

**Rocky Mountain Zonal Forum**  
**Salt Lake City, Utah**  
**July 26, 2008**  
**9:00 am**

Opened with Serenity Prayer

Franney J. and Chris C. attended and reported information from NAWS.

**NAWS Update:**

July 31<sup>st</sup> – Final date for input on IDTs.

October 1<sup>st</sup> – Sales of 6<sup>th</sup> Edition Basic Text sales begin

October 1<sup>st</sup> – 25<sup>th</sup> Anniversary Edition Basic Text sales begin

5<sup>th</sup> Edition Basic Texts will start a transition out of production process and will be decided by the NA groups.

History of IDTs: Communication-Our Freedom/Our Responsibility and Leadership module are available at [www.na.org](http://www.na.org).

On line at NAWS, visit the FTP site for updated information or add any information on the current IDTs.

## **Issue Discussion Topics**

### **Building Communication**

**1) *What personal actions can you take to contribute to improving communication links in NA service structure?***

- Regular business meeting of Home Groups and contact those who miss it
- Forward email communications; read everything
- Regular communication/follow-up between meetings
- Announce service meetings along with upcoming events
- Invite others and allow them to participate
- Communicate the positive aspects and benefits of service (principles in action)
- Offer solution-oriented ideas for communication and model them
- Be consistent; follow through
- Oral and written reports prepared before the service meeting
- Encourage questions from all
- Gather email addresses and send info. out right after meetings
- Request feedback between meetings about information distributed
- Make reports concise, interesting, and funny to create buy-in and enthusiasm
- Educate members about their responsibility to each other and to the newcomers
- Distribute a highlighted synopsis, i.e. newsletter

- Better note-taking (recording)
  - Work on personal recovery to improve attitude
  - Listen, think first before you speak, and remember that it's all in the presentation
- 2) *What actions would help us build an effective chain of communication throughout our service structure?*
- Identify the problem and develop a plan of action, including timeline; then follow through
  - More visible trusted servants, i.e. RD/AD to each Area, RCM to each meeting
  - Email chat to get input, especially in spread out Regions
  - Sponsorship – work the steps! Working the Steps improves attitudes
  - Encourage personal responsibility
  - Elect and mentor new leaders vs. “the warm body syndrome”
  - Condense reports and vary the format, i.e. verbal, electronic, hard copy
  - Keep contact information current and send monthly report to entire email list
  - Use Area/Region links on website
  - Repeat information
  - Communication workshops (how to . . .)
  - Encourage use of Planning Tool
  - Suggest NAWS communicate to members as opposed to delegate team
  - Show up; bring members; participate; Just do it!
  - Encourage and include members and groups
  - Orientation/training session for RCM's and GSR's
  - Groups demand more from trusted servants; hold leaders accountable
  - IDT's are working
  - Seek out communicators

## **Our Freedom, Our Responsibility**

### *1) How do I exercise my sense of responsibility in NA?*

- Do the best possible job
- Know when to walk away or keep quiet
- Show up and participate; volunteer; do what needs to be done – help fill the gaps
- Read literature to find solutions to problems in service, i.e. principles of the program
- Our commitment to NA is the single most important commitment in our lives
- Stay informed; read everything, i.e. NAWS News, bulletin boards
- Try to avoid personal bias
- Stay with the basics – carry the message
- Communicate that any member can do this; that we are all equal; be inclusive
- Be open to group conscience
- Work steps and communicate with sponsor

- Approach newcomers and follow suggestions of women w/ women and men w/ men.
- Share the solution
- Open meetings – make sure the door is always open – follow through on service commitments
- Take notes and share information
- Be a living example, especially with sponsees
- Have a positive attitude!
- Be knowledgeable about the Traditions and Concepts
- Suit up and show up; be available; participate; do service; stay involved
- Carry the message and be accountable
- Hook members up
- Focus on NA recovery (mind-set)
- Ask for help, whether needed or not

2) *How can we help inspire others to become willing to share in a sense of responsibility for NA services?*

- Share experience, personal passion, and benefits of service
- Communicate the need to do service to stay clean and for NA to function
- Invite others to help with projects
- Create opportunities for service
- Communicate that service is priority and that it's a privilege
- Be an example in all my affairs
- Explain that there are many different ways to be of service, find your niche
- Bring another addict (different meetings, conventions, campouts, and service)
- Share from the heart
- One addict helping another – reach out to those around you
- Rotating positions (spirit of rotation)
- Stress our primary purpose
- Be responsible for all our actions, in and out of meetings
- Involve everyone in group conscience
- Share experiences in recovery, not war stories
- Share the benefits of service instead of negatives
- Portray a positive attitude of service; be a mentor
- Keep talking about service
- Challenge people
- Keep it simple; service is simple
- It is a part of a personal recovery program

## **A Foundation for Leadership in NA – Our Concepts and Traditions**

### ***1) What does it teach us about leadership in NA?***

1<sup>st</sup> Tradition – “Our common welfare should come first; personal recovery depends on NA unity.”

