

Issues Mediation Committee (IMC)

Goals for 2022-2023

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| **GOALS** | **ACTION PLANS** |
| 1. Continue to follow CoDA’s Steps, Traditions, Service Concepts and Principles. Hold high ethical standards as outlined in our FSM and Bylaws | Encourage use of IMC’s “Dealing with Disagreements” process for handling of disputes; treat all involved parties with respect and fairness; maintain confidentiality/anonymity and objectivity (recusal process when needed); |
| 1. Hold face-to-face meeting | Tentatively set for 2022 September 16-18; location to be determined |
| 1. Recruit and/or maintain 7-10 trusted servants as IMC volunteers (must have attended CSC as a Delegate) | Attend CSC and introduce the IMC to possible volunteers by hosting a ‘hospitality room’ during break; create a flyer to include in Delegate package; be available to answer any questions; ensure that new members either know or are willing to learn our FSM, CoDA’s principles and IMC’s processes and standards (confidentiality/anonymity, follow through, etc.) |
| 1. Continue to update, collect, and store past/current IMC documents in our OneDrive account | Maintain a history of our documents in one safe and secure location (currently on OneDrive) |
| 1. VEL-Voting Entity Liaison: review and service role description for ease of transition when term has ended; work with Vice-VEL for easier transition of responsibilities; maintain databases; begin communication and vetting processes with Delegates; assist in forming new and/or VE splits; assisting fellowship members with questions and directing to correct source for resolution | Post updated service role description in IMC’s OneDrive; maintain Smartsheet for Delegate Grant applications; create and post on CoDA.org VESB (Voting Entity Service Board) using Smartsheet Registration link; verify Delegates have been properly elected for their VE and report to Board Secretary that all CSC Delegates have been properly vetted; VEL to be neutral party to solely serve the VE’s |
| 1. P&P (Policies & Procedures) Review and update as needed | Review our P&P at upcoming face-to-face committee meeting in September; post to CoDA.org |
| 1. Synergy Project | Work with Board Liaison and other Committee Chairs to determine best process to share information/VE database and CoDA’s processes with Fellowship with ‘how to’s, resources for answers, shared experiences about service roles such as Delegate, Group Service Representative |
| 1. Public Minutes | Submit monthly IMC public minutes (edited version for confidentiality and anonymity for CoDA.org website publication; IMC meets the third Sunday of every month; previous months’ minutes are approved at each meeting so it may take up to 6 weeks for submission |
| 1. Voting Entity Motion (VEM) | Help VE’s understand new process for submission and presenting of VEM’s |