

**URMR Business Meeting Minutes  
October 5, 2024**

**Begin meeting with Serenity Prayer.**

**Readings:**

\*12 Traditions: Brian

\*12 Concepts: Ben

\*Service Prayer: April

**Clean time recognition since our last meeting:**

**Brian 6 months**

**Dave D 6 years**

**Zach 4 years**

**Roll Call:**

Chair: Dave D: Present

Vice Chair: Open position

Treasurer: Jenni W.: Absent with report

Secretary: April R.: Present

Regional Delegate: Open

Alternate Delegate: Ben H. Present

Web Servant: Dave W. Present  
H&I Chair: Absent with report  
Convention Chair XXV (25) Derrick S. present

**Regional Committee Members:**

Central Basin Area: Zack present  
Central WY: absent  
Freedom Seekers: Casey present  
Wyo-Braska: -----  
Wyoming Western: Derrick present

**Other Guests:**

**Alaina, Brian, Chase, Kattie**

**Do we have a quorum to conduct business? No**

**Do we have a quorum to conduct business (2/3 Voting Members Roberts Rules)?**

**Yes**

**Number of voting members that equals 90% (8 voting members) = 7 90%**

**Casey motions to waive guidelines and conduct business, Dave W. seconds, all in favor. Motion passes.**

**Approval of Previous Minutes= Roberts Rules Article V Section 7.**

**Casey motions to accept minutes, Zach seconds, all in favor, motion passes.**

**Reports:**

Chair Report attached  
Vice Chair: Open position  
Treasurer: Report attached  
Regional Delegate: open position  
Alternate Delegate: Report attached  
Web Servant: Report attached  
H&I Chair: Report attached.

**RCM Reports:**

Central Basin Area: Report attached  
Central Wyoming Area: New RCM Victoria. No report. Will attend the next Region meeting. Introduction email attached  
Freedom Seekers Area: Report attached  
Wyo-Braska Area: No representation at this time.  
Wyoming Western Area: Report attached

**AD-HOC**

**Behind the Walls: Report attached**

**Serenity Break: 2:00-2:15**

**Sharing Session:**

**\*\*\*Behind the walls, inmate Correspondence:**

**Minutes from last virtual meeting attached**

**Proposed Guidelines attached**

**April motions to approve the proposed guidelines for the Behind the Walls project with the amendment to adding to the guidelines that only NA approved literature be used for this project. Derrick seconds the motion, all approve. Motion passes.**

**Next virtual meeting for Behind the Walls is October 20th at 7pm. The information to attend is listed on the URMRNA website under flyers with a clickable link.**

**\*\*\*If Behind the Walls is expected do we need to create an executive position for it or will it fall under H&I? It has been decided for it to fall under the H&I umbrella.**

**\*\*\*Discussion about the region providing stamps, envelopes, and manilla envelopes for the Behind the walls project. Will discuss further in February when H&I is present.**

**\*\*\*Discussion on the bank account for the convention**

**Old Business:**

**\*\*\*What is the current status of the archives being updated to digital archives? Still in process and making progress.**

**\*\*\*Did the RCM's bring back the idea of Bridge the Gap and was there interest? Two areas have interest. Tabled until February.**

**\*\*\*Discussion on moving P.O. Box to Casper: Tabled until February when H&I and treasurer are present.**

**New Business:**

**\*\*\*Do we want to switch to one form of decision making (CBDM is in line with World Service? Do we want to drop Robert's Rules?) Tabled until February.**

**\*\*\*What are we storing on the digital archives from this point forward?  
Tabled until February.**

**\*\*\*Do we want to send the Delegate team to Idaho in December or have them zoom in? Had a discussion on sending the nominated elected Alternate Delegate to the zonal forum.**

**\*Elections**

**Delegate: Dave D nominates Ben, Ben accepts, Ben qualifies self, Ben leaves room for discussion, All in favor, Ben is our new Delegate.**

**Alternate Delegate: Ben nominates Dave D, April nominates Dave W. Dave W does not accept nomination. Dave D accepts nomination, Dave D qualifies himself, questions asked, Dave D leaves room for discussion. All in favor. Dave D is our Alternate Delegate.**

