

# DISTRICT COORDINATOR DUTIES

## COMMITTEE OF SAFETY MILESTONES

- Start planning, see CCOS handbook [www.nationallibertyalliance.org/handbooks](http://www.nationallibertyalliance.org/handbooks)
- Reach 6 members start planning for Seminar
- Scheduled Seminar, see plan at [www.nationallibertyalliance.org/handbooks](http://www.nationallibertyalliance.org/handbooks)
- Held Seminar
- 1<sup>st</sup> Committee of Safety Meeting, established chair, co-chair, treasure, and secretary.
- Purchased Committee of Safety Seal
- Committee of Correspondence established, update NLA w/Chair's 1<sup>st</sup> Name and Phone Number.
- Established Charter and Resolution
- Bound & sealed Charter and Resolution, purchased Sheriff's Handbook and Government by Consent book.
- 1<sup>st</sup> Contact with Sheriff (5 min) introduce your COS and presented him with bound & sealed Chartered and Resolution.
- Make an appointment for Sheriff to attend your meeting make sure he has at least 3 weeks to review books, charter and resolution.
- Sheriffs first meeting with COS, ask him that either he or one of his deputies would attend your monthly meeting.
- Established Education Committee (*handbook in process*)
- Established Judicial Committee (*handbook in process*)
- Established Political Committee, see handbook [www.nationallibertyalliance.org/handbooks](http://www.nationallibertyalliance.org/handbooks)
- Established Militia Committee, see handbook [www.nationallibertyalliance.org/handbooks](http://www.nationallibertyalliance.org/handbooks)
- Other Committees as needed

After each phone contact follow up with an email recapping the information you shared. Encourage them to have patience. ORGANIZING begins with one person taking the initiative to get things going by finding one other person and then another and another until you have four people willing to hold or temporarily hold the following committee positions - Chairman, Co-Chairman, Secretary, and Treasurer. You can meet on skype, zoom, phone or meet for a cup of coffee. Remind people we are all on a learning curve.

### **First - Phone Call** – *Follow up call with e-mail instructions of the same.*

- 1) Introduce yourself as District Coordinator for NLA's calling to make 1<sup>st</sup> contact to assist you with organizing your County Committee of Safety. If you have any questions or need any assistance, feel free to contact me.
- 2) Give your e-mail and phone contact.
- 3) Give list of all members in state by county (from Jan)
- 4) To understand the CCOS plan read and watch the videos on our front page, particularly "*Seminar, NLA Plan to Save Our Republic*" Government by Consent, recorded 12/18/21.
- 5) Down load "COS Organizing Handbook" at - [www.nationallibertyalliance.org/handbooks](http://www.nationallibertyalliance.org/handbooks)
- 6) Encourage all CCOS members to attend our Monday night Open Forum or download the mp3. Click on "Monday Night Call" for instructions to join or download the recording.

- 7) Click on our education tab (*a premier member is one donating \$5/month or more*)
  - a. **Free!** Foundation Study
  - b. **Free!** Civics Course
  - c. **Free!** Constitutional Course 101 Introduction
  - d. **Free!** Militia Course
  - e. Government by Consent Course (*must be a premier member*)
  - f. Jury administrator Accredited Course (*must be a premier member*)
  - g. Court Access and the Common Law Course [www.nationallibertyalliance.org/court-access-common-law-course](http://www.nationallibertyalliance.org/court-access-common-law-course) (*estimated 70-hour course*) teaches how to file and defend yourself in court under the Common Law.
- 8) For more help click on our “START A COMMITTEE OF SAFETY” Tab.
- 9) Tell them you will follow up in a week or two and if they have any questions feel free to call. (*If they have questions that you can't answer send the Question to Jan for our Monday open forum and inform the person of the same*).
- 10) Follow up with an email recapping your conversation and record the same in your log.

**Phone Call - Maintain Contact** – *Follow up call with e-mail instructions of the same.*

- 1) Call to see how they are doing and if they have any questions. Remind them they can also come to our Monday Open Forum.
- 2) Call every two weeks until they are ready to have their 1<sup>st</sup> Seminar.
- 3) Follow up with an email recapping your conversations and record the same in your log.
- 4) Remind them of NLA's Special Monday Night Meeting to discuss National Issues.
- 5) Follow up call with an email recapping your conversation and record the same in your log.