- Unity in the fellowship comes first
  - Personal recovery depends on unity
  - No unity – no recovery – no fellowship
- Our individual wants and desires are not the whole picture
  - Each individual brings a part of the truth
- Unity and recovery suffers because of lack of effective leaders
- Consensus based decision making lends itself to building unity/effective leaders
- Take care of self – work the 12 Steps with a sponsor, apply the spiritual principles found in the steps, “live the program”
  - THEN give it away
- Speak up for our common welfare

9<sup>th</sup> Concept – “All elements of our service structure have the responsibility to carefully consider all viewpoints in their decision making process.”

- Ask the “hard” questions (not just one person, but many)
- Teaches open-minded and to be unbiased, especially when it’s your friend, sponsee, etc.
- Teaches communication
- Ask all the pertinent questions, depending upon the position and duties (include recovery and personal information)
- Educate
- Take personal accountability for electing trusted servants
- Give everyone time and respect; everyone is equal – anonymity
- Listen and be teachable
- We have an effect on others, positive or negative, on all levels of service

### ***2) How could we apply them in our role as leaders?***

1<sup>st</sup> Tradition –

- We are guardians of “our common welfare”
- Encourage listening to all sides with an open mind
- Going along with the consensus once its made
- Abstain if necessary for unity
- Find common ground
- Recognize and celebrate differences
- Keep encouraging isolated areas to participate
- Consistency and accountability
  - Have a process to do that

- Make sure we know what we are disagreeing about; disagree without being disagreeable
- Creating an atmosphere of recovery
- Helping others find their niche
- Sharing and leading by example (“walking the talk”)
- Unity – put self aside to be united, to have unity work

#### 9<sup>th</sup> Concept -

- Ask the hard questions
- Remain unbiased and open-minded
- Educate – ability to learn
- To be seen in NA community
- Listen to others to reach a common ground
- Everyone has a point of view; ask them to share it and create a safe place for it
- Voice my opinion/my concerns
- Focus on principles rather than personalities; listen to the message
- Not let others control meetings/ideas
- Don't try to change others
- Have workshops/meetings/events that encourage participation
- Validate opposing ideas/beliefs
- Ask for any ideas that have not been brought to the discussion
- Research resources
- Have patience; don't have to act right now
- Understand when to quit

### **A Foundation for Leadership in NA – Characteristics of an Effective Team**

*Scenario: The more experienced members of the ASC are frustrated. The ASC doesn't seem to be functioning well as a team. The H&I committee wants more money for literature than the ASC has budgeted for. Many GSR's just come to buy their literature and leave. Activities wants to do their third event without submitting a budget for the first one. Three people want to be Convention Chair but none are willing to stand for PI/PR Chair.*

#### ***What could be the source of the problem?***

- Lack of guidelines/effective leaders/step work/unity/vision
- Lack of responsibility and accountability
- WE allow this to happen!

#### ***Which of the characteristics of an effective team is the group not exhibiting?***

- Accountability
- Respect
- Cooperation
- Recovery-based service
- Humility

***What could the Chairperson do to help get the group back on track?***

- Acknowledge that we all want what's best for NA
- Be consistent; do everything you can do
- Encourage the group to create a common vision
- Share experience and ask for the experience of others
- Use the Area Planning Tool, it helps to unite
- It's important HOW we go about it
- Offer to help
- Make a motion to conduct an Inventory

***What does it take (besides our spiritual principles) to be a leader in NA?***

- ❖ Active listening
- ❖ Knowledge of NA
- ❖ Follow through/commitment
- ❖ Time and resources; time management skills
- ❖ Ability to delegate
- ❖ Know your personal limitations
- ❖ Examine your motives

