

Knowledge-Based Decision-Making



March 2021 (Rev.)

What is KBDM? Why do we use it?

Knowledge-Based Decision-Making means information gathering and discussion *before* a possible solution is crafted and a decision is made.

We use this method during informed group conscience meetings because:

- it allows for a thorough examination of issues without an end in mind.
- conversation/dialogue is emphasized, not debate—as in Roberts Rules.

KBDM Alignment with AI-Anon Principles

- **Tradition #1:** Our common welfare comes first; personal progress for the greatest number depends upon unity.
- **Concept #4:** Participation is the key to harmony.
- **Concept #5:** The rights of appeal and petition protect minorities and ensure that they be heard.
- **General Warranty #3:** All decisions be reached by discussion, vote, and whenever possible, are unanimous.

KBDM's Basic Steps

- Announce topic 2+ weeks in advance – describe problem/issue
- Pick a facilitator & note-taker
- Adopt guidelines: time overall, time per share, stay on topic etc.
- If you have heard your point made, don't repeat it.



Information Exchange

1) Frame/clarify the topic by using the “Framing the Topic” document

2) Facts on the topic are gathered:

- historical perspectives
- archival information
- previous motions
- information in the *Service Manual*

Framing the Topic

Framing provides background history, relevance (why we're discussing the topic), and context (how it fits current circumstances) to a topic which brings clarity, focus, and perspective when presenting the topic to the group.

General Guidelines for filling out this worksheet:

- Avoid drawing any conclusions. Set the background so the conclusion can come from the discussion.
- Consider personal thoughts or experiences if they assist in clarifying, lending credibility, or illustrating a point. Please keep it simple and consider the Al-Anon Legacies.

Framing the Topic Worksheet

1. Create a title for your topic. It can be questions or a statement that needs clarification.
Topic for discussion:
2. Summarize why you brought this topic or question forward to the group. Provide relevance and context. Why are we having this discussion now? Why is this discussion important?
Summary:
3. Include any available background information on the topic. Sources could include, but are not limited to our Al-Anon Service Manual, group conscience archives, Conference Approved Literature.
Historical background information:

Complete and return to the Secretary/Group Conscience Steward. Complete and give to the Secretary 2 weeks before the group conscience. **Date:**

Submitted by:

2/7/25

Four KBDM Questions

The answers to the questions provide a basis for discussion.

- Gather information to these questions
- Everyone can add to them
- Opinions are backed up by experience, principles or knowledge

They provide common information so everyone can be on the same page.



Question #1



What do we know about our members' or prospective members' **needs** that is relevant to this discussion?

What do we wish we knew, but don't?

Question #2



What do we know about the **resources** and our **vision** for the organization that is relevant to this discussion?

What do we wish we knew, but don't?

Question #3



What do we know about the **current realities** and **evolving dynamics** of the world and our fellowship that is relevant to this discussion?

What are the pros and cons?

What do we wish we knew, but don't?

Question #4

What are the ethical implications of our choices?

In other words...

Will our decision be consistent with our spiritual principles, policies, and Twelve Traditions?

What do we wish we knew, but don't?

Summarize...

- You can summarize what's been said as the information exchange goes along...
- Or summarize at this point:
 - The problem description
 - The information that's been gathered

Before making a decision...

- Has everyone asked all the questions needed for clarity?
- Have all opinions, including minority opinions, been heard?
- Does everyone feel they thoroughly understand the topic?
- Does everyone feel that an informed group conscience has taken place?

Decision-Making

Based on the information exchange, there are 3 options:

Option #1

A suggestion/solution may evolve from the discussion; facilitator can ask for a show of hands.



Decision-Making

Option #2

The topic is sent to a task force, committee, or individual for further research or gathering of more information.



Decision-Making

Option #3

No suggestion or decision is made
and the “status quo” remains.

No vote is taken.

We **Accept** the Group Conscience

