

December 13th, 2020
CEC Minutes
Area 9 AREA ASSEMBLY

Attendance: Michael M., Raye E., Caroline P., Grant T., J D., Kelly D., Laura C., Karen, Jerry S., Sharon S., Thank you, Justin- Area 9 Tech, for sharing documents for our CEC meeting!

Meeting called to order at about 9:40-9:45 as our CEC room filled up! Jerry is attending the DCMC meeting and will join in later. Grant and Sharon reviewed agenda.

Welcome to acting Co-Chair Grant - awaiting Area 9 committee approval!

Introductions - welcome visitors and guests.

Unable to share screen so Sharon will review agenda until Jerry returns.

Sharon- CEC Secretary, reviewed from [10/11/20](#) and [12/6/20](#). Minutes had been sent out earlier this week for review and both dates are approved today as written. Jerry will post minutes on the Area 9 website.

Reviewed [proposed CEC guideline updates](#) -See Attached page 3. Elizabeth motioned and Grant 2nd to accept guidelines as written group voted to accept new guidelines. Jerry will submit approved CEC Guidelines to Guidelines and Policy Committee chair, Francine W. for Area 9 approval.

Review proposed CEC 2020-2021 budget. Jerry reviewed past budgets and CEC needs and submitted a request of \$800. Question raised about \$900 being listed in Area 9 budget- Jerry will clarify for us.

Jerry had mailing and printing expenses of \$166.38 submitted for reimbursement. This was used to mail hard copies of CEC outreach letter to 14-15 districts without email access.

Some of Area 9 Central Office websites offer various tutorials on how to access Zoom. Thank you to our techno wizard volunteers available to assist elders by phone to access meetings and technology, etc. Jerry S., Carol B, Michael M., Elizabeth C. and Sharon S. ***Thank you for your service!***

Eastside Intergroup in Area 72- Accessibility Committee rep Laura Cramb has outlined how we might go about coordinating with Central Offices in Area 9. Laura shared Eastside had many requests to assist with accessing Zoom by phone. We have permission to use their published outreach articles and Jerry modified (see link [Appendix C](#)) with his CEC contact information and has sent to Inland Empire Central Office to publish on the website and in newsletters. Group consensus is to go forward and offer this to all Central Offices in our Area.

Need to contact [Area 9 Intergroups/Central Offices](#)—(link) to assess interest. CEC members will share this responsibility.

Jerry- Inland Empire
Sharon- Coachella
Caroline-3 Orange County Central Offices
Michael- South Bay and Harbor
Raye E.- Temecula
JD- Victor Valley

Unfortunately, we are only able to provide this service in English currently. If your district would like to start its own volunteer program, we are here to help. We will gladly help facilitate this with all who request assistance! Jerry will speak to Ed L. about possible translation for the Outreach Article.

Elizabeth described how her meeting assisted one elder with obtaining a member donated laptop to aid Zoom meeting access. Group discussed the need for Area wide donations for old iPad, tablets, cell phones, and computer donations to distribute to elders who could use them. We discussed addressing this on a case-by-case basis at this time.

Michael shared she is a member of a Women's Group that collects and provides technical devices to elders and they may be willing to assist. Discussion ensued "is this affiliation" or "accepting outside contributions"- Jerry and Michael will check with their service sponsors to clarify for the group.

Jerry shared that Eastside Intergroup in Area 72's Accessibility Committee -see link [Now Offering Free Zoom Meetings to Groups and A.A. Events](#). Laura shared that this is a new service being offered and volunteers are organizing meeting requests. Our breakout meeting ended before discussion completed and this will be tabled until next time!

Thank you everyone!

Yours in Service, Sharon S. CEC Secretary

GUIDELINES

*(approved by the MSCA Assembly on Jan. 8, 2006)
Revisions proposed December 13th 2020*

COOPERATING WITH THE ELDER COMMUNITY COMMITTEE

PURPOSE: To carry the message to the older alcoholic through a committee on Cooperation with the Elder Community (CEC). ~~The elder alcoholic (AA members and potential members) are in a universal phase of life with its own blessings and challenges. We hope to assist Area 9 groups and districts to lessen the barriers, physical and technological, that contribute to elder isolation in Alcoholic Anonymous.. CEC is independent of the Special Needs Committee. Aging is not a special need. It is a universal phase of life with its own blessings and challenges. CEC will cooperate with the Special Needs, Public Information and Cooperation with the Professional Community Committees to carry the message.~~

MEMBERSHIP: The objective is to have at least one representative from each Area 9 District. It is suggested that ~~the~~ representative have at least two years of sobriety.

