

Minutes  
 Western States Zonal Forum  
 Virtual Meeting  
 January 29-30, 2021

Friday, January 29, 2021

- 6pm-6:20 Opening, roll call, Facilitators' reports

37 Attending:

Laura B. Facilitator	Mandy H. Alaska
Dave T, Assistant Facilitator	Meg M.
Amy L. No. Cal	Michael F. No Cal
Carlton H. Cal Inland 01/29/21	Mike C. Cal Inland
Christine So. Cal	Mike H. Central Cal
De J. visitor 01/29/21	Paul R. visitor
Dean H. Cal Mid-State	Robert B. visitor
Dennis D. Central Cal	Sashua P. Rio Grande
Dennis W., Region 51	Sheryl M. Sierra Sage
Doug C. Cal Mid-State	Steve R. NAWS
Doug W. PCR	Steve S. Arizona
Don San Diego Imperial	Tammy M. visitor
Eileen G. San Diego Imperial	Theo M. WNIR
Eric B. IT Workgroup	Tina N. Region 51
Franney J. Acting Secretary	Tom K. Rio Grande
Inez I. visitor 01/29/21	Trica R. visitor
Jack H. World Board	Vince P. Sierra Sage
Jak K. visitor from Idaho 01/29/21	
Kia K. WNIR	
Liliana PCR	

- 6:20-7:45pm Region recaps and requests for support

Written reports can be found at <a href="https://wszf.org/category/archives/">https://wszf.org/category/archives/</a>	
Alaska	Pacific Cascade
Arizona	Region 51
Cal Inland	Rio Grande
Cal Mid-State	San Diego Imperial
Central Cal	Sierra Sage
No. Cal	So. Cal
	WNIR

- 7:45pm-9pm Workgroup reports

None  
 Guidelines Workgroup  
 FD Workgroup

Technology/Website report

**IT Report** – Eric B. some archive info is missing and IT would like support filling in the gaps. Request for time on agenda in new business.  
 Determine archives info use  
 Zones around the world what is the purpose  
 Zonal Calendar – identify uses suggested service info (not events)  
 Proposed annual Budget - \$600-700

**Saturday, January 30, 2021**

38 Attending- New Today:

Adam H. visitor	Jade So. Cal
Ami B. visitor	Mat S. visitor
Angie M. visitor	Pam G. visitor
Dan F. visitor	Paul R. visitor
Dennis D. visitor	Werner F. visitor
Frank P. visitor	

- 9am-12:30pm Scanning Session facilitated by World Services

Steve R., NAWS Staff and Jack H., World Board  
 Underlying issues (fires to put out): Recording Secretary and Budget  
 Strategic planning review:  
 Workgroups clear charge, end when charge complete workgroup ends;  
 Guidelines Workgroup-Some believe the workgroup has more work to do and others do not agree;  
 Fellowship Development (FD) Workgroup-workgroup completed task-done.  
 May be need for ongoing FD as essential service – WSZF will make this decision.  
 IT Workgroup is a standing body and charge is written into the guidelines.  
WSZF Issues:  
 1.Guidelines – update process; **(3)**  
 2. PR and H&I has shut down; **(11)**  
 3. Collecting 7<sup>th</sup> Tradition Funds -use of personal accounts for NA Service Funds; **(13)**  
 4. Zonal Visibility & Viability; **(10) (9)**  
 5. Service Delivery to under-served NA communities; **(9) (3)**  
 6. Collaboration & Communicating- Inside WSZF; **(10) (8)**  
 7. Collaboration & Communicating- Outside WSZF; **(4)**

8. Lack of Consensus of SZ members of ZF Purpose; (6)

9. Remaining effective between ZF meetings; (8) (4)

*Reminder: Guidelines indicate quarterly meeting*

Prioritization process explained.

Straw poll whether we re-prioritize everything or only the ones in yellow

Re-prioritize entire list (3)

**Reprioritize those the 4 middle votes (16)**

#### Top 4 ZF choices

1. Collecting 7<sup>th</sup> Tradition Funds use of personal accounts for NA Service Funds; (13)

2. PR and H&I has shut down; (11)

3. Zonal Visibility & Viability; (10) (9)

4. Collaboration & Communicating- Inside WSZF; (10) (8)

10:37 AM break until 11 AM

11:02 AM Pray In Resume Planning

1. Collecting 7<sup>th</sup> Tradition Funds-use of personal accounts for NA Service Funds; (13)

#### Goals – Select 1 for this cycle

1. Common Understanding of the process accountability; (14)

2. Identifying personal accounts and group accounts in each region; (1)

3. Groups and committees know where to find relevant info, identifying best practices for personal and committee reports; (21)

