The following are summary minutes of the Senior Programs Advisory Board Meeting held on March 14, 2019 at 9:00 a.m. at Frank O'Brien Papen Center, 304 W. Bell Avenue, Las Cruces, New Mexico.

MEMBERS PRESENT:
Acting 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
Gabriel Montalvo, Munson Center Representative
Jo Ann Rodriguez-Haught, Frank O'Brien Papen Center Representative

MEMBERS ABSENT:
Chair Cheryl De Young, Benavidez Center Representative
Marilu Darby, District 2 Representative
Rick Jackson, District 4 Representative
Manuel Contreras, District 5 Representative

GUESTS PRESENT:
Lori Garcia-Palacios, Acting Senior Programs Administrator
Michael Garcia, Recreation Facility Manager
Toni Flores, Recording Secretary

I. CALL TO ORDER: Acting Chair Rayla Buchanan, Sage Café Senior Center Representative, called the Senior Programs' Advisory Board meeting to order at 9:00 a.m. on Thursday, March 14, 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: Lori Garcia-Palacios, Acting Senior Programs Administrator, was introduced and welcomed.

VII. ACTION ITEM(S): Dr. A. Chavarria moved to approve the February 14, 2019 Senior Programs Advisory Board meeting minutes as presented. Etta Kaufman, District 6 Representative, seconded the motion. Vote: 8 Ayes; 0 Nays. Motion carried unanimously.

VIII. DISCUSSION ITEM(S): Board members reviewed the March 2019 list of pending work orders and issues of concern. Michael Garcia, Recreation Manager, reported he did not have an update on action item #5--resurfacing of the sidewalk at the Eastside Center.
IX. **UPDATES:** Jo Ann Rodriguez-Haught, Frank O'Brien Papen Center Representative, brought forth several concerns expressed by the Center participants. She stated the Beading class participants were disappointed with the limited selection of new beads. They noticed the Sage Café Senior Center Beading class participants were given first choice on the new beads. Michael Garcia, Recreation Facility Manager, explained it was not that the Sage Café Senior Center was given first preference, it was a matter of when the supplies were purchased. In the future, to be fair, the new beads will be distributed evenly between the two classes. J. Rodriguez-Haught stated the plastic cord that was recently purchased for the Beading class was too thick. It is difficult to pass the thick cord through the beads with a narrow opening. It was recommended staff purchase a variety of cords with different thickness. M. Garcia stated that was the only cording available at the store. Other beading supply vendors will be considered. J. Rodriguez-Haught stated the class participants are interested in a class instructor to teach new beading techniques such as crimping, sliding knots, etc. M. Garcia assured the Board he will continue with the recruitment efforts for a Beading instructor. He announced Jeneca Montoya, Recreation Services Coordinator, is now overseeing the Beading classes because Selena Ramirez accepted another position with the Finance Department.

Rudy Alvarez, Eastside Center Representative, reported several months ago he voiced a safety concern with the door of the Eastside Center recreation room. He requested the door be repaired, because it was slamming shut. To date, nothing has been done. Also, last month he reported the restrooms do not have signage that identify the men's or women's restrooms. As of today, no signs have been placed on the restroom facilities. Secretary J. Chavarria and R. Alvarez discussed ongoing issues with the participant who plays the piano. M. Garcia stated participants can play the piano from 10:30 a.m. to 11:30 a.m. There are signs posted at the center. The issue with the disruptions to the Tai Chi class participants has not been resolved. Staff continue be loud and walk in front of the instructor. It is very distracting for the class participants. R. Alvarez suggested moving the Tai Chi class from the dining room into the recreation room to cease the disruptions. The crocheting group can then be relocated to the dining room because that activity is not considered a class. He was told the group gathers to socialize and crochet. There is no formal instruction provided. M. Garcia reported Lorenzo Zepeda, Tai Chi instructor, has accepted a position with Museums. As a result, Senior Programs will offer the Tai Chi classes through June 2019. Tai Chi classes will be offered after June only if a Tai Chi instructor is available. M. Garcia stated he will consider relocating the Tai Chi classes at that time.

J. Chavarria announced this is the first time that the Non-Metro Area Agency on Aging will hold its quarterly Advisory Council meeting in Las Cruces. The provider meeting will be held at Munson Center on April 24, 2019. The Advisory Council meeting will be held April 25-26, 2019 at the Hotel Encanto. The agenda will be disseminated to Board members as soon as it is finalized.

Gabriel Montalvo, Munson Center Representative, inquired if the monitor located in the Munson Center hallway will be used to display information. M. Garcia stated the TV monitor will be used to display Senior Programs' informational material. However, the monitor which was donated to Senior Programs, is not working. He is working to resolve the technical issues with the TV monitor.
M. Garcia stated the guitar classes for beginners are going very well. The classes were moved from the lobby into a meeting room because of the increase in attendance. There is a limit of 12 people per six-week session.

