

# RMZF CAR Workshop - Detailed Meeting Notes

## Meeting Setup and Introductions

The meeting began with technical setup, including recording confirmation. Carla opened with a moment of silence followed by the Serenity Prayer. Participants introduced themselves, including regional delegates and alternate delegates from various regions via Zoom and in person.

### Participants Present

- Scott Watkins - Southern Idaho RD (via Zoom)
- Crystal P - Upper Midwest Region RD (via Zoom)
- Chuck C - Zonal Contact (via Zoom)
- Berta - Montana Region Alternate Delegate (in person)
- Sammy - Montana Region Delegate (in person)
- Mike - Colorado Region Alternate Delegate (in person)
- Dave - Upper Rocky Mountain Region Alternate Delegate (in person)
- Ben - Upper Rocky Mountain Region Delegate (in person)
- Carla W - Wyoming, also World Board member (in person)

## Opening Readings

The meeting included readings of:

- The 12 Traditions of Narcotics Anonymous
- The Service Prayer
- The 12 Concepts for NA Service

## Regional Reports

### Colorado Region Report (presented by Mike for Kathleen)

#### Recent Events:

- 12th Women's Retreat held in August in Empire, Colorado - venue issue resolved with new location secured for 2026
- 39th Regional Convention in November in Denver - successful despite committee challenges related to lack of training

#### PR Committee Activities:

- Coordinating two virtual prison NA meetings for U.S. correctional facilities
- Meetings regularly include up to 12 prisons across 4 states with up to 250 incarcerated members
- Freedom of Choice meeting: 1st and 3rd Tuesday at 6:30pm
- Miraculous Mondays meeting: 2nd and 4th Monday at 1:30pm

- Hosted Professionals Day during regional convention with community members and NA members worldwide

#### **H&I Activities:**

- Providing services in 11 Colorado Department of Corrections facilities
- Holding meetings at least once a month in each facility
- Supporting areas with local jail and prison meetings

#### **Convention Corporation Board:**

- Handles legal contracts and insurance waivers for region, areas, and groups
- Scouting venues for future conventions
- Looking to expand board membership and add financial officer

#### **Delegate Team Activities:**

- Attending all conference participant webinars and fellowship webinars
- Working through Conference Agenda Report (CAR)
- Contacting groups and areas for input
- Kathleen attended National Correctional Facility Symposium in Denver
- Strong turnout for NA World Unity Day
- Receiving requests for workshops on disruptive and predatory behavior
- CAR workshop scheduled for MAHA area on February 15th

#### **Additional Notes:**

- Other regions requesting information about virtual prison meetings
- World Services redirecting questions to Colorado region about prison meeting coordination

### **Montana Region Report (presented by Sammy and Berta)**

#### **Training and Outreach:**

- Consensus-based decision-making training held in Area 2 with positive feedback
- Shortened slideshow to 2-3 minutes, increased scenario time for interactive practice
- Distributed questions from last RMZF meeting about internal/external factors affecting message carrying

#### **H&I Program:**

- 47 H&I meetings including local jails and Montana State Prison
- Water main break at Montana State Prison halted meetings in October
- Meetings resumed December 1st

#### **Region Statistics:**

- 41 groups in 7 areas

- 1 virtual group
- 156 meetings every week

### **Upcoming Events:**

- Montana Gathering: Father's Day weekend in Hot Springs, Montana
- Convention: October 16-18 at Heritage Inn in Great Falls, Montana
- Winter Chill: Saturday, February 28th at Fairmont Hot Springs and Resort outside Butte

### **Recent Convention:**

- Last convention held in Billings in September - great success
- Convention recordings donated to fellowship free of charge
- QR link available for accessing speakers and workshops

### **Financial Updates:**

- Several groups and areas now sending contributions directly to NA World Services
- Region continues quarterly contributions

### **Technical Issues:**

- Website recently migrated, event calendar currently down
- Working to restore calendar functionality

## **Upper Midwest Region Report (presented by Crystal P)**

### **Recent Events:**

- Now Camp Out in August - very successful
- Unity Day picnic and kickball tournament in September
- Featured Unity Day Zoom presentation over loudspeaker
- Upper Midwest Regional Convention in November in Minot, North Dakota - small, quaint, successful

### **Service Structure:**

- Two areas, both with active PR committees serving communities
- Approved to bring NA into Cass County Jail (first time in many years)
- Approximately 90 weekly meetings, including one hybrid meeting
- Fellowship development position filled by Sean O
- All area and regional committees meeting regularly