**Phone Call - Seminar** – *Follow up call with e-mail instructions of the same.*

- 1) Ready to have their 1<sup>st</sup> Seminar send them to – [www.nationallibertyalliance.org/handbooks](http://www.nationallibertyalliance.org/handbooks) and follow the instructions under “YOUR COS SEMINAR INSTRUCTIONS Videos & Power Point Videos”.
- 2) Remind them to plan their first CCOS meeting at the end of the seminar. Venue Ideas – Library, Town hall, Rod & Gun Club, Church, Private club, Back room of a bar, restaurant, or dinner, etc.
- 3) Remind them to go to [www.nationallibertyalliance.org/start-here](http://www.nationallibertyalliance.org/start-here) for a proper education.
- 4) Remind them of NLA's Special Monday Night Meeting to discuss National Issues.
- 5) Follow up call with an email recapping your conversation and record the same in your log.

**Phone Call - Charter & Resolutions** – *Follow up call with e-mail instructions of the same.*

Call them one week after they had the Seminar to congratulate them and see how it went.

- 1) Instruct them to start writing their Charter – [www.nationallibertyalliance.org/handbooks](http://www.nationallibertyalliance.org/handbooks)
- 2) Instruct them to start writing their Resolutions – [www.nationallibertyalliance.org/handbooks](http://www.nationallibertyalliance.org/handbooks) this can be simple and added to as they grow.
- 3) Instruct them to get their seal
- 4) Take your Charter & Resolution to Office Max or Staples and have a few blinded. Don't get to many at a time because you will be updating your resolutions over the next few months.

- 5) Instructions are in the COS Organizing Handbook –
- 6) [www.nationallibertyalliance.org/handbooks](http://www.nationallibertyalliance.org/handbooks)
- 7) Remind them to go to [www.nationallibertyalliance.org/start-here](http://www.nationallibertyalliance.org/start-here) for a proper education.
- 8) Remind them of NLA's Special Monday Night Meeting to discuss National Issues.
- 9) Follow up call with an email recapping your conversation and record the same in your log.

**Phone Call - Meetings** – *Follow up call with e-mail instructions of the same.*

- 1) Meetings should proceed as follows: (*start learning Roberts Rules of Order it will be needed when you grow*)
  - a. Strongly suggest that meeting not be on Monday nights because it conflicts with NLA meetings.
  - b. Have a sign in sheet [name, town, phone, email]
  - c. Open the meeting with a Bible chapter or a prayer.
  - d. Pledge of Allegiance.
  - e. Pass the donation can or collect dues as everyone introduce themselves - (*5 min max*)
  - f. Read the minutes of the last meeting
  - g. Sub-Committee reports on progress
  - h. General Committee - New business tasks to be performed to sub-committees
  - i. Download a video from [www.nationallibertyalliance.org](http://www.nationallibertyalliance.org) watch and discuss.
  - j. Close the meeting and encourage “EVERYONE to bring guests to the next meeting.
  - k. Thank people for coming, Announce the date of the next meeting, remind people to visit [www.nationallibertyalliance.org](http://www.nationallibertyalliance.org) to get a proper education.
- 2) Remind them to go to [www.nationallibertyalliance.org/start-here](http://www.nationallibertyalliance.org/start-here) for a proper education.
- 3) Remind them of NLA's Special Monday Night Meeting to discuss National Issues.
- 4) Follow up call with an email recapping your conversation and record the same in your log.

**Phone Call – Priming the Sheriff** – *Follow up call with e-mail instructions of the same.*

- 1) Call for a five-minute meeting with your Sheriff. Present him with a copy of
  - a. Your “Bound Charter & Resolutions” [www.nationallibertyalliance.org/books-john-darash](http://www.nationallibertyalliance.org/books-john-darash)
  - b. “Sheriffs Common Law Handbook” [www.nationallibertyalliance.org/books-john-darash](http://www.nationallibertyalliance.org/books-john-darash)
  - c. “Government by Consent Book” [www.nationallibertyalliance.org/campaign-constitutional-sheriffs](http://www.nationallibertyalliance.org/campaign-constitutional-sheriffs) and invite him to your next CCOS meeting. Make sure you give him time to read through all the information.
- 2) Follow up to see how things went with the Sheriff.
- 3) Find out when the Sheriff is scheduled to meet with the CCOS
- 4) Remind them to go to [www.nationallibertyalliance.org/start-here](http://www.nationallibertyalliance.org/start-here) for a proper education.
- 5) Remind them of NLA's Special Monday Night Meeting to discuss National Issues.
- 6) Follow up call with an email recapping your conversation and record the same in your log.

