

Central Ohio Area Service Committee Meeting Minutes 18 August 2024

Meeting called to order at 2:00 P.M. by **James G**
Serenity Prayer recited
Service Prayer read
The Twelve Traditions of Narcotics Anonymous read
The Twelve Concepts for NA Service read
The Section 3 of ASC Policy Manual read

BACK TO GROUPS:

- **Motions**
 - **NONE**
- **Nominations for open ASC positions:**

Responsibilities described in the [area policy manual](#)
Open positions in administrative body includes:

 - Vice Secretary- NONE
 - Vice Secretary- NONE
 - RCM Alternate- NONE
- **Nominations for open Ohio Region positions:**
 - NONE
- **Action items**
 - Home groups completing surveys in order for area to receive feedback to better serve COANA (See Corey G for more info)
 - New [NAWS Survey](#) on Step Working Material

Roll Call:

Erica M	Secretary
Olivia k	
Leighton M	PR and H/I
Josh H	Gsr Monday miracles
Klaudia S	H&I Panel Coordinator
Chris H	Web Updater, Panel Lead Evoke Wellness, GSR Spiritual Not Religious
Wanda W	GSR U GROW GIRL
Brooke S.	Good morning group GSR, Newsletter chair
Megan P	PR chair
Byron B	GSR High Hopes

Dani T	GSR for That Meeting Up North
Lisa	GSR aging in recovery and Area Office chair
Kenzie T	H&I chair
Corey G	Vice Chair
MONTY S	GSR
Paul M	PR subcommittee -virtual pilot prison meeting point of contact
Dom D	GSR
Sara S	Unity day chair/ trust the literature alternate GSR
Fred P	GSR Alt
Tracey c	None
Tc	Concerned member
Cherie S	Aging in Recovery GSR Alternate
Janet W	Treasurer
Mark R.	Archives ad-hoc
Lis R	ASC Sect.

Minutes approved:

New Group Recognition:

- New Group recognition **NONE**

New Group Service Representative(s):

- New GSR recognition **NONE**

Brief financial assessment from Treasurer:

Open financial report forms/receipts:

Outstanding checks not reflected in current balance:

There three (3) outstanding checks:

- ORSCNA March donation - check #1261 in the amount of \$149.07
- ORSCNA April donation - check #1266 in the amount of \$118.40
- ORSCNA May donation - check #1269 in the amount of \$86.67

Total amount of outstanding checks = \$354.14

Starting Balance	\$13,576.23
Group Donations	\$715.85
Donations	
Expenses	\$313.60
Stmt Ending Balance	\$13,978.48

Current expenses: As of today are:

Breezeline	\$106.63
Area Office rent	\$300.00
Megan Powell – reimb. Business cards	\$359..02
Megan Powell – reimb. PRIDE Event	\$255.00
Caity Coffin – ORW Pride inside institution	145.00
ORSCNA donation– for June (20% of \$715.85 = \$143.17	\$143.17
Total expenses:	\$1,308.82

Unfinished Business:

- 2024-06 Ad Hoc Committee Report

Agenda Business:

- Budgets and Check Requests:
 -
- Elections:
 - **Archives ad hoc chair- Mark R ELECTED (10:0:1)**
- Motions
 -

Group Reports:

Up to date meeting information is on the website, NACentralOhio.org. Due to limitations of our meeting space, oral reports will not be included here. GSRs can submit written reports ahead of time ASC at [this link](#).

Please email any revisions needed due to closing or changes to a meeting to PR at coascna@gmail.com.

Administrative Reports:

Chair Report: (James G)

Good afternoon family,

Thank you for being present this afternoon.

I want to announce our next meeting is scheduled Sept 15@ 2pm at this location.

As of August 16 our bank balance was \$9698.38

Thank you to the Outreach Chair for the workshop last Saturday. It was a good refresher on what our homegroups can do to make NA attractive to the newcomer.

I also wanted to say Thank You to all the subcommittees for their service commitment to the program of NA

We are a little short of 2 weeks away from the world convention and I am looking forward celebrating with addicts from all over the world...ROAD TRIP 2024!.

For local events we have Unity Day Sept 22, and in October we have Tar Hollow

I wanted to Thank the Area for their patience and trust in me as I continue to learn this position, along with applying traditions and concepts.

In loving service James G

Vice Chair (Corey G)

ACTION ITEM: Home groups completing surveys in order for area to receive feedback to better serve COANA

Treasurer: (Janet)

Good afternoon family, thank you for the opportunity to serve our area. Please continue to announce the following during group announcements:

Here are the tasks that were completed for the month of July:

The bank account beginning balance was \$13,978.48.

- PayPal (electronic) donations totaled: \$53.35
- Checks/money orders grp deposits totaled : \$600.00
- **July group donations totaled** \$653.35

Interested members and groups can donate with PayPal to coascna.treasurer@gmail.com

If anyone wants to know if their group donated, please see me before or after the meeting to confirm. Also, if you donate via PayPal, please include the name of your group so that it can be appropriately credited.