**Your Role as a Leader in Narcotics Anonymous – The Leader as a Facilitator**

*Scenario: The Program committee of the convention is discussing the main speaker choices. There is a fair amount of disagreement among members about who should be chosen and why. In the end, some strong personalities on the committee that were most vocal during the discussion are shaping the group's opinion. As the Chairperson, you fear that decisions will be made that do not reflect the group's conscience. **What could the Chairperson have done to better manage this discussion?***

- Time limit for speakers
- Ensure ground rules are in place
- Focus on the issue
- Refer to the common goal
- PRAY
- Make sure each person has equal time for input
- Refer to guidelines prior to discussion
- Take straw poll at the beginning
- Stay solution-oriented
- Take a break and talk to those involved in the controversy separately
- Ensure the Chairperson does not dominate
- Quote the 12<sup>th</sup> Tradition
- Use a secret ballot
- Use brainstorming and/or small group/roundtable discussion
- Allow everyone to have a voice

- Take control of the meeting
- Have a prepared format/agenda and time limits and stick to them
- Call on others
- Establish the structure/rules for the meeting prior to the meeting

### **Your Role as a Leader in Narcotics Anonymous – The Leader as a Conduit of Information**

*Scenario: You are serving as the RD/RCM/GSR of your region/area/group. You have just spent a week/weekend/afternoon at the WSC/RSC/ASC and you are excited and filled with information to report. You have spent a long time putting together a detailed report that outlines all of the discussion from the service meeting. You are only part way through giving your report when the Chair interrupts you and asks if you can please wrap it up. **What could you have done to better communicate the information?***

- Prepare a written, concise, bulleted report to hand out prior to giving the report
- Estimate the time needed to make the report, including time for questions, then ask for that time from the Chair and have it included in the agenda.
- Go over your report with your Alternate to estimate the time needed and revise as necessary
- Prioritize the information and split it up over several separate meetings; break it up
- Email handouts ahead of time and notify members to be prepared with questions at the service meeting.
- Condense, stick to the main points, prioritize
- Give a quick summary and offer to give more information to those interested in particular topics at a later time
- Invite participation from the group that you're presenting to via suggestions, ideas, visions

### **Your Role as a Leader in Narcotics Anonymous – Leadership Call to Action**

Effective leaders commit to continuous improvement in their own personal development as leaders, and in the development of their service group. ***What specific actions will you take in the coming year to improve your effectiveness as a leader in Narcotics Anonymous?***

### **Other items of interest –**

- The 6<sup>th</sup> Edition Commemorative/25<sup>th</sup> Anniversary Edition will be red and blue leather bound (to symbolize the 1<sup>st</sup> & 2<sup>nd</sup> Editions), and will be available October 1<sup>st</sup> for \$25.

- It is up to each group what they want to do with their 5<sup>th</sup> Edition stock. Some groups are donating them to prepare for the release of the 6<sup>th</sup> Edition.
- Input on the four draft Service Pamphlets is due by July 31<sup>st</sup>.
- Health care professionals who are also in recovery are assisting in the revision of In Times of Illness.
- Watch NAWS News for information about the new targeted literature project, "Living Clean: The Journey Continues."
- Issue Discussion Topics (IDT's) are a way for the entire fellowship to better communicate with NAWS.
- Locations have not been selected yet for the World Wide Workshops. Watch NAWS News for information as it becomes available.
- Our website is changing all the time, so check it out on a regular basis.
- We were encouraged to e-subscribe to the NA Way and it was noted that one of the advantages of this is getting it in color, rather than the black and white hard copies.
- A leader leaves a position in better shape than when he/she entered it.
- Use the Dictionary, not only for your personal work, but in group settings and service meetings to gain a better understanding of words.
- Follow up with members who express an interest in service work.
- Look at the underlying issue of dysfunctional service committees rather than the surface.
- Remember, and remind others, about the FTP site where you can find samples and examples of the hard work of others groups, areas, regions. California has a PowerPoint presentation on the site for the Leadership Training.
- Send NAWS your information, input, ideas, what's working.
- Remember the 4 sides of our pyramid – if you want to get to the point of freedom, you need all 4, including SERVICE! (Remember what Frannie said about this!)
- One of our most important responsibilities as a member is electing the right person for the right position.
- Not all leaders are "effective."



- Be informed, both in duties of a position and qualifications of person(s) nominated.
- Provide support where necessary; develop skills, teach, mentor, assist.
- Leader = Teacher (Do it, then pass it on and teach the next person)
- It is OK to hold a position open for the next qualified nominee; then help the person who wasn't qualified to find something they CAN do.

