



# Hospitals and Institutions

Subcommittee Minutes

March 3rd, 2020



The meeting was opened by Danny M. with a moment of silence followed by the serenity prayer.

The 12 Traditions were read by Chris H.

The 12 Concepts were read by Allison L.

H&I attendance and announcement sheets passed by Lyle R.

*Members Present:*

Lyle R., Chris M., Tanyla E., Linda A., Randy D., Mike H., Danny M., Nick G., Rachel F., Meghan G., Karen C., Clayton H., Chris A., Allison L., Chris H., Michael G.

*New Members:* Nick G., Clayton H., Michael G.

February's Minutes – Motion to approve minutes by Randy D. Motion seconded by Mike H. Minutes approved with only 1 abstention.

## REPORTS

**CHAIR – Danny M. – Present (written report):**

Hello family-

Just wanted to report that all is back on schedule with the juvenile detention. Erin Maloney did contact me, and although she did not go into detail about the issues at the facility, she did confirm with me that we are wanted and needed at the facility and that nothing would change. With that confirmation, we scheduled a meeting in there for the past two months and both meetings went on with no problems. Also, I went into the NRADC this past Wednesday as scheduled and had a meeting with four individuals. I look forward to being your chair for this term and also hope to fill all the positions on our subcommittee. We need you and your service and commitment to make all this work....

ILS, Danny

**VICE CHAIR REPORT – Position Open – (no report):**

**SECRETARY REPORT – Lyle R. – Present (written report):**

Greetings family,

I do not have anything new to report given that we were unable to have a subcommittee meeting last month. I do have with me applications and our most recent guidelines if anybody would like a copy.

In service,

Lyle R.

**LITERATURE COORDINATOR – Position Open – (no report):**

<b>PANEL REPORTS</b>
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**JAIL (NRADC) PANEL COORDINATOR – Position Open – (no report):**

**JUVENILE DETENTION CENTER PANEL COORDINATOR – Danny M. – Present (written report):**

*[Copied from Chair report as it pertains to Juvy and a second report was not given]*

Hello family-

Just wanted to report that all is back on schedule with the juvenile detention. Erin Maloney did contact me, and although she did not go into detail about the issues at the facility, she did confirm with me that we are wanted and needed at the facility and that nothing would change. With that confirmation, we scheduled a meeting in there for the past two months and both meetings went on with no problems. Also, I went into the NRADC this past Wednesday as scheduled and had a meeting with four individuals. I look forward to being your chair for this term and also hope to fill all the positions on our subcommittee. We need you and your service and commitment to make all this work....

ILS, Danny

**BEHAVIORAL HEALTH CENTER PANEL COORDINATOR – Mike H. – Present (written report):**

Hello Family,

Even though we were unable to hold our monthly H&I meeting I still did my best to get people to facilitate meetings at BHU...

Feb 6th : Traci G . had 6 attendees at her meeting. Traci also informed me that all the NA literature in the facility is used up. I spoke to Chris M. (previous coordinator) and he had meeting lists and called Chris H. for literature.

Feb 13th: Chris M & Joe D went in and had 1 person. Chris took in the meeting lists he had.

Feb 20th: David T & Mike H. Dave T and I went in but had no attendance. In resolution to the issue of not having literature I met with Chris and picked up but couldn't put it in our locker as I didn't have the combination. I will try to put it there as soon as possible.

Feb 27th : Megan G & Karen C went in and had 2 patients .

I have been having repeated health issues this month. I have the literature in my car hope to get it in to our locker at BHU as soon as possible. Also schedule for month of March I will get to you ASAP .

Thank you for allowing me to be of service..

In Loving Service ,  
Michael H.

**RAPPAHANNOCK SHENANDOAH WARREN DETENTION CENTER PANEL COORDINATOR –  
Position Open – (no report):**

**QUESTIONS:**

**Q:** was there a report from the NRADC? **A:** No, because we don't have a coordinator.

**OPEN FORUM**

Secretary to follow through with previous motion to move announcements in the agenda after new business and before facility scheduling. It had not been changed in guidelines yet.

We read from Handbook on the top of page 19 sections titled “Specific Formats” and “Speaker Presentation.” We stopped at bottom of page 19 before “Panel Presentation.”

Linda asks for clarification about ‘prayer of our choice’ and states she will contact WSO about it.

