



Hospitals and Institutions

Subcommittee Minutes

November 4th, 2019



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

The 12 Traditions were read by Tanya E.

The 12 Concepts were read by Jennifer S.

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

Members Present:

Lyle R., Chris M., Norman C., Tanyla E., Thomas S., Joe D., Jennifer S., Chris H., Linda A.

New Members: None

October's Minutes – Motion to approve minutes by Joe D. Motion seconded by Thomas S. Minutes approved unanimously.

REPORTS

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

Immediately before last months meeting I went to talk about a member of the committee. Talk about the spirit of rotation of H&I and not just same member every week. Conversation went well.

Aided to transition of Panel Coordinator position to RSW. Informed nobody came on 3rd Thursday previous month.

Spoke to chair of PR Subcommittee about service learning day. We spoke about it at last ASC. Interest in this, but no details yet. To set preliminary meeting, more will be revealed.

I forgot to talk to Chris H. about two literature items from last month. Will do this.

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 October's minutes in a timely fashion. I've since become aware of the benefits of completing the minutes before Area Service meeting the Monday following H&I. I will make that deadline a priority moving forward. I have reduced the H&I contact sheet to members attending within the year, as previously discussed. I have since re-added the PR Chair of ASC. Please let me know if you're aware of anybody else that would like to receive our monthly minutes. I was able to complete my duties without expense.

In service,

Lyle R.

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

Hello family,

I was able to fulfill my duties this month. We received an order from literature this past month. We will not be putting in an order for November because I have enough in inventory to fill the usual orders.

In loving service,
Chris H.

PANEL REPORTS

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

October 9th - Randy D. went to Men's Jail with 4 inmates.

October 16th - Tanyla E. & Jennifer S. went to Women's main Jail with 2 inmates.

October 23rd - Danny M. & Norman C. were scheduled to go to main Jail. Danny called to cancel due to personal reasons. Norman called from jail wondering who would go with him. Following guidelines, Norman left without a meeting. I appreciate that Norman follows these guidelines.

October 28th - Linda & Tanyla had 21 women at Women's Community Corrections.

Finally receiving backorder tonight of literature for Community Corrections and Main Jail, as well.

In loving service,
Linda A.

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

Hello family,

So sorry I cannot be there tonight, I am dealing with some family issues currently. There were two meetings for the juvenile detention for the month. Thomas and I tried to have a third last week but the facility was on lock

down due to security issues. I do not have a schedule for this month yet if people are available for this month please let me know or you can make a schedule in my absence and just let me know.

Thank you and love to all- Danny M.

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

Hello family,

On the 10th Traci G. and I took a meeting in and had 4 people. On the 17th Mike H. and Joe D. had 5 patients. On the 24th Meghan G. and Karen C. took a meeting into 5 Patients. On the 31st Traci G. took a meeting into 6 patients.

Thank you in loving service,

Chris M.

RAPPAHANNOCK SHENANDOAH WARREN DETENTION CENTER PANEL COORDINATOR – Joe D. – Present – (written report):

Hello family,

I want to start by saying that I really appreciate the opportunity to serve as part of this subcommittee. I don't have a whole lot to actually report. Maria brought a meeting in on the 17th and had five women attend. That is the only meeting that took place.

I called officer Hale and she returned my call after Norman sent an email introducing us. She didn't really answer any of my questions and told me everything I need to know would be gone over during the orientation. So I have filled out the application and will be emailing it to get with this month's schedule. Once again thank you for showing me to serve.

QUESTIONS:

Linda A. asks about learning day in Normans Report - if things are set up or if it's in the works. Just in the works to do service learning day.

Linda A. asks **Q:** how many women are approved at RSW? **A:** 3

ANNOUNCEMENTS

11/9/19 — Host Comity 39th AVCNA meeting - Benham Gallery of Handley Library - 10am to 1pm

11/9/19 — Gratitude Speaker & Dinner - 113 Burke St Martinsburg, WV. Keep it Simple Group - 4pm to 6pm

11/10/19 — Chili Cook Off - Market St Church - Special Events Subcommittee - 3pm

11/16/19 — Pre-Convention Committee Meeting - Benham Gallery of Handley Library - 1pm to 3pm

OPEN FORUM

We read from Handbook on page 18 the first two paragraphs of the section titled “Meeting/Presentation Formats.” We stopped before final paragraph on page 18.

Chris M. Says since we spoke to the member she has not been showing up randomly at BHU.

Q: How many men are approved at RSW? **A:** 3.

Joe D. Asks **Q:** Kevin I has literature for men at RSW in his car, is that OK? **A:** It would make more sense for Panel Coordinator to keep the literature since we cannot keep it at facility.

We are unsure of where the women’s stack of literature is at the moment. Panel Coordinator will reach out to former Coordinator.

Linda A. states that she needs to contact member’s of H&I carrying message to facilities, but not making subcommittee meetings regularly.

OLD BUSINESS

None, except topic of learning day, which we’ve discussed.

ELECTIONS

Chair - No nominations.

Vice Chair - No nominations.

Norman says if anyone has any questions about position to feel free to reach out to him.

NEW BUSINESS

Lyle makes motion to move “Announcements” section of subcommittee meeting format to after “New Business” to give more time to fill out announcements and allow for them to be fresh in our minds as we leave the meeting. Seconded by Thomas S.

Pro: Linda A. says good motion.

Approved unanimously

Presently Women only meets 3rd Wednesday at Main Jail.

Facility Scheduling For November 2019

NRADC Women 1st & 3rd Wednesday – 7:30pm	
November 20	
NRADC Men 2nd & 4th Wednesday – 7:30pm	
November 13	Randy D. & Norman C.
November 27	Danny M. & Joe D.
Community Corrections Women: 3rd & 4th Monday – 7:00pm	
November 18	
November 25	Tanyla E. & Linda A.
NRJDC Tuesday – 6pm	
November 5	
November 12	
November 19	Norman C. & Thomas S.
November 26	
Behavioral Health Thursday – 6pm	
November 7	Joe D. & Chris H.
November 14	Tanyla E. & Mike H.
November 21	Meghan G. & Karen C.
November 28	
RSW Men 3rd Thursday – 7:15pm	
November 21	Kevin I. & Randy D.
RSW Women 1st & 3rd Thursday – 7:15pm	
November 7	Tanyla E.
November 21	Maria M. & Tanyla E.

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: Thomas S. Seconded by .

Closed with the Serenity Prayer.

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

Name	Email	Mobile Phone	Facility Availability
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BHU – Behavioral Health Unit

NRJDC – Juvenile Detention Center

NRADC – Northwestern Regional Adult Detention Center

RSW – Rappanock Shenandoah Warren Detention Center