

Adult Children of Alcoholics/Dysfunctional Families
World Service Organization

**Meeting and Service Safety Ad hoc Committee
(MSSC)**

October 31, 2020 Town Hall

12-1:30 pm ET

<https://acawso.org/category/ad-hoc-meeting-and-service-safety-committee/>

Town Hall Agenda

- Opening
- Mission Statement
- What MSSC Is Doing
- Survey Results/Top Concerns
- Group Conscience Process
- Open Discussion
- What MSSC Can Do
- Commitment to Service
- Contact and Resources

Opening

- Welcome to the Town Hall
- The meeting will be audio recorded
- A copy of the meeting will be available on the MSSC page at acawso.org
- During Open Discussion the digital Raised Hand will be used to call on you

ACA Serenity Prayer:

God, grant me the serenity to accept the people I cannot change.
The courage to change the one I can, and the wisdom to know that one is me.

Meeting and Service Safety Ad hoc Committee (MSSC)

Mission Statement

To address safety issues related to virtual meeting environments during the coronavirus pandemic, and develop a long-term strategy and potential resources to help the ACA fellowship effectively address other chronic safety issues.

What MSSC Is Doing

- Addressing fellowship safety for the immediate and continued purpose of providing guidance and resources to meetings transitioning between in-person and virtual meetings and addressing fellowship safety issues within all formats and venues during the current coronavirus pandemic and thereafter.
- Developing a long-term strategy and potential resources to help the ACA fellowship effectively address other chronic safety issues.
- Holding organizational meetings and 1-2 online town halls to help assess fellowship safety needs.

Meeting and Service Safety Ad hoc Committee Survey Results

(274 replies)

Virtual Meeting Safety Concerns

- ACA Literature in PDF
 -
 - Not Adhering to the Meeting and/or Chair's Guidance
 - Distracting Behavior
 - Domineering Behavior
 - Inappropriate Sharing/Crosstalk
 - Not Respecting Anonymity
 - Recording Meetings
 - Timing Shares
 - Inclusiveness
 - Screening New People
 - Number of Meeting Attendees*
 -
 - Predatory Behavior
- Business Meetings
 - Group Conscience
 - Expanded Group Service Positions (Roles and Responsibilities)
 - Financial Challenges
 -
 - Seventh Tradition Donations
 -
 - Management of Zoom Accounts
 - Number of Meeting Attendees*
 - Zoom Bombing
 - Hybrid Meetings
 - Teens attending ACA Meetings
 -
 - Phone Meeting Guidance

Top Virtual Meeting Safety Concerns

(1 of 3)

- Concern: Distracting Behavior (background noise, eating on camera, moving about with camera, asking questions during the meeting, using the chat, use of violent and/or graphic language, people raising outside issues and promotions)
- Discussion: The survey results indicate there is a lot of concern about whether cameras and chat should be on or off during the meeting; what constitutes an inappropriate share; best way to time shares; how to deal with people eating, moving, smoking or drinking during the meeting; predatory behavior using the chat or phone list; crosstalk; aggressive behavior; and how and when to conduct a group conscience and business meeting.
- Possible Solution: Anyone may call a group conscience to address these concerns when they happen or by taking them to a business meeting. A group may work together to create safety statements and guidelines which adhere to the 12 ACA Traditions.

Top Virtual Meeting Safety Concerns

(2 of 3)

- Concern: Guidance on Domineering Behavior
- Discussion: The survey results indicate that many groups experience domineering behavior by a select number of members who made decisions and dictated group behavior. At times individuals in service positions assume power and conduct themselves as authorities.
- Possible Solution: Tradition 2, along with rotation of service, reminds us that there is but one ultimate authority--a loving HP as expressed in our group conscience. Our leaders are but trusted servants; they do not govern. Rotation of service is essential to healthy groups and the right of participation.

Top Virtual Meeting Safety Concerns

(3 of 3)

- Concern: Management of Zoom Account(s)
- Discussion: The survey results indicate there are some Zoom concerns specifically with recording of the meetings; use of individual Zoom accounts for ACA meetings; Zoom settings for use of video and chat functions; access to the meeting Zoom link; and management of Zoom during the meetings.
- Possible Solutions:
 - Establish a 7th Tradition funded Zoom account
 - Conduct Business Meeting/Group Conscience voting on chat and video functions
 - Establish a contact person/group email to request a meeting link to limit Zoom bombing
 - Establish a Group Zoom Manager
 - Provide Zoom training opportunities for its members on safety features

Group Conscience/Business Meeting

(1 of 2)

- How and When To Take a Group Conscience?
 - During or after an ACA meeting or at a business meeting
 - During the meeting for issues that directly impact the operation of the current meeting
 - Group must agree to take time from the meeting to do so
 - Recommended that minimal meeting time be taken
 - After the meeting and/or at the business meeting for everything else
 - Exceptions: if the group is in substantial agreement to take time from the meeting
- How and When Do We Hear the Minority Opinion?
 - It is always given the opportunity to be heard after the initial vote

Group Conscience/Business Meeting

(2 of 2)

- Simple Majority or Substantial Unanimity?
 - Group Autonomy
 - Many groups ask for a simple majority on most things
 - Substantial unanimity can be desirable on matters of strong importance
 - If an issue will greatly affect the unity of the group it may be best to postpone a vote to gain clarity, or sometimes postpone indefinitely
- Common Pitfalls
 - Acting on opinion of those who speak the loudest
 - Giving more weight to opinions of more long-term members

Virtual Meeting Safety Concerns

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Open Discussion

- Please use the following format to present an issue or concern for discussion:
 - ***Issue or Concern***
 - ***Experience/Discussion***
 - ***Possible Solution***
- Please use the digital Raised Hand and the Chair will call on you.
- Please limit your shares to two (2) minutes.

What MSSC Can Do

With Your Help

- Develop ACA “Virtual” Meeting Safety Literature
 - Guidance on Group Conscience and the Minority Opinion, Business Meetings, Group Guidelines, Meeting Templates, Zoom Guidelines
 - Updated literature to reflect online meetings and appropriate shares
- Organize Online Training and Workshops
- Provide Best Practices
- Suggest and Support Slack Access
- Model and Educate Healthy Business Meeting Practices

Commitment to Service

(1 of 2)

“I perform service so that my program will be available for myself, and through those efforts, others may benefit. I will perform service and practice my recovery by:

1. Affirming that the true power of our program rests in the membership of the meetings and is expressed through our Higher Power and through group conscience.
2. Confirming that our process is one of inclusion and not exclusion; showing special sensitivity to the viewpoint of the minority in the process of formulating the group conscience so that any decision is reflective of the spirit of the group and not merely the vote of the majority.
3. Placing principles before personalities.
4. Keeping myself fit for service by working my recovery as a member of the program.
5. Striving to facilitate the sharing of experience, strength, and hope at all levels: meetings, Intergroups, Regional committees, service boards, and World Services.

Commitment to Service

(2 of 2)

6. Accepting the different forms and levels of service and allowing those around me to each function according to their own abilities.
7. Remaining willing to forgive myself and others for not performing perfectly.
8. Being willing to surrender the position in which I serve in the interest of unity and to provide the opportunity for others to serve; to avoid problems of money, property, and prestige; and to avoid losing my own recovery through the use of service to act out my old behavior, especially in taking care of others, controlling, rescuing, being a victim, etc.
9. Remembering I am a trusted servant; I do not govern.”

MSSC Contact Information

Email: meeting-safety@adultchildren.org

Website: <https://acawso.org/category/ad-hoc-meeting-and-service-safety-committee/>

Slack: #meeting_and_service_safety