



## **TREATMENT FACILITIES COMMITTEE MEETING MINUTES**

**March 15, 2023, 7pm, Meeting**

- 1) Meeting Called to Order: 7:06 pm with the Serenity Prayer, Chris G.
- 2) Meet and Greet: introductions.
- 3) Secretary Report: Tina A submitted minutes from February 15, 2022, meeting. Diane L noted that the minutes should reflect that she is on the Mapping Cmte. Motion to accept with that addition: Matt G; Second: Taylor C; Motion passes.
- 4) Treasurer Report: Taylor C reported that there were no changes from the February meeting. He presented the proposed TFC 2024 to the budget & Finance committee. It will then go to the Area Assembly in April. FY 2024 budget will be approved at 3<sup>rd</sup> Quarter Assembly. Motion to accept: Yesenia I; Second: Matt G; Motion passes.
- 5) Chair's Report: Chris G reported on Mission Statement and Goals & Objectives.
- 6) Mission Statement: Chris G. reviewed the mission statement and committee purpose. He read from the SETA TFC webpage. Chris would like to consider modifying the Mission Statement. Specifics regarding the possible modifications would be reviewed in a subsequent meeting, nothing was changed or modified at this committee meeting.
- 7) Goals & Objectives: Chris G reviewed in more detail the goals and objectives, point by point. (see attachments sent with February minutes). Chris also showed the committee a copy of the Treatment Facilities Workbook. Diane L asked if the binder is available to TFC members. Chris indicated he would provide a binder to Diane, and that his goal is to get 2 binders to every District. Kendyl W has suggested that a TFC representative(s) present at each District.
- 8) TFC Subcommittee Reports:
  - a) Bridge the Gap, Chris G received the following from Kendyl W to share with the committee:
    - i) BTG Login Audits: this is specific to those who have Login access to register BTG Temp Contacts. It is recommended that the committee audit the logins of past DCM's from the previous rotation to confirm use. If they do plan on using, then no changes should be made. If they're not using it and don't plan to, then we need to delete the login. We also need to reach out to the new DCM's and District TFC's.
    - ii) July Training: Set a plan for the committee to schedule a July training at the July Assembly in anticipation of the BTGWW event in September. Advance notification to be placed on the Assembly agenda is 45 days. The training would include: (1) How do I add people to the database, and (2) how to search the database when you need to find a contact. There could be other items as well.
    - iii) Digital Library: Repository of information on the national Bridge the Gap website. All members can have access.
    - iv) BTG meeting at BrazosPlace: Contacted Mike D of District 82 regarding the need to take BTG meeting to this facility. Kendyl will report progress at next meeting.
  - b) Mapping, Taylor reported that the effort is ongoing. There are no updates currently. Still need more help for this project.



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- c) Brochures and Literature: Yesenia I. has completed the Spanish translation of 3 BTG brochures. They are being reviewed to include local vernacular of certain terms or phrases.
- d) TFC Open Positions to Fill Immediately:
  - i) Literature Chair-By Acclamation Diane L will fill this position.
  - ii) Accessibilities: remains open
  - iii) IT Liaison: remains open
- 9) Meeting Adjourned at 8:40pm: Responsibility Statement



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## MEETING ATTENDEES

### *Area TFC Officers*

Chris G.	Chairperson
Open,	Alt. Chairperson
Taylor C.	Treasurer
Open	Alt. Treasurer
Tina A.	Secretary
Open	Alt. Secretary

### *Committees*

Yesenia I	Hispanic Liaison
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### *District Attendees*

Matt G.	D40 Member
Kara G.	D52 Rep (not present)
Don M.	D31 Member
Kendyl W.	D82 Member (not present)
Mike D.	D82 Member (not present)
Diane L.	D32 Member
Brett H.	D81 TFC Rep/District TFC Chair (not present)
Eddie M.	D31 CFC (not present)
Jody J.	D32 Member (not present)
Bryce K.	D31 Rep (not present)
Bri L.	D70 Member (not present)
Jody B.	D32 Member (not present)
Kara A	D52 Member (not present)

### *Other Attendees*

Tracy W	SETA Newsletter Chair (not present)
Joel G	(not present)

*TFC Representative is an elected trusted servant for their district.*

*TFC Member is an actively involved service member for their district.*