The following are summary minutes of the Senior Programs Advisory Board Meeting held on August 8, 2019 at 9:00 a.m. at Frank O’Brien Papen Center, 304 W. Bell Ave., Las Cruces, New Mexico.

MEMBERS PRESENT:
- Chair Cheryl De Young, Benavidez Center Representative
- Vice Chair Rayla Buchanan, Sage Café Senior Center Representative
- Secretary Judy Chavarria, Member-at-Large
- Dr. Abel L. Chavarria, District 1 Representative
- Sharlene Wittern, District 3 Representative
- Etta Kaufman, District 6 Representative
- Rudy Alvarez, Eastside Center Representative
- Jo Ann Rodriguez-Haught, Frank O’Brien Papen Center Representative

MEMBERS ABSENT:
- Gabriel Montalvo, Munson Center Representative
- Marilu Darby, District 2 Representative
- Rick Jackson, District 4 Representative
- Manuel Contreras, District 5 Representative

GUESTS PRESENT:
- Sonia Saldana, Senior Programs Administrator
- Michael Garcia, Recreation Facility Manager
- Azucena Saucedo, Assistant Management Analyst
- Toni Flores, Recording Secretary

I. CALL TO ORDER: Chair Cheryl De Young, Benavidez Center Representative, called the Senior Programs’ Advisory Board meeting to order at 9:00 a.m. on Thursday, August 8, 2019, at the Frank O’Brien Papen Center, 304 W. Bell Avenue, Las Cruces, NM.

II. ROLL CALL: Roll call was taken, and a quorum ascertained.

III. PLEDGE OF ALLEGIANCE: Dr. Abel Chavarria, District 1 Representative, led the Pledge of Allegiance.

IV. MOMENT OF SILENCE: A moment of silence was observed.

V. CONFLICT OF INTEREST: Board members and staff present had no conflict of interest with any item of business on the agenda.

VI. INTRODUCTIONS: None.

VII. PUBLIC COMMENT: None.

VIII. ACTION ITEM(S): Rayla Buchanan, Sage Café Senior Center Representative, moved to approve the minutes of the July 11, 2019, Senior Programs Advisory Board meeting. Dr. Abel Chavarria, District 1 Representative, seconded the motion. Vote: 7 Ayes; 0 Nays. Motion carried.

DISCUSSION ITEM(S): Azucena Saucedo, Assistant Management Analyst, reviewed the Senior Programs’ Fiscal Year 2018-2019 end-of-year annual report. A. Saucedo reported Senior
Programs contracts with the Non-Metro Area Agency on Aging (NMAAA) to provide a certain number of units of services during the year to meet the needs of eligible clients 60 years of age and older. She reported overall, Senior Programs exceeded its total projected units of service by $24,720.30 for FY19. The breakdown of the projected units of service were as follows:

<table>
<thead>
<tr>
<th>Service</th>
<th>Projected Units</th>
<th>Actual</th>
<th>Goal Exceeded by</th>
</tr>
</thead>
<tbody>
<tr>
<td>Congregate Meals</td>
<td>96,700</td>
<td>100,889</td>
<td>4,189</td>
</tr>
<tr>
<td>Home Delivered Meals</td>
<td>194,000</td>
<td>213,769</td>
<td>19,769</td>
</tr>
<tr>
<td>Homemaker Services</td>
<td>4,205</td>
<td>4,948</td>
<td>743</td>
</tr>
<tr>
<td>Respite Care</td>
<td>4,000</td>
<td>4,019.30</td>
<td>19.30</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>298,905</strong></td>
<td><strong>323,625.30</strong></td>
<td><strong>24,720.30</strong></td>
</tr>
</tbody>
</table>

A. Saucedo also reported Senior Programs received a 10 percent statewide reduction in funding for FY20. A 10 percent State budget cut represents approximately $50,000 from the Senior Programs budget. However, there was an increase in Federal funding, which offset the decrease in State funds. It is anticipated with the close monitoring of resources, the reduction in funding will not impact the current level or quality of Senior Programs’ services. S. Saldana explained that a unit of service represents an hour of service, a meal served, or a $57.00 voucher for Grandparents Raising Grandchildren. She reported Senior Programs received, towards the end of FY19, an additional $187,000 of State funding to provide additional units of service. However, it was a challenge to spend the funds, because there was not enough time or resources available to spend the funding by the end of the FY19. The unspent funds were returned to the NMAAA.