### **Conference Participation:**

- Delegate team attending all CP webinars
- Both RD and AD planning to attend World Service Conference in May

## **Upper Rocky Mountain Region Report (presented by Ben)**

### **Structural Changes:**

- Voted in High Plains area (formerly Wild Brassica)
- Now have 5 areas in region

### **Convention Information:**

- Last convention: September 12-14 in Riverton, Wyoming
- Hosted by Wild Western area
- 137 attendees
- Great turnout, members enjoyed convention
- Next convention: September 2025 in Casper, Wyoming (hosted by Central Wyoming area)

### **Financial Updates:**

- Budget changes at last business meeting:
- Convention seed money raised from \$5,000 to \$6,000
- Regional budget raised from \$6,500 to \$7,500
- \$3,000 set aside for H&I
- Sent \$3,056 to World Service Office

### **Administrative Updates:**

- Working on making convention and archives available in digital format
- Region guidelines reviewed and approved
- Next regional meeting: February (Zoom only) to review CAR

## **Southern Idaho Region Report (presented by Scott Watkins)**

### **Region Statistics:**

- 132 weekly meetings stretching from Alta, Wyoming to Ontario, Oregon
- 7 virtual meetings calling the region home
- Meetings steadily growing since pandemic

### **Challenges:**

- Some areas experiencing slower return to growth
- County sheriffs using pandemic as excuse to keep NA out of facilities
- Several facilities implemented "no literature" policies citing fire hazard
- People getting out on probation and parole have opportunities through intensive outpatient programs (IOPs)

### **International Outreach:**

- Scott visited Belize and found limited NA presence
- Country has only one meeting (twice weekly, but Sunday meeting not attended)
- AA member reported difficulty maintaining NA meetings in Belize

- San Fernando Valley cruise coming to Belize next year - now has meeting place arranged
- Working on H&I opportunities in Belize

#### **Upcoming Events:**

- ENWCNA50 (50th annual convention) in Boise, November 2027
- Longest running annual convention in Narcotics Anonymous

#### **Regional Focus:**

- Region described as "internally focused"
- Concentrating on rebuilding and regrouping local meetings
- Currently no alternate delegate
- RD committed to serving through 2029 World Service Conference

#### **Travel Tip:**

- Burbank airport closer to Woodland Hills venue than LAX for conference travel

## **Zonal Contact Report (presented by Chuck C)**

### **Administrative Updates**

- Dawn forwarded email from Stacy (WSO) requesting snapshot of zones for one-page report
- Regions asked to review and correct information
- Send corrections to Google group for Dawn and Chuck to see

### **U.S. Collaboration of Zones (USOZ) Activities**

#### **Planning Committee:**

- Working on financing the U.S. Collaboration of Zones
- Currently members personally funding website hosting, domain, and Zoom
- Some areas and individual members have been donating

#### **Five Active Work Groups:**

1. Communications Work Group (led by Don P)
2. IT Work Group
3. Public Relations (led by Jesse, formerly Minnesota, now South Carolina)
4. Project Membership Mentorship (led by Ruben from Texas)
5. Marginalized Rural Support Project (led by Mandy from Alaska)

#### **Survey Information:**

- Rural Marginalized Communities and Project Membership have survey available
- Link and QR code provided in report
- Current responses: 43 groups, 43 areas, 36 regions, 3 zones

- Can be filled out as group, area, region, or zone
- Survey customizes questions based on body type selected
- Seeking input to determine mission and vision of work groups

#### **Website Development:**

- Website: [us-na.org](http://us-na.org)
- Seeing increased traffic and requests
- Goal: Create depository for service materials and information
- Communications Task Force receiving many responses

#### **Additional Information:**

- More detailed reports available from subcommittees
- Chuck can send additional information to avoid lengthy reports

## **Old Business: Funding Zonal Contacts**

### **Current Situation**

- Zonal contacts (Chuck C and Don P) currently self-fund travel to zonal meetings
- Limits who can serve in position
- Contacts could attend via Zoom only, but in-person attendance valuable

### **Discussion Points**

#### **Plains State Zonal Forum Example:**

- Has established budget
- Saturday night CAR workshop included auction raising \$1,200
- Also conducted raffle
- Carla to obtain their budget details for reference

