



# *City of Albuquerque*

## *Department of Senior Affairs Advisory Council*

714 Seventh Street SW  
Albuquerque, NM 87102

Jorja Armijo-Brasher, Director

Richard J. Berry, Mayor

DSA Advisory Council Meeting  
North Domingo Baca Multigenerational Center  
March 18, 2013

**DRAFT**

### **Minutes**

- I. Meeting Called to Order 12:11 pm by Yumi Johnson
  - a. Present: Yumi Johnson, Mary Jaramillo, Marianne Chiffelle, Mabel Padilla, Al Provencio, Susan White, Agnes Vallejos and Debby Knotts  
Absent: Tina King
  - b. February Minutes were approved.
  - c. March Agenda was approved.
- II. Presentation – James Mader, North Domingo Baca
  - a. Phase II of North Domingo Baca is almost complete and will now have 30,000 square feet of space. Upon completion, 5 new classrooms and 5 outdoor decks will be available for use. Some of the new rooms will include a computer lounge, game room, pottery room, and a dance studio. Phase III will include a gymnasium. Money was appropriated for the design of the gym by the State Legislature and is awaiting signature from the Governor. Maria Aguero has been hired as the Center Supervisor and they are currently in the process of hiring a Youth/Community Program Coordinator.
  - b. Al Provencio wanted to know if the staff at North Domingo Baca uses a facility agreement form for classroom reservations and James said they do use the form.
- III. Public Participation
  - a. There was no public participation; however Mr. Phil Hunt was observing the meeting. He teaches Lapidary classes at Palo Duro.
- IV. Council Business
  - a. New Member – Debby Knotts
    - i. Debby will be representing the Highland Senior Center. She has worked at the University of New Mexico for the past 30 years. She is a past senior athlete in swimming.
  - b. Council Member Reports
    - i. Marianne Chiffelle reported on the lack of cleanliness at Manzano Mesa. She said the center is dirty and the exercise room and pool room are especially bad. She also reports that the tables are not being wiped off. She also has some concerns because the staff charged with cleaning the center is often seen sitting around and talking instead of cleaning.

- ii. Mary Jaramillo did not have anything to report, but she did feel that Al Provencio should continue to represent Palo Duro and she could represent another center.
  - iii. Yumi Johnson reported that a volunteer group will be out at Los Volcanes on April 20, 2013. They will paint the social hall and wooden benches and clean the parking lot. T-shirts will be donated by Lowes and Rebuild Albuquerque will pay for lunch for the volunteers.
  - iv. Mabel Padilla commented on the students at Manzano Mesa who are carrying the trays for the seniors who use walkers.
  - v. Al Provencio has concerns because there does not appear to be a uniform way of reporting classes for the activity catalog. Sandra at the North Valley Senior Center does not have a system in place while Palo Duro does have forms that are filled out. Al will be sharing the information from Palo Duro with Sandra. He also found out that the grounds upkeep at Palo Duro and North Valley is the responsibility of the Parks and Recreation Department. He was wondering if the maintenance is done on a set frequency. There has been an understanding that Parks & Rec would maintain landscaping. However, there is no official M.O.U. on this. DSA is working on an agreement with the Parks & Rec department. Yumi mentioned that she would like to have Rebuild Albuquerque have a clean-up day in the spring at all centers. Al mentioned to Debby that the parking lot at Highland needs to be resurfaced.
  - vi. Agnes Vallejos did not have anything to report from a center but did mention that the Silver Alert did pass the Legislature.
  - vii. Susan White was at Barelmas one day when tax preparation was happening. Tax preparation at the centers helps to introduce new people to the centers.
  - viii. Debby Knotts did not have anything to report because this was her first meeting. She requested some information about Highland and Jorja said she would provide her with it. Some issues of concern at Highland are the parking lot and requests for a Lapidary room and an exercise room. Highland will soon get a new Manager.
- c. Advisory Council Business
- i. City Website – more current information needs to be posted on the city website. Forms will be given to Yumi to turn in when there is a change or update that is needed for the Advisory Council. Note: The council took it upon themselves to do this.
  - ii. Senior Center Representatives will be as follows:
    1. Marianne Chiffelle – Manzano Mesa
    2. Mary Jaramillo – North Domingo Baca
    3. Yumi Johnson – Los Volcanes
    4. Tina King – Tijeras Senior Center
    5. Mabel Padilla – Bear Canyon
    6. Al Provencio – Palo Duro
    7. Agnes Vallejos – Meal Sites \*\* Agnes was going to do North Valley, but word was we have a new person coming in and they would be from that area

- 8. Susan White – Barelás
- 9. Debby Knotts – Highland
- iii. Older Americans Month – May – it was suggested that the Advisory Council focus on the week of May 27<sup>th</sup> to highlight awareness of seniors. A committee was formed to work on the project. The members will be Marianne, Debby, Mary, Yumi, and Al.
- iv. Summary of who we are for the Senior Centers handout – it was agreed that this was a good idea and it will be worked on to be put in newsletters and/or posted at centers.
- v. Projects
  - 1. Freedom Festival will be June 9<sup>th</sup> at the Veteran’s Memorial. Volunteers will be needed to help at the event. More information will be provided as the event date comes closer.

V. Administration Reports

a. Director Report – Jorja Armijo-Brasher

- i. Jorja just came back from the 2013 American Society on Aging conference in Chicago, IL. A PowerPoint presentation will be presented at the next Advisory Council meeting. DSA will be putting on a summit on aging in the near future

b. Division Reports

- i. Fiscal – Karen Lopez advised the Council that DSA got one million dollars in CIP funds for buildings and equipment for the next two years. The General Fund budget will go to the City Council on April 1<sup>st</sup>. Fiscal will be starting the first round of inventory. DSA received an additional thirteen thousand dollars for MyCD.
- ii. Nutrition/Transportation – Kathy Black informed the Council that a meeting and training was held with the kitchen staff. We have to be in compliance with Environmental Health regarding unpasteurized eggs. Kitchen staff can no longer serve sunny side up, over easy, or soft scrambled eggs. Notices have been posted at sites. A meeting was also held with the fixed route drivers. Management is trying to eliminate down time by the drivers. A meeting will be held between the director of DSA and the director of Family and Community Services regarding meal sites. They are working on a Memorandum of Understanding with the Shalom House and getting agreements with the housing sites.
  - 1. Al asked if sequestration has begun to affect Nutrition/Transportation and Kathy stated that it has not.
- iii. Recreation – Rhonda Methvin will be having a meeting with all the Program Coordinators. An expansion at Highland Senior Center will add 1200 square feet of office space for one of the volunteer programs. She has plans to increase membership at centers and has set goals for SAMS entry. There will be a pre-construction meeting regarding Bear Canyon. There will be band auditions at Los Volcanes next week.
- iv. Social Services – Anthony Romero reports that he should have more information about the shopper initiative by the end of the month. Home Services has completed their audit. I&A is in the process of a Human Resources classification

review. The 2013 American Society on Aging conference was absolutely fantastic!

VI. Adjournment: 2:10 pm

**Next meeting will be Monday, April 15, 2013 at the North Valley Senior Center**

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