



**VILLAGE OF TIJERAS
SENIOR CENTER WORKSHOP
THURSDAY, NOVEMBER 20, 2025, AT 3:00 P.M.
COUNCIL CHAMBERS AND ZOOM**

Please turn off cell
phones or set to silent.

Join Zoom Meeting
<https://us06web.zoom.us/j/83580408975?pwd=QMcNYUlaOfz1aEpTcYoQilS8vUC62.1>
Meeting ID: 835 8040 8975
Passcode: 767883
Dial: (720)707-2699

1. **Call to Order**

Called to Order by Mayor Bruton

2. **Pledge of Allegiance**

Pledge of Allegiance led by Mayor Bruton

3. **Roll Call/Determination of Quorum**

M.Armenta	✓	E.Barnes	✓	Y.Garcia	n/a	J.Ortiz	n/a
Quorum present		Yes	No				

4. **Introduction of Guests**

Jessica Nixon, Attorney

Anna Sanchez – CABQ DSA Director

Tim Martinez – CABQ Nutrition/Transportation Division Manager

5. **Workshop Purpose – Opening Remarks**

Changes happening with meal site program at Village of Tijeras Senior Center.

6. **Discussion Topic – by Anna Sanchez, Director of Senior Affairs**

Presentation by Anna Sanchez & Tim Martinez on changes with Meal Site Coordinators.

- No longer can provide a dedicated Meal Site Coordinator at Local Government Partner Sites.
- Coordinators will rotate and come out to Village of Tijeras Senior Center. Currently have 6 Coordinators.
- Coordinators will continue taking care of paperwork required by CABQ. Internal audits will continue to happen with all sites.
- Meals (Trayed or bulk) will still be provided and delivered daily.
- Training to staff & volunteers will be provided by CABQ.
- Currently on trayed vs. bulk due to training. All meals prepared daily & served hot.
- On – Demand Transportation available. Fixed route to Tijeras Senior Center (Will transport withing a six-mile radius to Tijeras SC. Currently serving one senior.)
- Care Coordination Services.
- Home Delivered Meals (Currently delivering 29 seniors in Tijeras area daily.)
- City of Albuquerque is committed to continue supporting Village of Tijeras by providing meals daily. Currently serving 40-50 meals on average at Village of Tijeras Senior Center.
- Councilor M. Armenta – Thank you Anna & Tim for taking the time to cover this information with us today. Are trayed meals served hot? Will training be onsite? (Director Sanchez – Yes. Meals are prepared daily and served hot every day.)
- Councilor E. Barnes – How long is the training? (Division Manager Martinez – Ongoing training about 6-8 hours. Training will not be completed in one day but possibly within a week. Once a trainee designee is



chosen at Village of Tijeras they will be trained and will also be provided with a guide. Once VOT lets us know who they chose we will then schedule the training.)

- Mayor Bruton – Will training always be available? Is there a cap on number of individuals we would like to be trained? (Division Manager Martinez -Yes training will always be available. No there is not a cap.)
- Councilor M. Armenta – Has training volunteers been successful? (Director Sanchez – It's different in all Centers. Volunteers work well in some sites but not always.)
- Councilor M. Armenta – Thank you both again for joining our workshop today all the information communicated is very helpful to understand and know what's going on. (Director Sanchez – Thank you all for having us and again the support from City of Albuquerque will continue and we want to make you all aware of the changers and want to make sure you all are comfortable moving forward.) (Mayor Bruton – Yes, agree with Councilor Armenta as this has been very informative and allows for all to understand all the facts and why the changes. Would like to go around the room and see who all has follow up questions or may need any clarification on anything presented.)

i. Senior Center Manager – Rita Rivera

Seniors are having a hard time adjusting to this new situation. Were able to find two volunteers who are willing to help but can't commit to doing it all the time. (Mayor Bruton – Are they concerned about not having a coordinator there all the time or what specifically are they concerned about?) Having to start all over with calling in to get meals ordered and some just decide not to order. Currently serving 35 meals which has dropped. Some of the Seniors don't come in all the time and don't order. (Mayor Bruton – Sounds like an operational issue. Can you all figure out a schedule on when Seniors attend, and order based on there schedule? Anna is that something that can be implemented.) (Division Manager Martinez – Seniors reserve a meal one of two ways they can call into reserve their meal for the next day or send an email to seniormeals@cabq.gov. That's how our program is designed. The type you are referring to is like a subscription type service and is not allowed per the policies and procedures of AAA. Meal reservations are captured the day of for the next day. (Mayor Bruton – Can our staff keep a list of what days our seniors will have lunch and call in the order?) (Director Sanchez – Yes, that is something you all can do.) (Mayor Bruton – Rita is that something you and Debra can handle?) Yes, we've been doing that for quite a while.) When will the training be available? (Division Manager Martines – As soon as you all identify who will be trained and let us know. We can have someone out as soon as tomorrow.)

ii. Senior Center Program Coordinator - Debra

Ever since the change has happened it's been a struggle. We didn't know who was coming in to cover and didn't have the correct paperwork on hand. Want to know what is going on moving forward? We have two volunteers who already got their serving certificate. Will our volunteers be reimbursed for certification? (Director Sanchez – We cannot always guarantee that we will have Coordinators available every day. We want to come up with solutions for you all to help with this transition.) (Mayor Bruton – The City of Albuquerque will provide the training at no cost and the Village cannot reimburse for those volunteers who have paid for there own training.) (Clerk/Manager A. Caufield – There seems to be some misunderstanding around the training which will be provided by CABQ. Debra is referring to a Food Serving Certification which is done online. Is this certification required?) (Division Manager Martinez – The training will be provided by CABQ and is a requirement to be able to serve. As soon as the staff members and volunteers are identified we can train them first on the trayed meal serving and then move on to bulk again. The Food Serving Certification process, we would have to have more discussion on that as we have an house training/certification process that is provided to us by our Risk Group.) (Clerk/Manager A. Caufield – So the Certification that they are completing is not required since the training is provided at no cost? Will they still have to complete the training that is provided by CABQ?) (Director Sanchez – That is correct, that is one of the coordinators roles is to train on site. Yes, they will still have to complete our training.)

iii. Councilor E. Barnes –

Can we get an outline of the type of training that will be provided? (Division Manager Martinez – Yes, we have a guide, and we can send it.)

iv. Councilor M. Armenta –

Again, thank you guys for this as it is giving us a lot of insight as to what's going on. We just want to keep our Senior Center running smoothly and provide good service to our Seniors. (Director Sanchez – Thank you for the



invitation and allowing us to clarify some of the information. We're always willing to have open dialogue with you all and continue to partner with the Village of Tijeras.)

- v. Clerk/Manager A. Caufield – No comments/questions.
- vi. Deputy Clerk M. Martinez – No comments/questions.
- vii. Mayor Bruton – I just ask that we all continue to have open communication and please include myself, Audrey, and Maria in any email communications. I want to thank you Anna and Tim for your time today and appreciate all your efforts in helping us get through this transition.

7. **Adjournment**

Meeting adjourned at 4:35PM.

The Governing Body may revise the order of the agenda items considered at this Open Meeting. If you are an individual with a disability who needs a reader, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the office of the Village Clerk at (505) 281-1220 at least four (4) calendar days prior to the meeting. Public documents including the agenda and minutes can be provided in digital or hardcopy format. The Village of Tijeras strictly prohibits any form of unlawful discrimination based on race, color, religion, gender identity, sexual orientation, sex, national origin, age, disability, or political affiliation in any program, activity, or service sponsored by the Village. Contact the office of the Village Clerk for more information.