#### **Budget Considerations:**

- Need self-sustaining funding mechanism
- If fundraising varies year to year, use available funds only
- Kathleen's estimate: \$1,000 per person per trip minimum
- Two contacts × two meetings per year = approximately \$4,000 base
- Mike suggested \$500 per region contribution
- Six regions × \$500 = \$3,000 (leaving \$1,000 shortfall)

#### **Additional Expenses to Consider:**

- Website hosting and domain
- Zoom account
- Travel costs for zonal contacts
- Potential future expenses (service symposium, in-person USOZ meetings)

## **Proposed Solutions**

### **Regional Contributions:**

- Add \$500-\$700 to regional delegate budgets annually
- Provides predictable funding source
- Regions need to approve funding requests

### **Fundraising:**

- Supplement regional contributions with events
- Build reserve for years when regions cannot contribute
- Keep excess funds as reserve rather than redistributing

### **Administrative Structure Needed:**

- Treasurer position required
- Bank account needed
- EIN number required (can be obtained for banking purposes only)
- Accounting system for tracking income and expenses
- Regular reporting to regions

## **Task Force Formation**

### **Don P's Proposal (approved by group):**

- Form small task force to develop budget
- Obtain EIN number
- Identify willing treasurer
- Prepare proposal for conference
- Conference discussion should not take precedence over CAR business

### **Task Force Members:**

- Don P (lead)
- Chuck C
- Mike
- Marie (for website information)

### **Timeline:**

- Initial meeting scheduled for January
- Communication via Google group
- Budget ready by end of January
- Present at World Service Conference in May

## **Regional Delegate Actions**

- Present proposal to regions before conference
- Determine region's willingness/ability to contribute

- Bring region's response to conference
- Some regions (like Montana) need to present at March meeting, won't have final answer until June
- Begin mentioning at CAR workshops and area/regional meetings

## **Additional Considerations**

### **Accounting Simplification:**

- Luke suggested rolling excess funds into reserve budget (like H&I)
- Simpler than redistributing to regions
- Provides cushion for future shortfalls
- Group consensus supported this approach

### **Treasurer Responsibilities:**

- Could be one of the zonal contacts
- Or one of the regional delegates with accounting experience
- Minimal work required (approximately 4-6 checks per year)
- Similar to home group treasurer role

### **Budget Reporting:**

- Zone must report expenses before requesting additional funds
- Show remaining balance and actual needs
- Adjust regional requests based on available reserves

## **Information Gathering**

- Carla to contact Plains State Zonal Forum for budget details
- Possibly invite their contact to future meeting to explain their funding process
- Chuck and Mike to gather numbers for website and other zonal expenses
- Task force to compile comprehensive budget proposal

## **New Business**

### **3-Minute Video for Conference**

#### **Requirement:**

- World Service Conference requesting 3-minute video from each zone
- Video must be complete with music already included
- No editing will be done by conference

#### **Decision:**

- Group agreed to submit existing Unity Day video
- Scott suggested keeping it simple
- Video already well-produced and appropriate length
- Low attendance at Unity Day means most conference attendees haven't seen it



- Kathleen to lead effort to ensure video is submitted

## **CAR Handout Presentation (Mike)**

### **Purpose:**

- Help groups understand and engage with Conference Agenda Report (CAR)
- Provide guidance for groups unfamiliar with process
- Created after requests from GSRs needing presentation ideas

### **Background Information Provided:**

- World Service Conference in May in California near World Service Office
- Hundreds of regional and zonal delegates from around world will attend
- Delegate team carries combined conscience of region
- Fellowship needs to review, discuss, and provide feedback
- GSRs continue discussion at area meetings and workshops

### **CAR Contents Summary:**

#### **Five Motions:**

1. Approving IP revision
2. Strategic plan for NA World Services (next 3 years)
3. World Convention schedule change
4. Book-length material on tablets for incarcerated
5. AI interpretation at World Service meetings

#### **Two Discussion Topics:**

1. Gender neutral and inclusive language in literature
  - Focuses on describing people (members and potential members)
  - Not about higher power or changing steps/traditions
  - Example: changing "men and women" to "people"
  - Wouldn't change meaning, just make more accessible
2. Drug replacement therapy and medically assisted treatment in NA
  - How to help members take root in fellowship

#### **Multiple Choice Surveys:**

- Recovery literature
- Service material
- Future issue discussion topics

#### **Process Suggestions:**

- Groups may choose different strategies
- Some do all at once, others spread over multiple sessions
- Helpful to have members read CAR beforehand
- Attend CAR workshops

