



# Hospitals and Institutions

*Subcommittee Minutes*  
*April 3<sup>rd</sup>, 2023*

## **Call to Order: Chris M.**

Moment of Silence: Who WE Serve

12 Traditions: Danny M.

12 Concepts: Leigh S.

Chair welcomes new members; Kelsey S, Nick P, Jacob G, and Jarod S.

Chair passes around attendance and announcement sheets

Members in attendance (18): Chris M, Stephen P, Nick P, Jacob G, Paul C, Peyton C, Nora F, Mike H, Johnny C, Leigh S, Linda A, Randy D, Danny M, Kim M, Norman C, Lizzy L, Jarod S, and Luke T.

## **Approval of March Minutes**

Yes:14 No: Abstentions:

The minutes are **approved**

## **Trusted Servant Reports**

Chair Report: Chris M.

Hello family,

I'm excited for the opportunity to chair HNI. I met with Linda and got the binder. I made copies of the new member packets. Please be patient with me as I get in the groove of things.

Thank you

ILS

Chris M

Vice Chair Report: Leigh S.

I contacted the H&I Chair for needed responsibilities prior to the subcommittee meeting. Nothing was needed at that time.

Additionally, I touched base with the H&I Secretary and provided him with a digital copy of the current H&I guidelines.

The RSW Jail Panel Coordinator position remains open, however, no complete applications have been received. The status of taking meetings into RSW Jail should be discussed during new business.

ILS,

Leigh

Secretary Report: Luke T.

Hello Family,

The minutes were sent out 13 days after our meeting on March 6th. In the future they will be sent out 10 days after the subcommittee meets, so I will need all trusted servant reports by April 14th.

I will be working with Peyton C, Leigh S, and Randy D this month to get copies of facility applications, per the guidelines. I should have 5 copies of each application by the time we meet again in May.

I will be working on compiling a list of members containing their contact information and the facilities they are approved or willing to carry the message into. Seven members in total requested more information which will be addressed at our next subcommittee meeting.

I have received a copy of our current guidelines from the Vice Chair and will be adding the newly approved IP into them.

Lastly, I will be printing copies of the minutes to have at each subsequent subcommittee meeting so that members who've not yet had a chance to read the minutes can review them before we vote on them.

In loving service,

Luke T.

Literature Chair Report: Danny M.

Did not receive a report.

**Questions:** Randy D: asks if Danny M. sees what he needs to order to fulfill the literature orders for all facilities.

Danny M: says he would need to complete the inventory first.

JDC Report: Peyton C.

Hi family,

I hope everyone has had a good month. My report is as follows:

On 3/14/23 at the Juvenile Detention Center Randy D and Lee S took a meeting into the facility. The meeting was held with one client and was an excellent meeting. Will return Tuesday, March 28, 2023.

Juvenile detention center has said they're getting a lot of Spanish-speaking clients in the facility and have requested Spanish literature from World Service without staples binding them together

On 3/28/23 Danny M took a meeting into the facility. The meeting was held with six clients. All clients participated and made for a great meeting.

I reached out to Danny M, our H&I literature chair, in regards to trying to get Spanish literature to take into the facility next time someone goes. I am looking into what IPs are actually available. In the meantime I am going to get 2 soft back basic texts from Danny M and get them to Randy D before 4/11/23. I will follow up with this before 4/11/23 when we take the next meeting in.

Addict

In loving service

Peyton C

NRADC Report: Randy D.

Hello H&I,

I received a phone call on March 6, 2023, from Josh Horshman telling me that all NRADC programs have been suspended until further notice. I contacted all panel members; Danny M, Stephen P, Lizzy, and Peyton C to inform them of the news. I also let the Chair of H&I know about the suspension. As of today, I have not heard any news to change the NRADC suspension.

I received two completed applications from Mike H and Kim L. We need to vote on a letter of recommendation to attach to both applications so that I may turn it in to the NRADC. If I get word that the programs are off suspension after we meet on April 3, 2023, I am asking to make a schedule on the fly to meet our dates that are available.

In Loving Service,  
Randy D Panel coordinator for NRADC

**Questions:** Asks for a vote of confidence to send out recommendation letters for Kim L. and Mike H.  
The subcommittee agrees. Danny offers to send the secretary a copy of the letter.

BHU Report: Lizzie L.

Hey family,

While Nora and I were in the BHU we took stock of what I.P.s need to be replenished and they are as follows.

IP and Amount of needed materials:

IP#8 - JFT - Amount:25

IP#11 - Sponsorship - Amount: 25

IP#12 - The Triangle of Self-Obsession - Amount: 25

IP#16 - For the Newcomer - Amount: 25

IP#19 - Self-Acceptance - Amount: 25

IP#22 - Welcome the Newcomer - Amount: 25

Melissa emailed me the last H&I meeting format she had on file and I believe it is the same format as the one we currently have in the BHU.

We saw Katie and she was very grateful that we come to visit the BHU with H&I meetings.  
Thank you for letting me be of service.

Lizzy

**Questions:** Linda A. asks if the format needs to be updated. Nora F. states that it is the same as the one in the H&I handbook.

