



Hospitals & Institutions
Subcommittee Minutes
December 1, 2025

Call to Order by Stephen P. @ 7:00pm

Moment of Silence: Who WE Serve

- **Reading of the 12 Traditions:** Read by **Steve H.**
- **Reading of the 12 Concepts:** Read by **Amber R.**

Members in Attendance (11): Amber R., Cat Bell, Danny M., Johnny C., Kim S., Mike H., Murphy P., Peyton C., Randy D., Stephen P., Steve H.

Members made Inactive (1): Jimmy M.

New Attendees (0): None

Motion to approve previous month's minutes by Randy D., 2nd by Steve H.

In Favor (7); Opposed (0); Abstains (1); **Motion Passes**

Trusted Servant Reports

- **Chair** (Stephen P. - *Written*) *Dear family, all is well here as we all are aware zoom is set up we do have it. I upheld my commitments this past month all is well thank you allow me to be of service. ILS, Stephen P. H&I Chair*
- **Vice-Chair** (Randy D. - *Written*) *I did honor my commitment to the WATTS meeting on November 7, 2025, with Kim, Johnny and one other resident. I also went to NRADC with Danny on November 26, 2025. Very happy to see all the literature in our box. We are missing the Just for Today book. We had one resident for the meeting, and he was able to bring his tablet to the meeting for Danny and I to view. They do have access to the speakers from the 2025 World Convention in Washington DC. They can also access some literature to be read to them.*
I did not make it to the regional subcommittee meeting on November 15, 2025. I did not make it to the PR subcommittee meeting on November 24, 2025, but I did correspond my absence and mentioned that we are planning a H&I learning day and that we are seeking a presentation to NRADC to ask for virtual access, NA literature on their tablets with more speakers from NA to listen too. The response was great.
I have a presentation that we need to go over from Western States Zonal forum for directions, and we make the proposal to NRADC. So now we need time and place for PR and H&I to get together. I believe going through the slides would take 30 minutes to 45 minutes at the most. Very well put together by my friend Tom Condo.
In Loving Service to NA, Randy D. Vice Chair H&I Shevana Area
- **Secretary** (Cat Bell – *Verbal*) *Hello family. I did not make my commitment to the BHU on 11/27 because I had just broken my leg and only have a soft cast. I have the rest of the literature order*

for H&I and will bring it to New Chance this Thursday on 12/4. I did attend the RSC subcommittee meeting via Zoom on 11/15. The only participants online were there to discuss Public Relations and help me get started. I will be preparing documentation and reports for the next RSC on 12/20 via Zoom as I cannot drive until after January. I also did not make the Shevana PR subcommittee meeting on 11/24 since we were out of town. I do plan on making the next PR subcommittee meeting on 12/22. I also forgot to bring up the topic of having a Google Drive for each subcommittee at the last ASC. I will make sure to bring it up at the next ASC on 12/8. Thank you for letting me serve. Cat Bell