Account withdrawals/debits:

Expenses - Description	Amount	Paid To	Check number
ORSCNA - February donation	\$ 149.07	ORSCNA -Feb. donation	1261
ORSCNA - March donation	\$ 118.40	ORSCNA -March donation	1266
ORSCNA - April donation	\$ 86.67	ORSCNA - April donation	1269
ASC Meeting - rental facility	\$ 60.00	Lower Lights Church	1272
Office phoneline & internet	\$ 116.66	Breezeline	1274
Domain Name - nacentralohio.org	\$ 265.00	Domain Name Services	1276
Office rent - August	\$ 300.00	Randy Birchfield	1278
5000 business cards (<i>budgeted</i>)	\$ 359.02	Megan Powell	1280
PRIDE Event fee (<i>budgeted</i>)	\$ 255.00	Megan Powell	1281
Billboard (<i>budgeted</i>)	\$ 2,172.00	Megan Powell	1284
PRIDE inside ORW (<i>budgeted PR - reimb for literature</i>)	\$ 145.00	Caity Coffin	1287
GSR Workshop Event	\$ 50.00	Byron Blake	1288
Unity Day Event	\$ 750.00	Sara Sheline	1289
	\$ 4826.82		

The ending balance bank account balance is: \$9,805.01
 LESS prudent reserve. -\$1,200.00
 \$8,605.01

There three (3) outstanding checks:

- ORSCNA May donation - check #1277 in the amount of \$106.50
- Breezeline - check #1279 in the amount of \$106.63
- ORSCNA Junel donation - check #1282 in the amount of \$143.17

Total amount of outstanding checks = \$356.30

July's statement ending balance \$9,805.01 – \$1,200.00 = \$8,605.01 – outstanding checks (\$356.30) = \$8,248.71 actual bank balance.

The following items will be attached for record and attached to the minutes.

- Bank Statement for July 2024
- Account Log File
- Financial workbook
- Group Donations file

In loving service,

Janet B.W., COASCNA Treasurer

Vice Treasurer (Jamie L)

I, Jamie L, regret to inform you that I am officially stepping down from the Vice Treasurer's position. I thank you for the trust you instilled in me for the responsibility of such a vast job. At this time I feel my skills would be better utilized by keeping the doors open for the new comer at my homegroup whom is lacking trusted servants. I hope in the future once my home group is secured with trusted servants, I will once again seen to be in your favor to step back up for the ASC in other regards. In the meantime, I will use this opportunity to learn more about the position I stepped down from and focus on my stepwork. Thank you for allowing me to serve.

Secretary: (Lis R)

Family, thanks for making it to the area service committee meeting for July! You may have noticed a few changes at the signup table outside. I've created digital forms for sign-in and sharing sessions. You can scan those QR codes or go to the [Form Library](#), enter what you want, and be done. This should lead to fewer issues with illegible handwriting, undeliverable minutes, and fewer disruptions during the meeting. Please also add the secretary's email to your contacts to make it less likely that minutes will get accidentally routed to spam or a folder other than the primary folder. I use a blank carbon copy (BCC) for sending out minutes, and minutes emails are also often attachment-heavy-spam markers for many email servers. Area minutes go out around 14 days after area service committee meetings, and if you're not seeing them in that time frame, please reach out so we can troubleshoot together. Some email servers can fill up and bounce emails once they are full (how I've avoided that fate myself, I do not know). There's also a group report form on that sheet in case a GSR and GSR Alternate can't make it to ASC. Providing a GSR report does not count for attendance (remember that if your group is not represented for two months in a row at ASC, you lose voting rights until you have been represented for two of three months again). Especially if a group needs help, we'd rather hear from you than nothing.

The last QR code on the sheet outside links to a forms library that includes digital versions of our forms, including group reports, subcommittee reports, and executive reports. Bookmark this page for future reference and all your form needs. This should help streamline the workload until we have a vice secretary and/or replacement for me. Besides, no one wants a person with executive dysfunction and sensory processing disorder to try and transcribe verbal reports given in an echoey church basement.

Subcommittee chairs, please remember that this is the time of year for you to review existing policies and make changes. Once your committee has your new policy for the year, e-mail it to me so we can have the GSRs approve it and add it to the website. H&I wins the prize for fastest turn-around time on

policy, and I look forward to all of us having time to review, assess, and learn about policy for our area's subcommittees.

Vice Secretary (OPEN)

NONE

Regional Committee Member: (Lynette C-D, newly elected)

NONE

Regional Committee Member Alternate (OPEN)

NONE

Subcommittee Reports:

Convention Committee: (BEN L)

NONE

Convention Treasurer: (Jarrod)

NONE

Area Service Office (Lisa G):

Good afternoon family. We have been selling literature, answering the phones, connecting members to groups and resources, and providing other services to members and groups in our area. Our subcommittee will be meeting September 22 at 4PM, then we'll be back to the first Sunday of each month at 4PM. We have changed to a virtual-only sub-committee meeting using Google Meet; login details are on the web site.

Since last ASC, the ASO sub-committee:

- Has submitted an updated (V4) Area Office Policy for approval by ASC members
- Participated in the audit for the ASO treasury that was completed by the ASC audit ad hoc committee
- Are currently working on including and training new area office volunteers
- Has submitted a literature purchase
- Checked in with 5 office volunteers and 18 phonline volunteers

Here are some updated statistics and treasurer reporting from the month of July 2024:

- Starting Balance: \$3,293.75
- Literature sales: \$1,038.96
- Actual amount received \$1,039.50
- Additional receipts: \$0.00
- Expenses: \$693.79
- Discrepancy between sale amount and amount received: \$0.81 [there are sometimes differences between order total and money order amount]
- Square processing fees: \$13.41
- Number of sales: 24
- Treasurer workbook ending balance: \$4,333.25 [accounts for all pending deposits and checks]
- Month ending bank account balance: \$3,079.88 (from bank statement)
- Inventory: \$6,956.43 (from inventory document)
- Number of phone calls: 96 (from Breezeline call log)

If you need to reach **our service office** with any issues you may experience, we recommend emailing us at cbusofficeofna@gmail.com. If you have an update to group information, please email coascna@gmail.com to have the website and downloadable PDF updated. (If you contact the ASO with group updates, we just pass them on to our Public Relations committee.)

