



Hospitals & Institutions
Subcommittee Minutes
March 2, 2026

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

Moment of Silence: Who WE Serve

- 🎬 Reading of the 12 Traditions: Read by Chris M
- 🎬 Reading of the 12 Concepts: Read by Stephen P

Members in Attendance (14): Sherri H, Paul C, Kim S, Mike H, Chris M, Stephen P, Cat Bell, Naomi B, Steve H, Amber R, Randy D, Peyton C, Murphy P, Shawn R

Members made Inactive (0): None

New Attendees (1): Naomi B ****Welcome!****

Motion to approve previous month's minutes by Randy D , 2nd by Murphy P In Favor (14); Opposed (0); Abstains (0); **Motion Passes**

Trusted Servant Reports

- 🎬 Chair (Stephen P. - Verbal)

Hi Family, I have not been able to get in touch with the guy at the jail, other than that, that is all I have. ILS Stephen P

- 🎬 Cat Bell: the lady said if you show up at 9am he will be at his desk

- 🎬 Randy D: if you don't make it there right at 9, call him.

- 🎬 Vice-Chair (Peyton C. - Written) Good evening family, I hope everyone had a good month. My vice chair report is as follows. I'm not sure exactly what if anything I have to report as vice chair. However, regarding my commitments to service On February 10, I fulfilled my commitment with the JDC. We had a great meeting with five residents. On February 11, I fulfilled my commitment with NRADC. Initially we were told no inmates had signed up for a meeting. I had chosen to speak up about that and Steve and I spoke to the sergeant that evening and we were able to fulfill our commitment and bring a meeting to one pod based on the remaining time and hope that the cooperation continues. Following that on February 12, I fulfilled my commitment in taking a meeting into the BHU and showing one of our new volunteers the way. And finally to conclude the week on February 13 I fulfilled my commitment in taking a meeting into Watts. It was a service filled week and I am very grateful. Thank you all for allowing me to serve and thank you all for your service! I.L.S. Peyton C

- 🎬 Secretary (Amber R. – Written) Hi Family, I was able to fulfill all of my commitments at the BHU and Watts this month. Thank you for your patience as I get used to this new position. ILS, Amber R

📺 Literature Coordinator (Kim S. – Written) Hi Family-

I finally made the time to meet with Danny M & get the H&I literature supplies. Danny was gracious enough to teach me what I need to know to fulfill the position as well as offering support in case I had questions in the future.

Last weekend, I received a call from Randy D to let me know the literature for WATTS remains missing, as was initially discovered before the WATTS mtg on Feb 13th.

I filled a new bag of literature & readings, along with a list of the items still needed, & gave it to Randy ahead of the WATTS meeting on the 20th. I took an inventory of current supplies, noted what needs to be purchased, & will give the order form to Chair Stephen P to bring with him to the next Area Service meeting. Missing from the list of items to order are the readings. I intend to bring this up in New Business for the subcommittee to talk through. ILS, Kim S

📺 Stephen P: When will you have that literature order?

📺 Kim: I will get with you through text.

📺 NRADC Panel Coordinator (Steve H. - Written) Hey Family, I was able to fulfill my commitments this month to BHU & JDC. On 2/11 Peyton C & Steve H went to NRADC. We were told no one signed up. Peyton asked to speak to the supervisor. The sergeant on duty we talked to advised us that the schedule had been moved around and that they are hanging recreation in the gym. He said he would ask the pods if anyone wanted to attend. They took us to the class room where we had our meeting with 6 people for 40 minutes. It was a good meeting. We were not able to do both pods because of the timing. On 2/18 Kim S & Cat Bell went to NRADC community corrections and were informed that they had no meeting on the schedule. On 2/25 Randy D & Steve H went to NRADC. The facility was on lockdown. Steve H & Stephen P made a date of february 9 to visit officer schneider. Email was sent. No response No go. I will try to reach out this week. ILS Steve H

📺 JDC Panel Coordinator (Murphy P. – Written) Hello H&I Family, I fulfilled my commitments to the BHU on the 5th and the 26th. On Feb 10th Kim, Stephen P, and Peyton brought a meeting into the JDC. There were 6 in attendance and had a good meeting. On the 17th Steve and William brought a meeting into the JDC and had a great meeting. On the 24th Danny and Randy brought a meeting in and had 6 attendees. Thanks to everyone for their service. Love Murphy

