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**CoDA Service Conference 2020**

**Committee Report**

**Committee: Service Structure (SSC) Date: 7-15-2020**

**Members (list each by first name, last initial and VE):**

**Members**

Evie S, CT – Chair

Dave S, PA

Leo C, CT

Sara J, AZ

**Last year's Committee Goals and Accomplishments towards those goals:**

* Recruit new members
  + Several members of the current Ad Hoc committee plan on joining SSC
* Update the FSM in a timely manner with all approved CSC motions
  + The FSM was updated with the approved CSC motions and sent for review within our goal of providing it within 2 weeks and was submitted for posting on the website once reviewed by the other committees and the Board.
* Update the Communications within CoDA section of Part 1 of the FSM, Structure and General Information.
  + One of our regular annual goals is to improve a significant section of the FSM to make it more usable and understandable. We have received feedback that this ongoing modifying of the FSM is challenging for non-English speaking groups throughout the world since they then have to retranslate the modified section(s). As a result we did not work on updating the Communications within CoDA section of Part 1 of the FSM.
* Work with the Board on a way to utilize the work done this past year on a set of possible replacement Service Concepts to develop something that focuses more on all levels of service, not just the world level.
  + Based on things that happened at CSC 2019 it became clear that replacements for the Service Concepts would not be happening in the near future so this item was not addressed during the year.
* Continue to identify and work with others to improve service structure
  + See item below under Other Accomplishments
* Continue monthly con calls
  + Met most months during the year

**Other Accomplishments:**

* As a result of things that had happened at CSC 2019 we began to question whether SSC is serving a useful purpose at this time due to the fact that there is an ad-hoc structure committee that currently exists. In addition 3 of the current members have been doing service at the world level for a long time and wish to step down. We spent several con calls discussing this. Possibilities that were considered were:
  + proposing disbanding the committee
  + having the committee become inactive for a period of time
  + having the committee become a work group

Fortunately it became clear that the Ad Hoc committee would not be requesting to continue for another year despite the fact that there were still many things that they would like to see happen. Several members of Ad Hoc are considering joining SSC and hopefully SSC can begin to address those things.

* Reviewed the new Expense Reimbursement Policy proposed by the Finance committee and were very appreciative of the fact that a significant effort was made to loosen the rules for reimbursement while still staying as consistent as possible within US Internal Review requirements.
* Proposed to develop a survey of the Fellowship regarding adding “social media” to Tradition 11 and what people need regarding the Service Concepts. This proposal went no further since “when members sign up for CoDA Announcements, no mention is made of their receiving surveys to complete” and also because CoDA Canada is in the process of developing and submitting a new piece of literature related to the Service Concepts.
* We developed and submitted 3 motions for CSC 2020. One of these motions was subsequently withdrawn since the Board had submitted a motion similar to ours and we decided to support the Board’s motion.

**Goals for next year:**

* Recruit new members
  + Announce at CSC
  + Look for other opportunities
* Update the FSM in a timely manner with all approved CSC motions
  + Have all parts of the FSM updated with CSC motions within 2 weeks of end of CSC/ICC
* After CSC determine which uncompleted Adhoc Committee items to begin addressing
* Continue to identify and work with others to improve service structure
* Correct FSM when errors are identified
* Make any modifications to the FSM that are approved by the Board and SSC according to a previously approved list of items that may be changed this way (see CSC Motion 18004)
* Continue monthly or bi-monthly con calls

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