Area service office hours and literature costs are available at nacentralohio.org. Currently we are not open on Sundays and Wednesdays. That could be changing; please check the website for volunteer-manned office hours. The website also denotes which holidays the ASO will not be manned for the remainder of 2024.

The following treasurer documents have been provided to our area service committee secretary:

- o June 2024 Huntington Bank Statement
- o Service Office Treasurer Workbook
- o Service Office Account Log

In loving service,
Lisa G. and the Area Service Office Committee

Hospital and Institution (Kenzie):

August 2024

Good afternoon!

Each month we reach the following:

Approximately 70 inmates per month across 4 Jail Facilities

Approximately 455 inmates per month across 4 Prisons

Approximately 245 clients per month across 10 Detoxes & Treatment Centers

We are always in need of more volunteers to help share a clear Narcotics Anonymous message to addicts in these facilities.

These are the facilities that are needing extra support:

- Columbus Springs which is held Fridays at 7
- Franklin Medical (Men) which is held Tuesdays at 6:30
- Dublin Springs which is held Tuesdays at 7
- Franklin county I (JAK) (Men) effective 8/20 will be meeting Tuesday 6:30

If you or anyone you know wants to get involved, please contact me at 614-204-375 or attend our next subcommittee meeting. We usually meet the first Sunday of every month, but our next subcommittee meeting will take place on Sunday, September 8th from 2-3 at 1113 Parsons Ave public library.

I also have paper copies of lists of facilities we attend if you would like one.

Thanks!

Kenzie

Newsletter (Brooke S):

Outreach (Byron B):

Hi Family,

It's a great day to be clean. Outreach is putting our recovery first. Our unity is still strong. Every subcommittee was represented at the workshop. Coming together is what makes and keeps us strong. It's always great to see the addicts who have helped us get and stay clean. We are here to get the NA message out that an addict, any addict can stop using, lose the desire to use and find a new way to live. Our message is hope and the promise of freedom from the horror of active addiction. That is all we have to give.

Making service attractive was as simple as getting together and sharing our experience of our first NA meeting. Or talking about why we stay clean. What we got out of the service position we have. How we got in to service. Service got me clean, and service keeps me clean. No greater joy do I get than to serve while others are recovering. Being in that atmosphere is my hope and freedom.

I like to invite everyone out to our next workshop, **"BUILDING STRONGER HOME GROUPS."** We need to come together and save our fellowship. If the home group dies.... The addict dies.

ILS Byron B Outreach Chairperson

FAQ!?!? Why OUTREACH!?

If you feel your home group could be stronger

If you want to learn how to help a struggling meeting?

If you want to learn how to be of service or about any positions?

If you want to learn how to start meetings where addicts are suffering?

Public Relations: (Megan P):



PUBLIC RELATIONS SUBCOMMITTEE REPORT

DATE

8/18/24

CHAIR

MEGAN P.

WEB DATA

Visitors
July - 3,141
June - 2,813

AUGUST SUBCOMMITTEE MTG

Megan P., Izzy S, Paul M., Corey G.,
Byron, Katherine M, Olivia K, Klaudia S,
Robin K, Leighton M, Johnny W., Alyce S.,
Johnathan S.

NEXT SUBCOMMITTEE MTG

Sunday, October 6 @ 1pm
Parsons Library Meeting Room 2

CHECK REQUESTS

None

PROJECT/EVENT SUMMARY & UPDATES

Post N' Pass

A flyer drive contest for homegroups. Homegroups are encouraged to use the Post N' Pass kit to post as many PR pull tab flyers and business cards in their area. They report the number of locations and then pass the kit to another homegroup.

- **Updates:** Extending contest date to 11/8 due to more homegroups wanting to participate.
 - 4 homegroups completed + 3 kits in the Area with 2 homegroups scheduled.

Health Care Presentation - OSU Med School

Monthly PI presentation to OSU 4th year med students/future doctors. The average class is approx. 25 students. The presentation is a power point overview of the Narcotics Anonymous program followed by a variety of "mini" shares. The presentation is to inform health care professionals that NA is an accessible and credible program of recovery.

- **Updates:** July 29 was the 4th year med school presentation. PR members included: Leighton M, Paul M, Megan P., and Ben. There were approx. 35 students.
- **Upcoming:** August 26 is the next 4th year Med School Presentation and the 2nd year Opioid Panel. Participating PR members include: Mikey M, Paul M, Sarah F., Mike B., Megan P. and Ben (incarcerated NA member).

Public PI Tables - (PR Member Corey G.)

Setting up a table at a public event to provide information on Narcotics Anonymous. At least two trained members attend and have literature available. Corey G. created an event tracking sheet for PR Subcommittee Google Drive.

