

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
CASA Kitchen– 2540 Karsten CT SE
Monday September 18, 2023

Minutes

- I. Roll Call
- II. Meeting Called to Order by Chair Evan Thompson at 12:04 PM
 - a. Present:
 - i. Advisory Council Members: Evan Thompson, Steve Borbas, Henry Shonerd, Martha Medina, Shiela Hundley, Louis Carlentine, Dubra Karnes-Padilla, Havens Levitt
 - ii. DSA Staff Members: Anna Sanchez, Chris Sanchez, Tim Martinez, Nikki Peone, Natasha Montoya, Agnes Vallejos, Angel Montoya, Natasha Montoya, Isaiah Valenzuela, Gina Cardinali, Bernice Chacon, Alan Armijo.
 - b. Not Present: Lucy Lopez, Ray Taylor and Theresa Haering.
- III. Approval of Minutes & Agenda (May & June)
 - a. Henry motions to approve minutes, Dub seconds. July Minutes were approved.
 - b. Steve motions to approve September, Louis seconds. September agenda was approved.
- IV. Public Participation- No public participation
- V. Introductions of New Staff – Isaiah Valenzuela, AmeriCorps Seniors Retired and Senior Volunteer Program (RSVP) Coordinator and Gina Cardinali, Volunteers in Action (VIA) Program Coordinator
 - a. Mr. Valenzuela and Ms. Cardinali introduced themselves to the board and both expressed their excitement to be part of the team bringing their volunteer experience to the Division.

VI. DSA Administrative Updates

a. Tim Martinez, Nutrition & Transportation Division Manager

- i. Mr. Martinez welcomed everyone to CASA Kitchen and invited everyone to tour the facility after the meeting.
- ii. Mr. Martinez advised he was excited to share with everyone today that last Wednesday his division was presented an award from the State of New Mexico under the Department of Health and Aging and Long-Term Services because they have been participating in New Mexico ground grant. Mr. Martinez passed the awards around for everyone to look at.
- iii. Mr. Martinez also shared a program that's under the umbrella of the New Mexico grown grant program. This is a program that they're using to promote New Mexico grown Grant Products and that explains the connection between food producers such as ourselves and the food growers and farms locally.
- iv. Mr. Martinez thanked the administration, Director Sanchez and Deputy Director Sanchez for all their support with the program.
- v. Director Sanchez mentioned this was an endeavor that we were encouraged to take advantage of two three years ago and thinks that there is certainly benefits to doing this work, and we'll continue to do it as long as funding allows us to.
- vi. Lastly, Mr. Martinez provided a vacancy report; the head cook position is reposted, also looking at a floater cook position, the meal sites supervisor is on deck to be posted, a request to hire a driver has been submitted, and a senior office assistant for home delivered meals is also on deck to be posted. Additionally, we are trying a new strategy to fill positions quicker. It is a process in which once an individual qualifies for a position, we will process them immediately so they can start on the job instantly. This strategy could provide additional continuity and stability in that area.

b. Agnes Vallejos, Strategic Program Manager

- i. Ms. Vallejos reminded everyone about the Summit next week Tuesday September 26th. Ms. Vallejos stated she has sent out the majority of the invites via email but if someone present did not receive it she would resend it. Ms. Vallejos advised there will be wonderful speakers to talk to us about reframing aging. Dinner to follow after the Summit, Ms. Vallejos added.

c. Angel Montoya, Recreation Division Manager

- i. Ms. Montoya advised the accreditation celebrations are taking place this month; on September 21st at Manzano Mesa from 2-4pm. Working on the possibility of having the creditors who gave us the accreditation via zoom. Light refreshments will be provided. We also have on the 22nd, the day after fall prevention, which is our annual event, it'll be at North Domingo Baca from 830am- 12pm. Also, this month is National Senior Month, therefore, we will be doing a

department wide celebration over at Los Volcanes on the 20th at 1:30pm; there'll be some live music and some food, Ms. Montoya added.

- ii. We have partnered with New Mexico Department of Health, Office of Oral Health; they will be having dental presentations at three of our sites; Los Volcanes will be taking place on September 18th, Barelax on September 21st and North Valley on the 25th. Ms. Montoya cordially invited everyone present to attend any of the presentations.
- iii. Blue Cross Blue Shield is sponsoring the NM Carevans Toenail Trimming and Medicare 101 Presentation. The dates for these are, North Valley September 27th, Bear Canyon October 25, Palo Duro Sports & Fitness on November 29 and Highland on December 13th.
- iv. Our normal stats for this month were 136 shots provided, 744 new memberships, 1,075 renewals and 37 trips.

