



ALCOHOLISM COUNCILS

I. Objectives and Functions:

A. Fact Finding:

1. To obtain factual information relative to alcoholism and the community that is necessary for program planning and development.

B. Program Planning and Development:

1. To stimulate program development and planning, both short and long range, for total services to the alcoholic in the community.

C. Coordination:

1. To improve and facilitate inter-relationships and promote coordination between organizations, groups, and individuals concerned with the problems of the alcoholic.

D. Education:

1. To develop a better public understanding of alcoholism and an awareness of the needs, resources, objectives, and methods for the rehabilitation of the alcoholic.

E. Support and Participation:

1. To develop adequate support of and participation in the community's attack on alcoholism.

II. Membership:

- A. The Alcoholism Council should include, but is not limited to, the following representation, and should be increased as the needs of the community indicate:
1. AIRC Director and Staff
 2. Representative, Vocational Rehabilitation
 3. Representative, County Department of Social Welfare
 4. Representative, Washington State Employment Office
 5. Representative, District Public Health
 6. Representative, County or City Legal Enforcement Services
 7. Representative, County or City Governmental Systems
 8. Representative, Local Alcoholics Anonymous Groups
 9. Representative, Clergy
 10. Representative, Industry
 11. Representative, Medical Profession
 12. Representative from within the lower Social Economic Groups

III: Sub-Committees:

- A. Within the framework of the Advisory Committee, it is recommended that there be the following standing Sub-Committees:
1. Hospital and Medical Sub-Committee
 2. Industry and Commerce Sub-Committee
 3. Education Sub-Committee

4. Religious Sub-Committee
 5. Law Enforcement Sub-Committee
 6. Budget and Finance
 7. Legislative Sub-Committee
 8. Planning and Evaluation Sub-Committee
 9. Publicity and Public Relations Sub-Committee
- B. Other special Sub-Committees and their Chairmen may be appointed as the needs of the community dictate.
- C. The Chairman of each Sub-Committee should be appointed from the membership of the Advisory Committee and shall be responsible for the organization and membership of their Sub-Committees.

IV. Sub-Committee Responsibilities:

- A. Hospital and Medical Sub-Committee: Shall survey and endeavor to promote the availability of hospital facilities for the treatment of alcoholism and shall promote the organization of such additional facilities as are necessary. It shall encourage the development of in-service training programs in cooperation with hospitals and clinics on the problems of alcoholism and the methods of treatment. It shall encourage the establishment of an appropriate committee to assist in the dissemination of material relating to the problem and arrange and conduct Medical workshops.
- B. Industry and Commerce Sub-Committee: Shall study the problem of alcoholism in local industrial concerns and attempt to interest the employers in the prevention, treatment and rehabilitation of alcoholics; make known to them the availability and treatment success of various rehabilitation programs. It shall attempt to get speakers before industrial groups. It shall endeavor to encourage employers to develop their own programs of early detection and referral to available treatment and rehabilitation facilities, and to assist in the return of the rehabilitated alcoholic to employment. This Sub-Committee shall arrange and conduct workshops on alcoholism.
- C. Education Sub-Committee: Shall engage in both education and publicity. It shall study local and other school educational programs as they relate to alcoholism, and promote the best possible alcohol studies in local educational institutions in cooperation with school personnel. It shall develop channels for the dissemination to the general public of material relating to the problem of alcoholism by word of mouth, written material, distribution of pamphlets and all other media. In short, it shall publicize the work of the Project, its committees and other alcoholism agencies. This Sub-Committee shall also have the responsibility for the development and promotion of a Speaker's Bureau.
- D. Religious Sub-Committee: Shall effectuate liaison between the clergy and churches of the various denominations with respect to the problem of alcoholism; furnish ministers and priests with such material as they feel may assist them in pastoral counseling on alcoholism; encourage the establishment within the churches of an appropriate committee to assist in the dissemination of material relating to the problem and shall arrange and conduct workshops on alcoholism.

- E. Law Enforcement Sub-Committee: Shall study the problem of alcoholism and excessive drinking as it relates to law enforcement; promote public understanding and support of programs for the identification and treatment of the alcoholic offender. It shall endeavor to facilitate the development of training programs for law enforcement personnel on matters relating to drinking and alcoholism.
- F. Budget and Finance Sub-Committee: Shall make a survey of all possible funds for the local alcoholism program. They shall be responsible for writing the budget and controlling expenditures.
- G. Legislative Sub-Committee: Develop, write, and submit proposals for new legislation for cities, county, state, and federal governments. Develop effective liaison between all community legislators, to evaluate future legislative proposals.
- H. Planning and Evaluation Sub-Committee:
1. How important is each Sub-Committee's assignment?
 2. How active is the Sub-Committee?
 3. What has the Sub-Committee accomplished?
 4. What is the current program and what are the current activities of the Sub-Committee?
 5. What are the plans of the Sub-Committee for the future?
 6. What are the Committee's strengths and weaknesses? Consider such matters as: Membership, leadership, productivity, and effectiveness.
 7. Should the Sub-Committee be continued? If so, why?
 8. If it should be continued, what should it seek to accomplish during the coming year.
 9. Develop, write and/or revise comprehensive plan for the communities being serviced by the Council.
 10. Study proposals and submit recommendations from community agencies requesting funds from Washington State Department of Health for alcoholism programs.
- I. Publicity and Public Relations Sub-Committee: Develop effective liaison with all news media with the communities to assure a continuing community interest in all aspects of the existing council activities. Open lines of communications with other community health and welfare councils or agencies to obtain support of council's programs. Design an ongoing public relations program which can assure AIRC of continuing support from the general community.
- J. Speaker's Bureau Sub-Committee: Sub-Committee responsible for training speakers and designing speeches which will be of interest to schools, service and social organizations. This Committee will be assisting the Alcoholism Information and Referral Center Director by assuming responsibility as guest speakers on behalf of the Council, allowing the Director to concentrate on the professional education within a community.