- Large groups may form subcommittees to review and present highlights
- Break down into manageable sections over several business meetings

#### **Distribution:**

- Handout distributed at meeting
- Mike to edit to remove Colorado-specific references
- Will distribute updated version to all regions via Google group
- Regions can adapt for their own use

#### **CAR Workshop Schedule**

- Tomorrow morning at 9:00 AM at Cody hotel conference room
- World Board members presenting: Michael B from Tennessee and Edgardo
- PowerPoint presentations planned
- Colorado region: February 15th workshop scheduled for MAHA area
- Montana: Planning workshop for February 15th
- Other regions to schedule as appropriate

### **Conference Meeting Logistics**

#### **Zonal Forum Meeting at Conference**

- Scheduled for Wednesday evening during World Service Conference
- Conference provides room for zonal business
- Typically at least 2 hours available
- Sufficient time for both CAR discussion and zonal business
- Previous conferences allowed 20+ minutes for business matters

#### **Regional Preparation**

- Delegates should bring region's position on funding proposal
- Present budget proposal at conference meeting
- Discuss and potentially vote on funding mechanism
- Take final proposal back to regions for approval
- Groups, areas, and regions must ultimately approve

### **Additional Administrative Items**

#### **Regional Report Forms**

- Kathleen requested clarification on World Service Office report requirements
- Confusion between regional report form and zonal snapshot
- Don to resend information about required forms
- Forms mentioned in CAR under "Delegates Preparing for Conference"
- Online report supplies information about regions
- Separate process for zonal contacts

## Meeting Information

- Mike to send updated meeting numbers for Colorado region
- Ben to add meeting statistics to Upper Rocky Mountain report

## Event Information Sharing

- Sammy to send Winter Chill event information/flyer upon request
- Sammy to provide QR link for Montana convention recordings upon request

## Virtual Prison Meeting Coordination

- Kathleen and Mike to continue coordinating with interested regions
- Share information about virtual prison meeting setup
- World Services redirecting questions to Colorado region

## Evening Plans

- Local Cody NA meeting at 7:00 PM in same location
- Group to decide on dinner before or after meeting
- Family Feud game and dinner planned after tomorrow's CAR workshop
- Local fellowship excited about event

## Closing

Meeting closed with moment of silence and Third Step Prayer. Participants confirmed attendance for next morning's CAR workshop at 9:00 AM.

## Next Meeting

- CAR Workshop: Tomorrow (Saturday) 9:00 AM at Cody hotel conference room
- Next Zonal Forum Business Meeting: Wednesday evening during World Service Conference (May 2025)

## Quick recap

The meeting opened with introductions and readings of Narcotics Anonymous traditions and concepts, followed by discussion of the agenda including funding for zonal contacts and regional reports. Various regions shared updates on their conventions, events, and programs, with particular focus on prison meetings, H&I activities, and training initiatives. The group concluded by addressing funding mechanisms for zonal contacts and other zone expenses, while also discussing preparations for the upcoming conference and World Service Conference.

## Next steps

- [Dawn \(Don\): Lead a task force to develop a budget, obtain an EIN number, and identify a treasurer for zonal forum funding; communicate via Google group and schedule initial meeting in January with Chuck and Mike.](#)

- [Chuck: Participate in the zonal funding task force and assist with gathering budget numbers \(especially for website and other zonal expenses\).](#)
- [Mike: Participate in the zonal funding task force and assist with gathering budget numbers.](#)
- [Marie: Participate in the zonal funding task force and ensure relevant information is posted to the website as it becomes available.](#)
- [Carla: Contact Plains State Zonal Forum to request their budget details and, if possible, arrange for their contact to join a future meeting to share how they manage zonal funding and reporting.](#)
- [All regional delegates: Present the zonal funding/budget proposal to their regions prior to the World Service Conference to determine each region's willingness/ability to contribute funds, and report back at the conference.](#)
- [Kathleen: Lead the effort to submit the existing Unity Day video as the zonal 3-minute video for the conference, ensuring it is complete and ready for submission.](#)
- [Mike: Edit and distribute the updated CAR \(Conference Agenda Report\) handout, removing region-specific references, for use by all regions.](#)
- [All participants \(especially those in the Google group\): Review the zonal snapshot/report information forwarded by Chuck/Kathleen and provide corrections or updates as needed.](#)
- [All participants: Complete the US Collaboration of Zones survey \(as individuals, groups, areas, regions, or zones\) using the provided link/QR code.](#)
- [Mike: Send updated meeting numbers for the Colorado region to be included in the regional report.](#)
- [Sammy \(Montana\): Send information/flyer for the Winter Chill event to interested parties upon request.](#)
- [Sammy \(Montana\): Provide QR link for convention recordings to interested parties upon request.](#)
- [All regional delegates: Begin discussing and planning for CAR workshops in their regions \(e.g., Montana has one scheduled for February 15th; others to plan as appropriate\).](#)
- [Kathleen and Mike \(Colorado\): Continue to coordinate with other regions interested in virtual prison meetings and share relevant information as requested.](#)
- [All regional delegates: Begin mentioning the proposed zonal funding/budget at upcoming CAR workshops and area/regional meetings to gather group conscience.](#)