4. A single process for collecting 7<sup>th</sup> Tradition funds; (4)

2. PR and H&I has shut down; (11)

#### Goals – Select 1 for this cycle

1. Regional collaborating and sharing best practices on delivering H&I and PR services, including outside ZF; (14)

2. Adequately Resourcing PR and H&I; (4)

Post Pandemic, restarting H&I and PR efforts; (2)

3. Zonal Visibility & Viability; (10) (9)

#### Goals – Select 1 for this cycle

1. Local communities will recognize the value and relevance of ZF; (12)

ZF agrees and understands our capabilities; (8)

4. Collaboration & Communicating- Inside WSZF, lack of strategy; (10) (8)

#### Goals – Select 1 for this cycle

1. Consensus on ZF's primary purpose; (2)

2. Institutionalize strategic planning at the ZF; (1)

3. ZF members know about the tools that have been developed and available to be shared outside the ZF (ie. be forward thinking); (12)

4. ZF retains record of discussions & decisions; (5)

At a Later time we will set our approaches.

**Approaches – Select 1 for this cycle**

1. Collecting 7<sup>th</sup> Tradition Funds-use of personal accounts for NA Service Funds; (13)

Goal- Common Understanding of the process accountability; (14)

Approach-

2. PR and H&I has shut down; (11)

Goal-Regional collaborating and sharing best practices on delivering H&I and PR services, including outside ZF; (14)

Approach-

3. Zonal Visibility & Viability; (10) (9)

Goal-Local communities will recognize the value and relevance of ZF; (12)

Approach-

4. Collaboration & Communicating- Inside WSZF, lack of strategy; (10) (8)

Goal-ZF members know about the tools that have been developed and available to be shared outside the ZF (ie. be forward thinking); (12)

Approach-

**NAWS UPDATE Q & A**

**NAWS** has not Identified best practices for electronic 7<sup>th</sup> tradition?

IDTs have been set aside do to resource limitations

**WCNA 2021** will not occur World board is attempting to schedule in Melbourne for 2022.

**WCNA 2024** will be in Washington DC

**Future of WSC Workgroup** has concluded WG had 3 responsibilities: 1) Roll of Zones 2) Collaboration 3) WSC Processes Tools available on NAWS website.

**LAWSUIT:** Appeal filed, NAWS will survive-over \$200,000 to attorneys. NAWS prevailed on SJ, Plaintiffs filed an appeal. Court process significantly slowed due to COVID.

**NAWS cost cutting** measures: reducing inventory, furloughed ½ staff, some staff retired early, some staff took ½ pay cut. World Board costs cut by meeting virtually.

**WSC 2022** – premature to predict whether it will be virtual World Board is examining possibilities.

**NAWS Executive Director** reported moving to individual contribution based support as opposed to literature and product sales support- will take time and a cultural shift.

Send question, concerns, and ideas to the world Board: [wb@na.org](mailto:wb@na.org).

ANNOUNCEMENT FROM WNIR:

*A Month of Caring and Sharing-The Journey Continues* is a thirty-day event being held daily for the entire month of April; any Region is welcomed to participate for a 2, 4, 6 or more hour segment. The goal is to have a daily event focused on our purpose & mission. For more information or to participate: [tjcna.org](http://tjcna.org) or send email to [info@tjcna.org](mailto:info@tjcna.org)

*Our mission is to increase individual direct financial contributions to NA and to develop a safe place for members to begin to have difficult conversations about shifting the self-support culture in Narcotics Anonymous.*

*The purpose of this event will be to expand the unity within our Fellowship. Collectively we will celebrate our recovery while tackling some of the more challenging questions. Questions like: How do we move from literature and product sales-based financial support to be member contribution focused? How do we encourage members to get involved in their local service bodies? We will reflect on our 7th Tradition through the event by encouraging members to set up or increase recurring donations to NAWS while encouraging members to get involved in Narcotics Anonymous service.*

- 12:30pm-1:15pm                      Lunch break
- 1:16pm- Resume Meeting      Zonal Business Session
  - Discussion regarding Budget and Secretary position

1. Secretary as a permanent administrative position. NOT AT THIS TIME (Decision Below)  
Questions: will it be funded what will the secretary be responsible for, there are other needs between the meetings, communication.  
Aren't these the duties of the Facilitator team.

- We are planning more virtual meetings and increasing meeting to quarterly-future meetings may be hybrid ½ virtual.
- Every member has strengths & weaknesses. Facilitators have multiple responsibilities beyond the job description. Perhaps the duties are beyond reasonable.
- Secretary would: Keep minutes, current contact list, and upload reports to the website, communication and advance agenda, update action item list and archives.
- Additional expense may be too great a burden.
- Co-Facilitator or assistant can handle the duties.
- Next step may be Secretary/Treasurer position to move forward to Service Delivery. Figure out logistics as we go.
- Continuity and standardization of minutes and processes.
- We need to define responsibilities prior to creating a position.
- Hosting Region has responsibility to keep the record (seems to have worked for us).