- **Literature Coordinator** (Danny M. – Verbal) All literature orders were filled. We have pretty much a full complement of literature. I'm still waiting for the rest of the literature order from last month to be filled from the literature chair. I was able to honor my commitment to NRADC with Randy. If anyone needs any literature, please let me know. ILS,
- **NRADC Panel Coordinator** (Steve H. - Written) Hey family, on 11/12, Stephen P., Steve H., & Peyton C. attended NRADC. Upon arrival, control called and said they had no participants. On 11/19, We were not able to bring a meeting into the woman's facility. On 11/26, Danny M. & Randy D. attended NRADC. They brought in a meeting and had (1) in attendance. I tried to honor my commitment to BHU. However, during traveling day before we were supposed to go, my wife broke her leg/ankle. So we were not able to attend. I have tried again to get in touch with Officer Schneider. I will try again this week. In Loving Service, Steve H.
- **JDC Panel Coordinator** (Peyton C. – Written - Absent) Good evening family I hope all are well! My report is as follows for the month of November. As you all know, the post D program was postponed until further notice for the month of November. I'm grateful to be able to inform everyone that it is back up and going again and they have one post D resident. They are also going to continue bringing other residents in the same pod to attend our meetings. I'm very thankful that this downtime was brief as we all remember the last time the program ended. I was contacted last Monday afternoon and informed of this update. I was also asked if we would like to take a meeting in the next day and I informed Pedro that I would try, but it was short notice. It was not something that I had planned for. Or had anybody scheduled for. And I do apologize for not reaching out as I'm aware there may have been available volunteers. I'm sorry for this but going forward I would like to go ahead and schedule volunteers for the month of December. This will be the second and fourth Tuesday at 6:30 PM December 9th and 23rd. And if anyone would like to go twice or we can get eight volunteers for the month all weeks are open. Thank you all for allowing me to serve. ILS, Peyton C.
- **BHU Panel Coordinator** (Amber R. – Written - Absent) Hi Family, On 11/6, Shirley J. & Amanda S. took a meeting in. On 11/13, Murphy P. & Amber R. took a meeting in. On 11/20, Murphy P. & Amber R. showed up for their commitment but there were no participants, so a meeting was not held. We were advised to call ahead to see if anyone wants a meeting. On 11/27, one member could not come, and I could not find a replacement, so a meeting was not held. I am always looking for more people to get involved. In loving service, Amber R.
 - Stephen P: Do they want us to call ahead of time every time?
 - Amber R: That's what they indicated but I did not recognize the lady behind the desk, and she wasn't very helpful. I'm not comfortable calling ahead because if you ask if anyone wants to attend, they say 'no'. But in the past, we start with one or two participants but then during the meeting, more people join in.
- **RSWDC Panel Coordinator** (N/A)

- **WATTS Panel Coordinator** (Johnny C. – Written) *Hi y'all. We had a good first month of the season at WATTS. 11/7, Kim S., Randy D., and Johnny C. held a meeting. We had one client for only a couple of minutes but had a great meeting amongst ourselves for the hour. 11/14, Amber R. and Johnny C. had a good meeting with one client 11/21, Amber R. was prepared to fulfill her commitment to go but Johnny C. cancelled at the last minute because I was sick. 11/28 Shirley J. And Johnny C. Held a great meeting with 2 clients. We fulfilled our commitment of 2 meetings per month, but due to me being sick we fell short of our goal to go every week. It feels like it is going really well. They changed the format of the announcement. Instead of the WATTS manager announcing our meeting they simply get the room's attention and then the NA members introduce ourselves and announce the meeting and where it will be held. It seems like it is having a positive impact.*

Scheduling:

Nothing on the schedule is set at this time.

If we are going to hold meeting we will need two volunteers for this Friday 12/5 and for 12/26 because I will be out of town.

Thank you, ILS, Johnny C.

NA H&I Handbook Review

- Read paragraph under **Long-Term Facilities** on page 40, paragraph 2

Open Forum (10 minutes)

- Steve H: Do we have the literature stamp?
 - Stephen P: Yes! I have it and will bring it next month.
 - Randy D: We can all pitch in to get all the literature stamped
- **Old Business**
 - Stephen P: Zoom account is now active. I am comfortable setting Zoom up each month.
 - Danny M: My understanding was to make the subcommittee hybrid.
 - Steve H: Are you comfortable with the participation we have tonight?
 1. Stephen P: Yes. It's average.
 - Randy D: Is this a recurring meeting? If we make it a recurring meeting we can schedule up to 2 years out.
 - Cat Bell: The password to the meeting can be changed to a word. I am willing to update the current H&I flyer to include the link.
 - Stephen P: You can send the flyer to me and I can print some out.
 - Randy D: We should send out the Zoom link to the entire ASC and PR.
 - H&I Online Presentation: Please review this presentation and bring your feedback to the next subcommittee meeting. Then we will organize a presentation for NRADC with PR. After which we can talk with RSW.
 - Presentation Link: <https://wszf.org/hi-online-and-more>
 - Randy D: Can Steve H. contact NRADC for a presentation
 1. Shirley J. & Amanda S. need applications for NRADC
 2. Checked with Paul C. – but he is not able at this moment

