

# FOSTER GRANDPARENT PROGRAM



## ADVISORY COUNCIL

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### MINUTES

*September 21, 2005*

#### **MEMBERS PRESENT**

Nelda Antunez  
Romana Grijalva  
Ruben Rodriguez  
Maritza Ruley  
MaLuzElena Villanueva

#### **ABSENT**

Armida Arredondo  
Celia Caldera  
Santiago Gonzalez

#### **STAFF**

Maria I. Valdivia  
Beatriz Rivera  
Janet Gonzalez

Quorum met.

#### **CALL TO ORDER**

Maria Valdivia called the meeting to order at 1:40 p.m.

#### **MINUTES OF PREVIOUS MEETING**

The minutes for the previous meeting were reviewed, no correction or discussions made, motion made by Romana Grijalva to approve, Maritza Ruley seconded, motion passed.

#### **WELCOME AND INTRODUCTIONS**

Maria Valdivia, FGP Program Coordinator, introduced herself and welcomed everyone. The council members and staff also introduced themselves.

## **COORDINATOR'S REPORT**

The council members received new revised program handbooks. Maria advised the council the changes in the handbook. The volunteers are entitled to Jury Service pay as long as they send us a copy of the Jury Summons. They are also required to bring a doctor's release if they are absent from their volunteer service for three consecutive days if they are ill. She also advised them of the benefits they have with the program. They are entitled to everything like a city employee; to include holiday pay; twelve sick and twelve vacation days.

The program currently has 140 active volunteers and 14 volunteers are out ill. Maria also mentioned a lot of the grandparents who have been with the program the longest are starting to leave due to their health. A lot of the volunteers are reaching 90 years old.

The program held training, there were 23 but only 17 remained with the program.

Maria mentioned the fiscal year is ending soon and the program has expended almost all the funds.

## **COMMITTEE REPORT**

None to report.

## **OLD BUSINESS**

The consolidation of the three boards as previously discussed in the previous meeting will not happen after all.

The evaluations have been turned in. The volunteer station evaluated the program in general. One of the deficiency is that the staff in not visiting the sites often.

## **NEW BUSINESS**

Monthly in-services will be held at this location (Multi-Purpose Center, 9031 Viscount) from now on. This is the only facility that can hold all the volunteers.

Maria mentioned there are a lot of volunteers who drive to their volunteer station. She wants to increase the mileage from .21 cents per mile to .30 cents per mile. Motion made to increase the mileage reimbursement by Ruben Rodriguez, Maritza Ruley seconded, motion passed.

The maximum miles the program reimburses is 25 miles roundtrip daily. The program also caps the reimbursement to \$50.00 per month. Further discussion will be made to increase the amount the program caps.

The city has adopted a new system to purchase goods and services. The program will receive a P-Card. This is a credit card. It is intended to decrease the use of Petty Cash. Petty Cash could only be used once a day and only \$100 were allowed for expenditures. The P-Card has \$2,500 limit per day. It will be a lot easier as payments will be done electronically once a month.

## **ANNOUNCEMENTS**

The Annual Recognition Banquet is scheduled for Friday, December 9, 2005 from 11:00 a.m. – 3:00 p.m. It will be held at the El Paso Airport Hilton, three bids were taken and the Hilton had the best service and price.

## **ADJOURNMENT**

Motion made by Maritza Ruley to adjourn meeting Nelda Antunez second, motion passed, meeting adjourned at 2:30 p.m.

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Reviewed by Maria I. Valdivia  
*Coordinator*

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Approved by Santiago Gonzalez  
*Program Advisory Council President*

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Date

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Date