



Hospitals and Institutions

Subcommittee Minutes

September 2nd, 2019



The meeting was opened by Norman C. with a moment of silence followed by the serenity prayer.

The 12 Traditions were read by Chris M.

The 12 Concepts were read by Mary G.

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

Members Present:

Lyle R., Danny M., Chris M., Randy D., Chris H., Linda A., Norman C., Mike H., Jennifer S., Tanyla E., Mary G., Traci G., Mercedes T., Kevin I.

New Members:

August's Minutes – motion to approve by Mary G. Motion seconded by Danny M. Minutes approved unanimously.

REPORTS

CHAIR – Norman C. (Temporarily filled by Vice Chair of Area) - Present (written report):

The next subcommittee meeting will be on October 7th at 7 p.m. right here. The next Handbook Study is scheduled for October 7th, 2019 at 6 p.m., also right here.

Also, the regional H&I subcommittee, along with PR and Policy will be meeting on September 21st. No information about location or time was currently available on the CARNA Website.

Due to illness, I was not able to attend last month's ASC meeting and did not send a report. I will do better this month.

Thank you for allowing me to serve.

ILS,

Norman C.

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

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

Dear H&I Family,

I was able to disperse last month's in a timely fashion. I have updated our guidelines with end times for all of our meetings. I have also edited the 3rd bullet point of the Subcommittee Requirements section, as previously discussed in our last meeting. I have copies of these updated, unapproved guidelines for review. I did not have any expenses this month.

In loving service,

Lyle R.

LITERATURE COORDINATOR – Chris H. – Present (verbal report):

Hello family,

I wanted to apologize for misplacing the literature bag. I accidentally left it in a vehicle I sold in the midst of moving houses... I currently still have all of the IPs and other literature. The bag contained basic texts, handbook, and a small amount of various IPs. We did receive an order from area this past month, and I received no orders from any facilities. I have new order forms printed out if anybody needs any literature.

Thanks,

Chris H.

PANEL REPORTS

JAIL (NRADC) PANEL COORDINATOR – Linda A. – Present (written report):

Panel Report from NRADC to H&I Subcommittee

Hello to my H&I Family,

With utmost gratitude to the fellowship of Narcotics Anonymous, our report is as follows:

We are delighted to report that we have two women who have been orientated and processed by the jail to carry the NA message thru H&I. They are Tanyla E. and Jennifer S. Way to go!!! And this addict is overjoyed.

At this time we have 3 women and 6 men to carry the message at NRADC. We are growing.

During the month of August 2019 we were able to fulfill the following commitments:

Main Jail:

8/14/19 — Randy D. with 2 inmates.

8/28/19 — Danny M. with 2 inmates. (Norman C. was unable to go due to illness)

Community Corrections (women only):

8/26/19 — Linda A. & Tanyla E. with 22 inmates & 1 jail intern (the first meeting for Tanyla at this facility).

Lastly, we have a literature order for the community corrections only.

In service to H&I,

Linda A., Addict, Panel Coordinator for NRADC

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

Hello family-

All is well at juvenile. We were able to honor our commitments for the month. Randy went in the first Tuesday of the month by himself and then the third week I went by myself as well. Norman was sick.

ils,

DANNY M.

Addendum:

Intern present at the meeting on the 4th Tuesday of the month.

BEHAVIORAL HEALTH CENTER PANEL COORDINATOR – Chris M. – Present (written report):

Hello family on the 1st there was no meeting. On the 8th Tanyla and Traci had 4 patients. On the 15 there was no meeting. On the 22nd Mike H. and myself went, but no one wanted to attend. On the 29th Meghan G. and Karen C. had one patient. There have been some changes made at the facility regarding our meeting.

1. All volunteers must sign in and show ID

If you are not on the schedule you will not be permitted to enter the unit.

2. Panel coordinator must email a schedule for the month to contact person.

Thank you in loving service,

Chris M.

RAPPAHANNOCK SHENANDOAH WARREN DETENTION CENTER PANEL COORDINATOR – Mary G. – Absent – (written report read by Secretary):

Hello H&I Family,

On August 1st Maria M. & I took a meeting to RSW and three women attended.

On August 15th I took a meeting to the 3 women who attended. Kevin & Norman took a meeting to the 3 men who attended.

On August 5th I wrote to Officer Hale to inform her I will be out of town September 19th and unable to bring a meeting to the women that evening. I asked if it would be possible to process any of our female volunteer applications before then. She replied, "I have not completed the process for any new volunteers. I also do not have a date set for the next orientation. Sorry! I'll keep you posted."

I will follow up with her again this month.

In loving service,
Mary G.

H&I family,

As an amendment to my September 2019 report, Jen S & Tangela are now approved and oriented. They may begin to take meetings in the facility.

In loving service,
Mary G.

QUESTIONS:

Q: Secretary requests reports be emailed to him. **A:** They have been and an updated version will be sent.