## Summary

### Narcotics Anonymous Regional Delegate Meeting

The meeting began with introductions from various regional delegates and alternate delegates, followed by readings of the 12 traditions and 12 concepts of Narcotics Anonymous. The group discussed the agenda, which included funding for zonal contacts, and Laura mentioned she had added this topic to the old business section. The meeting was set to continue with reports from different regions, though it was unclear if Kathleen would be able to present hers due to her limited availability.

### Colorado Region Convention Highlights

The Colorado region held its 39th regional convention in Denver in November, with the PR committee successfully coordinating virtual prison NA meetings and hosting a Professionals Day event. The region's H&I program provides services in 11 Colorado Department of Corrections facilities, while the convention corporation board continues to manage legal contracts and venue scouting for future events. Kathleen and her delegate team are working on conference agenda report workshops and have received requests from areas to address disruptive behavior, while the region is sharing its Zoom prison meeting expertise with other regions and World Services.

### **Regional Updates and Fellowship Initiatives**

The meeting covered updates from various regions, including successful events like the Now Camp Out and Unity Day picnic, and the approval to bring Narcotics Anonymous into the Cass County Jail. Sammy and Berta reported on consensus-based decision-making training in Area 2, highlighting positive feedback and interactive scenarios. Crystal and Marin shared updates on the Upper Midwest region, including the filling of a fellowship development position and plans to attend the World Service Conference. The group discussed the need for clarification on report forms for the World Service Office, with RD agreeing to follow up.

### **URMR Convention and Region Updates**

The Upper Rocky Mountain Region (URMR) reported on their recent convention held in Riverton, Wyoming, which had 137 attendees, and announced plans for their next convention in Casper, Wyoming in September 2024. Scott from Southern Idaho shared updates about their region's growth, including 132 weekly meetings and 7 virtual meetings, noting challenges with jail access and the need for more outreach in Belize. Chuck provided an update on the U.S. Collaboration of Zones (USOZ), highlighting five ongoing work groups and a survey seeking input from groups about marginalized rural communities and membership mentorship.

### **Zonal Reports and Conference Planning**

The meeting discussed the availability of reports on the Collaboration Zone website and confirmed that all attachments would be shared via the Google group email. The agenda for the upcoming conference was outlined, including a 3-minute video presentation, a car handout, and a CP webinar starting at 9 AM the next day. The group also discussed funding for zonal contacts, noting that Chuck and Don currently fund their own travel expenses and considering ideas for alternative funding methods, such as an auction similar to the Plains State Zonal Forum.

### **Zone Budget Planning and Expenses**

The group discussed funding for zonal contacts and other zone expenses. They agreed to create a budget proposal that would cover travel costs for zonal meetings, website expenses, and Zoom account fees. Don volunteered to lead a task force to obtain an EIN number and find a treasurer. The group decided to have the budget proposal ready before the upcoming conference, where they would discuss it further. They also agreed to gather information on how other zones manage their finances. Carla noted that regions would need to approve any funding requests.

### **Preparation for Regional Meetings**

The group discussed several key topics, including a task force proposal led by Dawn to prepare for regional meetings in March and June. They agreed to create a 3-minute video for the conference using the existing Unity Day video, with Kathleen potentially leading this effort. Mike

presented a cheat sheet on the World Service Conference (WSC) for groups to review and discuss key motions and discussion topics, emphasizing the importance of feedback from the fellowship. The group also discussed the need for a reserve budget for H&I activities, with Luke suggesting that unallocated funds should be carried over to the next year. The conversation ended with plans to reconvene the following day at the conference.