leadership team will discuss its approach to age inclusivity and how the department intends to campaign for it. The goal is to translate these efforts into a community-wide campaign.
- VII. Proposed Revisions for Committees - Deputy Dir. Sanchez
  - a. Deputy Director Sanchez informed everyone that the list of committee descriptions has been reorganized, incorporating input and suggestions from all participants. The updated descriptions are available for review, with comments welcomed from the group. It was emphasized that a comprehensive evaluation of committee needs is necessary, as there are existing gaps that require attention in certain areas.
- VIII. Administrative Updates
  - a. Tim Martinez, Nutrition & Transportation Division Manager

- i. Tim reported that the La Amistad meal site reopened today after a closure of 3 and a half years. He commended the dedicated efforts of the staff in making this reopening possible.
  - ii. Regarding vacancies, there are currently two pending positions for transportation drivers and one part-time customer service representative.
  - iii. In terms of staffing at the meal site, there are three meal site coordinators and four kitchen aides.
- b. Angel Montoya, Recreation Division Manager
  - i. Ms. Montoya provided an update on the recreation division's operating and upcoming events.
  - ii. During February, there were 1,570 new memberships and a total of 1,645 renewals.
  - iii. The SBMT Multigenerational Center Coordinator is scheduled to commence duties on April 6, 2024; interviews for the Highland Senior Center Manager position will take place on March 19, 2024.
  - iv. A Senior Easter Day event will be held on March 27, 2024, from 2-4 pm at Bear Canyon Senior Center. Ms. Montoya extended a warm invitation to all attendees.
  - v. Three trip opportunities for seniors with loved ones in the Santa Fe Cemetery are scheduled for April, May, and June. Members can register at their respective senior centers.
  - vi. Teeniors continues to offer assistance at senior and multigenerational centers. Members can register at their respective senior centers.
- c. Chris Sanchez, Deputy Director
  - i. Mr. Sanchez provided everyone with a report of the Social Services Division due to Division Manager, Maria ReQua not present:
  - ii. Regarding I&A, discussions, and meetings were held with 311 and volunteerism to streamline calls and address call volume, aiming to reduce hold times.
  - iii. Regarding Case Management, a green initiative was completed and approved by AAA. All hardcopy client files have been converted into electronic files within WellSky, the system of record. This initiative aims to: Protect clients' Personally Identifiable Information (PII), and save paper and office space.
  - iv. Additionally, there was an identification of 50 clients for VIA's P.E.T.S. project with Animal Humane, which involves pet food delivery with Home-Delivered Meals.
  - v. Regarding Home Services, there's a possibility of becoming the first program in Albuquerque to serve as a regional assignment for AmeriCorps members from the National Civilian Community Corps (NCCC) campus in Denver/Mountain Region. This would involve a cohort for 8 to 10 weeks, paired with Construction Workers to build more teams of two to complete more referrals.

- vi. A meeting was held with AFR's H.E.A.R.T. (Home Engagement and Alternative Response Team) to formalize and grow collaboration. Currently, there is one AFR Carpenter who assists Home Services on a bi-weekly basis.
- vii. Regarding Advocacy, discussions were held with AAA's at the WEHC to develop referral processes, both from DSA to them and vice versa, particularly when seniors are housed.
- viii. Additionally, meetings took place with CABQ Code Enforcement and BernCo's Zoning to enhance outcomes for seniors who receive citations or notices of violation.

d. Agnes Vallejos, Program Manager

- i. Ms. Vallejos reported that AARP is actively engaged in employment initiatives, particularly focused on reintegrating older adults into the workforce. They have developed a robust program aimed at facilitating this transition and are collaborating with CNM and NMNEO. There is also consideration for piloting additional partnerships. The organization expresses enthusiasm about these discussions and opportunities.

e. Nikki Peone, Associate Director

- i. Ms. Peone reported Last week marked AmeriCorps Week, during which Director Sanchez authored an article highlighting DSA's volunteer programs. Everyone is encouraged to read it. The week was filled with celebrations commemorating 30 years of AmeriCorps.
- ii. Capital projects are underway at Barelas Senior Center, with plans to renovate the front desk starting early April. This project is expected to last two months. During construction, individuals may be rerouted through the side entrance.

f. Chris Sanchez, Deputy Director

- i. Mr. Sanchez reported that the department completed its AAA monitoring, conducted over four days, which assessed Standard Operating Procedures (SOPs) and operational functions. The analysis of data revealed positive outcomes.
- ii. Regarding the budget, efforts are ongoing to enhance and expand the department's workforce.

IX. Advisory Council Business- Bylaws Review and Approval

- a. The council members reviewed the existing bylaws and voted on their approval. This process ensures that the council's governing documents are up-to-date and accurately reflect the organization's operating procedures.
- b. Term Approval for Vice Chair and Co-Chair: A motion was put forward and approved to establish a two-year term for both the Vice Chair and Co-Chair positions. This decision ensures stability and continuity in leadership roles within the council.
- c. Committee Merger Approval: There was a motion proposed and seconded to approve the merger of two committees. Ms. Karnes-Padilla initiated the motion, which Ms. Esquibel supported. This consolidation aims to streamline operations and improve efficiency within the council's structure.

- d. Amendment of Article VII: A motion was made to amend Article VII of the bylaws. Specifically, the motion to change the word “mailing” to “distribution” and remove “in a special mailing.”

X. Council Member Reports (Optional)-

XI. Announcements

- a. Tour of Los Volcanes Senior Center by Center Manager, Julio Santiesteban: Mr. Santiesteban will provide everyone with a tour of the center.
- b. Members available for re-appointment are required to submit their applications for reappointment through the website [cabq.gov/boardapply](http://cabq.gov/boardapply). The members eligible for reappointment are Martha Medina, Dub Karnes-Padilla, Ray Taylor, and Sheila Hundley.

XII. Adjournment

- a. Mr. Shonerd motioned to adjourn meeting, Mr. Borbas seconds. Meeting adjourned at 1:19pm.