

SOCIAL SERVICES ADVISORY BOARD WEDNESDAY, SEPTEMBER 05, 2007

Members Present: Geri Simon, Bill Meredith, Yvonne Lacy, Maureen Konz, Chris Renner, Barbara Withee, Sue Mountford, Edd Savage, Debbie Madsen

Members Absent: Jeff Chapman, Jane Gibson, Kent Hampton, Mikeal Hodges, Gayle Bennett, Larry Brockson

Staff Present: Melanie Landis, Finance Operations Accountant/SSAB Liaison (Finance Department)

Public Comments

Lynda Bachelor, Coordinator, for the K-State Volunteer Center of Manhattan, told the Board about the new center that was established in July. She said the center plans to do a grant proposal for funds for a new community needs assessment (the last one for this community was done in 1992) on volunteer, and social services needs in the Manhattan community. The Volunteer Center is seeking SSAB support for its grant application but is not asking for any funding from the City. The Board agreed to put the request on its October agenda for action.

Lynda will return to the October meeting. Prior to that meeting, the Board Chair will determine what type of support letter can be written on behalf of the City. The chair will also forward the executive summary from the 1992 community needs assessment to the Board for its review prior to the October meeting.

Additions to the Agenda/Board Comments

Chris Renner alerted the Board to Community Cultural Harmony Week and a workshop being held on Strategy for Diversifying Organizations on Saturday, September 22 from 9:30 - 3:00pm at the First Congregational Church.

Geri Simon alerted the Board to the upcoming Flint Hills Regional Growth meetings where a draft needs analysis will be presented. One of the recommendations will be to have a needs assessment done. Geri will forward the sections of the preliminary draft that pertain to social services, child care, transportation and housing to the Board by e-mail.

Melanie Landis brought to attention the new ethics policy committee being formed by the City and that one person from a City Board or Committee will represent all boards and the general public by serving on this committee. The draft policy will be worked on over the next several months and eventually will be presented to each Board at one of their monthly meetings as well as approved by the City Commission and adopted as a policy.

Approval of minutes of the May 23 and June 6 meetings

Chris Renner moved to approve the minutes of the May 23 and the June 6 meetings. Barbara Withee seconded the motion and it carried on a vote of 9/0/0.

2007-2008 Calendar

The Board approved the 2007-2008 calendar as presented.

Review list of agencies with fall site visits

A list of agencies was distributed to the Board prior to this meeting. Each member should e-mail Geri Simon with their top three choices of agencies they wish to visit. Geri will assign teams and distribute at

the October meeting. The fall site visit form will be posted to the City website to make it more convenient for the agencies to be prepared for their site visit.

Review 2008 contract templates

This agenda item will again be discussed at the October meeting. Prior to the next meeting, Melanie will forward examples of income/expense reports or profit/loss statements to the Board. The Board will consider having all agencies submit this type of report at June 30 each year providing that most agencies already produce something similar as part of their bookkeeping process. The Board will also consider adding a quarterly report section to selected agencies.

Chris Renner made the motion for adjournment. It was seconded by Maureen Konz and passed on a vote of 9/0/0. The Social Services Advisory Board adjourned at 8:10 p.m.

Next Meeting: October 3, 2007, 7:00 pm, City Hall Commission Room, City Hall

Submitted by Melanie Landis, SSAB Liaison/Finance Operations Accountant