

AI Incident Response and Consultation Team

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A Local Resource for Legal, Ethical, and Boundary-Related AI Concerns

Purpose of This Resource

Artificial intelligence can create new forms of deception, exploitation, harassment, privacy violations, and boundary-breaking behavior. When these situations arise, ministry leaders and congregations may be unsure whom to contact or what steps to take first.

The AI Incident Response and Consultation Team provides a trusted point of contact for individuals and ministries facing serious concerns involving artificial intelligence or digitally manipulated content. The team helps assess the situation, identify appropriate next steps, and connect those affected with legal counsel, law enforcement, insurance providers, mental health professionals, technology specialists, or other resources.

Situations may include:

- AI-generated impersonation of a bishop, pastor, staff member, or congregational leader
- Fraudulent requests for money, passwords, gift cards, or confidential information
- Deepfake audio, video, or images used to deceive, threaten, embarrass, or manipulate
- Blackmail or extortion involving real or AI-generated material
- Nonconsensual creation or distribution of intimate or harmful images
- Harassment, stalking, doxing, or reputational attacks
- Misuse of pastoral, personnel, financial, or congregational information
- Conduct that may violate professional boundaries, organizational policies, or the law

The team does not replace emergency services, law enforcement, legal counsel, mental health care, or mandated-reporting responsibilities. Its purpose is to help people respond promptly, carefully, and with appropriate support.

Selecting Team Members

Choose people not only for their expertise, but also for how they respond under pressure. AI-related incidents may involve fear, shame, urgency, incomplete information, and strong emotions. Team members should help lower the temperature rather than intensify it.

Look for people who are:

- Calm, steady, and non-reactionary
- Able to listen before reaching conclusions
- Compassionate and nonjudgmental
- Careful with confidential information
- Comfortable acknowledging uncertainty
- Clear about the limits of their role
- Reliable, collaborative, and able to follow through
- Able to separate personal opinions about AI from the needs of those affected

The team should collectively include pastoral, legal, technical, financial, communications, and professional-boundary knowledge. The coordinator should be especially calm, organized, discreet, and able to guide the response from alarm toward clarity and appropriate action.

Use caution when selecting people who respond impulsively, blame those who have been deceived, make public statements before facts are known, overestimate their expertise, or have difficulty maintaining confidentiality.

Who to Contact

Primary AI Incident Contact

Name: _____

Title or role: _____

Phone: _____

Email: _____

Preferred method of contact: _____

Hours of availability: _____

Secondary Contact

Contact this person when the primary contact is unavailable.

Name: _____

Title or role: _____

Phone: _____

Email: _____

When You Contact the Team

When possible, be prepared to provide:

- A brief description of what happened
- The date and time the incident was discovered
- The people, congregations, or organizations involved
- Copies or screenshots of messages, emails, images, recordings, or account activity
- Information about whether money, passwords, personal data, or confidential records were shared
- Any actions already taken
- Any immediate safety, legal, pastoral, or reputational concerns

Do not delete potentially relevant messages, images, recordings, emails, account logs, or financial records. Preserve the original material whenever it is safe to do so.

Do not continue communicating with a suspected scammer, blackmailer, or impersonator unless advised to do so by law enforcement or legal counsel.

Our AI Incident Response and Consultation Team

The team should include people who can provide pastoral support, organizational leadership, technical knowledge, and access to professional expertise. Not every person must participate in every response.

Judicatory Leadership Representative

Name: _____

Role: _____

Contact information: _____

Legal Counsel or Legal Resource

Name or firm: _____

Area of responsibility: _____

Contact information: _____

Technology or Cybersecurity Specialist

Name or organization: _____

Area of expertise: _____

Contact information: _____

Communications or Public Relations Representative

Name: _____

Role: _____

Contact information: _____

Pastoral Care or Trauma-Informed Care Representative

Name: _____

Role: _____

Contact information: _____

Professional Ethics, Boundaries, or Misconduct Representative

Name: _____

Role: _____

Contact information: _____

Insurance or Risk-Management Contact

Name or organization: _____

Policy or account information: _____

Contact information: _____

Financial or Fraud-Response Contact

Name or organization: _____

Role: _____

Contact information: _____

Additional Team Member

Name: _____

Role or expertise: _____

Contact information: _____

Additional Referral Resources

Local Law Enforcement

Agency: _____

Nonemergency phone: _____

Website or reporting portal: _____

Cybercrime or Internet-Fraud Reporting

Agency or reporting service: _____

Website: _____

Contact information: _____

Child, Elder, or Vulnerable-Adult Protection

Agency: _____

Reporting phone or website: _____

Mental Health or Crisis Support

Provider or agency: _____

Phone: _____

Website: _____

Denominational or Churchwide Resource

Office or organization: _____

Contact person: _____

Contact information: _____

Initial Response Commitments

When contacted, the team will seek to:

1. Listen carefully and respond without blame or shame.
2. Assess whether there is an immediate safety concern.
3. Help preserve relevant evidence and document what occurred.
4. Determine whether legal counsel, law enforcement, insurance, or > other professionals should be contacted.
5. Support required reporting under civil law, church policy, and > professional standards.
6. Protect confidentiality while clearly explaining its limits.
7. Assist with pastoral care, communication, and organizational > response.
8. Identify follow-up steps and a primary person responsible for > coordination.

Important Boundaries

The AI Incident Response and Consultation Team:

- Does not conduct criminal investigations.
- Does not promise absolute confidentiality.
- Does not provide legal advice unless a qualified attorney is participating in that role.
- Does not replace mandatory reporting procedures.
- Does not determine whether AI-generated material is authentic without appropriate technical review.
- Does not encourage victims to confront suspected perpetrators on their own.
- Does not share incident details beyond those who need the information to provide an appropriate response.

Local Policies and Procedures

Applicable misconduct or boundary policy:

Applicable technology or communications policy:

Mandatory-reporting procedure:

Incident documentation will be maintained by:

Records will be stored at:

Person responsible for coordinating follow-up:

Resource Review

This resource should be reviewed regularly so that names, contact information, legal requirements, insurance information, and reporting procedures remain current.

Date adopted: _____

Last reviewed: _____

Next scheduled review: _____

Approved by: _____

Keep This Resource Accessible

A completed copy of this resource should be available to:

- Judicatory staff and leaders
- Rostered ministers and candidates
- Congregational presidents and council officers
- Ministry staff and volunteers with leadership responsibilities
- Schools, camps, campus ministries, and affiliated organizations
- Those responsible for technology, communications, finances, personnel, and safeguarding

You do not have to handle this alone. Contact us promptly so that we can help identify safe and appropriate next steps.