

Policy/Procedure Manual Committee Report  
Fall Assembly – October 2022

The PP Manual Committee is composed of 5 people: Area Chair, Virginia B, Area Secretary, Becky V., Area Newsletter Coordinator, Luanne T., DR, Audrey U., and Past Delegate, Connie H.

The work of the Electronic Meeting Workgroup brought about several topics on how Iowa would work with electronic groups and so the Policy/Procedure Committee decided that it would be to everyone's benefit to update the P&P Manual. We started meeting again every other Sunday evening to just review sections that might be impacted by the EGWG information.

We asked for input from the Area members and with those comments we revised some of following areas: (we tried to note these additions/revisions in red)

- We have added the word "Iowa" in multiple places in the Policy Section to allow for inclusion of all members but also to make certain that the material being shared is Iowa Area based.
- We tried to add more clarity to the process for groups (especially virtual groups) join or re-locate in the district that most works for them.
- We added some clarification in the Area Expenses section.
- We added information, in the Procedure section, to all the Area job descriptions and added the new Technology Coordinator's position and job duties.
- We updated the *Iowa Guidelines for Al-Anon and Alateen Participation in an AA Conference*.
- We did not make any changes to the Alateen section at this time, as any changes would have to go back to the Alateen Committee and then the WSO for approval. Since this also includes a legal review, we believe that Alateen is okay for the current time period and will not be affected by the electronic groups' process.
- We have included at the end of the manual, with the assistance of the EGWG, a guideline/process for electronic groups to register with the WSO or for groups that will be converting completely to virtual how to inform WSO of the change.

We have also included, with the report, our replies to comments submitted. Hopefully that report will give you some insight to the proposed changes.

As we shared in the past, life constantly changes and since we will continue to learn more and more about electronic groups, we know our Policy/Procedure manual will possibly continue to need to be updated!

Please review the updated manual and read over and if you have any questions please notify your DR, any member of the P&P Committee or with the Area Chairperson.

Thank you,

The Policy/Procedure Manual Committee