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## **MINUTES**

### **Social Services Advisory Board**

**October 1, 2014 6:30 P.M.**

City Commission Room

1101 Poyntz Avenue

Manhattan, Kansas 66502

**Members Present:** John Ball, Stan Ward, John Mixer, Jerred McKee, John Pecoraro, Robin Fronk, John Ford, Chuck Henderson, Barbara Murphy, Barbara Stewart, Sara Fisher, Sarah Blair, Patrick McLaughlin

**Members Absent (Excused):** Ted Hartke, and Michael Gassmann

**Members Absent (Unexcused):** None

**Staff Present:** Hillary Badger, Christina L'Ecuyer

**1. Public Comments**

There were no public comments.

**2. Additions to agenda**

There were no additions to the agenda.

**3. Community Development Block Grant Program**

Christina L'Ecuyer, Grant Administrator for Community Development, outlined the process for updating the five year strategic plan for the U.S. Department of Housing and Urban Development. Requests for proposals will be sent to all local social service agencies by the end of October, and are due to the city's Community Development department by December of 2014.

**4. Approval of draft minutes for September 3, 2014 meeting**

John Ford made a motion to approve the minutes as filed. The motion was seconded by Barbara Stewart and approved 11-0. At this time Patrick McLaughlin joined the meeting and Jerred McKee was excused early.

**5. Announcements**

There were no board announcements from the chair or members.

**6. Review / Revise Site Visit Form**

Sara Fisher recommended the board review the site visit form and annual application together. The Chair noted the recommendation for a future meeting. John Ford made a motion to approve the form as presented. The motion was seconded by Chuck Henderson and approved 12-0.

**7. Fall Site Visit Team Assignments**

The site visit schedule was approved.

**8. Adjournment**

The meeting was adjourned at 8:05 p.m.

*Submitted by Hillary Badger*