



# Hospitals and Institutions

Subcommittee Minutes

January 4th, 2021



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

The 12 Traditions were read by Lyle R.

The 12 Concepts were read by Chris M.

H&I attendance gathered by Lyle R.

*Members Present:*

Danny M., Lyle R., Rachel F., Mike H., Tanyla E., Chris M., Randy D., Bill M., Linda A.

December's Minutes – Motion to approve minutes by Randy D. Motion seconded by Lyle R. Minutes approved unanimously.

## REPORTS

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

Hi family- Not much to report this month. I did represent us at area on the 14th of the month and that went well. I have not had any contact with juvenile or really anyone else for that matter regarding H&I.

That is all from me- ILS, Danny

**VICE CHAIR REPORT – Rachel F. – Present (written report):**

Hello, Family! Jan 4 2021

I was in touch with our Chair person, Danny, and asked about Juvenile and RSW. He informed me that he has had contact with Juvenile Detention Center and will reach out when they are ready for us. I also reached out to Randy about RSW and he gave me contact information for that facility. Other than that I have nothing new.

In loving service, Rachel F.

Vice Chair

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

Greetings family,

I was able to get out the subcommittee minutes in a timely fashion. I also contacted Area PR to include H&I's zoom info on the Shevana website, which was subsequently remedied.

I was able to discuss with ad-hoc committee briefly about making motions tonight based on recommendations from the questionnaire. I look forward sussing out those details tonight.

In service,

Lyle R.

**LITERATURE COORDINATOR – Chris M. – Present (verbal report):**

Nothing to report.

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

Hello family Happy New Year! I have nothing new to report. I did receive a Happy Holiday Card and gift from NRADC Staff.

Thanks for letting me serve,  
Tanyla E.

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

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

Nothing new to report.  
In loving service, Mike

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

**QUESTIONS:**

Randy to Rachel: After getting Officer Hale’s number were you able to call? Yes, but have not heard back from her.

<b>OPEN FORUM</b>
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We read from Handbook on page 24 section titled “follow up.” Talking about treatment facilities.

Stopped on page 24 after the alphabet.

Randy caught webinar on H&I and wants to reiterate the ability of our members to attend regional meetings via Zoom. [na.org](http://na.org) has info on next regional webinar on H&I. 3rd Sat of this month H&I starts at 10am, then policy, and public relations.

<b>OLD BUSINESS</b>
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Follow up on Questionnaire Survey implications.

Norman moves to make motion

**Motion 2021-1:** under article 1 subsection requirements add the following as the first bullet point. For each person who attends the subcommittee for the first time ever, the Chair shall select a more experienced member of the committee to be a mentor for the new member.

Purpose: To increase the retention of newcomers by providing them with a single point of contact whenever they have questions.

Mike doesn't like word "assigned" which was brought up in discussion, but not actually in motion. Select is used and works for Mike.

Vote (7-1-1): Motion passes.

Norman moves to make motion

**Motion 2021-2:** Under article 2 section F. Add subsection 4, which shall read: Prior to attending a H&I meeting as a panel member, the person must attend at least once at that facility with another panel member as an observer.

Purpose: to allow newcomers an opportunity to learn how to carry the message behind the walls.

Discussion: Linda asks for clarity on motion. When we get approved to go to jail all of us are panel members. But once I get approved I will go in with another panel member as an observer? Correct.

Randy says that we already follow this. Norman responds that there is an expectation to share in his first time, and would have benefitted to observe first. It's hard to carry a message if you're uncomfortable.

Mike: Most people that go in for the first time do share. Motion takes the weight off the newcomer, knowing they're not expected to share.

Rewritten for clarity as: When a subcommittee member attends an H&I meeting at a facility for the first time they will be an observer.

Vote (6-1-1) Motion passes.

Lyle brings up idea of secret ballot on motions to garner an unpersuaded vote. This could happen via chat to Chair in zoom or on paper in person. Bill brings up that he is technically challenged and wouldn't know how to chat in Zoom. We offer technical assistance.

Lyle suggests Chair tallies vote since they can't vote unless a tie breaker. Others suggest Secretary should receive votes. Randy suggests chain of command to ensure it happens.

Norman suggests tabling this until next month. All agree.

## ELECTIONS

### **All positions open. Duties read by Chair for each.**

**Chair** - Norman nominates Danny M. Suggests current position holders to speak about their experience first.

Danny speaks about attending Regional at times, several facilities, involved in Area. Takes no time at all to assemble agenda and report. 10-15 min each. Reach out to panel members throughout month about what's going on.

Danny accepts. Qualifications: meets clean time requirement, involved in H&I as long as been clean, experience with 12 steps, 12 traditions, 12 concepts. Has sponsor and sponsors others and believes in H&I.