- **Updates:** August 3, Gallery Hop table. PR members included: Corey G. and Katherine M. The PR Subcommittee is discussing banners - a retractable info banner and feather banner for PI tables. Katherine M. is working on a event checklist so the Subcommittee can streamline PI table opportunities.
- **Upcoming:** August 19 is Island Party recovery resource fair near Basecamp. PR members included are Corey G., Megan P. and Wendy A. August 23 is Westerville Fourth Friday. We are approved, but need assigned table location.
- Note: Any public event suggestions, please attend the PR Subcommittee Meeting or email coascna@gmail.com.

Billboards

Billboards are a recommended way by the PR handbook to provide NA public information, including the website and phone number.

- **Updates:** Alum Creek/Livingston Billboard was posted 7/15.
- **Upcoming:** Next billboard is Oct/Nov S High/Frank Rd 104, 14' x 48', \$2462. This location was voted on by the PR subcommittee and announced at Area. The cost is reflected on the approved PR Annual Budget.

NA Website Survey - (PR Member Izzy S.)

The PR subcommittee created a survey to get feedback from Central OH NA members to improve the website. Izzy S. will review the data and compile a "wish list" and work with the web master on the top 3-5 ideas. The survey is available on the homepage of nacentralohio.org.

- **Updates:** GSR Jeff P. made suggestions to improve the website survey question. This was implemented by Izzy S. on 8/10.

PR within the Fellowship

The Central OH PR Subcommittee goal is unity and sharing ideas. We connect with other PR service members to support one another in our efforts to share the message of NA.

- **Updates:** Meeting with Regional PR Chairs Colette S. and Jesse G. to discuss Re-link.org online directory for the incarcerated. They expressed their concerns that their PR subcommittees are sometimes only one person. We are working on sharing templates and PR presentations so other local NA service members can utilize them in their Areas.
- **Upcoming:** PR Chair Meet and Great hosted by Regional Chair Colette S. The PR Manager Jane N. requested Central OH PR to be included in "The Power of the Moment" presentation at WCNA (NA World Conference). The topic of Making Connections with Corrections. The slides are included with other PR service members across the world. The slides summarize PR projects and how we developed the relationship with ODRC. The slides will feature short clips of an ODRC recovery services professional and two incarcerated NA members that share how access to NA services impact their lives on the inside. Paul M. will lead the slides with support of Megan P. Slides were submitted and approved by Jane N. and Stacy M.

Central OH PR requests:

- The chaplain at Indian River Juvenile Corrections called PR directly. I stated that her Area is STACSNA, and I would contact the PR and H&I chairs to get in contact with her. It's been a week with no response from emails. The phone number on the website is to a meeting locator on a Portage OH. I contacted the Regional PR Chair Colette for assistance - we are going to try to assist her.
- Heartland High Schools - PI presentation and On-Site Meeting. This was passed to Kenzie T. and Klaudia who are working directly with the coordinator at Heartland.

High Schools (PR Member Alyce S., Leighton M)

PR Subcommittee Members want to develop an NA presentation for High Schools so students and staff can know NA exists and access resources if/when needed. Alyce S. will be reaching out to High School leadership via email. The template was created by the PR Subcommittee.

- **Updates:** Leighton M. is committed to helping with high schools. He has connected with other NA service members that are providing tips and information on how they have been successful. Group chat was created by Alyce S. will all interested members.

PR Learning Day (Olivia K, Megan P.) - Brainstorming phase

ODRC Monthly Leadership Meeting

Central OH PR & H&I meet with ODRC on a monthly basis to review open and potential projects. Projects include NA information on tablets, Re-Entry Tip Sheet, Virtual Meetings, ODRC Shout Outs, Speaker Jams, PI tables, and more. Consistent communication and discussion is imperative because it allows NA to provide public information, resources, and services to the incarcerated. One of the goals of PR in the PR handbook is to build trust and credibility with professionals in our Area. This meeting has been attended by PR Subcommittee members, H&I Subcommittee members, H&I Regional Chair, and WSR Subcommittee.

- **Updates:** Last meeting was attended by PR member Paul M. and H&I member Klaudia S.
- **Upcoming:** Aug 20, PR Chair, PR member Paul M, and tentative H&I member.

ODRC Virtual Prison Meeting Pilot

The ODRC Virtual Prison Meeting Pilot is a virtual prison meeting started with the Allen Oakwood facility. The meeting is the 1st and 3rd Tuesday of the month. ODRC approves what facilities log-on, and if any of those facilities are outside the Central OH area, PR contacts those Areas. The goal for the virtual meeting pilot is to allow ODRC to develop virtual meeting protocol. They needed to have a running meeting in order to understand what needs to be in the guidelines. For example: Do NA members need to complete a lengthy volunteer application? Is video on mandatory? What can't be in view (provocative poster, smoking, etc.)? A trusting relationship was imperative while this was in development. After ODRC completes guidelines, it is best to move forward with "next steps" so this plan can be shared across the state of Ohio and ODRC professionals can discuss opportunities with their local NA service bodies. More information on next steps and the Virtual Prison Meeting Pilot can be found in the summary handout.

- **Updates:** See report provided by PR member Paul M.