OFFICERS:

Officers shall be elected bi-annually and serve no more than two years.

CHAIRPERSON: Shall be elected by the Area Assembly. Shall preside over CEC meetings; prepare an agenda to be used at the meeting; report to the Area Service Committee and/or Area Assembly when requested. At the conclusion of the term of office, the Chairperson shall submit a historical report describing accomplishments made during the term.

CO-CHAIRPERSON: Shall be elected by the Area Assembly. In the absence of the Chairperson, the Co-Chairperson will act as the Committee Chairperson and is responsible for those items listed in the Chairperson's responsibilities.

SECRETARY: Shall be elected by the committee. Take attendance at committee meetings; transcribe the minutes of committee meetings and make them available to the Chairperson.

COMMITTEE ACTIVITIES:

- Communicate, cooperate and collaborate as indicated with District and Area committees: Literature Committee, Accessibilities Committee, Grapevine/La Vina Committee, Remote Committee, Communication/Technology Committee, Public Information Committee and Cooperation with the Professional Community Committee to hold workshops and presentations, distribute literature (digital and hardcopy) and information to carry the AA message to elders.
- Utilize the internet and new uses for computer and telephonic technology to lessen barriers that contribute to elder isolation.
- Make presentations to physicians, professionals who work with elder community, residential facility staff, health care providers.
- Make presentations to the A.A. community at non-A.A. events, assemblies, conventions.
- Work with Intergroups to identify A.A. meetings that meet "suggested" senior accessible guidelines for seniors in meeting directories. (see Appendix A)
- Distribute literature (digital and hardcopy) at locations where the elder communities congregate such as senior citizen centers, AARP events, geriatric conventions, and health care facilities.
- Contact retirement center managers to place literature (digital and hardcopy) into their public areas.
- Contact geriatric physicians to place literature in their waiting rooms.
- ~~Cooperate with CPC and PI Committees to hold workshops to "spread the word" about assisting elder alcoholics~~
- **MEETINGS:** The committee will meet at each Area Service Committee meeting and Area Assembly and other times as necessary, except for the May Assembly, which is for delegates.

FUNDING: The committee will submit a budget for the upcoming year to the Finance Committee each September.

CHANGES TO THE GUIDELINES: Changes may be made only with the approval of the Area Assembly.

Appendix A:

Suggested guidelines for “Accessible/Senior Friendly” in person meetings:

- Follow C.D.C and State health and safety guidelines.
- Follow mandated American With Disabilities Act (ADA) guidelines.

ADA Guidelines:

- 1) Designate parking spaces for elder persons only.
 - 2) Provide an accessible path of travel from parking areas to buildings (usually painted on pavement).
 - 3) Primary entrance to the building shall be clearly marked, wide, accessible, and well lit at night.
 - 4) Inside the building keep storage materials and obstacles out of the path of travel areas.
 - 5) Remove any physical barriers into and inside the building.
 - 6) Install wheelchair ramp(s) if needed.
 - 7) Make tables, chairs and shelves easily accessible.
 - 8) Install grab bars in toilet stalls.
 - 9) In multiple stall restrooms provide one wheelchair accessible (i.e. minimum 60 inches diameter).
 - 10) Install raised toilet seats.
 - 11) Paint or delineate markers on steps to avoid trip/fall.
- Have a volunteer program to keep in contact with elder alcoholics and help get to meetings.
 - Provide specific areas within clubs with elder focused literature: large print Big Books, 12 x 12, pamphlets (AA for the Older Alcoholic, etc.) and other literature used in meetings..
 - Provide a suggestion box for elders to communicate their concerns and requests.
 - Provide Grapevine and La Viña subscriptions to isolated elders.

Suggested guidelines for “Accessible/Senior Friendly” virtual meetings.

- Have a volunteer program to help elders get online with clear instructions for meeting access on the internet or from a landline.
- Meetings that provide closed captioning for the hearing impaired.

****Most important - Senior Friendly meetings are clearly designated in Meeting Directories. Designation symbols to be determined.***

Examples from other areas:

- eastsideaa.org Area 72, Pacific Region, Eastern Lake Washington Accessibilities Committee developed help for members who have difficulty with video conferencing for any reason. Links: [Need help Zooming to meetings?](#) and [Did you know? All AA Zoom meetings are accessible via landline/phone only?](#)
- <https://aamadisonwi.org> Madison, WI. Area 45, East Central Region, Intergroup Central Office _after hearing complaints that some meeting places were not accessible, instituted a meeting inspection program ensuring meeting places designated “accessible” actually were.