**Vice Chair: Dave W nominates Chase for Vice Chair, Chase accepts nomination, Chase qualifies himself, Chase leaves room for discussion. All in favor. Chase is our Vice Chair.**

**Money Matters: Ben H. request 80.00 for travel 342 Hwy 114 Powell Wy, 82435**

**Next Meeting: February 1,2025  
United Methodist Church  
1116 West Park Ave  
Riverton**

## Dave D. Chair Report

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From: David Damiano (superdamiano6803@gmail.com)

To: urmr-committee@googlegroups.com

Date: Thursday, October 3, 2024 at 05:59 AM MDT

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Good evening URMR Committee and family, I would like to start off by saying it is a blessing to be serving at this level. I know we have lots to go over, so let us remember why we all come together. We all have one goal in mind and that is to help the suffering addict. I would like to thank Shawn for all his hard work, and many years of service at the region level. He will be missed. In that spirit I hope we realize how important our Alt. Delegate and our Delegate are. So when it comes to filling these positions we do it with loving grace. I truly look forward to all these changes and seeing where it takes our region. I look forward to seeing you all on Saturday. Your loving Chair Dave D.

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For more options, visit <https://groups.google.com/d/optout>.

## Treasurer's Report

October 2024

Hello URMRNA family!

As of today, the checkbook balance is \$27,142.92.

<b>Donations-</b>	<b>Previous Donat</b>	<b>Current Donatio</b>	<b>YTD Donations</b>
Central Basin Area-	\$ 200.00	\$ -	\$ 200.00
Hope Not Dope Group-	\$ -	\$ -	\$ -
Wyo-Braska Area-	\$ 100.00	\$ -	\$ 100.00
Alive & Free Group-	\$ 200.00	\$ 200.00	\$ 400.00
Freedom Seekers Area-	\$ 1,500.00	\$ -	\$ 1,500.00
Cody Group-	\$ 50.00	\$ -	\$ 50.00
Wyoming Western Area	\$ -	\$ -	\$ -
Living Proof Group-	\$ -	\$ -	\$ -
Central Wyoming Area-	\$ -	\$ -	\$ -
On Life's Terms Group-	\$ -	\$ -	\$ -
Live From Laramie Group-	\$ 143.72	\$ -	\$ 143.72
Serenity Seekers-	\$ 300.00	\$ -	\$ 300.00
The Homegroup-	\$ -	\$ 200.00	\$ 200.00
URMRCNA 24-	\$ -	\$ 20,413.32	\$ 20,413.32
<b>Total-</b>	<b>\$ 2,493.72</b>	<b>\$ 20,813.32</b>	<b>\$ 23,307.04</b>

<b>Expenses-</b>	<b>Previous Expen</b>	<b>Current Expense</b>	<b>YTD Expenses</b>
Travel-	\$ 1,019.20	\$ 388.00	\$ 1,407.20
Hotel for Meeting & Snacks-	\$ 208.00	\$ 89.00	\$ 297.00
P.O. Box-	\$ -	\$ -	\$ -
WSC Travel-	\$ -	\$ -	\$ -
Website (Go Daddy)-	\$ 323.76	\$ 23.17	\$ 346.93
Regional Assembly-	\$ 600.00	\$ -	\$ 600.00
Zonal Forum-	\$ 675.00	\$ -	\$ 675.00
Zoom-	\$ -	\$ 166.30	\$ 166.30
Hard Drive for Archives-	\$ 1,750.00	\$ -	\$ 1,750.00
Donations to World-	\$ 4,545.66	\$ -	\$ 4,545.66
<b>Total-</b>	<b>\$ 9,121.62</b>	<b>\$ 666.47</b>	<b>\$ 9,788.09</b>

**Previous-**

**H&I Literature-**

	<b>Annual Allocation</b>	<b>Previous Expen</b>	<b>Current Expense</b>	<b>YTD Expenses</b>
	<b>\$ 3,000.00</b>			
Lusk-		\$ 188.00	\$ -	\$ 188.00
Newcastle-		\$ 204.40	\$ -	\$ 204.40
Torrington-		\$ 442.30	\$ -	\$ 442.30
Rawlins & Honor Farm		\$ 529.52	\$ -	\$ 529.52
Laramie Jail		\$ 76.50	\$ -	\$ 76.50
Reno (Basic Texts on hand)		\$ 362.40	\$ -	\$ 362.40
Shipping		\$ 10.82	\$ -	\$ 10.82
<b>Total-</b>		<b>\$ 1,813.94</b>	<b>\$ -</b>	<b>\$ 1,813.94</b>

