

**Western States Zonal Forum
Virtual Meeting
April 24, 2021 Meeting Minutes**

9:00 AM Open meeting with Serenity Prayer

27 Attending

Dave T, Facilitator	Mike C. RD Cal Inland	Sashua P. RD Rio Grande
Tina N., Facilitator	Dean H. RD Cal Mid-State	Tom K. AD Rio Grande
Eric B. IT Workgroup	Doug C. Cal Mid-State	Theo M. RD WNIR
Franney J. Acting Secretary	Michael F. RD No Cal	Kia K. AD WNIR
Steve R. NAWS	Amy L. AD No. Cal	Don RD San Diego Imperial
Mandy, RD Alaska	Doug W. RD PCR	Vince P. Sierra Sage
Steve S. AD Arizona	Liliana M. AD PCR	Sheryl M. AD Sierra
Mike H. RD Central Cal	Dennis W., RD Region 51	Jade T. AD So California
Dennis D. AD Central Cal	Melanie AD Region 51	Robert, Rio Grande Visitor
		Robert So Cal Visitor

Steve Rusch to continue planning session

Review Planning 7 Steps

Develop Approaches

1. Issue - Collecting 7th Tradition Funds-use of personal accounts for NA Service Funds

Goal – Common Understanding of the process accountability

Approach – *PRIORITIZATION: Number supporting prioritization (#)*

- Provide groups with information about app choices, including fees; provide groups about gaining an EIN (for banking only) for payment apps; (15)
- Expound the benefits of online transactions, including funds security, and access to online accounts for business meeting; (8)
- Treasurers furnish a detail receipt to group from app weekly or monthly – increased transparency and accountability. (7)
- Reference/recommend the PDF version of the Group Treasurer’s Workbook; (3)
- Encourage monthly contributions from funds collected; (2)

ACTION PLAN: What, who, when, how much \$, and who monitors.

Members interested in creating the action plan- Sashua, Dennis W., Lilliana, Amy, Theo

2. Issue - PR and H&I has shut down

Goal – Regional collaborating and sharing best practices on delivering H&I and PR services, including outside ZF

Approach –

- Support PR & H&I sharing forum, hosted by ZF (12)
- Build resource section on ZF website for sharing materials (10)
- Communicate the availability of PR and H&I and SWBTW online forums hosted by NAWS (8)

ACTION PLAN: What, who, when, how much \$, and who monitors.

Members interested in creating the action plan Tom, Sheryl, Dennis, Dean, Kia, Michael F.

3. Issue - Zonal Visibility & Viability

Goal – Local communities will recognize the value and relevance of ZF

Approach –

- Identify the services that the ZF provides (and what we could provide) to the groups and communities (BMLT a great example);
 - Using short memes and videos on email/social media to communicate this (14)

- Create Zonal Newsletter/FB group (8)
- Use the in-person ZF as an FD event; interact with local NA community during ZF weekend at ZF by attending local community meetings (5)
- Get local service members involved with ZF service projects (5)
- Collaborate with other ZFs on best practices (3)

ADDITIONAL ISSUE TO ADD TO DISCUSSION:

Add Group on Visibility and Viability who is on Loomio and How do we use Loomio moving forward Viewing access to NA members.

ACTION PLAN: What, who, when, how much \$, and who monitors.

Members interested in creating the action plan Melanie, Amy Liliana, Sashua

4. Issue - Collaboration & Communicating- Inside WSZF, lack of strategy

Goal - ZF members know about the tools that have been developed and available to be shared outside the ZF (ie. be forward thinking)

Approach –

- Sharing contact info and inviting PR and H&I TS in the ZF or as a separate meeting; (6)
- Post regional Meeting dates/times & logon info so members can visit other regional service bodies
 - Take turns visiting each other’s regional meetings together; (4)
- Greeter/Trainer for new TS and interested members in attendance, with contact info on website; (5)
 - Create orientation video for training session (TS), include “how to” functions; (3)
- Ongoing support and follow-through on project work and assigned duties, identifying milestones and goals (4)
- ZF meet more often, even if just at the workgroup; (4)

ACTION PLAN: What, who, when, how much \$, and who monitors.