**Phone Call –1<sup>st</sup> Meet with the Sheriff** – *Follow up call with e-mail instructions of the same.*

- 1) Follow up on how the meeting with the Sheriff.
- 2) Encourage them to start creating sub-committees the most important ones are as follows in suggested order. The CCOS is the General Committee.

- a. Committee of Correspondence. The chairman should come to our special Monday Call held on the 1<sup>st</sup> Monday of the Month to discuss the different sub-committees, issues, and ideas.
  - b. Education Committee
  - c. Political Committee
  - d. Town Committee
  - e. City Committee
  - f. Village Committee
  - g. Other Committees as needed
- 3) Remind them to go to [www.nationallibertyalliance.org/start-here](http://www.nationallibertyalliance.org/start-here) for a proper education.
  - 4) Remind them of NLA's Special Monday Night Meeting to discuss National Issues.
  - 5) Follow up call with an email recapping your conversation and record the same in your log.

**Phone Call – Committee of Correspondence – Follow up call with e-mail instructions.**

- 1) Confirm that the Chairman or a member of the Committee of Correspondence is attending the Special Monday Night Meeting. District Coordinators are expected to attend also.
  - 2) Remind them to go to [www.nationallibertyalliance.org/start-here](http://www.nationallibertyalliance.org/start-here) for a proper education.
  - 3) Remind them of NLA's Special Monday Night Meeting to discuss National Issues.
  - 4) Follow up call with an email recapping your conversation and record the same in your log.
  - 5) Special Monday Night Meeting. District Coordinators are expected to attend also.
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**COUNTY COMMITTEE OF SAFETY**  
**MONTHLY MEETINGS PROTOCOL**

Meeting should be monthly, duration about 2½ hours and stay on point, suggested 7PM – 9:30 PM

- Have members bring guests.
- Invite friends, neighbors, and co-workers.
- Invite Volunteer/Professional fire department.
- Invite Volunteer/Professional Ambulance.
- Invite Volunteer/Professional Rescue.
- Invite Home Schoolers.
- Invite Meetup groups.
- Invite Liberty groups.
- Invite Gun Clubs.
- Invite Veterans Club.
- Post invitation on bulletin boards in stores, colleges, Craig's list, etc.
- Invite your Sheriff and other elected individuals from your political subdivisions.
- Encourage People in surrounding counties to organize their counties by inviting them to your meeting.

**Subject Matter:** [topics and discussions] stay on point. For power point videos, documents, memorandums of Law and more > [www.nationallibertyalliance.org/handbooks](http://www.nationallibertyalliance.org/handbooks)

- Committeeman
- Jury Administration
- Common Law
- Equity
- Grand Jury
- Petit Jury
- Militia (reserve)
- Republic review
- Founding Documents
- American Heritage
- How to approach the Sheriff and organize for Posse Comitatus

**WARNING:** Be alert that your CCOS is not hijacked by radicals with an agenda or ego trip bringing in division, Anna Von Ritz's movement who wants to rewrite our Constitution and create a new government structure, or the man on the land movement. Claiming that we need to declare our standing and file it in the county record, give up our citizenship, driver's license, etc. The word citizen is used 11 times in the Constitution. The word citizen does not tie us to civil law.

**NOTE:** Every County Committee of Safety is "Free and Independent" we need to be uniform in our COS creation and duties, just like the original 13 Colonies, but every grassroots' COS has their own unique problems and concerns. But as long as we are uniform from one county to another it will be easier to join forces with other counties to defeat a common threat when deemed necessary by each County COS. NLA is a National Organization whose only purpose is to assist the Grassroots to develop a necessary COS in order to preserve and defend our Republic. NLA's policy is a "Hands off policy" in order to encourage a "Free and Independent" grassroots COS. Any interference from a National or State Organization threatens their independence. NLA will always be available to facilitate an education, organization assistance, assist in finding answers and solutions when requested, share these answers and solutions with other COS's, provide communications between the counties, provide educational information, and certify "Jury Administrators. NLA will never interfere with COS's business.