**Remaining H&I Funds-** **\$ 1,186.06**

**Current-**

**H&I Literature-**

	<b>Annual Allocation</b>	<b>Previous Expen</b>	<b>Current Expense</b>	<b>YTD Expenses</b>
	<b>\$ 3,000.00</b>			
Lusk-		\$ -	\$ -	\$ -
Newcastle-		\$ -	\$ -	\$ -
Torrington-		\$ -	\$ -	\$ -
Rawlins & Honor Farm		\$ -	\$ -	\$ -
Laramie Jail		\$ -	\$ -	\$ -
Reno (Basic Texts on hand)		\$ -	\$ -	\$ -
Shipping		\$ -	\$ -	\$ -
<b>Total-</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Remaining H&I Funds-** **\$ 3,000.00**

I have left the previous H&I balance on this report since we replenished it back to \$3,000 at the last meeting, but will remove it in February's report.

On 8/26/24 the recurring payment for Zoom (\$166.30) went through and on 8/12/24 Go Daddy's recurring payment (\$23.17) went through.

Hopefully the room situation goes smoother this meeting. I am attaching the receipt I received for the August meeting when I booked it. It shows a charge of \$89 but we were charged \$129. Can someone ask them why and let me know what they say?

If you need travel reimbursement I will look in the minutes when posted and reach out to you and get your mailing info and send you whatever it shows was requested and approved. Thank you all for your service. Sorry for any inconvenience it causes for me not being there but I'll be sitting on the beach in Hawaii thinking of you all. 😊

Let me know if you guys have any questions for me, please feel free to call me anytime at **307-441-0644**. For any donations, please mail them to me at:  
**PO Box 1467 Evansville, Wy 82636**

ILS,  
**Jenni W**





**Comfort Inn & Suites**  
 2020 N. Federal Blvd.  
 Riverton, WY 82501  
 (307) 856-8900  
 WY052@stayatchoice.com

Saturday, June 1, 2024

Account Number: 931398003

CRS Number:

Dear JENNIFER WATSON:

We are delighted that you will be staying with us. We have reserved a room with ROOMTYPES.BNQ for you.

Arrive: Saturday, August 03, 2024

Depart: Sunday, August 4, 2024

Check in begins at 03:00 PM and check out is by 11:00 AM on Sunday, August 4, 2024.

Your rate(s) are as follows based on the night(s) of your stay:

<u>From</u>	<u>Through</u>	<u>Rate</u>
8/3/24	8/3/24	89.00

**With this rate you are able to earn valuable Choice Privileges points!**

Rates quoted are per day and exclude applicable taxes. (Where required by law, rates and total package cost may include taxes.)

If you are exempt from any of these taxes, please contact the hotel directly and present all required documentation at time of check in.

Your reservation has been guaranteed by CREDIT CARD. If you need to cancel this reservation, you must do so by 4 PM local hotel time, 48 hours before the date of arrival to avoid a cancellation penalty.

If you have any questions, please do not hesitate to call our hotel staff at (307) 856-8900.

Sincerely,

SHELBY EDWARDS  
 General Manager

October 5, 2024

## **Delegate Report**

Hello URMR committee members. First, I would like to apologize for not being at the meeting today. I am attending the funeral of a long-time friend. I am very grateful that I have been given the opportunity to serve our region in many different capacities throughout the years. It is with a heavy heart that I am going to resign my position as your delegate. Life on life's terms has really kicked my ass this year, and I feel that I am not able to focus the attention needed to be my best in this position. I love you all and it has been a pleasure serving with you.

Don't worry, this is not the last of me. You aren't getting off that easy.

In Service,

Shawn S.