Randy discusses pickle we were in last month without an acting chair or vice chair, which left us unable to conduct a subcommittee meeting. Notes that Chair has a longer clean time requirement than other positions. Proposes that we have an order succession of whom will chair the meeting in these instances.

Mike says he agrees and that secretary should be excluded but we need a plan.

Set in New Business to discuss further.

Linda - I have some concerns about “prayer of your choice.” I’ve heard other meetings close with the AA prayer and I have issues with that. I am going to personally address the World Service Organization because I think this handbook is out of date on this topic.

Also I’d like to address the 12 concepts in detail as well, since people seem to have questions on it.

Randy - World Service Conference: this year they are discussing outdated literature, asking us to respond to survey so they can prioritize what to update first. We already have a vehicle to affect change - your voice can be heard around the world.

Danny - brings up the link to click on to give input online. World Service Conference 2020 on [na.org](http://na.org) under Conference Agenda.

**Q:** Do these “higher-ups” actually take our input into consideration? **A:** We are the “higher-ups” in the upside-down pyramid and yes, they listen.

H&I goes beyond our local area, there is a regional subcommittee that you can join via webinars online. All this is at [na.org](http://na.org) under webinars.

Mike H. underscores that we are all able to vote in this subcommittee regardless of time or active participation.

Mike G. asks if he has to start anew here despite getting started in another area. We tell him that he needs to attend 2 consecutive subcommittees to become an active member.

Linda - Wants to know if updated attendance form is available tonight. Secretary - It is not, I’ll be sure to have that for next month.

Wants to know if communication to panel coordinators regarding absences is documented in our guidelines. Secretary - yes, and points out where.

2 copies of basic text donated to us to give to NRJDC. They do not want them. Will discuss use of them in New Business.

## OLD BUSINESS

Danny discusses status of NRJDC that we are wanted and welcome. Email correspondence sent to secretary

*[Email from Erin Maloney]:*

*Good afternoon!*

*Per our conversation, we would like for NA to continue as you were in the up-coming weeks. Please let me know if you have any questions. Thank you for all you do for our residents.*

Point made that Literature Chair did not bring literature in January, but should because that’s when new positions are open.

## ELECTIONS

Duties read by Randy.

**Vice Chair** - No nominations.

**Literature Coordinator** - Lyle nominates Chris H. Accepted.

Qualifications - been member of subcommittee for about a year. Over 2 years clean, have homgroup, sponsor, work steps. I recently adjusted my schedule to accommodate attendance of H&I subcommittee meetings.

**Q:** How familiar are you with 12 traditions an 12 concepts. **A:** Familiar with traditions, but have not gotten into concepts yet.

Chris H. is elected.

**NRADC** - Linda nominates Tanyla E. Accepted.

Qualifications - 21 years clean, been taking meetings into the jails here and others for a long time, been coming to this subcommittee over six months and have been stepping up in service work.

**Q:** How familiar are you with 12 traditions an 12 concepts. **A:** I am learning the concepts.

**Q:** If elected to position are you willing to go out and meet the liaison officers at the jail? **A:** yes.

Linda - in the last 7 months Tanyla has been an asset to the women at the jail.

Tanyla E. is elected.

**NRJDC** - Lyle asks if Chris M. if he is willing to serve as a Panel Coordinator at this time. A: No.

No nominations.

**RSW** - Randy asks Karen if she is interested in serving. A: No.

No nominations.

## **NEW BUSINESS**

### **Succession of duties in absence of chair:**

Lyle brings up idea that Secretary could serve as chair if secretarial duties are delegated for that meeting.

Linda in keeping with Shevana guidelines in the event of an unavailable H&I chair we would then go to H&I vice chair, area's vice chair, Secretary of H&I, then if Secretary is unavailable then we go with a Panel Coordinator of the group conscience's selection.

**Motion** made by Randy: In the event of an absent Chair of an H&I Subcommittee Meeting we would follow the following order of succession to Chair the meeting - H&I Vice Chair, Area Vice Chair, H&I Secretary, an H&I Panel Coordinator of the group conscience's selection. In the event that Secretary chairs the meeting secretarial duties will be delegated to another active member of the subcommittee according to the group conscience's selection.

Intent: ensuring that Subcommittee Meetings will take place.

Seconded by Mike G. Motion passes unanimously.

### **Donated basic texts:**

Linda proposes they go to NRADC because Area would just sell them and that defies the spirit of the gift.

