

**SPECIAL ALCOHOL ADVISORY COMMITTEE  
REGULAR MEETING  
CITY COMMISSION ROOM  
1101 Poyntz Avenue  
Manhattan, KS 66502  
September 28, 2009  
6:00 p.m.**

**Members Present:** Elaine Johannes  
Yvonne Lacy  
Penny Peirce  
Camelia Owens  
Larry Brockson  
Julie Voelker  
Christine Robinson

**Members Absent:** Bria Taddiken  
Gayle Spencer

**Staff Present:** Pamela Jager, Budget & Audit Analyst

**I. CALL TO ORDER**

Elaine called the regular meeting to order at 6:00 p.m.

**II. PUBLIC COMMENTS**

There was no public present for comments.

**III. ADDITIONS TO THE AGENDA**

Yvonne wanted to add an item to look at the current contracts to see if there was any language that needed to be altered.

Yvonne also wanted to address the Fall site visits and ensure that we again go over what the purpose of the site visit is and to also rotate site visits with certain people that way the same people are not visiting the same agencies.

Elaine also wanted to review the 2010 calendar with all of the members to make sure the dates still worked for everyone.

**IV. APPROVE MINUTES FROM JUNE 8, 2009**

It was moved and seconded to approve the minutes from June 8, 2009. There was no further discussion. Minutes were approved as filed.

## **V. DETERMINE SITE VISIT TEAMS**

It was discussed that the purpose of the fall site visits were to wrap up the current funding year and make sure agencies are on track with their spending. This should also be a time that the site visit teams should feel free to make suggestions for improvement with the programs for next year. Yvonne wanted to encourage all members to read the bi-annual reports before visiting the agencies, and to ask more questions of them. Elaine suggested that she create a script for the members when visiting the agencies that would address how the site visit should be conducted. Members felt this would be helpful to create more consistency between the site visits.

## **VI. DISCUSS PARENT EDUCATION CLASSES**

Elaine explained to the committee what has transpired throughout the summer regarding the discussions to create an additional RFP this year to fund a parent education program that would begin in 2010. Yvonne suggested that there should be a task force created to have discussions with agencies on what the focus of the parenting classes should be.

Elaine suggested that a motion be made to determine when the board wanted to work to fund a parent education program. It was moved and seconded to move forward with funding to be included as part of the 2011 application process that will begin in March of 2010.

Discussions were then held on how a task force could be formed so that the committee was aware of what was needed to come out of the parent education classes. Pam suggested that the committee work with the MARPC group to have them facilitate a parent education class discussion. It was agreed upon by the committee that this may work better than trying to create a new task force for parent education. Pam informed the committee that she would follow up with them regarding the ability to contact MARPC regarding a possible discussion point at their next meeting.

## **VII. ADDITION TO AGENDA – 2010 CONTRACTS**

Yvonne had a few questions regarding some of the wording in the contract and if the city enforced the use of their logo on print materials sent out by the agencies. Pam explained that the contracts would be brought to the committee at the November meeting for their review before they were signed by the agencies and the City. Pam also explained that she has seen the city logo used by many of the agencies, however there is not anyone that specifically “audits” the agencies to ensure they are compliant with that portion of their contract.

## **VIII. 2010 CALENDAR**

Elaine asked the committee if everyone was familiar with the 2010 calendar and if there were any conflicts. Due to some of the members having other engagements on Monday’s it was agreed upon to change the meeting time for the November 9<sup>th</sup> meeting to 5:30, rather than 6:00 p.m.

## **IX. ADJOURN**

It was moved and seconded to adjourn the meeting at 7:15 p.m.