ATTACHMENTS

- Extension of PR Report - Update on Corrections Projects
- Virtual Meeting Pilot Summary and Next Steps
- August 2024 PR Subcommittee Agenda

ATTACHMENTS

Central Ohio Area, Public Relations Subcommittee

August 2024 - Update on selected projects in the Criminal Legal Sector
Area Service Committee Meeting, 08/18/2024
Paul M. – paul.matherny@gmail.com – 614-745-7530

We often hear from grateful incarcerated members across Ohio and other Depts of Correction that our NA resources are available on prison tablets. Incarcerated members now have free and easy access to many of the same IPs and audio of the Basic Text that our outside members enjoy. We did hear from 2 incarcerated members and one prison staff that the materials were there, but then were gone. We will contact ODRC and Ohio MHAS and hopefully help resolve the situation. The pilot virtual prison meeting on the 1st and 3rd Tuesday of each month is well received by both prison admins and our incarcerated members. Myself and the trusted servants of this pilot initiative are grateful and excited to be able to roll out this ground breaking solution for our people behind bars. There are up to 9 facilities logging in with up to 220 incarcerated members, and 10-15 outside members who share their experience, strength and hope. Occasionally corrections professionals log in to observe the meeting, to see if it's something they can do for their residents.

ODRC is still discussing/drafting/reviewing the guidelines for virtual meetings. They will not be completed by the end of September 2024. We will reach out again to see if they have any updates. We shared info with ODRC about the upcoming WCNA World Unity Day Speaker on Sunday 09/01/24 and the opportunity for prisons to log in and listen. We have heard that 3 Ohio facilities will log in to hear the speaker! There are another 2 that will get a special zoom link and will be about to "shout out" to WCNA attendees before the Unity Speaker starts their share at approximately 11:30am. The NAWS flier for this event is attached for reference.

At the end of this report is a screen shot of a handwritten letter from an incarcerated member expressing gratitude for the pilot virtual prison meeting. This is just one example of many that we have received, and I am transcribing what he wrote here:

I would like to thank you for giving me the opportunity to take part in the zoom Freedom of Choice NA meeting.

I've never experienced a NA meeting being in Recovery other than in this prison. It was a truly humbling experience. I felt like I was a part of something that could help still suffering addicts change their lives. The fact that people from the outside care enough about NA and its message to take time out of their day to be part of a meeting for us was truly special and inspiring. Being part of that meeting was one of the greatest things to happen to me behind these walls. Thank you for allowing me to be part of this wonderful program and experience. I'm looking forward to the next time. Thank you!!

And here is the text of one of several similar emails from prison staff:

Hello!

I wanted to reach out and thank you for allowing us to participate in last night's virtual NA meeting. The individuals that participated have had nothing but good things to say about it. I am hoping to schedule them for at least 1 of the 2 virtual meetings offered per month.

We would love to join the NA - ODRC World Convention as well if it is not too late.

Please let me know if I need to reach out to anyone else in order to take part in these upcoming meetings.

Next Steps: NA Virtual Prison Meeting Pilot with ODRC

Since 2020, Central OH PR and H&I have cooperated with ODRC leadership to help the incarcerated community have access to the message of NA recovery. This includes free literature, audio books, & videos on tablets, in-person H&I commitments, prison "shout outs" during Unity Day Speaker, and most recently the virtual meeting pilot.

The virtual meeting pilot began in August 2023 when Central OH PR and H&I led a virtual panel presentation at the Allen Oakwood facility. The panel presentation was to test the virtual capabilities of an ODRC facility and receive feedback from the incarcerated community. This led to ODRC being on board to continue a pilot project that mimicked an NA meeting so the incarcerated individuals can feel as though they are "part of" and a true member of NA in a meeting.

When is the NA virtual prison meeting pilot?

- 1st and 3rd Tuesday at 6:30pm (log in at 6:15pm)
- The topic and reading information are sent the week before.
- The incarcerated community voted on a name for the pilot meeting and chose "Freedom of Choice".

Who joins the virtual prison meeting pilot?

- NA members vetted by the subcommittees. Members have at least one year's clean time and service experience (PR/H&I service). Some members with prior experience in an institution. For the pilot, the vetting process is extremely tailored.
- Incarcerated population as approved by the facility.
- Observers from other institutions, organizations, and PR &H&I trusted servants to shadow the pilot as approved by ODRC.
- A facility or person joining the virtual meeting must notify Central OH PR. If a facility joins outside of the Central OH Area or unrepresented Area, then the Area service members will be contacted for awareness.
- It is imperative to note that in-person NA H&I commitments take precedence over the NA virtual prison meeting pilot.

Why is it a pilot and what are next steps for NA prison virtual meetings?

- The NA virtual prison meeting project is a pilot so NA can work closely with ODRC as they establish internal procedures/protocol. This is possible because Central OH NA PR and H&I have cultivated a cooperative relationship with ODRC leadership over the years. Once the protocol is established, ODRC facilities will share this with local NA communities.
- Central OH NA PR and H&I will be working on guidelines based on the feedback of the pilot. The goal is for Central OH Area to share this information and collaborate with other Areas so more incarcerated individuals can have access to the NA message.

Next Steps

Note: The following next steps are not set in stone. They are to be used as a guide.

- ODRC approves draft of internal virtual meeting guidelines (estimated completion date 1/2025). The guidelines will include the volunteer application process and other guides like no driving, smoking, etc.
- ODRC shares guidelines with OHMHAS recovery supervisors. These contacts will be able to share these guidelines with local NA service bodies (estimated 2/2025).
- Each ODRC facilities' warden can review virtual meeting opportunities and connect to their local service body.
- Work with trusted servants within the Central OH PR and H&I Subcommittees to create a virtual meeting policy.
- Discuss with the Area and Regional trusted servants about presenting best practices learned during the virtual pilot to interested members.

