

June 6, 2020
RCM A&B Report

Hello Area,

I attended my first region with Kathleen M., who was supportive and offered me great guidance. It was quite the learning experience and I am looking forward to our next Regional meeting in July. As of now, it will most likely be held virtual however if there is an update, I will keep the Area posted.

There were 13 Areas in attendance and the majority of groups in each of the Areas have gone from face to face recovery meetings to virtual meetings using the Zoom Platform. A few Areas shared about using the Zoom Platform for H&I presentations in various facilities. I asked those areas if they had any issues regarding HIPPA. They did not express any issues or concerns. They explained that both the NA members and the facilities are keeping their cameras off during the presentations. The RCMs for some of the Areas sent me emails with contact information to individuals who may be able to provide our H&I committee with some helpful information regarding our concerns. I forwarded those emails to Josh.

It appears that our region is currently struggling in updating the Regional Policy Log. The one they are currently using is outdated. The last time the log book was officially updated was September 2015. Updates to the timeline and policy were forward to the Web Chair. A request from Kathleen M. was also made to the Web Chair to add those updates to the Policy Log and timeline so the Regional Policy Log Book (on line) would be up-to-date through December 2017. Policy chair and two other members are currently willing to help update Regional Policy.

There is good news from our treasury team at region! They have created a new set of procedures for filing regional taxes in a timely manner, which should help prevent future complications. We attached that document (#1) to our report. With that, the taxes for 2019 are currently in the works. Also, the accountant for region was able to work with the IRS in getting our tax exemption status back.

We would also like to mention to the area that with groups being able to re-open (please refer to attached email-document #2 from Gloria Gallager from PA Department of Drug and Alcohol Programs), we have found a few resources that might be helpful for the groups to take a look at. Please refer to attached link:

<https://nera.org/wp-content/uploads/2020/05/ChecklistforReopeningMeetings.pdf>

AND

[COVID-19 Suggestions from Ontario Region](#)

Lastly, we have attached the RDA (Regional Alternate Delegate: Document #3) report to our report. It has the motions that were past at the Virtual WSC. There will be a Zoom meeting in July for Delegates with NAWs and the World Board. At this meeting considerations will be discussed on how to proceed with the remaining topics related to the CAR and such which were not considered at the Virtual WSC. For that reason it was voted at Region to extend our current RD position to September for consistency and continuity.

Respectfully,
Megan A. & Kathleen M.
Thank You for letting Us Serve

DOCUMENT #1

MARSCNA Tax Process

Please see the attached Excel Worksheet (This is given to us by our accountants)
In an effort for MARSCNA to submit the annual taxes in a timely manner the following will need to be completed annually:

The MARLCNA Treasurer will need to complete the following tabs in the excel worksheet:

Committee Bank Activity

This tab requires that the MARLCNA treasurer record every bank transaction with the date, account type, check number, description (income or withdrawal), category (which sub committee is affiliated with the transaction), and the amount. If this form is completed throughout the year it will make it easier for the MARLCNA committee to submit their part of the report for our taxes which should be submitted by the regional meeting in March.

Committee Summary

This tab should also be completed by the MARLCNA treasurer by the regional meeting in March, following the completion of the MARLCNA event each year. This tab includes a summary of all financial transactions for the event.

In addition to completing this excel worksheet the Reconciliation Committee will need to reconcile the financial records for MARLCNA every year by the end of February (following the MARLCNA event) but no later than the regional meeting for March. The Reconciliation Committee, according to the MARLCNA Guidelines consist of the following positions: MARLCNA Chair, MARLCNA Vice Chair, MARLCNA Treasurer, MARLCNA Vice Treasurer, Regional Treasurer, and Regional Vice Treasurer. The final reconciliation report will need to be reported at the regional meeting in March by the MARLCNA Chair.

Info Request

This tab should be completed by the MARSCNA Treasurer every year by the regional meeting in March. This tab simply asks for the existing Regional Treasurer's information, along with the identification of the Regional Chairperson, Regional Vice Chairperson, Regional Secretary, Regional Treasurer, MARLCNA Chair, and the MARLCNA Treasurer.

