

FIRST DRAFT of the DRC Goals and Action Plan Description for 2024 CSC.

(Final Draft to be submitted by the end of the CoDA Service Conference.)

	GOAL DESCRIPTION & <i>Members Associated</i>	THREE ACTION PLAN ELEMENTS
1.	Develop each of the three Workgroups that have been established during our 2024 meetings. <i>Committee Chair and Members of each Workgroup</i>	A. Add new members to each Workgroup. B. Clearly identify and then prioritize the goals for each Workgroup. C. Create action plan details for each goal.
1A.	Mission and Service Structure Workgroup – Policies & Procedures Manual <i>Workgroup Members</i>	A. An on-going review of the committee’s Mission Statement; how the Mission Statement aligns with the Committee’s actions and priorities as the year goes on. Revise as needed. B. Continue the process of updating and supplementing the Policies & Procedures Manual. C. Establish terms and election processes for DRC Leadership.
1B.	Webpage and Outreach Workgroup <i>Workgroup Members</i>	A. Develop a contact list of Current and Past Delegates and Current and Past Alternates. Select the information to be incorporated into each person’s entry. B. Determine which committees have a need for access to this list. Collaborating with IMC, the Events Committee (and possibly others), create policies and boundaries around the distribution and use of addresses in the list. C. Create a functioning format/template for the DRC webpage. Train workgroup members regarding use of the webpage to survey Delegates and Alternates about activities proposed or being planned by the DRC.

		D. Clean up and clarify the lines of communication WITHIN the DRC.
1C.	PRE-CSC Workgroup <i>Workgroup Members</i>	<p>A. Collaborating with IMC, the Events Committee and the World Connections Committee, identify several ideas for improvement of the processes/activities of the CSC going forward (such as the “buddy system.”</p> <p>B. Work with the Webpage Workgroup to devise a survey and process for gathering initial recommendations from the Fellowship about processes and activities to be integrated into the 2025 CSC.</p> <p>C. Plan for the 2025 Delegate Luncheon and annual Delegates Meeting.</p>
2,	Potential AD HOC Workgroups <i>DRC Committee Members</i>	<p>A. As CoDA and H.P. lead us, prioritize several other potential Workgroups in the following categories</p> <ul style="list-style-type: none"> – Events for Interpersonal Connection – Leadership Skills for Working with VE’s – Knowledge of By-laws and the FSM (In collaboration with CoDA board?) – Strategies for Post-CSC Communication <p>B. Invite and recruit committed membership for each Workgroup</p> <p>C. Write goals, design methods of outreach and plan activities for each Workgroup as its turn on the priority list appears.</p>