Timeline of Central Ohio NA PR + Ohio Department of Rehabilitation & Corrections

2020

Central Ohio PR connects with ODRC about PI during COVID lockdown.

(ODRC is Ohio Dept of Rehabilitation & Corrections)

Central Ohio PR + H&I virtually present program of NA to Franklin County Common Plea TIES program.

TIES Program Director is a panelist on NEZF (NA North East Zonal Forum) at a virtual professionals day. ODRC leadership + Central Ohio PR connect again.

ODRC's John Sexton (Director of Correctional Recovery Services and Kelly Storm (Director of Behavioral Health) inquire about NA literature available on tablets for the incarcerated population.

2021

Five pieces of NA literature are put on 45,000 Ohio prison tablets. Regular communication with ODRC.



OMHAS is Ohio Mental Health Addiction Services

2022

Central OH PR + H&I work with NAWS, ODRC, and OMHAS to add more PIs, workbooks, audio books of the basic text. H&I records two videos: Intro to NA and What to Expect. PR works with ODRC to add these to tablets.

Video Participants: Emily T., Fred P., Brad H., and Chuck M., Cody C., John, Robin K.

Central OH PR begins regular meetings with ODRC leadership. H&I often attends. Topics include PI to incarcerated, tip sheets for re-entry, how to get free NA resources through NAWS, streamlining application process, and information on WSR (Writing Steps for Recovery).

2023

Central OH PR provides information to ODRC on how to do "shout outs" at World Convention of NA and log in to listen to World Unity Day Speaker.

ODRC + OMHAS invite Matt Schweyer (Recovery Services Supervisor for Allen Oakwood Correctional Institution, Lima, OH).

Allen Oakwood is in NWOASCNA with no representation.

Monthly ODRC Leadership calls continued. Central OH PR, H&I Chair and H&I Regional Chair would often join.

Central OH PR + H&I facilitate ODRC virtual panel with 75 incarcerated men from Allen Oakwood. This allowed ODRC to test virtual capabilities for "shout out".

Paul M, Fred P, Cody C,
JS S, Ryan M.

ODRC + OHMAS start a pilot program to provide free stamps for letters going to NA WSR.

Incarcerated are stating they can't find NA literature on tablets. Central OH PR + NA visit with Matt Schwyer at Allen Oakwood to test the tablets in person and try to identify the problem. While at Allen Oakwood, incarcerated members were attending an open AA zoom meeting. Matt shared that the men are dying for recovery and struggle to identify and participate in these meetings.



ODRC discusses with Central OH PR the idea of a regular NA virtual zoom meeting. A virtual meeting pilot starts with the men at Allen Oakwood, once a month, with the invitation to PR, H&I, and folks with substantial clean time, with some NA members with prior incarceration.

2024

Monthly meetings continue with ODRC Leadership. Central OH PR and H&I members are invited to join to discuss PI on tablets, PI for re-entry modules, PI on WSR/getting people connected and feedback on the pilot of virtual NA meetings.



February 2024, The Virtual Prison Meeting goes from once a month with Allen Oakwood, to the 1st and 3rd Tuesday of each month. ODRC and OMHAS requested that they be able to share the link with other correction facilities.

Central OH PR asked that any facility interested in joining must notify us ahead of time so we can make the NA Area aware (if applicable)

February 2024, Central OH PR Chair, Regional H&I Chair, and two H&I members discussed virtual prison meetings. It was decided that Virtual Prison Meetings were best to stay under PR as a pilot, as PR has the relationship with ODRC who is creating virtual meeting policy, troubleshooting issues, and sharing feedback regularly. **A VM update report will be read at H&I Subcommittee Meetings.**



March 2024, Central OH PR provides a report on virtual prison meeting pilot for Regional H&I Chair to share at the Regional H&I Meeting (All Area H&I Chairs). Any H&I Chair with ideas, questions, feedback was asked to contact us via phone or email.

May 2024, Lunch & Learn with OHMAS Recovery Services. Discussed the NA program, PI resources, and virtual meeting pilot. Everyone on the call acknowledged that in-person NA commitments are priority and always come before virtual resources/meetings.

June 2024, presumed incoming PR, H+I, WSR and H&I Coordinator, and Outgoing WSR/PR Member met to discuss open projects that involve PR and H&I, including Virtual Meetings.



Virtual NA Pilot Checklist

- ☐ Determine if joining facility has an active service body / NA Area
 - ☐ if yes, contact service body/ trusted service member
- ☐ Determine if there is an active H&I in-person commitment / any conflicts
 - ☐ if yes, immediately notify H&I subcommittee and ask the best strategy to emphasize in-person meeting is priority over virtual
- ☐ Report virtual meeting attendance to monthly PR, H&I Meetings and Area.
 - ☐ if not attending H& Subcommittee Meeting, must provide written report to H&I Chair + Coordinator.

In Process

- ODRC Virtual Meeting Procedures
- NA Virtual Meetings Guidelines & Policies
- Troubleshooting concerns/issues in the pilot
- Collaboration with H&I to determine a growth plan and next steps

PR Attending H&I Committee Meetings

December 3 2023 - Megan P, Liz G, Paul M
January 7 2024 - Megan P, Paul M
February 2024 - Met with Emily T (regional) and H&I Members
March 2024 - Emily T shares Virtual Meeting Report with H&I Regional
June 2024 - Paul M
July 2024 - Paul M
August 2024 - Paul M, Megan P, Corey G.