### **COUNTY COMMITTEE OF SAFETY DUTIES**

The purpose of the Committee of Safety is to promote and organize the following powers in their counties in order to prevent government encroachment. The common goal of each county is to teach the People, what they have forgotten, "Government by Consent"! This requires an understanding of how a "Natural Law Republic" was established by the providence of nature's God and how it works. The COS was the process that our founding fathers used to organize the grassroots in the Thirteen Colonies thereby creating a coalition that founded this Nation. We must do the same by establishing and supporting COS in all our state counties.

## **NLA's Goals Are: - Make them known!**

- 1) NLA will help initiate "*County Committees of Safety*" in every county in America.
- 2) NLA must maintain a relationship with the County COS Organizer and eventually the Chair of the "*Committee of Correspondence*" in order to establish a relationship, raise awareness of National issues, and to brainstorm solutions.
- 3) NLA leadership must constantly stress the need of a proper education (NLA provides) in order to bind our servants down with the chains of the Constitution. If we fail to know these things, we cannot have self-government. Encourage every member of every County COS to learn what we should have been taught in school.
- 4) NLA leadership must constantly stress the need of all members to come to our Monday night open forum or download the MP3 if they can't make it. We all must be informed and united like our founding fathers!
- 5) NLA will have a special "Open Forum" hosted by John Darash for Committees of Correspondence once a month to talk about National issues on the 1<sup>st</sup> Monday of the month at 9 PM EST in our Start Meeting venue. We will forgo the 1<sup>st</sup> Monday of the month normal program for this "*Special Open Forum.*" Starting Monday June 5<sup>th</sup>! **Minutes taken!**
- 6) NLA leadership must explain to every County COS that NLA is only an adviser and will never interfere with the County COS business. NLA facilitates a proper education for the County COS, assists in organization and communications between the Committees of Correspondence to discuss national issues and brainstorm solutions. Each COS is free and independent and must decide how they will proceed concerning the issues raised.
- 7) NLA leadership must constantly stress that uniformity of our County COS is imperative in order for them to work together. NLA wrote the handbook for creating the County COS and the handbook for functioning as committeemen in order to take back our political and judicial processes.
- 8) NLA leadership must constantly stress that in both political and judicial concerns NLA will advise anyone who asks.
- 9) It must be stressed that every member of the CCOS should register as an NLA member in order to be fully informed and because "United We Stand and Divided We Fall!" NLA needs the People to support our "NATIONAL ENDEAVOR" to save our Republic via "Government by Consent."
- 10) NLA leadership must lead by example by starting or joining a COS in their respective county.

## **ALL NLA LEADERSHIP**

- Must attend our national on-line weekly meetings (if you can't make it, listen to recording.)
- Must be taking all NLA Courses.
- Must attend meetings (if you can't make it listen to recording.)
- Must Start or join an active county COS in your county, you don't need to be the main organizer.
- Must join the COS Committee of Correspondence and preferably be the chair, if not, must be active on that sub-committee.
- Read and become familiar with the COS plan by reading and studying the COS Handbook and COS Committeeman Handbook. You must eventually know the COS plan and structure in-side-out!!!



## DISTRICT COORDINATORS DUTIES

District Coordinators are the “*Face of NLA*” to “*NLA’s Committee of Correspondence*” for their states within their districts; and are responsible for:

- Communications to “*County COS*” must be by phone not email. Email is only for sending supporting information after a phone call. **NO MASS EMAILING!** One exception is to remind the County COS of an up-coming meeting.
- Maintaining a log using MS Word. Districts with more than 5 states need a min of 2 District Coordinators. Eventually we will need one Coordinator per state. Let’s start looking and recruiting more help NOW!
- MS Word Record – record bullet points and/or detailed info after each phone conversation. Create a folder for each state and sub folders for each county. Do not be long winded the purpose of this info will help you to remember who you are talking to and where to pick up on your next conversation. It also will assist another coordinator should you have to retire your position.
- Maintain a spread sheet of all active County COS. Use a tab for each state. (*Cut and paste the counties for each state provided by NLA*) Record the COS organizer for each county. Name – Phone – E-mail – No of Members – Date Established – Connected to Sheriff.
- Report to the “National Coordinator” all County COS’s progress on the 4<sup>th</sup> Monday of the month.
- Reports are to include:

List of County COS by State (*alphabetically*) with number of members.