Randy suggests we send them to Community Corrections building. They can have them because they are soft backed.

Linda says Community Corrections is flooded with copies of the basic text. Women and the Men at the jail can have a copy of basic text as they prepare to leave.

Chris H. says he has 10 copies of basic text that came from east coast. As I find out facilities do not have the basic text I offer them.

Danny - how about we feel out the jail to see if we can put some in the library. As a previous inmate they were in there, but I don't know what's in there now.

Rachel - I just left jail and you can't find any basic texts on the library cart.

Linda asks Chris H. if he can bring all of the copies in with him.

Proposal by Randy that we offer the 10 books that Chris H has had to NRADC to see if they will accept them.

Chris H. we have not been using our budget each month and we can order more if we find out a facility wants more.

Clayton asks do we only work with these facilities or do we help others? Just these facilities.

Linda says we can't buy books for facilities like that. We only have 1 copy for each facility for us to use while we are there. That's all that's been approved on our list for us. We used to buy a lot of books for inmates, depleting our resources only to find out that the jail has their own budget.

Group conscience is to give these basic texts to NRADC.

### **H&I Rent:**

In the past our Chair would pay the rent, it was in our guidelines. In the past couple years the Treasurer of Area has been taking care of it.

Linda - it's one thing that we have a policy to take care of something, it's another thing for someone not involved in H&I taking it upon themselves.

Lyle brings up the fact that we spent several months without a chair last year and that he is grateful that someone was taking care of business for us.

Linda - Procedure for paying rent is not in our current guidelines.

**Motion** by Chris H. - to change our guidelines to reflect that the Chair of H&I is responsible for paying rent. In the case that the Chair is unavailable then we will follow the same succession of duties outlined in Chairing the Subcommittee Meeting.

Seconded by Rachel

Intent - single point of accountability as per our 12 concepts.

Passes unanimously.

### **Topic of RSW:**

We have no coordinator, we could table this for next month's old business, and Randy will be responsible for contacting previous coordinator to get our current status and box of literature.

Linda wants to hear from Joe herself. But he hasn't been here, so we have to move forward.

## **ANNOUNCEMENTS**

3/14/20 — Pre-Convention Subcommittee Meeting - Handley Library - 1:30pm - 3:30pm

3/14/20 — Car/Cat Workshop, Quadrant #2 - Martinsburg, WV - 10am - 4pm

**Facility Scheduling For March 2020**

<b>NRADC Women 3<sup>rd</sup> Wednesday – 7:30pm</b>	
March 18	
<b>NRADC Men 2<sup>nd</sup> &amp; 4<sup>th</sup> Wednesday – 7:30pm</b>	
March 11	Randy D.
March 25	Danny M.
<b>Community Corrections Women: 3<sup>rd</sup> &amp; 4<sup>th</sup> Monday – 7:00pm</b>	
March 16	
March 23	Tanyla E. & Jennifer S.
<b>NRJDC Tuesday – 6pm</b>	
March 3	Randy D.
March 10	
March 17	
March 24	Danny M.
March 31	
<b>Behavioral Health Thursday – 6pm</b>	
March 5	Tanyla E. & Allison L.
March 12	Rachel F. & Allison L.
March 19	Rachel F., Chris M. & Mike H.
March 26	Meghan G. & Karen C.
<b>RSW Men 3<sup>rd</sup> Thursday – 7:15pm</b>	
March 19	
<b>RSW Women 1<sup>st</sup> &amp; 3<sup>rd</sup> Thursday – 7:15pm</b>	
March 5	
March 19	

**Next H&I Subcommittee Meeting:** April 6th, 2020 at 7:00 PM at the Adams Nelson Bldg., 303 S. Loudoun St.

**Next H&I Handbook Study:** April 6th, 2020 at 6:00 PM at the Adams Nelson Bldg., 303 S. Loudoun St.

Four members in attendance for June’s Handbook Study

**MOTION TO CLOSE** Motion made by: Randy D. Seconded by Rachel F.

Closed with the Serenity Prayer.

*Minutes were e-mailed to each member with email address as listed on distribution below:*

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**BHU** – Behavioral Health Unit  
**NRJDC** – Juvenile Detention Center  
**NRADC** – Northwestern Regional Adult Detention Center  
**RSW** – Rappanock Shenandoah Warren Detention Center