RSW Report: Vacant

**Open Forum:**

- To start at "Literature Discussion" on pg 35
- Next handbook study June 5th at 6pm

Randy D: Interested in the differences in the formats currently in use in the facilities we serve.

Luke T: Shouldn't the formats be consistent across the facilities.

Nora F: No, since the BHU is a short term facility it should be short and sweet.

Stephen P: Unaware of any mix up where the previous format would not be in use.

Norman C: Will provide Lizzie L. with Melissa E's information so she can get the format.

Linda A: Requests we continue the discussion regarding the format under new business.

Paul C: Wants to be of service but is unsure he can continue with regular attendance, has 5th edition basic text.

Linda A: Do we add names into the H&I minutes

Norman C: It is not addressed in our guidelines, so at present we do/can

Randy D: Discusses motion to do away with the H&I handbook and requests members fill out the literature survey on NA.org (Motion 21)

**Old Business:**

-The PR and H&I learning day was discussed

Luke T: Gave a verbal report as the Public Relations Subcommittee Liaison. He informed the H&I subcommittee that Public Relations has motioned to accept H&I's invitation and move forward with planning a learning day. He informed the subcommittee of some of PR's ideas regarding the learning day and that we'll need an ad hoc subcommittee to discuss some of those ideas.

Linda A: Do we need an H&I liaison or an ad hoc subcommittee moving forward.

Norman C: Based on his experience an ad hoc is warranted moving forward.

Norman C: **Motions** to form an ad hoc subcommittee tasked with planning and execution of an H&I and PR learning day.

Linda A: 2nd

Yes: 16 No: Abstentions:

The motion **passes**

Volunteers to serve on the ad hoc subcommittee: Luke T, Linda A, Stephen P, Nora F, and Paul C.

This subcommittee has agreed, once again, to table the motion to adopt a new system for scheduling and reporting contingent on receiving a sample document.

**Elections and Nominations:**

None discussed for the month of April.

**New Business:**

Leigh S: Asks if we are not filling the RSW Panel Coordinator position as they would be responsible for the position otherwise.

Linda A: We stated wrong information previously. If we can, we should fill the position. We can contact officer Hale after we have applications and are prepared to carry a meeting into the facility.

Danny M: We shouldn't contact this facility until we have people prepared to move forward with carrying in a meeting.

Normen C: Asks if we can have applications available.

Leigh S: Agrees.

Stephen P: We need a panel coordinator

Luke T: **Motions** that we leave the RSW Panel Coordinator position open until this subcommittee believes we are prepared to move forward with serving the facility.

Nora F: 2nd

Luke T: Adds clarification. If we are just accepting applications that duty can fall on the Vice Chair. It is his belief that we risk damaging our reputation if we rush into making a commitment we are unable to come through on. Adds that we have had issues in the past with scheduling at the facilities we already serve.

Members of this subcommittee: Stated that they believe we should have someone accepting applications if there is someone who is willing and able to serve in this position.

Unable to reach resolution Luke T. **withdraws the motion.**

Nora F. **motions** to allow approved speakers to carry the message into the BHU  
Stephen P- 2nd

Paul C: Discusses the H&I handbook, which discusses allowing approved speakers to carry the message into facilities.

Mike H: It's been done before but there were issues with people abusing this and carrying their own message into facilities.

Members of this subcommittee: Such change would require amendment of our guidelines.

Norman **motions** to table the motion  
Kim M: 2nd

Yes: 7 No: 1 Abstentions: 4  
The motion **passes**

Linda A: States we need to change the guidelines to include IP #30 Mental Health in Recovery.

Leigh S: Will send the secretary a word document of the current guidelines.

Danny M: Will distribute meeting order forms to the panel coordinators.

Leigh S: Requests that this subcommittee remembers to keep things **spiritual**.

Danny M: **Motion** to close  
Everyone: 2nd

### **Scheduling:**

#### BHU:

April 6th - Nora & Elizabeth

April 13th - Peyton & Norman

April 20th - Johnny & Nora

April 27th - Peyton & Stephen

#### JDC:

April 11th- Randy D. and Leigh S.

April 25th- Danny M.

#### NRADC:

Program suspended until further notice.

**Announcements:**

Jared S.- 1yr @ The War is Over on April 6th

Outreach Subcommittee @ Strasburg Christian Church at 6pm on April 6th

CPRCNA April 14th-16th more information at [cprna.org](http://cprna.org)

GSR Assembly on April 15th Zoom ID: 828898368

Regional Service Conference on April 16th Zoom ID: 828898368

Phone Line Basics Study @ Daily Grind (Front Royal) from 2-3 on April 23rd

Public Relations Subcommittee @ Daily Grind (Front Royal) from 3-4 on April 23rd

Special Events Subcommittee @ Edgehill at 3:15 on April 23rd

Julie F.- 15 yrs @ Last Connection on April 27th

Lyle R.- 17yrs @ Regardless of on April 27th

Vickie G.- 37yrs @ Not High at Noon (Martinsburg) on April 29th

Special Events Hiking Trip @ Edgehill at 12pm on April 30th

Norman C.- 10yrs @ New Chance on May 4th