



Hospitals and Institutions

Subcommittee Minutes

October 7th, 2019



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

The 12 Traditions were read by Mike H.

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., Norman C., Mike H., Tanyla E., Mary G., Thomas S., Joe D.

New Members:

September's Minutes – Secretary points out an inaccuracy in the minutes of RSW Panel Coordinator's report that the Panel Coordinator was absent when she in fact was present. Motion to approve amended minutes by Danny M. Motion seconded by Thomas S. Minutes approved unanimously.

REPORTS

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

If things went as planned, only moments ago we concluded our bimonthly Handbook Study.

While I was on vacation I received an email from Officer Hale at the RSW informing us that the inmates would now be allowed to take one IP back to their cells with them. She also informed me that the volunteer scheduled for the 19th did not show. Upon my return from vacation I apologized to Officer Hale. I copied both the panel coordinator and secretary on my response.

Just as I was writing this report, I received an email from Mary G. Which seems to indicate that she is stepping down from her position due to a move out of state.

I attended ASC last month and spoke with the treasurer who informed me that he mails the rent check every month to Adams/Nelson.

Thank you for allowing me to serve.

ILS,

Norman C.

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

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

Hello Family,

I was able to email September’s minutes in a timely fashion. With them I attached our updated guidelines. I have updated our quarterly attendance sheet and have copies of those, as well as our guidelines, with me tonight. I do not have any expenses.

In service,

Lyle R.

LITERATURE COORDINATOR – Chris H. – Absent (written report):

Hello H&I family,

Sorry I cannot make it to the meeting this month; I am tied up with work.

We received an order this past month and should have all IP's and literature on hand for orders that come in this month. I received and filled one order for the woman’s main facility this month.

Thanks,
Chris H.

PANEL REPORTS

JAIL (NRADC) PANEL COORDINATOR – Linda A. – Absent (no report):

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

There were two meetings at the juvenile for the month- all is well.

Thank you- ILS, Danny M.

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

Hello family,

On the 5th Mike H. had 3 people.

On the 12th Meghan G. and Karen C. had 2 people.

On the 19th Joe D. and Traci G. had 4 people.

On the 26th there was no meeting. I was scheduled to go but had a death in my family.

Thank you
In loving service
Chris M.

**RAPPAHANNOCK SHENANDOAH WARREN DETENTION CENTER PANEL COORDINATOR –
Mary G. – Present – (written report):**

Dear H & I family,

For the month of September, we took two women's meetings in to the RSW Regional Jail.

On Thursday, September 5th, Tanyla, Jen S. and I took a meeting to the four female inmates who attended.

On Thursday, September 19th, Tanyla and Maria M. took a meeting to the four female inmates who attended.

As of today, I'm stepping down as panel coordinator for the RSW regional jail. I'm moving back to NC at the end of this week. I have emailed Officer Hale to inform her and directed her to contact Norman as the acting chair or Lyle as the secretary until the subcommittee elects a new coordinator.

It has been an honor and a pleasure to have served as the panel coordinator for RSW. Thank you for the support of each member of this subcommittee as I learned and executed the role. I plan to use my experience here to continue to serve as a member of H&I in the WNCNA area.

In Loving Service,
Mary G.

In addition to my report:
From officer

The Inmates can keep one pamphlet at a time. They can not keep one of each.

We unfortunately do not have a space in the facility to store your materials. You will need to bring them when you can, and take them back with you.

I also wanted to let you know we did not have a volunteer for the male class tonight.

Thank you very much for all you guys do!

Second addition to my report, sorry!

On Oct 3rd Maria & I took the meeting to 6 female inmates.

Mary G.

QUESTIONS:

None

ANNOUNCEMENTS

10/7/19 — Christie E. - 1 year - New Freedom Group - 8:15pm

10/19-20/19 — 2 Day Workshops RSC - Flyers available at car-na.org/events/planning - Fredericksburg

OPEN FORUM

We read from Handbook page 17, beginning at the bottom of the page. We concluded our reading on page 18 before the section titled “Meeting/Presentation Formats.”

Randy D. discusses step writing program with inmates. Needs committed members to take over. If anybody is interested please see Randy for contact information.

Lyle asks if any members want a copy of our quarterly attendance sheet. States that he will remove contacts from the bottom of the minutes of anybody that has not attended H&I in the year of 2019.

Q: Would anybody like a hard copy of our most recently updated guidelines? **A:** No takers.

Q: Is it our job to keep track of how many IPs inmates have at RSW? **A:** They can have one IP per meeting, so we just keep track of that.

Randy D. suggests having a learning day to let people know what we do at H&I. It has been a couple years since we’ve had one.

OLD BUSINESS

None

ELECTIONS

Duties of open positions read. Norman reflects upon how much time he’d spent during the month outside the H&I meeting for Chair duties since it was asked in the previous month. He states that he didn’t even spend an hour doing so.

Chair - No nominations.

Vice Chair - No nominations.

RSW Panel Coordinator - Lyle R. Nominates Joe D. Seconded by Mary G.

Qualifications - almost 2.5 years clean, has sponsor, working steps, been involved in H&I for multiple years.

Randy asks **Q:** Are you familiar with 12 traditions and 12 concepts **A:** I am familiar with them, have not worked them.

Joe D. voted into position of RSW Panel Coordinator by acclamation.

Norman takes a moment to thank Mary G. for her service in the position, as she is stepping down.

NEW BUSINESS

Norman brings up idea of having a copy of the H&I Handbook on hand for the meetings. Order some through the literature coordinator. So that they are here for purchase.

Possibility of a learning day. Traditionally an H&I learning day is done in conjunction with PR subcommittee. Any thoughts of having a learning day?

Danny thinks we should have one annually. It's been a couple years.

Randy says that he might not be as available due to other commitments, but encourages the idea.

Norman will reach out to PR Chair at Area to get the ball rolling on this.

Facility Scheduling For October 2019

NRADC Women 1st & 3rd Wednesday – 7:30pm	
October 2	
October 16	Tanyla E. & Jennifer S.
NRADC Men 2nd & 4th Wednesday – 7:30pm	
October 9	Randy D. & Joe D.
October 23	Danny M. & Norman C.
Community Corrections Women: 3rd & 4th Monday – 7:00pm	
October 21	
October 28	Tanyla E. & Linda A.
NRJDC Tuesday – 6pm	

October 8	Randy D.
October 15	Norman C. & Thomas S.
October 22	
October 29	Danny M.
Behavioral Health Thursday – 6pm	
October 10	Traci G. & Chris M.
October 17	Joe D. & Mike H.
October 24	Meghan G. & Karen C.
October 31	
RSW Men 3rd Thursday – 7:15pm	
October 17	Kevin I. & Norman C.
RSW Women 1st & 3rd Thursday – 7:15pm	
October 3	Mary G. & Maria M.
October 17	

Next H&I Subcommittee Meeting: November 4th, 2019 at 7:00 PM at the Adams Nelson Bldg., 303 S. Loudoun St.

Next H&I Handbook Study: December 2nd, 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 Thomas 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 – Rappannock Shenandoah Warren Detention Center