Regional Summary

This tab should be completed by the MARSCNA Treasurer by the end of our fiscal year (April to March). This tab should be completed by the beginning of April following the regional meeting in March. This tab requires the financial information from the region, which included the donations from the areas, and the regional expenses including MARLCNA deposit, start up, and hotel deposit.

In order to complete this tab, the MARSCNA Treasurer and Vice Treasurer will need to maintain accurate financial records for each regional meeting. These records will need to include the area donations, NAWS donation, expenses (including details for the expenses). These records will assist the treasurer in completing the regional summary for the accountants.

Income Summary

Once the regional summary tab is completed the Income Summary tab and Balance Sheet Summary will populate the information on its own.

Balance Sheet Summary

This tab should be completed by the MARSCNA Treasurer following the regional meeting in March. This tab requires an overall summary of the financial information from the region.

The MARSCNA Tax Information Excel Worksheet should be completed annually by mid-April, but no later than the due date for submitting tax information to the IRS. Our accountants will inform us each year what the deadline is to file our regional taxes. Once the excel sheet is completed, it is submitted to our accountants, along with the bank statements for the entire fiscal year (Bank statements from MARLCNA & Region). The accountants will review the information and work with us to complete anything that may be outstanding.

DOCUMENT #2

From: "Gallagher, Gloria" <glgallaghe@pa.gov>
Date: May 12, 2020 at 3:46:18 PM EDT
To: "Bucksareapr@gmail.com" <Bucksareapr@gmail.com>
Cc: "pr.chair@marscna.org" <pr.chair@marscna.org>
Subject: Message regarding meetings in PA

This message is sent on behalf of the Commonwealth's Department of Drug and Alcohol Programs (DDAP), in response to several inquiries we've received regarding the legality of in-person meetings.

The Secretary of Health, Dr. Rachel Levine, has deemed mutual aid meetings from substance-use a life-sustaining activity. For groups that feel the necessity to meet in person, we encourage you to meet in a safe manner, wear a face mask, maintain a six-foot distance from one another, and disinfect equipment before and after use. Beyond this information, in Pennsylvania, groups are considered autonomous and do not need to obtain special permission to meet.

Would you kindly disseminate this message to PR Committees throughout Pennsylvania as you deem appropriate? (*I also sent this to your area and MARSCNA – The Tri-State Area, which covers part of PA, doesn't seem to have an e-mail for PR – would you be able to either provide me with a contact or forward to them for me?*)

If you have any questions or concerns, please do not hesitate to contact me.

Thank you!

gloria

Gloria Gallagher | Public Health Program Assistant Administrator
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www.ddap.pa.gov

DOCUMENT #3

MID ATLANTIC REGIONAL/RDA MAY 2020

The past two weeks Jodi and I have attended the scaled down Zoom version of the World Service Conference. Included is a list of the motions V1 – V10 including the motions themselves, how we voted as a region, and the details and decisions involved in each.

- Just a few highlights; Motion V5 was the only one to fail.
- Toolbox notes: In the past WSC this was passed to change with no deadline date. When initially brought up that was reiterated, after some time it reflected that there was no information on such a subject in the works.
- Car survey was closed by the original deadline date, as previously discussed
- FIPT: Nothing will take off with the FIPT until car motions are officially tallied and gone over. We will be meeting for a second part of the WSC (potentially on ZOOM) in order to dive into CAR motions and get this ball rolling. That poll to determine dates and times may be discussed and decided at the next World Webinar in July.
- IDT Pamphlets: DRT/MAT was chosen to be reworked.
 - LONER chosen to be revised
 - Since motion V5 failed on moving forward with the pamphlets but the individual motions involving them passed, there was some controversy involving the next step. It was discussed that the survey provided thousands of results but only 53 directly from regions. It was mentioned that only the regional inputs will be counted. Regions and individuals from the survey voted opposing results from the chosen “The Loner”.

Thank you for allowing me to serve,
Suzi B.

Motion V1: **WE VOTED: NO**

Because current government law, public health orders, and other crisis-related effects preclude conducting the World Service Conference in person, we resolve that all 2020 World Service Conference participants may participate and vote remotely in the same manner as the current policy for participants who are unable to obtain visas:

“Participants who are unable to attend the WSC due to visa issues may participate remotely.