1. (1) Report date County COS initiated.
  2. (2) Report date of County COS first meeting.
  3. (3) Report date the County COS completed their charter & resolutions sealed and filed with county clerk.
  4. (4) Report date the County COS submitted their charter & resolutions to Sheriff at their first 5 minute meeting & confirm Sheriff received the book “*Government by Consent.*”
  5. (5) Report date the County COS had their second meeting with their Sheriff 30 days later at a County COS meeting.
  6. (6) Report if the Sheriff is on board with the County COS.
  7. (7) Request a copy of COS's Charter and Resolution to post on NLA's website and update when necessary.
- When a County COS establishes a committee of correspondence change the contact information to the committee of correspondence chair, update from time to time if there are changes.
  - Impress upon the chair the necessity to be at the “*Monthly National Committee of Correspondence Meeting*” to discuss national problems and strategies. If they can’t make it send another member from their committee so that they are represented and can reiterate the findings back to their “*General Committee.*” Additionally, MP3 recordings will be made available.
  - Encourage COS leaders to share on our NLA Monday open forum their progress, successes, and unique ideas they executed for growth or whatever that might help others. Let Jan or Terry know that someone wants to speak. We will need identifying info so that we can take them first in the Q.
  - DC can share their successes also. Let Jan or Terry know that someone wants to speak.
  - Start working on a list of national problems that we need to address. Don’t concern yourselves with our voting problems Trump is addressing that.
  - Call each new COS and offer your assistance, give them a list of NLA members state wide.
  - Explain to the county COS the importance of education for all their members.

- Encourage them to take NLA courses and come to NLA's Monday night meetings.
- Once they have a Committee of Correspondence have them come to your meeting 2<sup>nd</sup> Monday of the month at 7:30 PM EST (might need to change to Tuesday at 9 PM because of the west coast.) This meeting should be focusing on National concerns.
- Other DC meetings can remain on Mondays if you want but you might need a different night at 9 PM because of the west coast.
- After 1<sup>st</sup> Contact schedule another call and follow-up calls. Relationships between NLA and County COS are crucial to our success. As states grow you can schedule skype calls with numerous County COS within the state.
- Skype is crucial for meeting with numerous COS leaders.

**MONTHLY REPORTS** *Due on the last Monday of the month*



# MONTHLY REPORT

District Coordinator \_\_\_\_\_

Date of Report \_\_\_\_\_

Name of State \_\_\_\_\_

No. of Counties \_\_\_\_\_

No of Chartered COS \_\_\_\_\_

No of COS Sheriff \_\_\_\_\_

Upcoming seminar – State, County, location, time (for NLA announcement, report to John)

## COUNTIES INITIATED

No. Initiated COS \_\_\_\_\_

*Confirm that all counties are registered w/active phone number*

Name of County	Name of County	Name of County
Name of County	Name of County	Name of County

## LIST OF COUNTIES THAT HAVE ESTABLISHED THEIR CHARTER AND RESOLUTIONS

Name of County	Name of County	Name of County
Name of County	Name of County	Name of County

## LIST OF COUNTIES WITH AN ESTABLISHED RELATIONSHIP W/SHERIFF & RECEIVED BOOKS

**BOOKS:** *Government by Consent and County Sheriffs Common Law Handbook*

[www.nationallibertyalliance.org/books-john-darash](http://www.nationallibertyalliance.org/books-john-darash)

Name of County	Name of County	Name of County
Name of County	Name of County	Name of County

## LIST OF COUNTIES THAT ATTENDED LAST MONDAY'S NLA/COS MEETING

Name of County	Name of County	Name of County
Name of County	Name of County	Name of County

NOTE: \_\_\_\_\_

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