## Fw: Fwd: alt delegate report

From: 'ben horton' via URMN Committee (urmr-committee@googlegroups.com)

To: urmr-committee@googlegroups.com

Date: Thursday, September 26, 2024 at 12:28 PM MDT

[Sent from Yahoo Mail for iPhone](#)

Begin forwarded message:

On Thursday, September 26, 2024, 12:25 PM, Ben Horton <deavermaintenance@gmail.com> wrote:

----- Forwarded message -----

From: **Ben Horton** <[deavermaintenance@gmail.com](mailto:deavermaintenance@gmail.com)>

Date: Thu, Sep 26, 2024 at 12:14 PM

Subject: alt delegate report

To: [hortonbenwy@gmail.com](mailto:hortonbenwy@gmail.com)

Hello URMNNA,

hello region i will be reporting on the upcoming zone and cp webinar report. The upcoming RMZF will be held in Boise ID on Dec. 13th-15th on which Dec. 14th we will be going over the interim CAR with world board participation and a zoom link. The meeting is going to be held at The Hub, 1408 W. state st. boise ID. 83702. there will be a zoom link available, as soon as i get the link i will email it to the region. We did not meet since my last RMZF report, so no new info to report on other then the meeting in Dec., all is welcome to attend. I was contacted by NAWA about someone trying to start meetings in Rushville NE. which they thought might be in are zone, it is located about 110 miles from scottsbluff Ne and 108 miles from Rapid city SD. I emailed the person back and said that wy-braska area was at this point not a working area, but gave them some info on are region and invited them to the region meeting, i also gave them info on the SD region and the NE region, to help them out, they are in the middle of nowhere and rural, which im sure must of us can relate with haha. but hopefully they reach out more or the region can help them in anyway possible. The CP webinar was a report on the World Convention and the new website. So one new item is they have the survival kit for sell on website item no. 9425, for 20 dollars. They are pretty cool, if you get a chance, i would check them out, i will bring one to the region meeting. So on the web page, the old website crashed before the world convention and they had to get a new one up and running, i think they are still working out some kinks, but we will do some of the workshop on oct. 5th on how to navigate the new website, which we went over in the CP meeting on Sept. 21st. We also went over the world convention, they do not have a final report yet as they still have bills going out and money coming in and rebates from vendors and meeting hall, but as of right now they are expecting a loss, the convention prepared for 24000 participants and that was the brake even point , and they had just under 18000 registrations. but that did not include other, income coming in from merchandise, vendors, etc. but i would probably be prepared for a significant loss. I think they were planning on more registrations because of Washington DC and surrounding areas have the largest NA communities. I would imagine by the next CP webinar there will be a final and accurate report. As a side note the convention was awesome with great workshops and speakers!! The Human Resource Panel at NA World Services sent out that as they prepare for the 2026 World Service Conference nomination process, here is info. As a region, we can submit candidates to the HRP for WSC trusted servant positions which will begin on Oct 1st 2024 and the deadline is sept 30th. 2025 so about a year to decide. Here are some ways for region to consider potential candidates, Your service body may identify someone who has been a trusted servant in the past and exhibits leadership abilities. Someone from your NA community may approach the body and state that they are interested. An individual NA member may suggest that your service body consider another member who the believe to be a viable candidate for HRP consideration.. HRP has also developed a resource packet to assist service bodies in deliberations and evaluations. It is posted in the HRP section of the World Service Conference webpage, which we can go over during website workshop on Oct 5th.

Looking forward to seeing everyone.

ILS Ben H.

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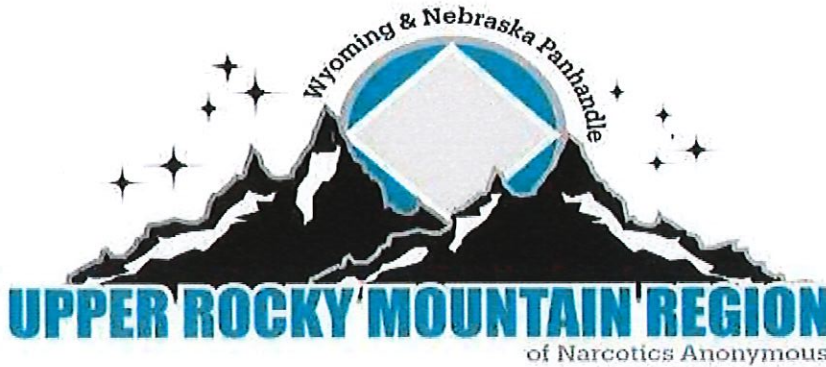
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## Web Servant report

From: Dave Wheeler II (bigwheels.dwii@gmail.com)

To: urmr-committee@googlegroups.com

Date: Tuesday, September 24, 2024 at 07:32 AM MDT



Greetings URMRNA committee and guest.

