

PURPOSE OF THE ALASKA REGIONAL SERVICE COMMITTEE

The purpose of the Regional Service Committee is to be supportive of its Areas and Groups and their primary purpose (Each group has but one primary purpose – to carry the message to the addict that still suffers), by linking together the Areas and Groups within its region; to serve as a link between the Areas and the World Service Conference; by helping Areas and Groups with their basic situations and needs; and by encouraging the growth of the Fellowship. Although the Alaska Regional Service Committee may offer advice and suggestions, the Alaska R.S.C. does not have binding authority over the decisions or the activities of any Areas or any groups.

REGIONAL SERVICE COMMITTEE

A REGIONAL SERVICE COMMITTEE (R.S.C.) is a committee made up of RCM's from all of the Areas within the Alaska Region. This service committee is designed to provide service to its member areas. An A.S.C. and R.S.C. are similar in nature and purpose, but their respective functions are slightly different. While the A.S.C. serves the common needs of its member Groups, the Alaska Regional Service Committee serves three basic functions:

1. To unify the Areas within its Region.
2. To carry the message of recover
3. To contribute to the growth of N.A., both by initiating much of the work to be finalized at the World Service Conference, and by helping our World Services.

TRADITION NINE

The Tradition states that we ought never be organized, but we may create special service boards and committees directly responsible to those we serve.

We are not organized in the sense that there is no MANAGEMENT OR CONTROL. We are directly responsible to those we serve. Whether or not Areas choose to utilize our services, is up to them.

REGIONAL SERVICE COMMITTEE GUIDELINES

I. REGIONAL SERVICE COMMITTEE

1. Only NA approved Guidelines will be used in the Alaska Region. (Only “A Guide to Local Services In Narcotics Anonymous” will be used in the Alaska Region.)
2. The only voting members of the Regional Service Committee (RSC) are RCMs, RCM Alternates, or duly appointed members of their respective Area if pre-arranged with the Regional Chairperson. There is one representative for each Area. *(There is only one vote per Area, regardless of the number of Area Representatives in attendance at the meeting.)*
3. There must be a Quorum to carry the vote. In the Alaska Region, a Quorum is over 50% of the voting members *(RCMs)* present.
4. For a motion to pass, over 50% of the voting members *(RCMs)* present must vote yes, providing there is a Quorum. The only exception is for Motion’s concerning policy, then the vote must be unanimous, that is all voting members *(RCMs)* present voting yes. *(Additionally, the “Motion Table” in the Guide to Local Services in Narcotics Anonymous will be used as a guide for motions, seconds, debates, and voting. Copy is attached to this document.)*
5. Motions in the Alaska Region can only be made by Voting Members *(RCMs)* or Sub-committee Chairs when dealing with their specific Sub-committee issues. *(The RSC Chair may “entertain” a motion.)*
6. Elections are held whenever a position becomes open. Time requirements can be waived on an individual basis except for Sub-committee Chairs (Two years clean) and RSD (Five years clean), RSD Alternate (Five years clean). *Consideration should be made to not allow any exemptions or waivers of clean time requirements.*
7. Nominations are given to the Chairperson as soon as possible so they can be included in the Agenda. Included in the nomination will be *the amount of continuous clean time at the time of nomination*, NA Service positions completed to term or ongoing, and willingness to give the time and resources necessary to do the job. Regional Trusted Servants will inform Region one quarter before the end of their term if they wish to be considered for re-election. (Note: No Officer will serve more than two consecutive terms at any one Regional position).
8. Nominations for any RSC office shall be brought by an Area RCM or RCM alternate (or duly authorized proxy), or by a group from an unorganized area. Nominations shall be made at a duly convened RSC meeting. The nomination shall include the members clean time and service background. Nominations do not require a second. Nominations will be brought back to the Areas and outlying groups for consideration. Vote will take place at the next duly convened RSC meeting.

9. If a Regional Officer or Sub-committee Chair misses two consecutive RSC meetings without either *alternate* representation or submitting a written report, then their position becomes open.. Sub-committee Chairs may be represented by a duly appointed representative as long as such person does not already hold a position on the RSC..
10. If an Area is not represented at two consecutive RSC meetings then they cannot vote at the next RSC meeting in which they are present.
11. Geographically remote Area voting is by Proxy if they cannot afford to have their RCM present.

II. RSC CHAIRPERSON

1. Contact all RCMs no later than 30 days prior to the quarterly RSC meeting informing them of any changes since the previous RSC meeting and asking if their Area has anything (i.e., Motions (*motions should be in writing with the "intent" of the motion stated*), Nominations (*should be made in writing and include the qualifications required in Guideline #7*), etc.) to go on the RSC Agenda.
2. Arrange and Mail RSC Agenda to all Areas no later than 21 days prior to the Quarterly RSC meeting.
3. Verifies the minutes of the RSC are accurate before copies are made.
4. Suggested Four years continuous abstinence from all Drugs and participation in the RSC for the past Two years.

