



Southern California Region Narcotics Anonymous LGBTQ Committee Guidelines

“Everything that occurs in the course of NA service must be motivated by the desire to more Successfully carry the message of recovery to the addict who still suffers.” Basic Text pg. xxvi

The purpose of the Southern California Regional Narcotics Anonymous LGBTQ Committee (from here on, referred to as the LGBTQC) is to provide outreach services to help the LGBTQ suffering addict to feel part of the life-saving fellowship of Narcotics Anonymous. In accordance with our traditions, our outreach services will be inclusive of all suffering addicts. Anyone may join us, regardless of age, race, sexual identity, creed, religion or lack of religion.

Our goal is to further NA's primary purpose by providing an LGBTQ voice to, and by fostering and mentoring our fellowship's (LGBTQ) lesbian, gay, bisexual, transgender, *non-binary, intersex, asexual*, queer or questioning members' participation in, SCRSC's H&I, Public Relations (PR), Phonelines (PL), SBTW, Cruise, Youth, Activities, Website committees services.

We believe that in reaching out to the LGBTQ addict, inclusive of any suffering addict, we will promote unity within the fellowship by helping those addicts to find their voices in service and help them to feel a sense of belonging within the community of Narcotics Anonymous as a whole.

Mission of LGBTQC will develop tools and strategies to make Narcotics Anonymous meetings safe by promoting an atmosphere of recovery in our meetings in which all addicts are welcome. Our services will include distribution of related NA service materials, participation of our members at learning days and conventions, participation in the world board pool and through the power of example of our member service at a home group level.

1. **Responsibilities and Functions**

- A. To support, participate, and communicate on a regular basis with all Regional Service Committee (herein after referred to as RSC Committee.)
- B. To hold a monthly Committee meeting that focuses on the *LGBTQ suffering addict* in recovery and new ways to reach them in harmony with our primary purpose, carrying the message to the addict who still suffers.
- C. To maintain a close working relationship with the RSC.
- D. To conduct all business in accordance with the Twelve Traditions of Narcotics Anonymous and the Twelve Concepts of NA Service.
- E. Establish and maintain LGBTQC archives.
- F. Provide information to any entity that serves the LGBTQ suffering addict.

2. **Voting Procedures**

- A. Voting participants shall include LGBTQC trusted servants (as outlined in section 3 of this document) Area Liaisons, Alternate Area Liaisons and members at large who have previously attended two consecutive meetings and have not missed two consecutive meetings. Voting privileges will be extended at the ~~third~~ *second* consecutive LGBTQC meeting. Absence at two consecutive LGBTQC meetings by a member implies inactivity of that member as a *voting member of the*

LGBTQC. That member will be recognized as a voting participant once the member attends two meetings consecutively.

- ~~B. Quorum is defined as a simple majority of voting participants. (Attendees)~~
- B. A quorum at each LGBTQC meeting shall consist of more than 50% of the eligible members to vote. A quorum is necessary to carry out business. Once a quorum is achieved at each LGBTQC meeting, the quorum shall stand for the remainder of the meeting.*
- C. Business motions shall pass with a simple majority of voting participants.
- D. Motions regarding guideline changes, money matters, or removal of a trusted servant from their position shall require a 2/3 majority of voting participants.
- E. Any responsibilities or decisions that arise between meetings are to be resolved by the executive body and reported at the next scheduled meeting.
- F. Elections of trusted servants shall require a simple majority. Nominations shall be held in May and elections in June with the newly elected officers taking office in July
- G. After LGBTQC elections, the Chair and Vice Chair should be affirmed by the RSC before taking office.
- H. Business meetings are open to all interested members of NA, however only LGBTQC participants (as defined in line A of this section) are eligible to vote.
- I. The LGBTQC shall follow “Roberts’ Rules of order in conjunction with consensus based decision making (as used by the RSC).
- J. In case of conflict with the RSC guidelines, RSC guidelines shall have authority.

3. Trusted Servant Descriptions

- A. LGBTQC officers shall consist of the following elected positions: Chair, Vice Chair, Secretary, and Treasurer.
- B. The executive committee shall consist of the Chair, Vice-Chair, Secretary and the Treasurer.
- C. LGBTQC trusted servants with ~~three~~ *two* consecutive absences (from the LGBTQC meetings or other duties) will be automatically removed from their position.
- D. Any LGBTQC trusted servant will be removed from their position upon loss of their Clean time; they will become eligible again when they meet the clean time requirements.
- E. Trusted servants may not serve more than two consecutive terms in the same service position.
- F. Trusted servants should be able to maintain records related to LGBTQC service.

Chair

1. Requirements

- a. Three years clean
- b. One [to two] year[s] commitment to the position.
- c. Two years service committee experience
- d. Affirmed by the RSC
- e. Ability to organize and direct the LGBTQC in a service-oriented manner.
- f. Ability to attend LGBTQC and RSC meetings every month.
- g. Working knowledge of the NA 12 Steps, Traditions, and Concepts.

2. Duties

- a. Facilitates LGBTQC meetings on time, smoothly and efficiently.
- b. Prepares an agenda for each LGBTQC meeting.
- c. Ensures that all LGBTQC trusted servants fulfill their duties.

- d. Serves as a liaison between LGBTQC and RSC.
- e. Provides monthly written reports to LGBTQC and RSC.
- f. Votes on behalf of LGBTQC at RSC when applicable.
- g. Prepares materials for informational training *as needed*.

Vice Chair

1. Requirements

- a. Two years clean
- b. One year commitment (with willingness to advance to Chair's position if elected at conclusion of Vice Chair term).
- c. One year previous service committee experience
- d. Ability to carry out responsibilities of Chair in case of Chair's absence.
- e. Ability to attend LGBTQC and RSC meetings every month.
- f. Working knowledge of the NA 12 Steps, Traditions and Concepts.

