

INVENTORY UPDATE

This is the third monthly update on NA's world services inventory. The first update appeared in July as part of the *WSC'93 Report*; the second was last month's digest of the August Composite Group report, included with the advance notice to areas and regions that the fellowship inventory surveys would be mailed soon. These updates will continue to be mailed each month to WSC participants, members of WSC committees, and any other NA member who asks to be put on the *Inventory Update* mailing list.

One of the two trustee members of the inventory Composite Group was replaced last month. The trustee in question had allegedly violated the provisions for world service credit card use approved at this April's World Service Conference. At the July-August meeting of the World Service Board of Trustees, the WSB suspended the board membership of the trustee in question until the WSC next April. The board designated another trustee who would fill the suspended trustee's place on the Composite Group. On a conference-call meeting in mid-August, the Interim Committee confirmed the WSB's decisions in this matter. These decisions were not easy to make. If *Inventory Update* readers have ideas on how to fill future vacancies, we encourage you to write to **World Services Inventory, Box 9999, Van Nuys CA 91409 USA.**

The remaining trustee member of the Composite Group gave a detailed report on inventory progress to the WSB at the board's July-August meeting. The report led to general discussions of the project among board members, producing suggestions to the group on some unresolved issues.

The Composite Group has held two conference calls since its June meeting at the WSO in Los Angeles. The first, held 25 July, served to wrap up some matters left hanging at the June meeting. The second, held 23 August, gave the group an opportunity to begin preparing for its meeting in September.

During the Composite Group's first conference call, a four-member team was created to lay groundwork for the development of self-assessment tools, or SATs, to be used by world service boards and committees later in the conference year. The team held two conference

calls (30 July, 8 August) to establish ground rules and direction. Each member tried to identify criteria to use in evaluating world service performance. The team also asked for help from about half a dozen NA members known to have relevant expertise.

The four-member team met in Nashville 28-29 August to develop first drafts of the SATs, which were mailed the following week to the seven other Composite Group members in advance of the Atlanta meeting later this month. At this point, the team envisions developing a single master SAT that can easily be adapted to use by specific boards and committees.

Fellowship inventory questionnaires being developed by the Composite Group are currently being given local trial runs by group members. The group hopes these trials will help identify any bugs in the questionnaires before they are mailed out to the tens of thousands of NA groups, hundreds of areas, and dozens of regional committees registered with the WSO. The same consultant who helped the Composite Group

Composite Group. Coordinates research being done during the world services inventory, including fellowship surveys and development of world service board and committee self-assessment tools (or SATs). Eleven permanent members, including a six-member core group (two trustees, one WSO director, and three RSRs) and five WSC committee liaisons.

Support Team. Facilitates inventory communication with the WSC and the fellowship. Assures the Composite Group has the resources it needs and is abiding by WSC-approved inventory plan. Makes any decisions needed about changes in approved plan, except those involving money. Four members: two RSRs, the WSC second vice chair, and the WSC treasurer.

Interim Committee. Administers the WSC budget and makes necessary decisions on the conference's behalf between WSC meetings. Voting members are the chairs and vice chairs of the World Service Board of Trustees, the WSO Board of Directors, and the WSC Administrative Committee. The WSC treasurer is a nonvoting member.

develop the trial drafts has been retained to aid in completing them. She will attend the group's meeting in Atlanta later this month, where she will also help provide guidance concerning SAT development. At this time, the Composite Group expects it will be ready to mail the fellowship inventory surveys out at the end of September or early in October.

The Support Team plans to follow the survey trials, SAT development, proposals for small group meetings, and use of consultants very closely. On its most recent conference call, the team agreed that all four of its members would review all the forms returned from the survey trials so that they would be better equipped to evaluate the finished versions of the questionnaires. The trial returns will include up to seventy forms containing about twenty-five multiple-choice questions and two open-ended questions each.

Ron Sheppard, current leader of the four-member inventory Support Team, completes his six-month term at the end of October 1993. On its 24 August conference call, the team decided its next leader will be Carol Kenney, former Michigan RSR. Carol's term will run from the beginning of November through WSC'94.

The Composite Group's next meeting will be held 16-18 September in Atlanta at the Castlegate Hotel and Conference Center, 1750 Commerce Drive NW off I-75 at Howell Mill Road on Exit 104. In addition to completing fellowship surveys, the group plans to work on the self-assessment tools to be administered to world service boards and committees later in the conference year. Fellowship members are welcome to attend the meeting as observers only. Visitors should be aware that the Composite Group has no plans for any open forum sessions at the Atlanta meeting.

At the Composite Group's request, the Support Team has asked the Interim Committee to approve a meeting of the group's core membership. The agenda for this meeting would include completion of world service board and committee self-assessment tools, adaptation of SAT material for use by the WSC itself next April, and basic planning for WSC'94 as an inventory event. Tentatively scheduled for November in the Baltimore-Washington area, the Interim Committee will hold off on approving the core group meeting until after the full Composite Group's September meeting.

The small team created by the Composite Group to draft self-assessment material for the group to work on at its September meeting has recommended that a "quarterly" world services meeting be held in January 1994. At the quarterly, world service boards and committees

would use the self-assessment tools being developed by the Composite Group to take their own inventories. The trustees, on the other hand, have recommended that the quarterly be held early in December 1993. The Interim Committee says that its decision on when and where to hold the quarterly will not be made until after the Composite Group's September meeting.

World Service Office staff is currently busy compiling catalogues of files on hand as the first step toward fulfilling the WSC-approved inventory plan's requirement for "comprehensive histories" of each world service board and committee. Once self-assessment tools are developed, the various boards and committees should have a better idea of what kind of detailed material they will need to ask for from these catalogues as background for completion of the SATs. For now, the Composite Group's small working team suggests thinking about these histories as synopses of the past three years' correspondence and summaries of guidelines changes and other key decisions recorded in each board or committee's minutes and reports over the past five years.

The WSC Hospitals and Institutions Committee is getting a head start on the world service inventory's call for self-assessment. In a 9 August memo to committee members, also offered as input on SAT development to the Composite Group, the H&I vice chairperson writes, "[The chair] and I decided that, rather than continue waiting [for the Composite Group to complete its work later in the year], we would get started with our own process which can be amended later if necessary." Her memo included some very simple questions that focused on the committee's defined purpose, its usefulness to the fellowship, its communications, its finances, and its overall effectiveness.

The final Composite Group meeting for CY 1993-94 is scheduled for next February. At that meeting the group will evaluate inventory information received thus far, prepare reports, and make final logistical preparations for WSC'94 in Atlanta. No location has yet been established for the February meeting.

Questions? Ideas? Or just want to be on the *Inventory Update* mailing list? Write, call, or fax:

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