

PANEL TOPIC REPORT FORM

(Please submit final copy to Secretary)

Assigned to: ___ Literature _____

X Structure Change

Topic: 2011-13 Area 03 considers adopting the following job description for the Area 03 Treatment Facilities/Special Needs Coordinator:

Arizona Area Treatment Facilities Committee Coordinator

- A. Coordinate Treatment Facilities activities throughout Area 03.
- B. Serve as a communication link among Treatment Facilities chairpersons within Area 03 as well as with Areas outside Arizona.
- C. Identify, early in the rotation, a candidate for Alternate Treatment Facilities Coordinator for Administrative Committee approval.
- D. Maintain an updated version of the Treatment Facilities Workbook published by GSO.
- E. Participate in the Area 03 biennial coordinators conference.
- F. Participate in Treatment Facilities workshops and activities of Districts, Intergroups and H & I committees.
- G. Sit on the Treatment Facilities Panel in an advisory capacity.
- H. Host a Treatment Facilities Roundtable at three-day Assemblies.
- I. Prepare an annual budget for Area 03 Assembly approval..

Action: (Please check only one. See additional information below.)

No Action Sense of the Panel Recommendation No Postpone - When: _____

Panel Determination: _____

Votes For: _____ **Against:** _____ **Abstain:** _____

Discussion/Comments/Notes:

Your panel has five actions available to be taken through a vote (6 for the Finance Panel):

- A. **“No Action”**: this would apply if your Panel feels the topic is not Area business.
- B. **“Sense of the Panel”**: When the Panel wishes to suggest (not recommend as discussed below) that the Assembly, or Area Officers, do something. In other words, “yes/no, this is/isn’t a good idea but formal action is not necessary.”
- C. **“Recommendation”**: The Panel, through a vote, indicates that the Assembly should vote on the matter. Please note: All recommendations are considered seconded motions, and are taken as such on the Assembly floor. Be sure the wording on your motion is clear and concise, so the Assembly does not get distracted on a debate over semantics. Additionally, the Panel Chairperson is responsible for submitting a written copy of the motion to the Area Chairperson before the Assembly starts.
- D. **“No”**: The Panel does not agree with the topic.
- E. **“Postpone”**: The Panel wishes to further review the topic at the next Assembly or _____. Please specify a date to the Assembly as to when your Panel will consider it further action.

2011-13 Structure Change

Area 03 Topic Submittal Form

Motion:

Area 03 considers adopting the following job description for the Area 03 Treatment Facilities/Special Needs Coordinator:

Arizona Area Treatment Facilities Committee Coordinator

- A. Coordinate Treatment Facilities activities throughout Area 03.
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- H. Host a Treatment Facilities Roundtable at three-day Assemblies.
- I. Prepare an annual budget for Area 03 Assembly approval.

Background

In June 2010 the Area 03 Assembly modified the Treatment Facilities Coordinator job description. The job title was changed to Treatment Facilities/Special Needs Accessibility Coordinator. Additional language expanded the responsibilities of the Treatment Facilities Coordinator to include Bridging the Gap activities.

Discussion

The intent of this motion is to increase the effectiveness of the Treatment Facilities Coordinator by providing a narrow focus. The current job description hinders the coordination of Treatment Facilities efforts by diverting focus to Special Needs and Bridging the Gap. Moreover, the Area 03 service structure is modeled after that of the General Service Conference, which has a Treatment Facilities Committee, and *not* a Treatment Facilities/Special Needs Accessibility/Bridging the Gap committee.