Ohio Facilities - Joined

Facility	NA Area	COASCNA H&I In- Person	Commitment Schedule per H&I Subcommittee	Area service members contacted?
Allen Oakwood	NWOASCNA	No	--	Yes - Malachi L PR Chair 12/9/2024
Pickaway Correctional (PCI)	No	Yes	Thursday 6pm Bi- weekly	Yes - Troy S 4/11/24
Richland (RCI)	No	No	--	No one to contact
ORW	COASCNA	Yes	Monday 6pm bi- weekly	Yes - Emily T
Southeastern (SCI)	MEASCNA	No	--	Yes - Chad K. PR Chair and Dave W. 3/17/24
FMC	COASCNA	Yes	Tuesday 6:30 pm weekly	No - facility was invited by another facility contact without notifying. **Later YES - discussed with H&I members.
Madison Side A	COASCNA	Yes	Tuesday 6:30 pm weekly	Yes - Mike S
North Central	MOASCNA	No	--	Yes - but no response from Jesse (contact from website flyer - 2/13/24)
Ross Correctional	SVASCNA	No	--	No contact information on website, only address. Sent letter on 8/10.

Ohio Facilities - Observation

Trumbull - Observation only	TASCNA / Buckeye Region	No	--	Yes - Jerry L (Regional Vice Chair) and Chris D.
Lebanon (LECI) - Observation only	GCASCNA + HAMASCNA	No	--	Yes - pr@cincinnati.com; Edward W. H&I Chair; Zach D PR Chair



PUBLIC RELATIONS SUBCOMMITTEE AGENDA

DATE 8/4/2024

LOCATION LIBRARY - PARSONS

INTRO + RECAP

- **Serenity Prayer + Introductions**
 - Share any topics of discussion
- **NA PR Handbook - Chapter 1 "Public Relations Goals"**

NEXT MTG SEPT CANCELLED - NA WORLD
OCTOBER 6 - PARSON LIBRARY

PR Activities: July Recap

- Post N' Pass In Progress - no update
- Presentations/Events/Meetings
 - OSU Med School appx. 35 students (Leighton M., Ben R., Megan P., Paul M., Matt S.)
 - Gallery Hop PI Table (Corey G., Katherine M)
 - ODRC Monthly Leadership Meeting (Paul M., Klaudia S.)
 - Virtual NA Meeting Pilot (Paul M.)
 - Meeting with Regional Chairs of PR - introduction + re-link.org
- Billboard contract submitted, paid. Vinyl in production.
- **Upcoming Commitments**
 - OSU Med School Orientation Panel + Monthly Presentation (Megan P, Paul M, Sarah F, Mickey M, Mike B, Ben R.)
 - ODRC - Monthly Virtual, Monthly Leadership, Monthly Policy
- **Public Requests:**
 - **First Step Recovery** - IPs
 - **Heartland High School** - Info presentation to new students + recurring monthly meeting (emailed Kenzie T. and Klaudia S. to pass to H&I)

AGENDA ITEMS

- **Discussion**
 - Web Survey - Izzy S.
 - High Schools - Alyce S. / Megan P.
 - Community Tables - Corey G
 - Requesting a banner for tables
 - Event/Table Checklist - Katherine M
 - ODRC Updates (tablets, VM, shout outs, working with H&I) - Paul M, Megan P.
 - World Panel request - PI for incarcerated re-entry
 - PR Learning Day date and format ****NEED VOLUNTEERS****
- **Check Requests**
 - None - any to add?
- **New Potential Projects "Wish List" **NEED HELP****
 - Re-entry Module / PI on tablets
 - Learning modules for tablets
 - Presentations at Professional Setting
 - Work with H&I on in-person speaker jam
 - PI Table banner / signage
 - Get website link on behavioral health websites

RESOURCES

PR
HANDBOOK



FB PAGE



PULL TAB
FLYER



COASCNA
PR POLICY



Megan P.
megpowell11@gmail.com
614-600-6339

nacentralohio.org
na.org

Writing Steps for Recovery: (Aaron H)

Good afternoon NA family,

The WSR subcommittee meets during the PR subcommittee meeting; interested members can attend that meeting at the regularly scheduled time.

Please have any members who are interested in participating in WSR contact the chairperson for more information:

Aaron H

(614) 896-4138

wsrnaoh@gmail.com

The WSR subcommittee is currently working on the following items:

- Finding and onboarding more members who are willing to be partnered with inmates for step-working and general correspondence.
- Communicating with existing ODRC facilities to talk about the program and address any concerns or needs.
- Organizing and updating the Google Drive with subcommittee documents.
- Organizing and updating the database of volunteers and inmates.
- Reaching out to existing volunteers to update the database and address any concerns or needs; ensuring that they are actively communicating with paired inmates.

Thank you all for your service to NA and please contact me if I can assist you.

