



Hybrid AA Meeting Case Study

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Louisville, CO

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Hybrid Zoom Meeting Case Study

- ▶ Need/Application



- ▶ COVID Concerns



- ▶ Technology Requirements



- ▶ Current RR Solution



Hybrid Zoom Meeting Case Study

Need/Application



- ▶ 2020 COVID-19 Pandemic resulted in meeting place closures
- ▶ Meetings implemented remote virtual meetings
- ▶ Choice of virtual meeting application
 - 4th Tradition, each group's autonomy dictates decisions
 - RR chose Zoom
 - ✓ Cost effective solution (\$16/month for 100 attendees, unlimited time)
 - ✓ Support on multiple device OS's (IOS, Windows, Android)
 - ✓ Supports security settings
 - ✓ Easy to use, no account required to attend

Hybrid Zoom Meeting Case Study

COVID Concerns



► RR Meeting Place COVID Related Transitions

1. Facility allowed us to restart in person meetings
2. Require all attendees wear masks and social distance
3. COVID Red Alert: 10 in-person attendees max
4. RR meetings went hybrid: 10 Max in-person and Zoom

Hybrid Zoom Meeting Case Study

Technology Requirements



► In-Room Technology Options

1. Smartphone

- PROS
 - ✓ Easy to connect to network (cell or WiFi)
 - ✓ Inexpensive, most attendees have one
- CONS
 - ✓ Small screen, in-person attendees can't view at same time
 - ✓ Small camera field, not all in-person attendees can be seen
 - ✓ Low sensitivity mic: have to pass around to speakers
 - ✓ Small speakers, hard to hear remote attendees

2. Pad/Tablet

- PROS:
 - ✓ Easy to connect to Network (cell or WiFi)
 - ✓ Moderate expense
- CONS:
 - ✓ Moderate screen, in-person attendees can't view at same time
 - ✓ Moderate camera field, not all in-person attendees can be seen
 - ✓ Moderate sensitivity mic, hard to hear from back of in-person room
 - ✓ Small speakers, hard to hear remote attendees
 - ✓ Added cost if cell network required

3. Laptop with external monitor

- PROS:
 - ✓ Effective support for network, display, speakers, mic
 - ✓ Dedicated laptop (not owned by individual)
- CONS:
 - ✓ Most expensive
 - ✓ Security concerns (theft, laptop login access, device movement)

Hybrid Zoom Meeting Case Study

Current RR Implementation

► RR Hybrid Meetings:

1. Zoom account paid from hat contributions
2. Meeting room technology:
 - Used laptop purchased: login password, secured with cable lock
 - HDMI Cable to wall-mounted TV/Monitor with Speakers
 - Wide-angle 1080P resolution external USB Webcam on top of display
 - External Microphone: tested several for best sensitivity (FIFINE USB Mic)
3. Meeting facility owner requirements:
 - all attendees wear masks and social distance
 - Maximum 10 in-person attendees
 - Do not allow public RR laptop login access