A new reception desk will be installed in the front lobby of the Benavidez Center. This is the first phase of the Benavidez Center remodeling project. The second phase will consist of the replacement of the floor. There will be no disruption to the congregate meal program services. The sidewalk improvement project at Munson Center is anticipated to begin soon.

R. Buchanan stated the Sage Café participants are requesting a snack vending machine. She stated it came about because three individuals attended a class at the center. The three individuals did not reserve a meal, and there were no extra meals that day to accommodate the three individuals. One of the individuals could not wait to eat due to health reasons. Fortunately, Jean Harris, Office Assistant, sold the individual a pastry. M. Garcia stated there are no snack vending machines at any of the centers. There are only beverage vending machines at Eastside, Munson and Frank O'Brien Papen Centers. He stated there is the issue with space at Sage Café, but he will explore the possibility of installing a vending machine.

R. Alvarez suggested taking photos of the participants celebrating a birthday to recognize and acknowledge them. R. Alvarez commented the photos can either be posted on a bulletin Board or displayed on the TV monitor at each of the centers. M. Garcia stated in order to take photos of the participants, an announcement will have to be made, a waiver signed giving Senior Programs permission to post and display the photos. M. Garcia will discuss this recommendation with the Nutrition Program Manager and Volunteer Coordinator.

Dr. A. Chavarria stated AARP is interested in conducting Medicare and identity theft presentations at the centers. M. Garcia will follow up.

E. Kaufman reported she enjoys playing Pickle Ball, but the facilities that are available are inadequate. There has been a significant increase in participation. There are not enough courts to accommodate the influx of people. She inquired if the City can convert other facilities such as the tennis courts, that are rarely used, to Pickle Ball courts. M. Garcia will forward the recommendation to Parks and Recreation for consideration. He stated Senior Programs does not have any space at any of the facilities to add pickle ball courts.

The Board inquired why Parks and Recreation liaisons are no longer attending the Board meetings. M. Garcia stated Claudia Chavez, Recreation Program Manager, is no longer attending Board meetings due to staff shortages and other project assignments. He stated C. Chavez has been looking for a replacement to attend Board meetings but has been unsuccessful. He stated Senior Programs has reached out to them, but there has not been a response.

Secretary J. Chavarria requested an update on Board vacancies. It was reported Rick Jackson, District 4, and Marilu Darby, District 2, representatives’ terms of office will expire on March 31, 2019. Both R. Jackson and M. Darby have expressed an interest in serving another term. A recommendation has been sent to the City Council for reappointment consideration at the March 18, 2019 Council meeting. The terms of office for the site center representatives for the Benavidez Center, Cheryl Young, and Eastside Center, Rudy Alvarez, will expire on March 31, 2019. The call for nominations yielded two candidates: Cheryl Young for Benavidez Center and Rudy
Alvarez for Eastside Center. Elections for the site center representatives will be held from 11:00 to 12:00 p.m. on Tuesday, March 19, at the Benavidez Center and on Wednesday, March 20, 2019 at the Eastside Center. The names of the winners of the elections will be forwarded to City Council for appointment consideration at the meeting of April 1, 2019.

Sharlene Wittern, District 3 Representative, stated people at Munson Center are complaining about the food size portions being served. There have been some inconsistencies with the portions of food being served and people are not happy. For example, on Tuesday, March 12, 2019 staff served five Brussel Sprouts along with the main dish. However, a congregate meal program participant came in after 12:00 p.m., and stated she did not want any carbs. The individual was served the main entree and between 30 to 40 Brussel Sprouts. M. Garcia stated the food portions are measured because the Nutrition Program must meet the Recommended Dietary Allowance (RDA) requirement. He reminded Board members participants can refuse food they do not want. This helps to reduce food waste. S. Wittern stated on some days she has seen large quantity of food that is leftover, and it is a shame that the food is discarded. M. Garcia stated leftovers are used to make frozen weekend meals for the at-risk Meals on Wheels clients. It is unfortunate that Senior Programs cannot donate the food to the Gospel Rescue Mission, due to funding source restrictions. Menus are approved by a registered dietician. It was announced a second helping of food is offered to the participants if there is extra food at the end of the serving time. R. Alvarez commented the Salmon Patty was very small, and the Chicken Alfredo only had three pieces of chicken.

Acting Chair R. Buchanan inquired on the status of the Capital Outlay request for funding for the Munson Center and Sage Café Senior Center additions. M. Garcia reported there was a request for amendments to the application. The application is being revised and will be resubmitted. The Capital Outlay funding request application for FY20 is due by April 12, 2019.

The next Board meeting will be held April 11, 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 10:00 a.m.

Submitted,

Judy Chavarria, Secretary

Toni Flores, Recording Secretary