Remote participants have the same rights as if they were at the WSC” 2018 GWSNA

Maker: World Board

Intent: To allow WSC 2020 to make decisions on issues that participants have selected to proceed with virtually in April 2020. These issues include an emergency budget and project plans, elections, and the FIPT moratorium end date.

Decision: 130 yes –1 no –2 abstentions –0 present not voting

98% Carried by Consensus

Motion # V2: **WE VOTED: NO**

To adopt an emergency financial frame to serve as the World Service Conference approved budget for Narcotics Anonymous World Service, Inc. for the fiscal years 2021 and 2022. We acknowledge that this frame will be adjusted by the World Board during the cycle as a result of current and changing conditions. All adjustments made will be reported to conference participants.

Maker: World Board

Intent: To fulfill the responsibilities required of NA World Services, Inc as the trustee called out in Article IV, Section 12 of the FIPT and current policies in GWSNA while at the same time acknowledging the uncertain and changing circumstances of the world. All other reporting requirements remain the same.

Article IV: Rights and responsibilities of the Trustee

Section 12: Trustee reporting obligation

Each year, the Trustee shall give a full written report of its activities to the Trustor. This report shall be delivered to all participants of the World Service Conference at or before its biennial meeting, and shall be available at cost or less to any Narcotics Anonymous member. This report shall include:

1. A year-end financial report of the previous calendar year.
2. A description of all Trustee activities funded from proceeds generated by the Trust in the previous year.
3. A budget and project description for Trustee activities planned for the coming conference cycle.

Straw Poll: 79 yes -47 no -5 abstentions -2 present not voting –
60% Support

Motion V2R: **WE VOTED: NO**

To adopt the Narcotics Anonymous World Services, Inc. emergency budget for 2021-2022 as presented.

Maker: World Board

Straw Poll: 110 yes –18 no –2 abstentions –2 present not voting
85% Consensus Support

Decision: 108 yes –23 no –1 abstention –1 present not voting
82% Carried by Consensus

Motion V3: **WE VOTED: NO**

As WSC 2020 participants, we acknowledge our understanding and acceptance that all 2020-2022 project plans were created and offered before the current world crisis and public health-imposed quarantine and will only be worked on when and if the resources become available. We will consider each project plan presented for the 2020-2022 cycle on a project by project basis as required by current conference policy with this qualification. We will also provide priorities for the plans for new and revising existing Recovery IPs, IDTs, and the Local Service Toolbox plan.

Maker: World Board

Straw Poll: 112 yes –17 no --4 abstentions –1 present not voting
84% Consensus Support

Decision: 116 yes –10 no –2 abstentions –2 present not voting
91% Carried by Consensus

Motion V4: **WE VOTED: NO**

To approve the Spiritual Principle a Day project for inclusion in the 2020-2022 Narcotics Anonymous World Services, Inc. budget.

Maker: World Board

Decision: 115 yes –11 no –2 abstentions –2 present not voting
90% Carried by Consensus

Motion V5: **WE VOTED: NO**

To approve the New Recovery Information Pamphlets project plan.

Maker: World Board

Decision: 85 yes –41 no –2 abstentions –2 present not voting
66% Failed

Motion V6: **WE VOTED: NO**

To approve the Revising Existing Recovery Information Pamphlets project plan.

Maker: World Board

Decision: 92 yes –32 no –4 abstentions –2 present not voting
72% Carried by strong support

Motion V7: **WE VOTED: NO**

To approve the Issue Discussion Topics (IDTs) project plan. Maker: World Board

Decision: 104yes –17no –5 abstentions –4 present not voting

83% Carried by Consensus

Motion V8: **WE VOTED: NO**

To approve the Local Service Toolbox project plan.

Maker: World Board

Decision: 108yes –17no –2 abstentions –3 present not voting

85% Carried by Consensus

Motion V9: **WE VOTED: NO**

To approve the Role of Zones project plan.

Maker: World Board

Decision: 99yes –23no –5 abstentions –3 present not voting

78% Carried by strong support

Motion V10: **WE VOTED: NO**

To approve the Fellowship Intellectual Property Trust (FIPT)revision project plan.

Maker: World Board

Decision: 108yes –17no –3 abstentions –2 present not voting

84% Carried by Consensus