Time flies when your having fun. Since we last met I've added the most recent guidelines to the archives page on the URMRNA website. I'm still figuring out how to use the tools in word press as the guidelines aren't available for download but I will figure it out. Possibly before October 5th. I have stayed current with fliers. I've went through the Regional emails and responded to what's necessary, and putting them in folders in the email toolbox. There was one submission for a speaker tape, I'm waiting on a reply to confirm if this is for our next convention September 2025. I was hoping by now I would have all missing minutes added to the archives but it was busy quarter with my mom being put on life support after contracting a serious pneumonia and that took up a lot of the last two months. She was successfully excubated and gas gone through rigorous rehabilitation. Helping her gas been my main job. This is truly living amends. I gave Ben the zoom info as there's a group in his area wanting to start a virtual meeting.

Go daddy subscription renewed on August 9th for 23.17

zoom renewed August 25th for 166.30 an increase from 159.90.

This is all I have to report at this time as web servant.

In Gratitude,

Dave W.

URMRNA Web servant

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## H&I Regional Report

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From: 'Reno Watson' via URMN Committee (urmr-committee@googlegroups.com)

To: urmr-committee@googlegroups.com

Date: Monday, September 30, 2024 at 11:33 AM MDT

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Hello to all. I apologize that I will not be at the regional meeting in October. I also apologize for my report as it will be a little incomplete. I am literally writing this report next to my Dad in hospice care waiting for him to pass. So with all that is going on with his passing and me being in Idaho things are a little crazy right now.

All DOC meetings are happening. The biggest struggle at this point is Torrington still. We have been showing up but getting in has been a struggle because of medical emergencies or staff. Either way we continue to show up. I have not purchased any literature but will be placing an order soon.

The learning days was a success. Very grateful for my wife Jenni as I had to travel to Idaho to be with my Dad and she stepped up and did a great job as far as I've heard have been all good things. My only concern was lack of involvement from the areas. Gillette showed up and a member from Lander who we had asked to speak, and a member from Kimmer but other than that it was mainly local members. My plan originally was to have one learning day a year that all the areas could join rather than having to travel to each individual area. It didn't work out like that so we will have to see where we go from here.

Once again I apologize for the report. I will have a more complete report for the February meeting. I have concerns about checking in with the area's on what they need from region as far as H&I is concerned. I feel like when I do that I get some information that isn't always accurate. More will be revealed I guess.

ILS  
Reno W

[Sent from Yahoo Mail for iPhone](#)

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Hello URMRNA,

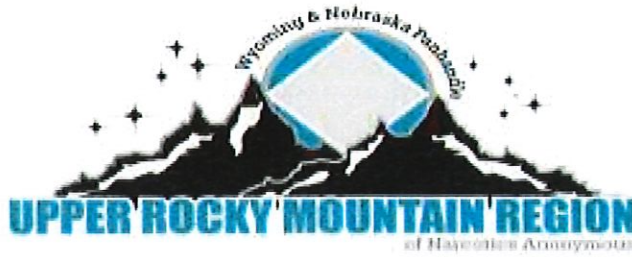
We held our first convention committee meeting on August 24th. It went well we have most of the position for the convention filled.

I should be added to the convention bank account as Johnny was going to sign the final papers yesterday. On that note. I think we should discuss what we want to do about the account owner. Currently it is Andy from Lander. Not sure if we care but thought it would be worth bringing up. If we want a region delegate or chair to be the owner on the account but that would be another thing we would have to do every time a position changes.

Right now we are doing a theme and logo contest in the area. We have not nailed down exactly where the convention will be held but we are looking at the Virginian in Jackson right now. I'm hoping we can have all of that decided before too long.

Thank you, in loving service,

Derrick S.