Members interested in creating the action plan-Steve Don, Dean, Sashua, Mandy, Liliana, Sheryl & Kia

ACTION PLAN: Workgroup timeline to establish and present plans on Loomio by

DECISION: *Approve the volunteers and first workgroup meeting within 2 weeks and initial plan on Loomio by June 15*

11:51 Break until noon

12:00 reconvene open with Serenity prayer

Meeting attendance by NAWS staff and board member at quarterly meetings

WSZF would like ongoing participation at quarterly meetings

Response is submit a participation request with NAWS

IT report and questions

Report is posted on Loomio

Discussion of Website Content-RDs submit regional information to IT Chair to add to website

◆ Regional Conventions

◆ Regional Committee Meetings

◆ Who will screen and approve – screening if needed the WSZF not IT should screen

Questions for IT

◆ How many Northern California members are on WSZF IT group

◆ Is there a plan for training-not currently

◆ BMLT will present a zoom presentation May 2 for California Inland Region

12:00 Report from ad hoc on record keeping

⚡ Financial report-Posted on Loomio

Dave T. Reported: Group met reviewed finances developed a record keeping system for facilitators, some prior expenditures were unclear. Current records are accurate. Facilitators will keep the records up-to-date.

◆ Treasurers Report is on Loomio

Monthly financial records will be posted on Loomio

◆ Report from US Collaboration group

Report posted on Loomio

Dave T. Reported: No decisions have been made, request regions to give input. There is no website. This zone posts the information on Loomio.

◆ Direction for facilitators

NAWS staff and board member's participation on Loomio;

Discussion in the interest of transparency and include NAWS staff and WB participation for access of information sharing and remain current with WSZF actions. Who should have access to Loomio

QUESTION: Can we provide include NAWS staff and WB member in access to Loomio (14)

DECISION: **YES** include NAWS staff and WB member in access to Loomio

Add Group on Visibility and Viability who is on Loomio and How do we use Loomio moving forward
Viewing access to NA members???

◆ Procedure for dealing with disagreements with facilitators

Participants disagreements with facilitators' actions between meetings. Communication is key.

DECISION: Facilitators will Post Loomio Pole for facilitators' action (12 members support and no one opposed). If a preponderance of those responding agree or support the action then the facilitators will move one.

◆ Discussion re: quarterly meeting agendas & add-ons. Cut-off time for add-ons

DECISION:

DRAFT Agenda posted on Loomio 2 weeks in advance of meeting

FINAL agenda posted on Loomio 1 week in advance of meeting (16)

◆ Place holder for guidelines update info on Loomio and on Agenda

◆ Discussion re: facilitators in Conference Participants webinar. Facilitators attend CP Webinars to

Purpose is to remain current in discussion and have access to information to support the zone moving forward.
No opposition to facilitators attending CP Webinars

◆ Open Forum

AZ Region has shortage of service members. Need Treasurer, PR Coordinator, Chairperson. Would like input and information regarding whether any Regions in this forum experienced with HRP.

Help wanted signs

Look at rotation – is it simply the same folks changing chairs

Regional Inventory

Flyers and service booths at events-work on attraction

Poll the local NA community about Formal setting may be a turn-off

◆ HRP Recommendations to HRP to consider for nomination to the HRP.

Doug W. forwarded to HRP recommended to be considered for position on HRP (13/0/3)

Mike H. forwarded to HRP recommended to be considered for position on HRP (10/0/3)

Dave will complete the form for Mike & Doug

Bunches of Events Announced – I could not capture dates or links

NEXT MEETING July 24, 2021 at 9AM

2:30 PM Meeting Adjourned