Hybrid Zoom Meeting Case Study

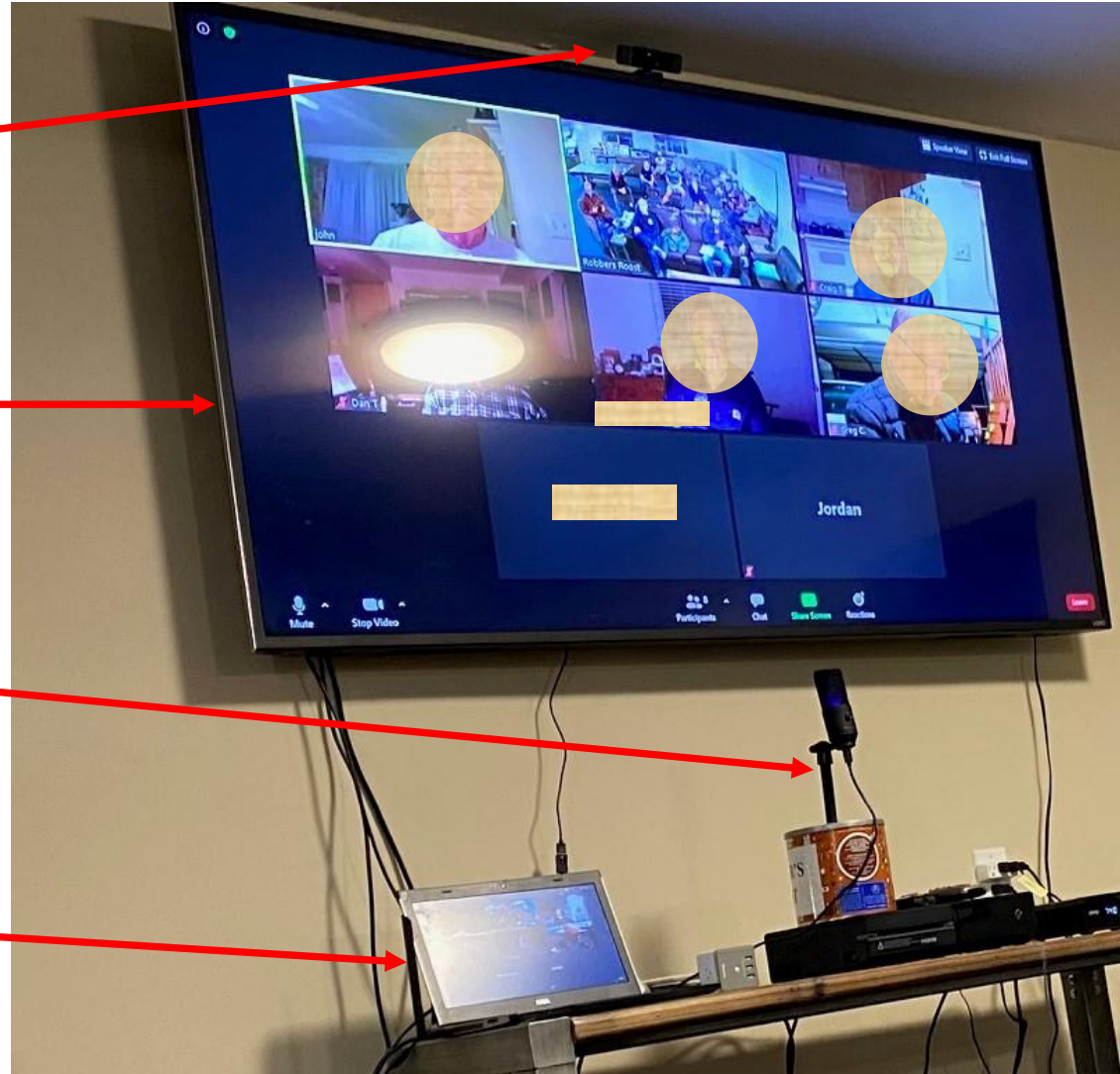
Current RR Implementation

USB Wide Angle
Hi-Res Webcam

Wall TV/Monitor

FiFine USB
Microphone

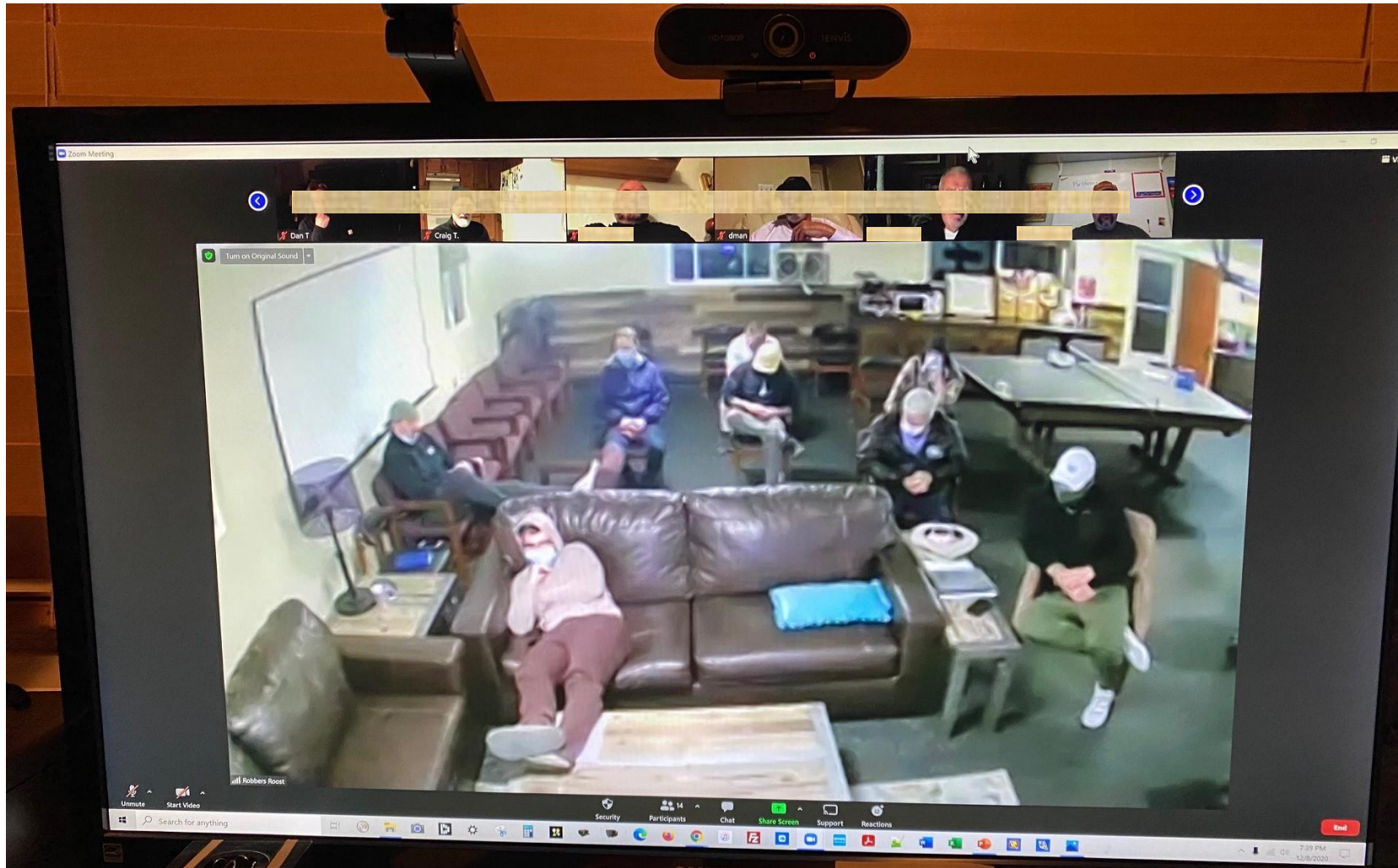
Laptop



**In-Person
Room Display
View**

Hybrid Zoom Meeting Case Study

Current RR Implementation



**Zoom
Remote Display
View**