

**VA Area Coordinator's Report**  
PUBLIC OUTREACH COORDINATOR

**Date of Assembly or VAWSC Meeting:** (?) October

**Area Coordinator:** public outreach

**Name and Email:** Michelle Dawn R, [CatWoman9464@yahoo.com](mailto:CatWoman9464@yahoo.com), 304-820-9138

**Informational Items:**

Updates since last meeting

- Actions taken—

My journey as public outreach coordinator is just beginning! This is my first month. I was able to be added to AFG Connects email thread and I've contacted several other public outreach coordinators so far. Matt has shared the google drive documents with me and has offered his assistance if I have any questions.

WSO sent me a fax that they received from a treatment facility. Unfortunately, the fax was incomplete. I attempted to contact the facility but am having trouble finding out what was being requested. I will continue to try to contact them to see how we can be of service.

I sent out an introductory e-mail to all District Reps introducing myself and offering my help. A couple have reached out and asked for further assistance. I will continue to follow up with those requests.

There is a Public Outreach Meeting on August 6 that I will be attending.

- Meetings held—no meetings so far. Just contacts through phone and e-mail
- Outcomes, struggles, successes—I'm compiling information about the position and what is available to me/groups/etc. Doing a lot of reading. Listening to the public outreach workshops on the Northern Virginia Service Center website and others.
- Important action items to do or accomplished—Getting set up with AFG connects was a great help, I compiled e-mail lists and info so I can quickly send e-mails or contact people, scheduling future meetings, checking about borrowing a Public Outreach Binder at Northern Virginia Service Center.

**Agenda Items to Add to the Meeting Agenda**

- Any thought force ideas? Not yet
- Any issues of concern? None so far
- Any wins or wows that have occurred? Win—Al-Anon always "surprises" me! Even though I already knew that Al-Anon service members are amazing to work with, it always surprises me how gentle, appreciative, kind and supportive they are! Always a win!