2. Duties

- a. Attends LGBTQC and RSC meeting every month.
- b. When Chair is absent:
 - 1. Facilitates LGBTQC meetings.
 - 2. Provides written report to LGBTQC and RSC.
 - 3. Exercises LGBTQC voting privileges at RSC.
- c. Facilitates orientation of new members.
- d. Honors request to attend ASC meetings in the So Cal Region
- e. Assists Chair with preparing material for the informational training *as needed*.
- f. Facilitates annual guideline review

Treasurer

1. Requirements

- a. 3 years clean and a source of income.

2. Duties – Work in conjunction with *as the Liaison to* Southern California Regional Activities Committee

Secretary

1. Requirements

- a. Two years clean
- b. One year commitment to the position.
- c. One year previous service committee experience.
- d. Ability to keep concise and accurate written records of business meetings.
- e. Access to a computer/laptop and experience with MS Office Docs
- f. Working knowledge of the NA 12 Steps, Traditions, and Concepts.

2. Duties

- a. Taking minutes and distributes copies at the beginning of the next monthly meeting.
- b. [Updates] roster.
- c. Maintains records (agendas, reports to the RSC and LGBTQC, attendance sheets, etc.).
- a. Retains copies of LGBTQC guidelines to give to new members.

Co-Secretary

1. Requirements

- a. Two years clean
- b. One year commitment to the position.
- c. One year previous service committee experience.
- d. Ability to keep concise and accurate written records of business meetings.
- e. Access to a computer/laptop.
- f. Working knowledge of the NA 12 Steps, Traditions, and Concepts.

2. Duties

- a. Step up if Secretary is not present
- b. Taking minutes and distributes copies at the beginning of the next monthly meeting.
- c. [Updates] roster.
- d. Maintains records (agendas, reports to the RSC and LGBTQC, attendance sheets, etc.).
- e. Retains copies of LGBTQC guidelines to give to new members.

Committee Liaisons

1. Requirements

- a. Clean Time based on Committee Areas Guidelines
- b. Previous service experience.
- c. Ability to attend LGBTQC and appropriate Committee monthly meeting.
- d. Working knowledge of the NA 12 Steps, Traditions, and Concepts.

2. Duties

- a. Submit reports for both LGBTQC and appropriate Committee.
- b. Serves as LGBTQC liaison to the appropriate committee.
- c. Coordinates any LGBTQC project related to that committee.
 - ~~PH~~ *PR*: Distribute LGBTQC meeting lists and phone lists, participate in workshops, presentations, booth sittings, and Service Works.
 - H&I: Distribute LGBTQ meeting lists and phone lists, participate in H&I Learning Day, and update [the] LGBTQC [about] LGBTQC friendly panels in SoCal. To invite other LGBTQ or any members to serve on H&I panels to hopefully reach the community inside the walls, jails and institutions.
 - Cruise: reach out to destinations find LGBTQ friendly meetings to fellowship in other countries.
 - SBTW: Learn about sponsoring, to help serve the committee.

- PL: To take a commitment. Distribute LGBTQC meeting lists and phone lists, participate in workshops, presentations, booth sittings, and Service Works.
- WEBSITE: to serve on the committee to learn or bring forth technical knowledge and dedication to better serve Southern California Region.
- YOUTH: Distribute LGBTQ meeting lists and phone lists, participate in YOUTH events, and update [the] LGBTQC [about] LGBTQ friendly youth panels in SoCal. To also reach out to the youths to find LGBTQ friendly meetings to fellowship in all areas.
- SCRCNA: To work with the committee to hold a workshop dedicated to LGBTQ issues and growing from a spiritual place in recovery. To bring others into service by sharing our ESH.

Area Liaisons and Alternate Area Liaisons

1. Requirements
 - a. Elected by their ASC
2. Duties
 - a. All duties, responsibilities, and other aspects of these positions are to be determined by their respective Areas

4. Operational Guidelines

- A. Any portion of these guidelines may be waived at any time by a 2/3 vote of the voting body.
- B. “A Guide to Local Service in Narcotics Anonymous” should be used only as a reference.
- C. Any portion of these guidelines may be amended by a 2/3 vote of the voting body. The amended section shall be added to the guidelines by the creation of an addendum.
- D. An annual Guideline Review Ad-hoc Committee, chaired by the LGBTQC’s Vice Chair, will convene in March, guidelines will be approved by LGBTQC in April, and then submitted to be approved by the RSC in June. The previous year’s addendum will then be incorporated into these guidelines following RSC approval.
- E. In the event of a vacated office, special elections may be held to fill the position.

Summary

This committee will strive to provide a safe environment for the *LGBTQ suffering addict* to attend, and an opportunity to be introduced to regional/area service by mentors that are their peers, giving them a foundation for future service positions.

Maintaining an atmosphere of recovery for all addicts. The LGBTQC will serve to encourage addicts to get involved in their recovery, to care about others and themselves by providing services to the fellowship. By setting an example, the trusted servants of the (LGBTQC) will show new addicts that being of service and giving back is part of how we stay clean.

We will participate in outreach work in our communities to plant seeds of recovery in the still suffering addicts and let them know that everyone is welcome to find recovery in NA. We will work towards breaking the barriers created by societal views toward the LGBTQ population or any suffering addicts.

**In the "Committee Liaisons" section, we will have members in service to report as a link between Areas and Regions, to better serve our LGBTQ community. There are not enough meetings nor enough support, many members have fallen off because of this.

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