General Guideline for the Zonal Forum nominations to the WSC process:

In addition to the qualities expressed in Concept Four such as humility, integrity, trustworthiness, and strong commitment to open communication, the following qualifications for nomination and election to the World Board are written to express the variety of skills and experience necessary to the board's optimum operation. A single individual may not have all of the qualifications listed below. These qualifications should not be viewed as a list of absolute requirements, but rather as an expression of the qualities and experience that will help the board to best serve our fellowship:

- History of both completing work independently and working well within a group
- Familiarity with and commitment to the World Service Conference vision of a global fellowship demonstrated through world service or personal life experience
- Familiarity with the Narcotics Anonymous service structure
- Administrative skills
- Experience with plan development and financial forecasting
- Organizational and communication skills
- Ability to donate sufficient time to attend meetings, travel, and to fulfill the additional commitments of board membership
- A working knowledge of the Twelve Steps, Traditions, and Concepts
- Any other pertinent information

All board members must have a minimum of ten (10) years clean.

*From: A Guide to World Services 2008-2010 Conference Cycle*

**The above guideline process will not be used in our process for Zonal nominations.**

Proposal: In cases not covered by these guidelines, we will use the current addition of A Guide to World Services. *(This statement to be added to the end of the guidelines.)*

Result: Consensus is reached

The next Zonal Forum will be held Southern Idaho Region, possibly in Idaho Falls. The facility location TBA.

### **Regional Reports**

#### **Rocky Mountain Zonal Forum Colorado Regional Report July 26, 2008**

Hello Zonal Forum,

I am really excited to be here and to see you all again. WSC was great and truly a learning experience. I was able to build some awesome relationships with all involved. Colorado Region hosted a Regional Assembly in Grand Junction, CO on July 19<sup>th</sup> & 20<sup>th</sup>. Attendance was low probably due to economics for some addicts in our Region. On Saturday the 19<sup>th</sup>, a Learning Day Training was held. We had different regional members share on the Traditions. Don T. and I introduced the Leadership module. We were unable to get through the whole process and found ground rules in the beginning would have been beneficial. Our region is looking forward to the updated version of the Leadership module from World Services.

On Sunday, the 20<sup>th</sup>, the Assembly gathered and business was conducted. The Regional Convention Committee known as CRCNA is busy putting the convention together. The convention is October 24<sup>th</sup> – 26<sup>th</sup>, 2008 in Estes Park, CO. If anyone is interested in attending our convention, you can register at [www.nacolorado.org](http://www.nacolorado.org).

Our Regional H&I and PI committees have been busy trying to meet the needs in our region. H&I is looking into a jpay/jmail account through which incarcerated addicts can write and then an email is sent to a user safe internet site. Most mail can be received and

responded to within 48 hours. This is a much better turnaround compared to snail mail. H&I is putting together guidelines to correspond with the inmate letter answering process.

The chair of our region has formed a PR Adhoc committee to investigate the best PR Handbook model for our region. Once a model is decided, the PI subcommittee will operate under that model for a trial basis to move more in line with the PR Handbook. The Region has been looking into an 800 phone line to help addicts reach a meeting and to help some areas of our state have phone service who do not have Area Service Committees. We have large areas in our state/region that are not covered with phone service or have very limited service.

We have formed an Incorporation Adhoc Committee to investigate the possibility of incorporating the Region and the convention. This committee has had contact with a lawyer for help with constructing bylaws, standard operating procedures, and creating a 501c3 status. This is ongoing and there maybe a presentation in the future on this process and how far the Region wants to go in this direction.

About half our Areas in Colorado are handling H&I and PI services. Some growth is still ongoing in Colorado. One Area is trying out the Area Planning Tool, several Areas have new meetings, and there is a big push to get more men involved in H&I. Some of the Area H&I requests have gone unaided as there are not enough men to fill the panel slots. Pikes Peak Area, which is Colorado Springs, has placed a bid for the next convention in 2009. This bid was approved and work will begin on preliminary contracts with hotels.

Colorado elected to give me the privilege of being the next RD. Don T. is done with his commitment and was a good mentor. We were unable to elect an RDA at this time, but hope to have one by the next forum meeting.

Well, this is it for the Colorado Region and again I am glad to see everyone here!

