



# Hospitals and Institutions

Subcommittee Minutes

June 1st, 2020



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

The 12 Traditions were read by Mike H.

The 12 Concepts were read by Danny M.

H&I attendance gathered by Lyle R.

*Members Present:*

Lyle R., Chris M., Randy D., Mike H., Danny M., Rachel F., Nick G., Norman C., Kathy C., Karen C., Tanyla E.

*New Members:*

May's Minutes – Motion to approve minutes by Randy D. Motion seconded by Chris M. Minutes approved (11-0-1).

<b>REPORTS</b>
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**CHAIR – Danny M. – Present (written report):**

Good evening family- I did represent H&i at area on the 11th of may. I was not able to attend regional zoom meeting, I had all intentions too and at the last minute some personal things came up and I was not able to. I intend to attend the next region. I also did not get the zoom info out in a timely manner like was discussed in our last subcommittee meeting, when I set this one up I set up next months up as well so I wouldn't forget again. I was contacted by BHU for Literature and I forwarded that info to Mike the panel coordinator and he took care of that request to the best of my knowledge. That is all i have to report at this time-

ILS, Danny

**VICE CHAIR REPORT – Rachel F. – Present – (no report):**

I did discuss with Chair that we would get together and discuss duties.

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

Greetings family,

I apologize that I failed in notifying you all of our Zoom code and password with the proper advanced notice that we had discussed in our previous meeting. I will make steps to increase my ability to fulfill these duties remotely, since that's when I tend to remember to do them. Other than this, I have nothing else to report as Secretary of H&I.

In service,

Lyle R.

**LITERATURE COORDINATOR – Chris H. – Absent (no report):**

<b>PANEL REPORTS</b>
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**JAIL (NRADC) PANEL COORDINATOR – Tanyla E. – Present (written report):**

Hello H&I subcommittee,

As Panel Coordinator for NRADC, I have nothing new to report for this month. I did send letter to Mrs. Ashworth, as committee suggested.

Thanks for letting me serve,  
Tanyla E.

**JUVENILE DETENTION CENTER PANEL COORDINATOR – Position Open – (no report):**

Nothing to report according to Danny M., who is temporarily filling position.

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

Good evening family,

The results of the letter that we had decided to get to our facilities has already produced results at the Behavioral Health Unit. A request for literature which came by way of Danny M. from Anne P. (my contact point) and her other associates have been doing their best to have meetings with those patients showing a desire during these difficult times.

During a conversation I had with Anne she explained that she had gone so far as to look up and make copies of the readings she could find. Asking those who had an understanding of NA Meetings to do their best to facilitate.

Per her request I got additional white booklets from Chris H., a total of 12, and took all the pamphlets I had ready to take in and got them to her. She had explained that all I needed to do was take this literature to the front desk at the Hospital which I did with in the week after receiving this request.

In loving service ,  
Michael Horne

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

**QUESTIONS:**

Randy asks if we got a response from Juvy about reaching out to provide literature or teleconference meetings.

**A:** Response did not specify a need for literature, but that they are not able to do Zoom meeting.

Randy asks if NRADC got a response from letter. **A:** We did not.

**OPEN FORUM**

We read from Handbook “section G” on page 20. We read the entirety of page 20, stopping before 21.

Randy asks if we are going to be Literature Chair position in New Business. **A:** Yes, it needs to be done.

Randy says that H&I works in conjunction with Public Relations. It happens that the first full week of June, starting today it is PR week. There are lots of PR presentations on Zoom to check out.

**OLD BUSINESS**

Secretary failed to write letter to Literature Coordinator about his 2 consecutive absences. Topic will be discussed in New Business.

**ELECTIONS**

**Duties read by Danny M.**

**NRJDC** - No nominations.

**RSW** - No nominations.

**Literature Coordinator** - Chris M. Nominates himself.

Works steps with a sponsor, many years of experience with H&I, willing to serve.

Chris M. is elected to the position.

**NEW BUSINESS**

Literature Coordinator Position

Danny M. Says that when he spoke with Panel Coordinator he expressed a willingness to serve and would make the effort to attend tonight’s meeting. However, that did not happen.

Norman brings up that position is actually vacant according to guidelines, which was cited. Meeting revisits elections to fill position.

