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## **MINUTES**

### **Social Services Advisory Board**

**September 1, 2010 7:00 P.M.**

City Commission Room

1101 Poyntz Avenue

Manhattan, Kansas 66502

New Member Orientation was provided for Valerie Evans and Mel Pooler at 6:30 p.m.

**Members Present:** Debbie Madsen, Lindsay Randall, Mikeal Hodges, Christopher Renner, Sarah Blair, Valerie Evans, Mel Pooler, Lyndsey Buseman, Ted Hartke, Sue Mountford

**Members Absent (Excused):** Larry Brockson, Gayle Bennett, Holly Higgins, Mike Bean

**Members Absent (Unexcused):** Josh Siders

**Staff Present:** Pamela Jager

#### **1. Introduce new members**

Valerie Evans and Mel Pooler were welcomed to the committee by everyone introducing themselves.

#### **2. Public Comments**

Geri Simon introduced herself as the Coordinator of the Manhattan Living Wage Coalition Steering Committee. She informed the board of the upcoming Laborfest event that is being sponsored by the Manhattan Living Wage Coalition. It will be held on Sunday, September 5, 2010 from noon to 2:00 p.m. There will be food, beverages, speakers, and music. All public is invited to attend. Geri also stated she would be interested in coming back to a SSAB meeting to explain the functions of the Manhattan Living Wage Coalition (MLWC).

#### **3. Additions to agenda**

There were no additions to the agenda.

**4. Approval of draft minutes for June 2, 2010**

Christopher Renner moved to approve the minutes as presented. It was seconded and passed with a vote of 10/0/0.

**5. Community Development Block Grant Process**

Debbie Madsen suggested that Shelley Carver, Community Development Block Grant Coordinator, from the Community Development department move up on the agenda, and give her presentation. Shelly spoke to the board about the role SSAB would have in the public services money allocations that are given to the City from Federal Housing and Urban Development department. In 2011, there will be \$84,860 made available for agencies who want to start new services or increase existing services that serve the needs of low and moderate income families, as defined by the existing income guidelines. The Community Development department would like to utilize the experience and expertise of the SSAB by having them assist in the matrix grading process proposed to allocate the monies to agencies. This would consist of adding two additional meetings to the SSAB calendar, one in December and one in January. Questions were asked after the presentation to Shelley Carver and Karen Davis, Community Development Director. They confirmed that the community development department would be in charge of the notice of funding, and the monitoring the grant drawdown's as requested by agencies throughout the year. The role of SSAB is simply to assist in deciding how the monies are allocated.

**6. Announcements**

Christopher Renner announced that Victor Force has been named the new Executive Director of the Manhattan Emergency Shelter.

Debbie informed the board that the City Commission decided to remove the Flint Hills Area Transportation Agency from the SSAB budget, and create a separate line item in the City's General Fund budget.

Debbie also reported that she will be speaking to the Optimist Club regarding the activities of the SSAB. She also stated that she will continue to serve as the SSAB representative for the Manhattan Day Care and Learning Center focus group meetings.

**7. Review of calendar and list of agencies for fall site visits**

Debbie requested that each member let her know which agencies they would like to visit for the fall site visits. She will then have a site visit list prepared at the October meeting.

**8. Adjournment**

The meeting was adjourned at 7:45 p.m.

*Submitted by Pamela Jager and Debbie Madsen*