d. Nikki Peone, DSA Associate Director

- i. We have applied for our ICIP (Infrastructure Capital Improvement Plan) for the department for fiscal year 2025 in the amount of \$7.2 million; we are hoping to get a portion of that back and we'll continue to fund our facilities and rehabilitation project, Ms. Peone stated.
- ii. Ms. Peone stated the department has been approved to receive funds from some of our state grants from Aging and Long Term Services, hopefully, we receive these by end of year. We were advised these funds will be for fitness equipment.
- iii. DSA has received \$350,000 for the Highland renovation. It will be to finish the kitchen.
- iv. DSA has also received \$2.9 million for North Valley; these funds will allow to renovate the entire front lobby area, the patio in the back and create another classroom. We need more programming spaces at all our centers as you may know. Therefore, these funds will help in that process. As soon as we get these funds secured towards the end of the year, we will begin that conversation, Ms. Peone added.
- v. Palo Duro had received \$3 million for their renovation not too long ago, well I am excited to announce they have received an additional \$990,000, which is essential. Now that we have these additional funds, we can certainly make a more concrete plan, Ms. Peone advised.
- vi. CASA received \$375,000 for transportation, these will be utilized to purchase more vehicles that the division desperately needs.
- vii. Lastly but not least, I want to congratulate again our volunteers and team for a great work on promoting our department at the Wu Tang Clan concert. They had our swag items and a prize wheel and we had over 200 individuals come to our table, over 150 flyers were giving out making it a great turnout.

e. Maria ReQua, DSA Social Services Division Manager

- i. Ms. ReQua advised for the first time all seven case manager positions are filled and is very excited about. We've been working on

records retention processes and are really close to the completion of it, Ms. ReQua added.

- ii. We have been discussing and recommended to Associate Director Peone of renovation projects within our office; getting offices more secured and have safer storage for confidential records.
- iii. Our information and assistance program has very high call volume and unfortunately still some vacancies but we are working on a few transitions among our staff. One of the steps of doing so is working closely with HR in the process of reclassifying two positions in order to take on the more difficult phone calls and tougher subjects.
- iv. Besides taking phone calls, the team also was out and about doing outreach at the State Fair. This was a great turnout as they came back with nearly 400 contacts.
- v. Our Home Services Program is close to the finish line on a wonderful organized warehouse. They're the first program within the departments to really get into the details on using a new label, system or inventory which has been a lot of hard work.
- vi. The Home Services has two upcoming projects, one is a citywide initiative to engage volunteers in different projects. They will be working with 1- 800 got junk and Red Shovel as well as our fire and rescue in addressing up to 20 Seniors homes to help with landscaping modifications. The second event is the Heats On event. We are partnering with local plumbers in assisting more seniors and hoping we can keep working with those partnerships as our program does not offer plumbing services anymore, Ms. ReQua added.
- vii. Lastly, she updated them on a new position of Advocate Specialist for the Social Services Division. The main role for this position will be within our housing programs. We're hoping to create a better referral system between our department and other City departments such as Family and Community Services and also to bridge that gap between our department and Albuquerque Housing Authority.

f. Chris Sanchez, Deputy Director

- i. The Mayor's Office has launched a naming program for areas throughout the City and DSA has an internal Policy and Procedure and application for anyone to recommend or nominate for a select DSA space. We did meet last week with part of the subcommittee from this advisory board to go over a recommendation that we have forwarded to the DSA Director. We will let you know if it is approved and what we will be doing from that point forward.
- ii. Deputy Director Sanchez informed the board that we are currently in a partnership with Meals on Wheels. The AAA has funded a portion of funding to them to help with the meals.
- iii. One area in which DSA does not do good enough is recognizing the hard work that we do. It is accustomed that we accomplish one task and we're on to the next task. However, there's a lot of great work that's happening based upon the strategic plan. For example, the

accreditation centers are nationally best practice standards that people are using across the country. This means, our staff is doing such an incredible job in all divisions, Mr. Sanchez added.

- g. Anna Sanchez, Director
 - i. On Sunday, there was an article in the Albuquerque Journal which had to do with use of spaces. We had a group that was wanting to utilize North Domingo Baca; the space was provided but that didn't stop protesters from showing up. This is an example of policies and procedures that we're going to have to tighten in where we are going to need your support and help as we start reviewing, Director Sanchez stated. We've finally formalized throughout our leadership, what our interim policy and procedures are when we start changing things without putting in the full document. This will help us navigate others requests as diplomatically as possible. Our spokesperson for the Department of Senior Affairs, Victoria, our marketing person did a great job addressing our room reservation guidelines.
 - ii. She then provided an update on capital projects such as the Santa Barbara/Martineztown Multigenerational Center that we're trying to get constructed by early next year. It seems like we are on track, and we will update everyone as we continue moving forward, Director Sanchez added.
 - iii. We are also starting conversations again about Cibola Loop. We're going to be as thoughtful and as collaborative as we can and these efforts to bring more city services.
 - iv. Director Sanchez handed out, as part of our FY23 Fourth Quarter Age Friendly Council Update, the FY23 Annual Report. which ties in work from our Strategic Plan and other accomplishments.
- VII. Advisory Council Business- Status of Terms
 - a. We are going to be reviewing some of our processes regarding attendance. We do have one vacancy we need to fill in as Lucy has informed us she will not be reapplying. The sheet in your packets is a list of six applicants interested in being part of this board, we will be taking a look at this list; we want to make sure that we're always looking for that well-rounded mix of council members, Director Sanchez mentioned.
- VIII. Council Member Reports (Optional)- No reports
- IX. Announcements
 - a. Mr. Tim Martinez will be giving everyone present a tour to CASA Kitchen.
- X. Adjournment
 - a. Mr. Borbas motioned to adjourn meeting, Dub seconds. Meeting adjourned at 1:16pm.