Norman suggests we take this opportunity while not bringing in meetings for Subcommittee to take an inventory to see how we are doing, see how we can improve. A questionnaire could be created for subcommittee members to answer anonymously.

Kathy says Norman’s suggestion was excellent. Suggests that we create a questionnaire for facilities to answer as well. For the points of contact to give us feedback.

Mike H. says he has a great feel for how they feel we are doing since the rapport he’s established with point of contact. Feels like adding more to their plate could be burdensome. Might be better to delay questionnaire because of this.

Randy suggests questionnaires have been done in the past and we could reference them for question ideas. Norman says that’s what he was going to do anyways.

Danny asks if there is any opposition? None. Danny appoints Norman to create ad-hoc committee to address this topic. Lyle chimes in that he will be a part of the ad-hoc committee.

Norman sends contact info and welcomes anyone to be a part of it.

**ANNOUNCEMENTS**

**No Facility Scheduling For June 2020**

<b>NRADC Women 3<sup>rd</sup> Wednesday – 7:30pm</b>	
<b>NRADC Men 2<sup>nd</sup> &amp; 4<sup>th</sup> Wednesday – 7:30pm</b>	
<b>Community Corrections Women: 3<sup>rd</sup> &amp; 4<sup>th</sup> Monday – 7:00pm</b>	

<b>NRJDC Tuesday – 6pm</b>	
<b>Behavioral Health Thursday – 6pm</b>	
<b>RSW Men 3<sup>rd</sup> Thursday – 7:15pm</b>	
<b>RSW Women 1<sup>st</sup> &amp; 3<sup>rd</sup> Thursday – 7:15pm</b>	

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

**Next H&I Handbook Study:** August 3rd, 2020 at 6:00 PM at the Adams Nelson Bldg., 303 S. Loudoun St.

Minutes from Handbook Study on June 1st

We began with “Interaction with the Staff” on page 27.

Emphasis on the only thing we have to offer is a message of recovery. We don’t offer council, letters of recommendation, telephone numbers, etc.

We ended on page 33 before the section “Panel Presentation.”