In Loving Service,

Aaron H

Ad-hoc Reports:

Addithon (OPEN):

NONE

New Year's Eve (OPEN):

NONE

Unity Day (Sara S):

NONE

Archives (Mark R- newly elected):

NONE

Audits (Caity C):

NONE

OCNA FUNDRAISER (Laura P):

NONE

Nominations to Fill Open ASC Positions:

Current Open Positions:

Responsibilities described in the [area policy manual](#)

- *Vice Secretary*
- *Vice Treasurer*
- *Addithon Chair*
- *New Year's chair*

Nominations to Fill Open RSC Positions:

Current Open Positions:

- OCNA 41 Chair - No nominations made
- Public Relations Chair - No nominations made
- Vice-Webmaster - No nomination made

Sharing Session:

-

Unplanned Business:

-

Pre-Agenda Business:

NONE

Adjournment:

Chair Adjourned the meeting at 5:24 PM with a moment of silence followed by the serenity prayer

Next ASC meeting: 15 September 2024 @ 2pm EST**Central Ohio Area Service Committee of Narcotics Anonymous Trusted Servants****Administrative Committee**

Chairperson	James G	614-204-3432	Jtlgreen@yahoo.com
Vice-Chairperson	Corey G	614-390-0394	coreymgreen4@gmail.com
Secretary	Lis R.	419-231-2204	COASCNASec@gmail.com
Vice-Secretary	***OPEN***		
Treasurer	Janet W.	614-506-0768	jbogin3@gmail.com
Vice-Treasurer	***OPEN***		
Regional Committee Member	Lynette C-D	614-432-0601	iamlightlcd@gmail.com
Regional Committee Member Alternate	***OPEN***		

Subcommittee Chairpersons

Area Office Chairperson	Lisa G	614-209-3327	lisagottmk@hotmail.com
COACNA 31 Chairperson	Ben L	614-580-5128	blaceytape@aol.com
Hospitals & Institutions Chairperson	Kenzie T	614-204-3765	kenz823@icloud.com
Newsletter Chairperson	Brooke S	614-284-1856	coascnanewsletter614@gmail.com
Outreach Chairperson	Byron B	614-354-8701	outreach.nacolumbusohio@gmail.com
Public Relations Chairperson	Megan P.	614-600-6339	megpowell11@gmail.com
Writing Steps in Recovery Chairperson	Aaron H	614-896-4138	aaronhnacolumbus@gmail.com
Archives	Mark R	614-270-1274	coascnaarchives@gmail.com

COASCNA Activities Calendar for 2023-2024

March, 2024

Sunday, March 17th – **ASC Meeting** – 2:00pm @ Lower Lights Church 1066 Bellows Ave

1. Quarterly subcommittee budgets due for April - June.
2. Unity Day Proposal Due
3. ASC shall conduct a bi-annual Area Service Inventory (*as outlined in "A Guide to Local Service"*) - Proposal due in April. (*Odd years*)
4. Voting on CAR motions (*even years only when WSC is held*)

April, 2024

Saturday – Sunday, April 13th & 14th – **ORSCNA Quarterly Meeting** @ Location TBD

Sunday, April 21st – **ASC Meeting** – 2:00pm @ Lower Lights Church 1066 Bellows Ave

1. Announcement of the election of COASCNA Trusted Servants in June
2. COACNA audit (*for the off years*)

May, 2024

Sunday, May 19th – **ASC Meeting** – 2:00pm @ Lower Lights Church 1066 Bellows Ave

1. Nominations due for COASCNA Trusted Servant elections in June.

Friday – Sunday, May 10th – 12th – **ORSCNA Spring Retreat** @ Tar Hollow State Park – 16396 Tar Hollow Rd.

June, 2024

Sunday, June 23rd – **ASC Meeting (MOVED FROM JUNE 16th DUE TO FATHER'S DAY)** – 2:00pm @ Lower Lights Church 1066 Bellows Ave and on

1. Elections of COASCNA trusted servants except Convention Chairperson.
2. Area Conscience for ORSCNA Trusted Servants nominations.
3. Quarterly subcommittee budgets due for July – September.
4. Form Addithon and New Year's Eve ad hoc committees – proposals due at July ASC.

July, 2024

Saturday – Sunday, July 13th – 14th – **ORSCNA Quarterly Meeting** @ Canton, Ohio

Sunday, July 21st – **ASC Meeting** – 2:00pm @ Lower Lights Church, 1066 Bellows Ave

1. The records of the COASCNA General Fund will be audited by the Area Auditing Ad hoc Committee.
2. Form Audit Ad-hoc subcommittee to complete annual audit of COAONA account.
3. Addithon and New Year's Eve proposals due.

August, 2024

Sunday, August 18th – **ASC Meeting** – 2:00pm @ Lower Lights Church, 1066 Bellows Ave

1. Results of the Audit of the COASCNA General Fund due (*The fiscal year of COASCNA extends July 1 through June 30*)
2. Results of the Audit of the COAONA account due
3. ASC Treasurer begins filings for IRS, State of Ohio, & Ohio Attorney General (*due by November 15th*)

September, 2024

Sunday, September 15th – **ASC Meeting** – 2:00pm @ Lower Lights Church, 1066 Bellows Ave

1. Quarterly subcommittee budgets due for October – December

October, 2024

Friday – Sunday, October 10th – 12th – **ORSCNA 12th Step Retreat**

Saturday – Sunday, October 15th - 16th – **ORSCNA Quarterly Meeting** @ Location TBD

Sunday October 20th- 2:00pm @ Lower Lights Church, 1066 Bellows Ave

November, 2024

Sunday, November 20th – **ASC Meeting** – 2:00pm @ Lower Lights Church, 1066 Bellows Ave

1. OCNA Fundraiser Ad-hoc subcommittee – proposal due at December ASC.
2. Annual Area Office insurance payment due.