



TREATMENT FACILITIES COMMITTEE MEETING MINUTES

January 15, 2024, 7pm, Meeting

Summary

The transcript summarizes a Treatment Facilities Committee (TFC) meeting focused on preparing for an upcoming Area Convention, addressing open committee positions, planning an inventory, and reviewing facility meeting support. Key details cover volunteer needs for the convention booth, printing bridge the gap pamphlets, confirming if the TFC display is ready, soliciting a new secretary, scheduling the inventory kickoff, creating an outreach role to coordinate volunteers, transitioning meetings to Google Meet, and ensuring district reports are more structured.

Business Discussed

Preparing for the Upcoming SETA Convention

The committee discusses preparations for the SETA Convention that weekend, including needing volunteers for the TFC booth, confirming if bridge the gap pamphlets and the TFC display are printed and ready to bring, and announcing the transition to Google Meet meetings starting next month.

Addressing Open TFC Committee Positions

With the secretary position now vacant after Tina's resignation, the committee seeks a new secretary and also solicits volunteers for the open alternate chair position. The facilitator role may need to change given John's upcoming move.

Planning the TFC Inventory Kickoff

The committee aims to schedule a kickoff meeting for the TFC Inventory process, to be facilitated by John or possibly Paul. They defer this until after the convention for more availability and due to John's unknown schedule.

Improving TFC Volunteer Support

Kendyl suggested the TFC consider creating an outreach coordinator role to handle volunteer intake and coordination. Access considerations for the volunteer sign-up was also discussed.

Other Committee Business

Additional business includes asking district reports to come first within the agenda to improve meeting flow, and for reports to be within a five-minute time limit.



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Action Items

Contact John on availability for facilitating inventory kickoff meeting -Chris G

Get with Don to explore options for creating private committee drive for shared access -Chris, Don

Send updated English and Spanish QR code bridge the gap pamphlet files to print -Tina A, Kendyl W

Bring printed bridge the gap pamphlets to convention - Kendyl W

Confirm if TFC display will be ready in time for convention - Chris G, Diane L

Solicit secretary position volunteers in the Area -Chris G

Add review of outreach coordinator role to next month's agenda -Chris G

Request and/or Obtain District TFC Contact Information from District Pages, DCM's -Chris G

Outline Approach (Presentation) to Treatment Facility Administration regarding AA Meetings inside Treatment Facilities -Taylor C

MEETING ATTENDEES

Area TFC Officers

Chris G.	Chairperson
Open	Alt. Chairperson
Taylor C.	Treasurer
Open	Alt. Treasurer
Open	Secretary
Open	Alt. Secretary

Committee

Yesenia I	Hispanic Liaison
Diane L	Chair, Literature (not present)
Don M	Chair, BTG Subcommittee

District Attendees

Mike D.	D82 DCM
Kendyl W.	D82 Member
Kevin W.	D70 DCM
Tina A.	D32 Member
Raymond F	D90 TFC

Visitors

Paul M.	Past SETA Delegate, Panel
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