

## **New SHMG Hybrid Meeting Protocols Description**

The wide-spread success of vaccinations in the United States and recent CDC and Virginia State policy changes, provide an opportunity to revise and simplify SHMG Hybrid Meeting Protocols.

- 1. Fully Vaccinated people to resume outdoor and indoor activities:**
  - Removing mask and social distancing requirements for fully vaccinated persons only.
  - Eliminating meeting sign-in and temperature checks for all members.
  - Resume coffee and donut service for all members.
  
- 2. Unvaccinated Members to employ CDC Prevention Measures:**
  - Wear a mask, stay 6 feet apart from each other, wash their hands, and follow CDC guidance for safe outdoor and indoor activities.
  - The CDC Infographic “*Choosing Safer Activities*” compares the relative safeness of outdoor and indoor activities for gatherings of Unvaccinated vice Vaccinated people.
  
- 3. COVID-19 Testing:**
  - Vaccinated and Unvaccinated members should get tested if they show COVID-19 Symptoms.
  - Any member who tests positive must notify the SHMG Secretary.
  
- 4. MPR Setup/Cleanup and Rest Room Cleaning:**
  - Meeting Chair’s designate Members responsible for MPR Setup/Cleanup before the meeting and acknowledges volunteer Members responsible for Rest Room Cleaning after the meeting.
  
- 5. In-person and On-line Hybrid AA Meetings**
  - 7:30 PM on Tuesdays and Thursdays; and 9:00 AM on Saturdays.
  - In-person location is the Multi-person Room (MPR) in Oakbrook Church
  - MPR TV Screen, interfaces, Internet Connection are Church Oakbrook provided.
  - MPR Speaker, Microphone, and Webcam are SHMG provided.
  - On-line devices are member provided. Members should assure privacy in their surroundings.
  
- 6. Hybrid Meeting Platform: Zoom**
  - Conference URL: [Meeting Link](#)
  - Conference Phone Number: [929-205-6099](#);
  - Meeting ID: **362 950 5769**, Access PIN: **741755**
  
- 7. SHMG AA Hybrid Meeting Protocols in Multi-purpose Room (MPR):**
  - Front Row MPR location for Meeting Chair or member when sharing or speaking.
  - Basic Seating Plan of 10 Rows in MPR with no distancing requirement for Vaccinated Members.
  - A Long Row of seats which AA Members can also use, separates the 10 Rows from the Oakbrook Food Mission packaging area.
  - Coffee & Donut Service should use tables that are available in the MPR.
  - A recycling bin and refuse disposal bin are in the MPR. The kitchen refuse bin may also be used.

**8. SHMG Use of Kitchen Facility:**

- Water for the Coffee Service is available in the Kitchen adjacent to the MPR.
- Wall power plugs are marked (1 or 2) with coffee maker limit. They easily overload.
- Kitchen sinks, counter surfaces, and flooring should be restored to original cleanliness status.
- A Dumpster is also available outside the rear of the Church for disposal of large volume refuse.

**9. MPR Setup/Cleanup and Rest Room Cleaning:**

- Meeting Chairs and Coordinators designate Members responsible for MPR Setup/Cleanup before the meeting and acknowledge volunteer Members responsible for Rest Room Cleaning after the meeting.

**10. Prior SHMG AA Meeting Protocols:**

- The outbreak of COVID-19 during early 2020 required creation of a Protocol document governing Hybrid Meetings and revisions to prior Agreements with Oakbrook Church. These documents were approved by the Group Conscious on August 1, 2020. They were well received and followed by Sunset Hills Members at all Oakbrook Meetings.

**11. New HMG Hybrid Meeting Protocols**

- The June 19, 2021, Group Conscious is requested to approve Items of the New Meeting Protocols and cancel the Prior Protocols dated August 1, 2020.

**12. Revised Oakbrook Church Agreements:**

- Pastor Scott Johnson concurs with the "Revised SHMG Agreements with Oakbrook Church," dated June 10, 2021, as replacements for the August 1, 2020, versions. Agreements cover the following:
- Oakbrook Staff Points-of-Contact, Sunset Hills Meetings on Church Calendar, Parking for Meetings, Multi-Purpose Room (MPR) Use, Building Keys, and Storage Areas.
- Coffee & Donut Service, Recycling, and Refuse Disposal, Post Meeting Check List, Safety and Emergency Features, and Oakbrook Church Schedule in Event of Bad Weather.
- Hybrid meetings In-person at Oakbrook Church and Online via Zoom.