## RCM Report Form

**Report Date:** October 5, 2024

**Area Name:** Central Basin

**RCM:** Zack R.

**Alternate RCM:** Jason S.

**Number of Groups:** 7

**Number of meetings per week:** 15

**Average number of members:** 4-25

**Number of Newcomers:** only 1 group counted 3 new, Hope Not Dope has 1 per week but staying is up in the air

**Do you have any new meetings?** No, 2 Riverton groups aren't on the Region's meeting list

**Area Chair and contact information:** Trish D. (307) 431-7520

**Alternate Chair:** Will

**Area Sub-Committees:** N/A

**H&I/PR Chair:** Dave. D

**H&I/PR Alternate Chair:** Jason S.

**Upcoming Events:** Birthday/ Business Meeting in Cody Oct 21st, Cody Speaker on Oct 30th is Will, Oct 19th is Powell's speaker meeting & pancake breakfast

**Other topics/information from Area:** votes yes in having an interest in "Bridging the Gap," Jan 11th or March 8th are dates of interest for Reno's presentation - also asking to do a Zoom presentation if unable to travel

**Next Area Service Committee meeting date:** November 9th in Thermop (Elections!)

**In loving service,**

Zack R.





## RCM Report Form

**Report Date:** 10/3/24

**Area Name:** Freedom Seekers

**RCM:** Casey L

**Alternate RCM:** Katie A

**Number of Groups:** 4

**Number of meetings per week:** 25

**Average number of members:** 10

**Number of Newcomers:**

**Do you have any new meetings?** No.

**Area Chair and contact information:** Autumn R (307)922-4540

autumnrrosenau@gmail.com

**Alternate Chair:** Open

**Area Sub-Committees:** Guideline Revisions

**Activities/Learn Days Chair:** Bobby W.

**H&I/PR Chair:** Austin R

**Upcoming Events:** Learning days

**Other topics/information from Freedom Seekers**

We would like to know if the DOC facilities will know if allow the sponsorship behind the walls. We would like to have Tommy from Montana do a workshop on how the program is working for them. We would support a bridge the gap program.