Danny voted into position.

**Vice Chair** - Rachel speaks to her experience. Acted as Secretary when Lyle was absent once. Does not have a lot of experience since we are not attending facilities. Still learning the position.

Randy asks Rachel if she's been attending area. No.

Nominations - Mike renominates Rachel. Rachel accepts, but feels like still has a lot to learn. Qualifications - over 2 years clean, work steps with sponsor, attends meetings regularly, sponsored in the past, does a lot for NA community.

Norman asks if she's willing to attend Area Service to learn more about H&I's role at the Area level. Yes, also wants to learn more from webinars.

Rachel voted into Vice Chair.

**Secretary** - Lyle speaks to position. Talks about growth in service during time served (35 months) as well as growth in secretarial skills, multitasking, overall understanding of service.

Norman nominates Lyle. Lyle declines. Danny mentions term limit. Norman says that does not exist in our guidelines.

Randy nominates Norman. Norman will need to speak to sponsor first.

Position left open.

**Literature Coordinator** - Chris speaks to limited experience in position due to pandemic.

Linda nominates Chris. Accepted.

Qualifications: Over 6 years clean, involved with H&I for 5 Years, served as BHU coordinator, willing to serve.

Linda asks about literature inventory, if he's completed one. Yes, did one after getting inventory from Chris H.

Lyle states that it was a photo attachment to minutes when it was completed. Offers to send it to Linda again.

Linda also requests snail mail of minutes.

**NRADC (Jail)** - Tanyla left meeting due to technical difficulties, so unable to give experience (or accept a nomination).

Linda speaks to her experience as previous position holder. Very fulfilling and easy commitment. Experience of getting list of approved panel members, contact person for jail and correspond with them, bring them literature. Served 2 facilities: community corrections and jail. Jail wants us to fulfill more commitments, but we don't have personnel. We try to have 2 people to go in to carry message, but many times it was just 1 for men. Not time consuming position. Notes that Tanyla had told her that she's willing to continue serving position.

No nominations.

**NRJDC (Jury)** - Danny speaks to experience. Very rewarding, not very time consuming. Only a few people approved to take meetings in. Corresponding with point of contact is very easy, they love us. Highly recommend it.

Lyle nominates Randy D. Declined due to other service commitments.

**Behavioral Health** - Mike's gives experience. Probably the easiest of panel positions to fulfill. Getting people to serve is easy because requirements are not prohibitive. Some months only require 5 minutes of attention. Extenuating circumstances have kept him from fulfilling all that position has to offer.

Mike nominates himself.

Qualifications: Nothing has changed, 2.5 years clean, sponsor, sponsees, working steps, experience with H&I for several years. Likes forging new relationships with others. Loves helping people.

Mike voted into position

**RSW** - Norman speaks to his experience as first panel coordinator. Hardest part is getting people to apply. Spent 30 to 60 minutes a month on duties. Orientation took 4 hours, but besides that it wasn't time consuming.

Lyle nominates Linda. Declined.

Linda brings up that Vice Chair will need to fulfill open positions until they are filled, especially secretarial duties.

**NEW BUSINESS**

<b>ANNOUNCEMENTS</b>
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- 1/5/21 - Wendy H. - 6 years - Welcome Home in Recovery - 7pm - In Person
- 1/9/21 - Host Committee meeting resumes - 10am - Zoom
- 1/6/21 - Tom F. - 14 years - Last Connection - 8:15pm - Zoom
- 1/15/21 - Parker W. - 7 years - New Chance Group - 7pm - Zoom
- 1/16/21 - Regional H&I - [car-na.org](http://car-na.org) 10am
- 1/23/21 - Randy D. - 25 years - Experience, Strength, and Hope - 7pm - Zoom ID: 547551109
- 2/2/21 - Christy S. - 1 year - Welcome Home in Recovery - 7pm - In Person
- 2/6/21 - Annette D. - 25 years - Experience, Strength, and Hope - 7pm - Zoom ID: 547551109
- 2/17/21 - Crystal E. - 3 years - Last Connection - 8:15pm - Zoom

\*When attending **welcome home in recovery** in person it is mandated that we follow church policy by **wearing masks** inside facility and **practice social distancing**. **Very Important!**

**Zoom meeting codes can be found on Shevana.org**

<b>No Facility Scheduling For January 2021</b>
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<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>	

Motion to close by Linda A. Seconded by Lyle R. Closed with 3rd step prayer (said twice).

**Next H&I Subcommittee Meeting:** February 1st, 2021 at 7:00 PM via Zoom

**Next H&I Handbook Study:** February 1st, 2021 at 6:00 PM via Zoom

*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