

1 STATE OF NEW MEXICO)
2 COUNTY OF CURRY) ss.
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4 The City of Clovis Commission on Older Adults met in regular session at 3:00 p.m., Monday, November
5 28th, 2016, in the Assembly Room of the Bert Cabiness City Government Center, 321 Connelly, Clovis,
6 New Mexico, in full conformity with the laws of the State of New Mexico and the ordinances and
7 resolutions of said city with the following members present:
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- 9 Ms. Donna Labatt, Chairperson
- 10 Commissioner Tom Martin
- 11 Commissioner Chet Spear
- 12 Mr. Michael Popescu
- 13 Ms. Linda Lawson
- 14 Ms. Ione Wood

- 15
- 16 ALSO PRESENT:
- 17 Ms. Vicki Miller, Older Adults Director
 - 18 Ms. Barbara Riggan, Older Adults
 - 19 Ms. Claire Burroughes, Assistant City Manager
 - 20 Ms. Vicki Reyes, Administration
 - 21 Ms. Sara Williford, Library Senior Program

22 Ms. Labatt called the meeting to order at 3:00 p.m. and established the presence of a quorum.
23

24 **Agenda Item No. 3 - Approval of minutes of October 24, 2016**

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26 Ms. Lawson made a motion to approve the minutes as presented; Mr. Korff seconded the motion,
27 which passed by acclamation.
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29 **Agenda Item No. 4 – Introductions**

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- 31 a. Welcome new board member, Karl Korff

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33 Ms. Labatt welcomed Mr. Korff to the Commission on Older Adults.
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35 Agenda Item No. 5 –

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- 37 a. Presentation – Dementia Neurologic Disorder, Michael Popescu

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39 Mr. Popescu advised all the information that he has handed out was from a database and has
40 been documented. The most primary sign of dementia is memory loss. The recent memory is
41 the first thing to go. Another aspect is that dementia develops slowly over time. There are some
42 before 65 years of age with dementia and which triples as people get older.
43

44 People with dementia do not have good days. They cannot remember, don't know where they
45 are or what they are doing. Ms. Labatt asked if the individual with dementia knows they are
46 declining. Mr. Popescu stated they do know in the initial stages. There are five levels and by
47 level three the person needs care. It cannot be fixed due to the damage to the neurological
48 system.

1 Ms. Labatt asked how Clovis fairs in regard to providing assistance for people with dementia.
2 Mr. Popescu stated there is a wing for dementia patients at Wheatfields and they are maxed out.

3
4 Ms. Burroughes asked what other communities do to help with any mental illness or dementia.
5 Mr. Popescu stated the City of Portales Senior Center has an Adult Day Care program that picks
6 up patients and take them to the hospital for either an 8 a.m.- noon session or a 1:00 p.m.-5:00
7 p.m. session. This gives a break for their carers.

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9 **Agenda Item No. 6 – Old Business**

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11 a. Letter informing of RFP Denial (in home services)

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13 Ms. Miller stated the City had been unsuccessful in their application for funding for the in home
14 services (housekeeping and chore program). The RFP was awarded to Addus Home Care, a
15 regional service who would be providing services in the community. Ms. Miller will find out
16 when these services will start and who the contact person for this is.

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18 b. Commission on Older Adults revised ordinance pending

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20 Ms. Burroughes stated everyone was given a copy of the ordinance in relation to the Commission
21 on Older Adults. They discussed that there would be nine members, but there will be ten given
22 the current membership and who they were adding to it. There are five at large members.

23
24 At the last meeting they discussed County Commissioner Spear serving on the committee. Ms.
25 Burroughes had communicated with Mr. Pyle and they have not reached a conclusion on why
26 there is a county representative. As a result she had left the voting county position on the
27 Commission on Older Adults. Commissioner Spear stated there was an ordinance in 1982 that
28 states there is a joint powers agreement between the city and county in relation to the
29 commission on older adults. The problem he has was why he should be a voting member from
30 the county telling the city commission what to do. Ms. Burroughes stated this is an advisory
31 board and therefore all the positions are advisory. Commissioner Spear felt it would be better if
32 he were ex-officio. Commissioner Martin stated a representative of the county is welcome and
33 encouraged but maybe being ex-officio is a good idea. Ms. Burroughes stated they can contact
34 Curry County and share the minutes to see how they would like to proceed.

35
36 Ms. Lawson stated if the chairperson cannot vote that would leave them with 4 voting members.
37 Ms. Burroughes stated they would have to put that in the ordinance because this would be the
38 only committee where the chairman does not vote. The group decided the chairperson would
39 have a vote.