**MOTION TO CLOSE** Motion made by Norman C. Seconded by Randy D.

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
Allison L.	<a href="mailto:amlaw2017@gmail.com">amlaw2017@gmail.com</a>	540-335-6775	BH
Amy F.	<a href="mailto:amyfoley2014@gmail.com">amyfoley2014@gmail.com</a>	304-279-0393	
Andrew D.	<a href="mailto:adaniels8806@gmail.com">adaniels8806@gmail.com</a>	540-303-5361	BH
Archer C.	<a href="mailto:acrebbs@aol.com">acrebbs@aol.com</a>	540-664-6752	
Becky Z.	<a href="mailto:bzirkle1020@gmail.com">bzirkle1020@gmail.com</a>	540-662-8865	
Ben H.	<a href="mailto:hillwake@gmail.com">hillwake@gmail.com</a>	540-247-3570	
Brandi C.	<a href="mailto:brandiwilson0720@gmail.com">brandiwilson0720@gmail.com</a>	540-877-6090	
Chris A.	<a href="mailto:ChrisAnders1089@gmail.com">ChrisAnders1089@gmail.com</a>	571-459-0094	
Chris E.	<a href="mailto:Chrisesposito89@yahoo.com">Chrisesposito89@yahoo.com</a>	540-323-3259	BH
Chris H.	<a href="mailto:hall.ca@hotmail.com">hall.ca@hotmail.com</a>	757-685-5710	BH
Chris M.	<a href="mailto:chrismauck84@yahoo.com">chrismauck84@yahoo.com</a>	304-279-2966	BH
Clayton H.	<a href="mailto:hopkinsjames473@gmail.com">hopkinsjames473@gmail.com</a>	540-327-4111	
Danny M.	<a href="mailto:Dannym246@gmail.com">Dannym246@gmail.com</a>	540-303-4936	J, JV, BH
David T.	<a href="mailto:dtraub2408@gmail.com">dtraub2408@gmail.com</a>	540-514-5077	J
Debra P.	<a href="mailto:pawlakdebra@gmail.com">pawlakdebra@gmail.com</a>	540-665-7378	
Ernest P.		804-605-0099	
Gary K.	<a href="mailto:GDK275@email.vccs.edu">GDK275@email.vccs.edu</a>	757-698-1295	
Heather C.	<a href="mailto:hcook044@gmail.com">hcook044@gmail.com</a>	304-820-5653	
Jack T.	<a href="mailto:entheogenic1@gmail.com">entheogenic1@gmail.com</a>	540-664-4418	
Jennifer H.	<a href="mailto:jehall1218@gmail.com">jehall1218@gmail.com</a>	540-533-5902	
Jennifer S.	<a href="mailto:shibley.jennifer@gmail.com">shibley.jennifer@gmail.com</a>	304-886-0107	J, BH
Jesse H.	<a href="mailto:jdhickman97@gmail.com">jdhickman97@gmail.com</a>	571-344-4745	
Joe D.	<a href="mailto:Jdugger42@gmail.com">Jdugger42@gmail.com</a>	540-877-8795	J, BH
Justin P.	<a href="mailto:durttdawgg@gmail.com">durttdawgg@gmail.com</a>	540-539-8531	
Karen C.	<a href="mailto:Kcolvin17@yahoo.com">Kcolvin17@yahoo.com</a>	540-539-2140	BH
Kathy C.	<a href="mailto:luvmyhp@yahoo.com">luvmyhp@yahoo.com</a>		
Kevin I.	<a href="mailto:jazirock@gmail.com">jazirock@gmail.com</a>	202-944-0386	BH, RSW
Liam B.	<a href="mailto:LiamBarrettUSA@gmail.com">LiamBarrettUSA@gmail.com</a>	540-476-3729	
Linda A.	<a href="mailto:cleanduetona@yahoo.com">cleanduetona@yahoo.com</a>	540-664-6077	J, JV
Lyle R.	<a href="mailto:lylearolfes@gmail.com">lylearolfes@gmail.com</a>	850-445-8203	BH
Maria M.	<a href="mailto:marialee452@gmail.com">marialee452@gmail.com</a>	540-233-3687	BH
Mary G.	<a href="mailto:dogwooddarlin@gmail.com">dogwooddarlin@gmail.com</a>	828-989-1105	JV, BH, RSW
Meghan G.	<a href="mailto:Mmgriffith1@gmail.com">Mmgriffith1@gmail.com</a>	703-585-9636	BH
Melissa E.	<a href="mailto:melissaelliott@comcast.net">melissaelliott@comcast.net</a>	540-539-4994	BH, J, JV
Mercedes T.	<a href="mailto:78sadiem@gmail.com">78sadiem@gmail.com</a>	540-327-3486	
Michael G.		757-814-9697	

Mike H.	<a href="mailto:michaelkhorne1@gmail.com">michaelkhorne1@gmail.com</a>	540-247-3426	BH
Nick G.	<a href="mailto:nickglover3n1@yahoo.com">nickglover3n1@yahoo.com</a>	757-266-2062	
Noah S.	<a href="mailto:lightningblues74@gmail.com">lightningblues74@gmail.com</a>	571-421-7667	
Norman C.	<a href="mailto:Norman2500@aol.com">Norman2500@aol.com</a>	540-931-5042	J, JV, BH, RSW
Phil R.	<a href="mailto:PGrockstroh@aol.com">PGrockstroh@aol.com</a>	571-243-9436	BH
Rachel F.	<a href="mailto:franksrachel675@gmail.com">franksrachel675@gmail.com</a>	540-664-3937	BH
Randy D.	<a href="mailto:der12296@comcast.net">der12296@comcast.net</a>	540-327-3335	J, JV, BH
Sarah H.	<a href="mailto:Sarah.hott@gmail.com">Sarah.hott@gmail.com</a>	540-542-9309	
Stephen P.	<a href="mailto:Stephen.price02@comcast.net">Stephen.price02@comcast.net</a>	540-539-2177	J, BH
Tanyla E.	<a href="mailto:tanylae2001@yahoo.com">tanylae2001@yahoo.com</a>	571-501-6730	J, BH
Thomas S.	<a href="mailto:tsmith904@gmail.com">tsmith904@gmail.com</a>	407-535-7337	JV
Traci G.	<a href="mailto:tmguynup@gmail.com">tmguynup@gmail.com</a>	540-409-6788	BH

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