**Donation to Region:**

**Next Area Service Committee meeting date: Oct 12 Gillette, Wyoming**

**In loving service, Casey L.**



## RCM Report Form

**Report Date:** October 5th, 2024

**Area Name:** Wyoming Western

**RCM:** Derrick S.

**Alternate RCM:** Open

**Number of Groups:** 6

**Number of meetings per week:** 18

**Average number of members:** 3-20

**Number of Newcomers:** 20+

**Do you have any new meetings?** No.

**Area Chair and contact information:** Kelly V. (307) 231-0225, [kjvavra73@gmail.com](mailto:kjvavra73@gmail.com)

**Alternate Chair:** Ron M.

**Area Sub-Committees:**

**Activities/Learn Days Chair:** Meaghan S.

**H&I/PR Chair:** Gilber D

**H&I/PR Alternate Chair:** Allison C.

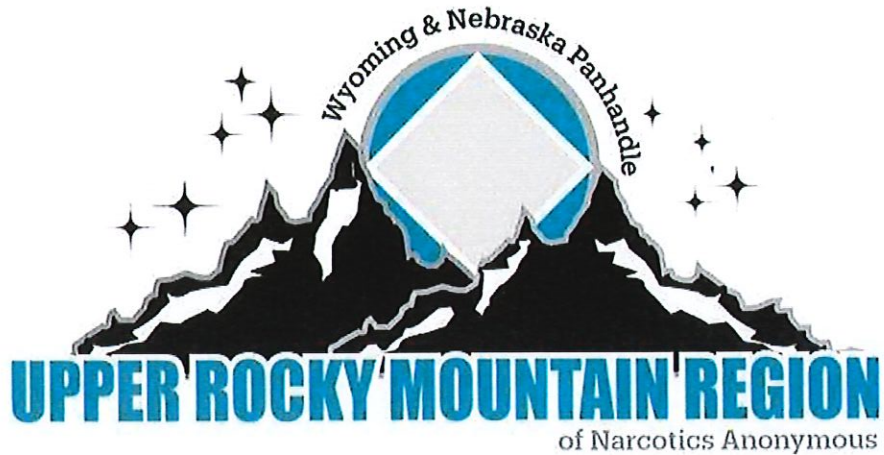
**Upcoming Events:**

**Other topics/information from WWA:**

**Donation to Region:** \$570.25

**Next Area Service Committee meeting date:** Aug 29th, 2024 Pinedale

**In loving service,** Derrick S.



## BEHIND THE WALLS AD-HOC REPORT

October 5<sup>th</sup> 2024

Greetings to my fellow committee members and guests. Since the birth of this concept and project we have met 3 times with the goal of carrying the message to the addict behind the walls through sponsorship with members in the community. Although this is not an overly complicated endeavor, the logistics of figuring out guidelines and communication with the prison authorities has taken time and work. The ad-hoc committee has discussed the need to move the po box or get a second key made. The reason for this is as of right now I (Dave W.) am the only regional member in the hosting po box area of WYOBASKA. The proposal is to move the po box to Casper. I believe this was discussed previously at the region, but we need to have a second discussion on this as it may suit the region and the project better. We are still waiting on some prisons to respond although I do believe the Honor Farm and Rawlins gave a loose approval to go ahead.

We elected Shifa H. from Wyo-Braska as our secretary and Victoria C. from Wyoming Central as Vice Chair. We have produced a set of guidelines for the committee to be reviewed by the Regional Body and voted on. I will attach our last minutes and guidelines for review. Along with a spread sheet to pair sponsors to sponsees. We have decided that a general letterhead will be used in place of names initially to protect anonymity only revealing the first name in the letter itself. Visits to inmates will not be allowed. We will direct inmates to talk with their chaplains when it comes time to do 4<sup>th</sup> & 5<sup>th</sup> step work and suggest not to incriminate themselves. Sponsorship will only be during the time of incarceration. We will likely direct inmates to seek a new sponsor upon release as this is the best way to prevent anonymity being compromised. We will also have quarterly virtual committee meetings of which volunteers will need to participate in at least 2. We are also asking that Region help provide envelopes with letterheads and postage for volunteers. Or We can use H&I budget. If we move forward do we create a new Regional Position or does this fall under H&I umbrella. Our next virtual meeting is October 20<sup>th</sup> at 7pm on the virtual zoom platform provided by this body. The information to attend is listed on the URM RNA website under flyers with a clickable

link. Shifa has also requested to make sign up flyers to pass around To groups for interested Sponsors.

This summarizes most of the progress up to this point.

In Gratitude to serve,

Dave W. URM RNA behind the walls Ad-Hoc.



## Upper Rocky Mountain Region of Narcotics Anonymous

### Behind the Walls

### Proposed Guidelines

The Behind the Walls sub-committee will hereafter be referred to as “Committee.” NA members willing to be of service and sponsor individuals who are incarcerated with hereafter be referred to as “Sponsors.” Individuals who are incarcerated and willing to participate in the Behind the Walls program will hereafter be referred to as “Sponsees.”

#### **Guidelines for Sponsors:**

1. You have at least eighteen (18) months of continuous clean time.
2. You are active in your recovery.
3. You are working the 12 Steps and 12 Traditions of NA with a sponsor.
4. You are willing to work the 12 Steps of NA with an addict seeking recovery who is incarcerated.
5. You have the ability to respond to Sponsee’s letters in a timely manner.
6. You can commit to attending at a minimum of two (2) out of the four (4) quarterly Zoom meetings per year, to check-in with the Committee.
7. You can share a clear and concise message of NA.
8. Adhere to the “Dos” and “Don’ts” attached to these guidelines.

**Don't:**

1. Use profanity or abusive language in your writings.
2. Give your telephone number, address, email, or any person contact information to your Sponsee.
3. Send any messages for or on behalf of your Sponsee.
4. Supply your Sponsee with any envelopes, stamps, stationary, or writing implements. Do not send anything other than letters or photocopies of the 12 Steps to the Sponsee.
5. Accept a Sponsee if you have clearance to go into the facility where they are being held.
6. Reveal any damaging personal information to your Sponsee.
7. Visit Sponsee.