- Learning Day
 - Randy will get with Stephen P. to coordinate
 - Targeting February 2026
- **Elections**
 - Please bring your nominations in January. All positions will be open.
 - Linda A: In the spirit of rotation, let's reach out to others
- **New Business**
 - None
- **Facility Scheduling**

BHU (*Meets every Thursday @ 5:45pm*) **Phone Number to Call Upon Arrival: 540-536-8140**

- 12/4: Amber R. & Murphy P.
- 12/11: Amber R. & Murphy P.
- 12/18: Johnny C. & Murphy P.
- 12/25: Steve H. & Cat Bell
- 1/1: Stephen P. & Amber R.

JDC (*Meets 2nd & 4th Tuesday (Possibly every Tuesday) @ 6:30pm*)

- 12/2: ?
- 12/9: Kim S. & Peyton C.
- 12/16: Randy D. & ?
- 12/23: Danny M. & Steve H.
- 12/30: ?

NRADC (*Men meet 2nd & 4th Wed; Women meet 3rd Wed*)

- 12/10: Randy D. & Peyton C.
- 12/17: Kim S. & Cat Bell
- 12/24: Stephen P. & Steve H.

WATTS (*Every Friday @ 8pm*)

- 12/5: Steve H. & Cat Bell @ Stonewall Ruritan 136 Ruritan Way (Fairgrounds in Clearbrook)
- 12/12: Johnny C. & Amber R. @ Canvas Community Church 2333 Roosevelt
- 12/19: Johnny C. & Amber R. @ What's New Worship 2249 Valor Drive
- 12/26: Kim S. & Amber R. @ Millwood Station Banquet Hall 252 Costello Drive
- 1/2: Johnny C. & Steve H. @ Opequon Presbyterian 217 Opequon Church Lane Kernstown

NOTE: *If you have contact with someone while they are incarcerated or sponsor that person, you cannot take a meeting into that facility while they are there*

- **Announcements** by Cat Bell (See www.shevana.org for more information)
 - 12/4 Linda K. 43y @ New Chance
 - 12/6 Jason L. 22y @ Experience, Strength & Hope
 - 12/7 Paul A. 7y @ Finding A New Way To Live
 - 12/16 Ashley A. 8y @ Recovery & Beyond
 - 12/24 @ 9pm Holiday Marathon Meeting until 12/25 @ 6pm
 - Meetings Every Hour
 - 501 S. Cameron Street, Winchester
 - Central Atlantic Regional Conference <https://car-na.org>
 - 11am-12pm on 3rd Saturday in December
 - Zoom Meeting ID: 850 6216 7488
 - Central Atlantic Regional Subcommittees
 - 11am-12pm on 3rd Saturday in January
 - Zoom Meeting ID: 850 6216 7488
 - 1/23/26-1/25/26 42nd AVCNA in Roanoke, VA
- *The next **H&I Hybrid Subcommittee Meeting** will be held on Monday, January 5, 2026, at 7pm*
 - *In person: rear of The Adams Nelson Building, 303 S Loudoun St, Winchester, VA 22601*
 - *Zoom ID: 747 6277 3711 Passcode: Recovery*
- *The next **H&I Hybrid Handbook Study** will be held on Monday, February 2, 2026, at 6pm*
 - *In person: rear of The Adams Nelson Building, 303 S Loudoun St, Winchester, VA 22601*
 - *Zoom ID: 747 6277 3711 Passcode: Recovery*
 - *Page 60 **WSC H&I Committee 1995-1996 Internal Guidelines***
 - ***Area H&I Guidelines***
 - *Page 12 **IV. Additional Guidelines***
 - ***NOTE:** Review clean time requirements for different facilities*
- **Motion to Close** by Johnny C.; 2nd by Steve H.
In Favor (11); Opposed (0); Abstains (0); **Motion Passes**

Meeting was closed with the Serenity Prayer