S. Saldana reported the FY20 grant award from the NMAAA will be presented to City Council for approval on August 19, 2019. Senior Programs also received the Nutrition Service Incentive Program (NSIP) grant award. This is additional funding that Senior Programs receives for the congregate and home delivered meals programs, which is directed for the purchase of food. S. Saldana stated overall Senior Programs is in good shape. She reiterated Senior Programs received a decrease in State funding and an increase in the Federal funding. Providers have been directed to submit a request for State funding in the amount of the reduction for consideration during this year’s legislative session. S. Saldana stated Senior Programs is in the process of submitting the request for funding.

Michael Garcia, Recreation Facility Manager, updated the Board on the August 2019 list of pending work orders and issues of concern:

Item #5--Resurfacing of the sidewalk at the Eastside Center. M. Garcia continues to work with Facilities Department on the resurfacing of the sidewalk. M. Garcia reported the Munson Center parking lot will be restriped, because the parking lot lines are fading. The Facilities Department is aware this is a safety concern that requires immediate attention for this reason the project is expected to begin very soon.

Dr. A. Chavarria inquired if it would be feasible to seek City Council’s assistance with the resurfacing of the Eastside Center sidewalk, because it is taking too long. S. Saldana stated staff will be scheduling a meeting early next week with the Facilities director to discuss this issue. She hopes to get resolution at that time. The Board will be kept updated on the progress.
Item #37-- Signage needed for the men's and women's restroom entrances at the Eastside Center. M. Garcia stated there has been an extended delay with the order that was placed for the permanent ADA signage for the Eastside Center restrooms. As a result, a new vendor was contacted, and the order was placed with that vendor. The same style of signs that are currently being used at the Sage Café and Benavidez Centers have been ordered for Eastside Center. The signage will be consistent throughout all the facilities. The order also includes the signage for the separation of the women's and men's restrooms at the Sage Café. A work order will be placed with Facilities Department to mount the signs on the wall as soon as the order is received.

Item No. 38--Status on the recruitment of a Tai Chi instructor. M. Garcia reported the recruitment efforts for a Tai Chi instructor have been unsuccessful. The Department of Health (DOH) has funding available to pay for a certified instructor, but it has been difficult to find an instructor that meets the DOH’s certification requirements. M. Garcia stated other options are being explored. E. Kaufman stated there is a shortage of instructors. R. Alvarez inquired how important is it to have a certified instructor, because there is a group of Tai Chi participants who meet regularly on their own at the Frank O’ Brien Papen Center to practice the techniques learned. M. Garcia stated it is important that the instructor meets the City and DOH’s guidelines as well as all the program’s requirements for liability purposes.

Item No. 47--Replacement of the Sage Café facility address with larger numbers. M. Garcia reported a work order has been submitted to replace the address numbers on the facility with larger numbers.

Item No. 50—Update on the posting of the Pool rules in English and Spanish at Munson and Eastside Center. M. Garcia reported the pool rules presented to the Board for approval at the July 2018 Board meeting have been updated due to a situation that occurred in the Munson Center pool room. Adjustments were also made to the Eastside Center pool rules, so the rules are specific to that center. As soon as the updated rules are printed, they will be posted in the pool rooms at Munson and Eastside Centers. Since the Recreation staff begin to monitor the pool room, there have been no other issues reported.

Item #52: Update on the relocation of the condiments and drinks to relieve congestion during the serving time at the Eastside Center. Staff is reviewing options available to relocate the condiments and drinks. However, it is a challenge because of the limited space and ADA compliance requirements. Staff will continue to explore different options to optimize the workflow of that area. M. Garcia informed the Board there is roof damage. A work order has been placed to repair the roof as soon as possible so there is no further damage to the roof.

