

# VA Area Communications Coordinator's Report

**Date of VAWSC Meeting:** March 5, 2022  
**Area Coordinator:** Communications Coordinator  
**Name and Email:** BECKY BRANHAM DIMON, bdimon@gmail.com

## Informational Items:

First Panel for this Area Coordinator position:

- Webex Meeting Scheduler/Coordinator
  - Al-Anon Family Group (AFG) and Virginia Area District meetings
  - Virginia Area Word Service Committee (VAWSC) meetings
  - Al-Anon Service Center of Northern Virginia (NVSC) meetings
- Emails - continue to respond to requests for Webex scheduling, meeting information, and general inquiries
  - Monitor Area emails
  - Assign and configure forwarding emails for VAWSC members and Area Officers
- Training – continue to respond to training requests
  - Light - Participants for Assembly and for AFGs
  - Medium - Webex Host roles for Group and District members
  - Advanced - Special Tech Team members whenever needed
- Attending Other Coordinator/Liaison Meetings
  - Long Range Planning Committee
  - Assembly Coordinator
  - Website Coordinator
  - Al-Anon Service Center of Northern Virginia (NVSC)
  - Al-Anon Service Center of Tidewater
- Outcomes, struggles, successes  
More will be revealed
- Important action items to do or accomplished  
More will be revealed

## Expected Focus in Panel 62 (one or more of the following):

- Participation in Area discussions and meetings on digital platforms, document storage requirements, backup and disaster recovery processes, version control and security for Area documents and Website files, data storage and structures
- Assist with routine Website modification and platform updating
- Research other digital solutions as needed to support the Area Chair's requests