

January 30, 2009

The Carrying the Message Ad-Hoc Committee meets on the 2nd Wednesday of the month at 6:30 pm, 50 Court St. Cromwell.



We met on January 14, 2009. **8 Addicts in attendance 2 from MSUA, 2 from GHA, 2 from TVA, and 2 from SFCA.** Gary M. – Regional Schedule Chair, and Greg K. – MSUA, Carlos R. – GHA Webservant/NAWS web contact (previous regional webservant) and Diana F. – GHA, Stephen R. and myself (Julie S.) – TVA, Tommy B. – Meeting Scout for SFCA and Dan S. – SFCA RCM.

We had a teleconference with NAWS at the ad-hoc meeting. We were able to speak with Eric Swidler - Fellowship Services Team Assistant, Steve Rush - Fellowship Service Team Leader, and Lori Dunnell - IT Team Database Administrator. We were able to get a lot of answers to our questions. This teleconference also helped me communicate to the committee the information I was given by NAWS.

Carlos asked about having access to other region's database information. NAWS said it was absolutely not a possibility due to security issues and confidentiality of personal information in the NAWS database. It is also not recommended because not all regions have a web contact and/or keep meeting information up-to-date with NAWS. It was suggested that we create a separate database that can be coordinated with the NAWS database by importing and exporting a csv file. This was what we were already planning on doing and this plan was affirmed by our conversation with NAWS.

We asked about adding a last updated/verified date field to the database and NAWS agreed that it was a good idea and will work on changing their database to include it. We asked about using key tag as a meeting format, like we do on our printed schedule and NAWS said that they don't get many requests for key tag as a meeting format and they have no plans to add it. We will be able to add it to our own database and we will need to work out the details for how to use it.

We also asked about what plans NAWS has for updating their database. They are working on a meeting directory feature that will allow the web contact to export the meetings in a schedule format that can be emailed. The directory feature can create a meeting list by region or area, sorted by time or city. This feature was expected to be working within 10 days of our phone conversation, but it is not yet working. I have communicated with NAWS some more during the month with further suggestions for this feature and to work out some of the quirks with the NAWS database system. We hope that this feature will be useful to coordinate information within the service structure.

As far as I know, NAWS has no plans to use am/pm format instead of or in addition to military time but the information is in the database and we will be able to use it on our end. So we will also need to work out the details of using the am/pm format

on our end. We also need to work out the details of coordinating children welcome (NAWS) with child care available (CT schedule.)

NAWS was not aware that the directions link for meetings was no longer on their website and they plan to fix it. We don't yet know how we will coordinate that with our database or if we will be able to.

NAWS gave me a link to view all of the schedule changes that were submitted directly to NAWS. I have checked this list to coordinate with the schedule committee. There were no changes for December that were submitted to NAWS and not the schedule committee.

Gary checked with the printer to find out if we can submit our schedule changes in an excel spreadsheet, and we found out that we could. This is good news because it means that we will be able to take the information that is in the database and export it into a file to submit to the printer for updates. When the coordination is complete the schedule committee will no longer need to make a list of changes to submit to the printer as long as the data entry is being done by the NAWS web contact/webservant. The schedule committee will still collect schedule changes and proof the changes on the printed schedule and in effect be proofing the information in the database as well.

We had some problems coordinating this month. SFCA was not aware that the schedule was submitted to the printer before the monthly ad-hoc meeting. There were a lot of last minute changes. I want to assure everyone that any information I receive I coordinate with the schedule committee. We went over some motions to update policy to better coordinate within the service structure and to define a point of accountability.

I incorrectly reported last month that SFCA was up to date in the database. We received a lot of updates from SFCA for the database, the website, and the schedule. Tommy and Dan have been working real hard to finish the updates this month. I have given them a copy of the updated information for final verification at their area meeting.

TVA & GDA are up to date in the database! I have not yet received the list of updates from GWA. Carlos R. is still working on GHA. I have received some feedback from MSUA for updates that need to be made. I talked to the RCM for GNHA and everything is up to date in the printed schedule, so I am working on coordinating that with the database. I need to check with GWA, CCA, and USA to see if the information in the printed schedule is up to date and can be used for the database as well. **GWA, CCA, USA and GNHA are in need of ad-hoc support.**

Carlos R. is working on the CT database programming. **The website and ad-hoc committee are looking for volunteers with knowledge of PHP programming language. No computer experience is needed to get involved with the ad-hoc committee! Not all of the work is done on the computer.**

In Loving Service,
Julie S.

Carrying the Message Ad-Hoc Chair (and acting webservant/NAWS web contact)