III. VICE-CHAIRPERSON

1. Keeps in contact with all Sub-committees so that if a Sub-committee Chairperson or representative is absent from the RSC meeting the RSC Vice-chair can answer all questions concerning that Sub-committee
2. Perform all duties of RSC Chairperson in the absence of the RSC Chairperson.
3. Suggested Three years continuous absence from all Drugs and participation in this RSC for the past year.

IV. SECRETARY

1. Keeps accurate minutes of each RSC Business meeting. Types and Distributes copies of the minutes to all members of the RSC no later than one month after the RSC meeting. (*posting on the Regional Web Page is not readily available to all members*).
2. Have minutes verified by RSC Chairperson before copies are made.
- 3.
4. Suggested Two years continuous abstinence from all Drugs.

V. TREASURER

1. Coordinates payment of RSC bills and allocation of RSC Budgets.
2. Handles RSC Banking accounts and is Co-signer of RSC checking account along with the RSC Chairperson and Vice-Chairperson. If one of these positions is not filled then the RSD will assume responsibility of being one of the Co-signers.
3. Suggested Two years continuous abstinence from all Drugs.

VI. REGIONAL SERVICE DELEGATE

1. Must have the ability to participate in the WSC biAnnual Meeting. RSC is responsible for providing money.
2. Five years continuous abstinence from all Drugs and suggested participation in this RSC for the past Two years.

VII. REGIONAL SERVICE DELEGATE ALTERNATE

1. Responsible for the Policy of this RSC. Knowledgeable in all Areas of Policy. If an answer is not known then they are responsible for getting an answer.
2. Performs all duties of the RSD in the RSD's absence.
3. Must have the ability to participate in the WSC bi-Annual Meeting. RSC is responsible for providing the money.
4. Five years continuous abstinence from all Drugs and suggested participation in this RSC for the past year.

VIII. SUB-COMMITTEE CHAIRPERSON

1. Must provide written report to the Quarterly RSC meeting including a financial report. (Subcommittee chairs will submit their respective subcommittee budget annually for approval by the committee.)
2. Must follow WSC Approved guidelines (*see note in Guideline #1*) for their Sub-committee and Regional Guidelines and Directives.
3. Two years continuous abstinence from all Drugs and suggested previous participation on the same Sub-committee on an Area or Regional level.

IX. PUBLIC INFORMATION

1. Produce regional schedules quarterly.
2. Hold regular workshops to address the needs and activities of the Alaska Region and its individual Areas.
3. Oversee ARSC web site maintenance.
4. Oversee ARSC outreach activity.
5. Be responsible for ARSC phonedlines.

X. LITERATURE

1. Produce a Regional Newsletter.
2. Keep Area Literature Sub-committees informed of newly approved literature, Approval Literature, literature in Draft or Review Form, and the work of other Area Literature Sub-committees.
3. Facilitates Workshops to teach Area Literature Sub-committees the Literature Review process, especially the importance of the Area Literature Sub-committee participation.
4. Keep accurate files of Area and Regional literature Sub-committee action.

XI. CONVENTION SUB-COMMITTEE

1. Use the approved WSO Convention Guidelines.
2. Convention subcommittee is a subcommittee of the ARSC.
3. Areas seeking to host the convention shall submit a request to the ARSC 30 days prior to the October ARSC meeting. (Allows the RSC Chair to include it on the agenda, and Areas to consider the request.)
4. The Convention host Area will be decided at the October ARSC. In voting for what Area shall host the next convention, the RCMs (and Areas) shall consider an Area's human resource capacity, accessibility, the principle of rotation, and cost to Alaska Region.
5. The host Area shall elect the Convention Chair. The Convention Chair is accountable to the RSC.
6. The Convention Chair qualifications are (i) 5-years clean and (ii) must have served as a Convention subcommittee chair or on a Convention executive committee.
7. Convention chair will submit a Convention report and transfer all funds to the RSC treasurer within 45 days of the Convention.

XII. REGIONAL FINANCES

Money is handled at the regional level in pretty much the same way it's managed by area treasurers. The regional committee as a whole considers it's projected expenses and authorizes expenditures to cover them. These costs often include:

- WSC participation expenses for the regional delegate and alternate
- Space rental for committee meetings
- Phonelines
- Outreach
- Service forums
- The regional assembly
- H&I literature
- Mailings
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