40
41 As some of the senior centers (Baxter-Curren, Friendship and La Casa) are already on the board,
42 the Baxter-Curren, Friendship and La Casa membership will be ex-officio positions.

43
44 Ms. Burroughes stated the other ex-officio members would be CRSMA, Ms. Miller, AARP,
45 RSVP, FGP, Senior Olympics, etc. The terms of office are three years. They will meet on the
46 2nd Thursday on alternating months. Ms. Labatt stated the original ordinance said they would

1 meet not less than quarterly. She stated she would like to have the latitude to meet more often if
2 necessary. Commissioner Martin asked if they could have special meetings. Ms. Burroughes
3 stated they could add “or at such other times as designated by the chair.” Ms. Miller asked if the
4 time was agreed upon already at 4:30 p.m. She asked if they could have it sooner. Mr. Heerding
5 suggested leaving it open ended to be determined by the chair.

6
7 Ms. Woods asked why it says alternating months instead of every other month. She asked if they
8 could change it to odd months.

9
10 Ms. Burroughes stated line 3A states the policies and procedures. Ms. Labatt asked if the
11 process would be if the City Commission comes up with a proposal they would pass it to the
12 Commission on Older Adults first. Ms. Burroughes stated an example of the Parks Board.
13 When the City Commission showed interest in a shooting range at Ned Houk Park they passed
14 that along to the Parks Board to research and advise back to the Commission. It would be a
15 similar situation with the Commission on Older Adults.

16
17 Commissioner Spear asked if someone can be reappointed after their term is up. Ms. Burroughes
18 stated they can and there are no term limits on City boards and committees.

19
20 Ms. Burroughes advised staff would make the changes and bring them back to the commission in
21 January. Commissioner Martin asked if the City Commission could see it first. After some
22 discussion the group decided to send the ordinance for introduction at the second Commission
23 meeting in December, December 22nd at 5:15 p.m. and adopt it at the second meeting in January.
24 Ms. Labatt stated she would rather have nine members. Ms. Burroughes stated if they remove
25 Commissioner Spear as a voting member then her suggestion would be to add the Older Adults
26 Director as a voting member.

27
28 The revised membership would be – five at large voting members, a City Commissioner and the
29 Older Adults Director, for a total of seven members.

30
31 Mr. Heerding asked if he could give an update on Emergency Management update. Ms. Labatt
32 asked if he could give the update at the next meeting.

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34 **Agenda Item No. 7 – Quarterly Report**

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36 Ms. Miller stated everyone had a copy of her report of activities at the senior centers.

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 - Statistics for the last quarter for both senior centers: 3303 for Friendship and 4776
39 for Baxter.
 - New members: Friendship 7, and Baxter 11.

40
41 ***CITY BUSINESS***

- 42
 - M-Core will be replacing CRSMA alley door on December 3rd with a cost of
43 \$2583.34.
 - AC Unit went down at Baxter. Considerable leakage due to rusted out pans.
44 Claiborne will be giving us an estimate to repair or replace it.

- Handicap buttons have been repaired at CRSMA.
- Older Adults Division provided the meat for the senior centers annual Thanksgiving Dinner.

Upcoming Events

- Christmas Dinner for Baxter will be held on December 20th at 5:00 pm
- Christmas Dinner for Friendship will be held on December 15th at 3:30 pm

Agenda Item No. 8 – For the Good of the Order

a. Discussion: Commission on Older Adults Five Year Plan

Ms. Labatt stated the Mayor asked the commission to take a look at a five year plan. This would relate to facility improvement, basic infrastructure, activities plan, household operations and education, and emergency help and notifications. She would like to form an ad hoc committee to come up with recommendations.

Ms. Burroughes asked if they would bring in a facilitator for the strategic planning and suggested Dr. Clayton. Commissioner Martin asked if the ad hoc group was something they should all be involved in. Ms. Labatt stated they all should. Another facilitator could be Patrice Caldwell from ENMU.

b. Discussion: Older Adults Department website

Ms. Labatt felt the City’s website for the Older Adults was confusing. If they are going to have some sort of presence of the website then it should be easily found. Ms. Burroughes asked if there is an independent website for Older Adults. Ms. Riggan stated it is all under the city website. She stated Baxter-Curren has a Facebook page that they post events on. Ms. Burroughes suggested they could have their own website. She would ask Mr. Nelson to come to the next meeting to show them the current website and discuss next steps.

Next meeting scheduled 3:00 p.m., January 12th, 2017, Assembly Room, City Hall.

Agenda Item No. 8 – Adjournment

There being no further discussion, the meeting adjourned at 4:06 p.m.

Chairperson

SEAL
ATTEST:

1 _____
2 City Clerk
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DRAFT