**Do:**

1. Respect the confidentiality of your Sponsee.
2. Only use you first name or a pen name.
3. Limit contact to your Sponsee to letter writing only.
4. Only send letters to your Sponsees.
5. Respond to Sponsee's letters within 2-3 weeks of receiving the letter.
6. Let the Committee know if you can know longer sponsor for any reason,
7. Only contact the Committee with questions about this program.
8. Fully understand that not following the Guidelines, including the Dos and Don'ts, will disqualify you as a Sponsor.

## September 8, 2024 Minutes

- Reno is waiting to hear back from the prisons in Wyoming to see if they will accept this program or not
- Reno forwarded the info to the security lieutenant and hasn't heard back yet
- For anonymity, use basic letter head that we use for all the letters on the outside of the envelope, and on the inside of the letter we can put our first name
- If we are on visitor status, we can only visit/ sponsor one person, but we are not going to visit in person
  - This was in case of step 5, but we will advise sponsees to not incriminate themselves
- We need to make guidelines, that are simple
- Next step is to make a flyer, and make it Wyoming specific, and see if the prisons will approve it
- This is limited to our region
- Accountability is also an important thing we need to discuss
- Sponsors must have at least 18 months of clean time and a working knowledge of the program and the steps and steps
- The ability to respond in a timely manner, should be within 2-3 weeks
- We should use regional p.o. box for letters to be sent to, Dave checks this regularly
- If Dave is not available is there another person that can check the p.o. box?
- Ask region to pay for the envelopes and stamps?
- Propose at region to move the p.o. box to casper
  - Ask at the next area meeting in casper
- We need to put together a proposal/ presentation for the next regional meeting
- The next regional meeting is oct. 5<sup>th</sup>
  - We hope we will have all the approval we need by then
- Victoria talked to the prison about the letter that was returned to her,
  - There was a coffee mark on the envelope and that is why it was returned
- Put in the guidelines to have a quarterly virtual check in
- Guidelines need to be minimal and strict
- May need to check if the montana guidelines apply to the mail guidelines for Wyoming prisons
- We will remove the greeting cards provision from the guidelines
- In the guidelines put blue or black pens
- If we have a prior relationship through NA, they are a sponsee, they are from our area, and then they go to the prison, we can sponsor them, because they are from the rooms
  - no sponsorship of family members
- the assignment of the sponsees to the sponsors will be random
  - we still need to coordinate this
- how will we receive the letters
  - either the person receiving the letters could scan them and email them in a doc, or it could go to your house or to region



- are we going to have enough volunteers to be sponsors? We need to bring the message to our areas and see how many are interested
- guidelines:
  - able to check in with the zoom quarterly > attend at least 2x a year
  - that the sponsor is working the NA steps > clear and concise message of NA
  - don't use profanity
  - don't give out personal identifying info
  - incorporate the rest of the dos and donts from packet 22, except for the prior knowledge one
  - 18 months of clean time
  - Working the NA steps and traditions w a sponsor
  - The ability to answer letters in a timely manner
  - The participants are expected to check in twice a year to the virtual zoom for sponsorship behind the walls service committee
  - Share a clear and concise message of NA
  - Region will provide sponsors with letterhead envelopes?
  - Committee members will not supply sponsees with envelopes, stamps, stationery, or alternative mail. We will not send anything except our response letters or photocopies of the steps literature.
  - Include the dos and donts in the guidelines.
- we need to elect a secretary and co-chair
- cochair would fill in in Dave's absence
- secretary would take notes
- shifa is nominated as secretary, the vote passes
- Victoria is nominated as co chair, the vote passes
- In the example letters, we want to let them know how long we have been clean, what we like to do, some encouraging messages
- Shifa will write a proposed guideline doc for the committee to present at the next region
- Letters go to region and then region forwards it to the areas
  - We need to check with the areas
- Either region or H+I will pay for the envelopes
- We send the same envelope to the prison every time
- The route my need to be added later to the proposed guidelines
- Still to be determined if this committee falls under the H+I umbrella
- October 20<sup>th</sup> at 7pm is our next committee meeting > change the date on the flyer

Name of Sponsor	Name of Sponsee	Sponsor's Area	Date Sponsee's letter was received	Date Sponsee's letter was forwarded to Sponsor	Date Sponsor mailed response to Sponsee

Notes