

**Healthy Relations Committee (HRC):
Mission, Vision, and Functions Statement
Updated: December 12, 2020**

1. HRC Mission

- a. The purpose of the Healthy Relations Committee (HRC) is to promote loving and respectful relationships within our community.
- b. At UUCA, all congregants share responsibility for doing their best to abide by our Covenant. The HRC is a resource that will engage the congregation in living more deeply into our Covenant. The HRC will support congregants and our Covenant by:
 - i. Facilitating education on topics related to healthy communications skills, methods, and perspectives.
 - ii. Facilitating constructive, healthy conversations with willing congregants who experience conflict in relation to their UUCA involvement.

2. HRC Vision

- a. UUCA will be a thriving, healthy spiritual community where interactions between congregants are characterized by caring, direct, open, and honest communication with trust and respect, consistent with our UU Principles and our UUCA Covenant.

3. HRC Functions

- a. To embed the concepts and practices of our Covenant of Healthy Relationships into the life and work of the congregation.
- b. Promote awareness of our Covenant of Healthy Relationships with newcomers, visitors, friends, members, UUCA teams/groups and on the UUCA Website, social media, and worship services/ceremonies.
- c. Facilitate workshops, presentations, and resources on topics, such as, peacemaking, appreciating/valuing others, living in covenantal relationships, active listening, empathy, expressing gratitude, communication skills, conflict resolution, and forgiveness.
- d. Bi-annually assess the overall quality of healthy communications within the congregation and recommend improvement strategies to include updates to our Covenant as needed.
- e. Support teams/groups within the community who wish to develop a team or group specific covenant.
- f. Facilitate constructive conversations with willing participants when disagreements or disputes related to their UUCA involvement result in perceived or actual harm to the well-being of a congregant or to UUCA.

4. HRC Structure

- a. HRC is a Committee of the UUCA Board of Trustees. At least one UUCA Board member and an ARAOMC Committee member will serve as liaisons to the HRC.
- b. The Committee will report to the Board general information of a non-sensitive/non-confidential nature, such as number of inquiries, upcoming activities, training opportunities, requests from other committees and other needs. No sensitive or confidential information, such as the name(s) of an individual(s) requesting assistance from the HRC nor any concern/information shared by such individual(s) will be reported to the Board nor to the ARAOMC Committee.
- c. Once fully established, the Committee will be composed of 5 members and the Board and ARAOMC liaisons. The Committee will strive to reflect the diversity of the UUCA

congregation in its membership. Only UUCA members in good standing may serve on the committee. Current committee members recruit additional members and consider suggestions from the congregation and UUCA staff members.

- d. As the need arises, the Committee may request advice from persons who have special expertise of value to the Committee's work.
- e. Committee members serve 3-year terms with one or two people joining each year and one or two dropping off. The year follows the UUCA custom of the congregational program year. Terms of service, number of Committee members, and other specifics may be modified.
- f. The HRC will design its own operational procedures, such as frequency of meeting(s), coordination of activities, committee member assignments, internal process for managing /responding to request(s) and other operational issues. Special attention will be paid to situations when a member of the HRC or UUCA Board have a real or perceived conflict of interest in a specific concern brought to the attention of the HRC.
- g. In general Committee members are chosen based on personal attributes, such as, good listening skills, ability to be neutral, ability to maintain confidentiality, and experience in working with people in a conflict situation. Professional experience in counselling, social work, education, psychology, mediation, or similar field is preferred but not required.

5. HRC General Procedures

- a. The HRC will operate from the perspective that most conflicts can be resolved in good faith by individuals who live by our UU Principles and who do their best to abide by our Covenant of Healthy Relationships.
- b. The HRC will respond to congregants with compassion and respect so that congregants will feel safe enough to risk being honest, feel empowered to express their feelings, and acknowledge mistakes.
- c. Members/friends may contact the HRC in person, by email or by telephone with a concern.
- d. A member of the HRC will respond to a request as soon as is practical.
- e. The HRC will not accept an anonymous request.
- f. Information shared with the HRC will be held in confidence within the limits of applicable laws. Permission to share information with a non-HRC individual will be requested. If permission is granted, a high degree of discretion will be used in disclosing any information.
- g. When assistance is requested, the congregant can expect HRC member(s) to deeply listen to their concern(s) and to respond in an impartial, neutral, and non-judgmental manner. The HRC may recommend written resources, processes, and action steps the requestor can use to address their concern.
- h. A member/friend requesting assistance may request that an HRC member not be included in any meeting/conversation related to their concern based on their perception of a conflict of interest, inability to be impartial, or inability to maintain confidentiality.
- i. Any statement, report or impression conveyed to an HRC member that involves possible harm to self or others; or any allegation(s) related to child or elder abuse; or any conduct as described in the UUCA "Serious Covenant Breach Policy" will **NOT** be held in confidence. In such instances, the HRC will involve appropriate UUCA senior ministerial staff and the Board President.