ANNOUNCEMENTS

9/3/19 — Lewis Memorial food & fellowship - We Believe in Miracles

9/13/19 — Chris E. - 7 years - New Chance - 7:00pm

9/13/19 — Danny M. - 9 years - New Chance - 7:00pm

OPEN FORUM

We read from Handbook page 17, beginning “How to start an H&I meeting/presentation”
Stopping after the 3 bullet points at the bottom of page 17.

Linda asks about the announcement of the remembrance of Lewis to Norman. **Q:** Is that an NA related announcement? **A:** Yes, that is my view.

Linda to Norman **Q:** Is your name on the register for the key to this building? **A:** I got the key from Melissa and she told the secretary Norman’s name for having the key.

Since Norman missed ASC do we need to write a double check this upcoming ASC? **A:** I believe they are written automatically

Linda to Danny **Q:** Did you personally deliver the check? **A:** No, I never delivered a check. I think it’s done automatically. In the past we did deliver a check ourselves.

Norman says he will look into that matter to make sure our rent checks are being delivered.

Mary says she will be out of town this month and unable to take a meeting into RSW the second meeting of the month. Will someone at this meeting be willing to join her at the 1st meeting of the month? **A:** Yes, Jennifer volunteers.

Danny asks about Juvy **Q:** Has anybody who has submitted an application and orientated followed through with fingerprints? **A:** Mercedes was expecting Juvy to contact her, but will reach out now. Similar situation with other subcommittee members who went through orientation.

Mary says since RSW won't let us give out IPs I think I'll just return them.

Jennifer to Mary - at our orientation they said they will allow IPs in moderation.

Traci asks **Q:** is this an appropriate time to bring up that we need to arrive on time or early for our commitments to promote an atmosphere of recovery? **A:** none

OLD BUSINESS

Updated Guidelines - updates detailed by secretary.

Q: What if you are the panel Coordinator, whom do you report to? **A:** we did not discuss this.

Lyle R. makes motion to approve guidelines. Seconded by Mercedes T.
Motion approved (13-0-1).

Randy has suggestion about Panel Coordinator reporting to somebody about being unable to make the subcommittee meeting. Have the Panel Coordinators be accountable to the Chair or Vice Chair.

Traci suggests modifying the Panel Coordinator duties because there are attendance requirements for them. **A:** Elected Trusted servants section details these duties.

Mike says the reason I brought up the previous change that we made was to simplify the process. I only think its necessary to discuss attendance if it's actually a problem.

Mary **A:** I think it's already covered in Trusted Elected Servants in our guidelines.

Does anyone want to make a motion with respect to the guidelines?

Linda - I know 2 members that don't show up or call me when they don't. I just keep moving on and it's the best I can do. Panel Coordinators already know if they miss two consecutive meetings they are out the door.

ELECTIONS

Norman encourages participation as Chair or Vice Chair.

Randy reads the duties.

Traci **Q:** how much time does Chair dedicate to position outside the subcommittee meeting? **A:** Just a couple hours.

Chair - No nominations.

Vice Chair - No nominations.

NEW BUSINESS

RSW Literature

Linda to Mary - last month in your report, **Q:** have you been informed that we cannot give out IPs? **A:** yes. If this happens, who's going to be responsible? Is it advantageous to rotate the literature around? If we have literature for one meeting, would it be responsibility of those sub members to pass it along to next members planning to take in meeting.

A: this has not been an issue and it has nothing to do with what I reported last month.

Jennifer - they want to know if we could submit another list of approved literature, perhaps limited selection. Randy - Linda's concern has to do with passing on literature. I think members have been passing along literature.

Kevin has been keeping the literature and it's always available.

Perhaps we could ask about keeping literature at facility again.

Linda **Q:** Could we ask Hale to provide something in writing so we have something concrete. Because she's always changing her mind about rules. **A:** Mary - yes.

Danny - There have been changes over time, but we are at their whim. If they want to change something we don't have a say in it.

Facility Scheduling For September 2019

NRADC Women 1st & 3rd Wednesday – 7:30pm	
September 4	
September 18	Linda A. & Jennifer S. (tentatively)
NRADC Men 2nd & 4th Wednesday – 7:30pm	
September 11	Randy D. & Joe D.
September 25	Danny M.
Community Corrections Women: 3rd & 4th Monday – 7:00pm	
September 16	Jennifer S., Tanyla E. & Linda A.
September 23	
NRJDC Tuesday – 6pm	
September 3	
September 10	Norman C. & Danny M.
September 17	Randy D.

September 24	
Behavioral Health Thursday – 6pm	
September 5	Mike H. & Chris M.
September 12	Meghan G. & Karen C.
September 19	Chris H. & Joe D.
September 26	Traci G.
RSW Men 3rd Thursday – 7:15pm	
September 19	Kevin I.
RSW Women 1st & 3rd Thursday – 7:15pm	
September 5	Mary G., Tanyla E., & Jennifer S.
September 19	

Next H&I Subcommittee Meeting: October 7th, 2019 at 7:00 PM at the Adams Nelson Bldg., 303 S. Loudoun St.

Next H&I Handbook Study: October 7th, 2019 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: Danny M. Seconded by Jennifer S .

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