Willing to be of Service,

Brenda E., Colorado RD

Saturday, July 26, 2008

Dear Rocky Mountain Forum,

Since we last met there were several events around our region. In May we held our 9<sup>th</sup> annual regional convention in Casper. We had approximately 150 participants and all went well. We have our next convention planned for May 2009 in Cheyenne, WY at the Hitching Post Inn. More information will be available soon.

Several campouts and workshops have also taken place including the Keyhole campout in Casper and Learning Days this weekend in Rock Springs. Upcoming events include the 19<sup>th</sup> annual campout under the stars at Stillwater Campground 40 miles south of Evanston August 8-10 and Wyo Braska Unity days August 15-17 in Scottsbluff, NE.

Our service body met as we attended the WSC so the delegates have not attended a service meeting but will meet in Cheyenne next week to report on the conference. We will also elect several positions including, RD, AD, Chair, Convention 10 Chair, possibly a secretary, treasurer and web servant. We have addicts enthusiastic about several positions and it appears that we will fill most of our positions. Our service body and groups have something that addicts want to be part of and it seems that our consistency, meeting regularly and commitment are working within our region.

This will possibly be my last RMZF meeting as RD, and have been at every meeting except two. The forum also appears to be moving in a positive direction and much has taken place since we first met in Rock Springs eight years ago. I believe this is exactly what the regions hoped for their forum and will encourage my delegate and region to support the forum. I do believe that NAWS participation may not always be the way to facilitate the forum meetings. I think the forum is a good practice grounds for our delegates to workshop local issues and use each other for learning sessions that we can do on our own.

In love and respect,

Stephen Henderson  
RD URMR

## MontaNA Region Report to the RMZF

The MontaNA Region decided to combine H&I, PI and other subcommittees in the Communication Committee as workgroups. Those include H&I, PI, Website, Phonenumber, Outreach, etc. One issue was H&I/PI becoming one committee. One of the reasons was travel which limits the pool of who can serve. Communications is one of our biggest challenges.

The job of the Communications Chair is to facilitate communication between the workgroups. This will aid in infrastructure development and communication with fellowship. One of the goals was for the Communications Chair to make reporting at the MRSC more efficient. We want to improve our communications with those serving in those positions in Areas.

H&I - to be in touch with state institutions and communication with Area H&I chairs and committees. Help Area committees reform, help with training trusted servants, supply literature, etc. Work together with PI for outreach to state institutions. Communication within Fellowship.

PI - support Areas PI efforts, contacts with professionals, state agencies, and the general public. Fields and follows up on requests from state institutions. Communication within Fellowship.

Phonenumber - coordinates 800# with Area phonenumber committees. Communication with fellowship.

Website - maintains website and communication within fellowship.

Meeting list coordinator - point of accountability for all meeting changes statewide.

Outreach - helping meetings open or supporting one that exists. Part of that includes our twice yearly Unity Day events that rotate around the state..

After discussion there was consensus to keep H&I and PI separate.

*Proposal for Policy regarding Work Group Chairs* - Communications Committee qualifies and recommends; affirm at MRSC. Chairs are not required to attend regional meetings.

The Region is also considering issues regarding our regional convention, the Montana Gathering. For several years it has been held at Symmes Hotsprings in Hot Springs, MT. Areas are being asked to consider whether the Gathering should again rotate around the state from year to year or be held in a central location.

## Utah Region Report 2008

There have been several changes this year. The first major change was a new area formed called Sasquatch Area. This area covers Wasatch and Summit counties (Park City and Heber City). They have nine meetings a week, one every day of the week. They have formed H&I and PR committees.

The Tumbleweed Area collapsed. It went from Price down to Moab along the eastern part of the state now the area just consists of Price. We are still trying to get more information on this. We are unsure of what the rest of the area is planning.

Davis County, formally (maybe still) of the Northern area, is trying something new. They aren't yet calling themselves an area but are not fully committed to either Northern Area or the UWANA Area (Salt Lake). They have formed a committee, something along the lines of Davis County growth. They are starting new meetings and are taking care of some services. Not sure where they are going or what goals they have besides growing the NA presence in Davis County.

Our regional campout was a success. Our indoor convention is coming up Nov. 7-9 in Park City. They are trying something a little different. They raised the registration price a little but now all meals are included. All of the meals except for the Sat. dinner will be provided by areas. The areas are excited to be able to be contributing to the convention. The Sat. dinner is going to be a traditional thanksgiving dinner.

Adjourned: 5:33