- Creating secretary position, we are moving forward.

**DECISION OF THE BODY – DO NOT CREATE SECRETARY POSITION AT THIS TIME**

2. Budget Discussion – Create a 2 year Budget Facilitator asked for help

- First we need to know how many meetings will occur annually to create budget
- Misunderstanding about whether the body made a decision to hold 4 meetings annually. Some believe the decision was made other believe it was only a discussion.
- There is no current process to create, approve and oversee a budget.
- Would a Budget process workgroup be in order-comprised of persons experienced with accounting and budget preparation.
- The facilitators have asked for support to create this budget at this time. We may need to create a budget workgroup- but that is separate from the current request.
- Doug created a 2021 Budget:

EST Income	3900
WSZF Travel x 3	3000
IT Software	689
Est Over/Under	211

**DECISION OF THE BODY – APPROVE BUDGET**

*DECISION TO FORM Workgroup will create a Budget template and approval & review process for moving forward, Doug, Dean & Meg.*

Calendar information to [itchair@wszf.org](mailto:itchair@wszf.org)

Send info to IT Chair

*QUESTION Will the Calendar on WSZF Website contain Service Info, Events & Regional Conventions Service Events Zonal Relevant on calendar or*

*Only Service events on calendar*

**DECISION OF THE BODY**

*The Calendar on Website will contain Service Info, Events & Regional Conventions*

Break 2:53-3:15 PM

- Newsletter

NEZF creates a Newsletter of Zonal Action & updates this may support zonal visibility & fellowship awareness. Great idea, no mailing list, open communication,

May best be to post it on website

Requires significant resources and we would need to develop a plan and process before we take off. Perhaps we can identify it as an approach for our prioritized goals.

Get input from regions first to see if it would be supported. Search out what other zones and regions are doing that parallels this type of action.

NO DECISION

- Residual funds

Currently, WSZF has excess funds. What will we do -one opinion is pass it on to NAWS, others see it for developing Zonal Development.

Refer to Budget workgroup & when done add to guidelines.

NO DECISION

- US Zones Strategic Planning update/zonal collaboration

NAWS hosted a US zonal delegates meeting, to discuss Roll of the Zones and collaboration, the body created a strategic planning body to talk about vision & purpose. Body is closed to adding others. There are three sets of Discussion Records.

Do we have direction for Dave to bring to the Zonal Strategic Planning Task Team

1-Create a US Website workgroup

2-Create a Fellowship Development, IDTs & Scanning Workgroup

Do members of Task Team roll over with service position rotation does our next zonal facilitator step in when Laura rolls off?

**Direction to Dave: Keep attending – express members’ concerns that Workgroup should first produce mission and purpose before asking Regions or Zones to make decisions.**

Break 3:37-4:50 PM

- Facilitators

Name Alternate Facilitator is not accurate the Facilitator Team shares the duties and responsibilities and would like to change name to Co-Facilitator.

**DECISION OF THE BODY – DO NOT CHANGE NAME.**

- Workgroups

Strike – from agenda, not in the planning process at this time

- IT Issues

Ideas from RD teams what is content on website

Cross-Collaborative information between zones

Technical input will be considered

Regional List with link to websites

BMLT access & use

Best Practices of 7<sup>th</sup> tradition electronic funds handling

Section that includes what’s going on with our Workgroups

**Direction to IT Chair re: use of website**

Requests Budget Zoom Account & Travel for future

Doug W. PCR will contribute a Zoom account to the WSZF as part of the annual contribution to Zone

Approve Budget of \$614 for IT.

**DECISION OF THE BODY- Approved Budget**

Approve IT Chair travel to the WSZF annual meeting in the first quarter of 2022.

**DECISION OF THE BODY-Approved IT Travel one time to the WSZF annual meeting in the first quarter of 2022.**

- Elections

Facilitator – Dave T. nominated unopposed approved by acclamation

Alternate Facilitator – Tina N. nominated unopposed approved by acclamation

**Congratulations and thank you Dave and Tina!**

Laura Brown is removed from the Western States Zonal Forum, Bank of America account and Tina Nahm will be added as a signer and this is the official record authorizing the transfer of the account signatory.

Next Virtual Meeting: Saturday April 24 2021 @ 9AM

Volunteer Host for January 22 Annual Meeting: Back to Regions and address at the next virtual meeting of WSZF.

Western Service Learning Days in Albuquerque, October 22-24 2021.

HRP-Sent info addressing R, B, Z nominations and tools to add to our zonal process.

Christine is asking for ZF support to be nominated to HRP

Doug W. would like to bring a motion next meeting that the ZF approve IT travel to annual meeting each year (back to regions for discussion). Decision to be made in April.

Closed Meeting at: 6:16 PM