J. Rodriguez-Haught, Frank O'Brien Papen Center representative, inquired if there is a protocol for participants on the use of cell phones at the centers. M. Garcia stated participants should be respectful of others, should not be disruptive to those around them, etc. J. Rodriguez-Haught stated there is a participant at the center streaming videos. It is very loud and disruptive. S. Saldana stated Senior Programs does not have a protocol in place for the use of cell phones in the facilities. However, if the use of the cell phone is disruptive to others, then staff will review the code of conduct with the individual(s) involved.

E. Kaufman announced she will be attending the District 6 resident meeting with Councilor Yvonne Flores. The meeting will be held on August 8, 2019 from 6:00 to 7:30 p.m. at the Dona
Ana College. She asked the Board if there were any issues of concern that required attention to please let her know.

Secretary J. Chavarria recommended staff research the possibility of allowing murals to be painted by local artist on a highly visible wall in the centers depicting the history, culture and tradition of the area. J. Chavarria stated there were many senior artists involved at the senior centers. For example, at the Eastside Center there was a very faithful group of artists that meet every Friday and would welcome this opportunity. This project falls under the auspice of Lorenzo Zepeda, because it pertains to art in public places. The mural can be placed on either the interior or exterior of the facilities. S. Saldana stated a participant survey will need to be conducted to determine if the participants are interested in moving forward with this recommendation. A meeting will also be scheduled with L. Zepeda to determine the costs and specifics of the art project. S. Saldana informed the Board Eastside Center is not a City owned facility, therefore, permission to place a mural on the wall will need to be obtained from the owners of the facility. Staff will follow up with this recommendation.

Dr. Abel Chavarria announced AARP will be hosting a rally to “Stop RX Greed” and lower prescription prices on August 17, 2019 from 9:00-11:00 a.m. at the Plaza de Las Cruces. He extended an invitation to Board members. The campaign seeks solutions to stop the increasing cost of pharmaceuticals.

R. Alvarez stated the Eastside Center kitchen staff continue to serve the trays before the participants reach the serving window. This does not give the participant enough time to make special requests. The trays should be served when the person is standing in front of the window. S. Saldana will follow up. S. Saldana reported based on the numbers, there has been an increase in participation this year as compared to last year.

R. Buchanan announced the two volunteer nominations submitted for the New Mexico Conference on Aging community service awards were selected. The award recipients were Sharon Tariol, winner of the K Rose Wood Outstanding Older Adult award and Frank Lovato winner of the Gregorita Chavarria Arts award. Both S. Tariol and F. Lovato will receive the awards during this year’s conference. The conference attendees include staff—Chris Gomez, Donna Casillas; volunteers—Sharon Tariol, Frank Lovato; and Board members—Gabe Montalvo, Etta Kaufman.

Sharlene Wittern commented the Las Cruces Police Department is researching and monitoring La Fonda Drive located within District 3. This is a high accident and high crime area with unsafe conditions. S. Wittern submitted a list of concerns to the Police Department and within a week she received a response from a Lieutenant Jeremy Story. She was informed the Police Department set up a radar and were conducting research to determine if speed limit signs were needed to improve the unsafe conditions in the area.

Chair C. De Young commended the Facilities Department maintenance staff who repaired the roof leak and replaced the ceiling tiles before the dance started. She extended the Board’s appreciation for the quick and efficient work they did in completing the project. She reported participants continue to talk about how the new floor makes the building feel more spacious. The only concern is the odor coming from the restrooms. S. Saldana stated staff is aware of the issue and is working with Facilities to resolve the issue as soon as possible.
IX. **UPDATES:** The next Board meeting will be held September 12, 2019 from 9:00 a.m. to 11:00 a.m. at the Sage Café Senior Center, 6121 Reynolds Drive, Las Cruces, NM.

X. **ADJOURNMENT:** Dr. A. Chavarria moved to adjourn. The meeting adjourned at 10:14 a.m.

Submitted,

Judy Chavarria

Secretary

Toni Flores, Recording Secretary