📺 BHU Panel Coordinator (Mike H. – Written) Hey guys, Thank you for allowing me to coordinate the BHU. So far so good.. The month of February went well and all meetings were attended. On 2/ 5 Tara and Murphy went in as scheduled and had a great meeting with 8 in attendance. They did say that they need meeting lists. 2/12 Peyton and Kayla. Stephen couldn't go but Peyton said he could take his place.. Peyton and Kayla had up to 12 members at various times. Some interested in future recovery. 2/19 Steve and Cat had 7 people at their meeting. 2/26 Amber and Murphy had 3 clients attend the meeting, they said it went good. In Loving Service, Mike H

📺 Cat Bell: I have meeting lists for the BHU. Do you want the cards in there?

📺 Mike H: I don't think phones are allowed there.

🎬 RSWDC Panel Coordinator (N/A)

🎬 WATTS Panel Coordinator (Randy D. – Written)

Hello H&I family, I honored my commitments for the month of February. On February 6, 2026, Amber R and Randy D went to Christ Episcopal Church with no attendees, On February 24, 2026, Danny M and Randy D went into the JDC with 5 residents in attendance. On February 20, 2026, William M and Randy D went to First Baptist Church and had 2 in attendance. On February 25, 2026, Steve H and Randy D went to the NRADC and found that the facility was on lock down.

I did attend the PR subcommittee and June 13, 2026, for the learning day is ok with them.

Our literature was lost during this month for Watts program. 2 of our 4 meetings were without literature or format. I linked up with our literature chair (Kim M) who responded immediately and replenished the literature and I reprinted the format. The literature will be passed out by me this month. I do plan on getting another set-up for next year so that we will have a back up set if the subcommittee approves this plan. All Watts meeting went in for February. The only schedule change was on the 20th. Thanks for all service efforts. ILS Randy D

🎬 Stephen P: where did the literature go?

🎬 Randy D: Amber and I went in and had the literature for the first meeting of the month. We put it back where we found it and the literature is now lost.

NA H&I Handbook Review

🎬 Read paragraph under Do's and Don'ts for H&I work in correctional facilities on page 40, Panel Leaders and Members

Open Forum (10 minutes)

🎬 Cat Bell: I don't know if this falls under H&I. BTG is looking for volunteers to come share your story. If you are interested I can share this contact info with you.

🎬 Mike H: I know someone who offered space for a LBGTQ meeting if anyone is interested it is by the library.

🎬 Chris M: How many times/month do we go to JDC? 2? Jail 4?

🎬 Stephen P: 2 for JDC is our commitment. We can go more than that.

🎬 Steve H: 3 for Jail

🎬 Randy D: Watts is 4/ month Nov-March

🎬 Stephen P: With the zoom recording, is everyone ok with being recorded?

🎬 Randy D: I don't have a problem. Is it a public record? Who can see it?

🎬 Amber R: only the host

🎬 Randy D: if we go into our zoom account can we see that?

🎬 Stephen P: I can but have to give permission for others to see

🎬 Peyton C: that was my concern if the body would ever move towards relying on the zoom review instead of solely relying on the secretary

🎬 Randy: if we get our own H&I laptop then the info would not be on anyones personal laptop

🎬 Steve H: Who would be responsible for the laptop?

🎬 Stephen P: I would put it on the secretary

🎬 Mike H: it could be a new position to keep the laptop and run the zoom

🎬 Kim S: to confirm, we want to present what AI says and compare it to Amber's notes?

🎬 Stephen P: yes

🎬 Stephen P: We would just need a chromebook right?

🎬 Randy: and an external camera

🎬 Old Business

🎬 None

🎬 Elections

🎬 None

🎬 New Business

🎬 Randy D: I would like to propose to the subcommittee that for watts next year i get a whole new literature order. I would like to get a set myself to keep just in case the literature gets lost again.

🎬 Stephen P: Kim do we have enough literature for that?

🎬 Kim S: No

🎬 Kim S: The order form does not have the readings on it. Is that something we want to have as a part of the packet for all 5 facilities?

🎬 Chris M: I don't think you need 5 sets of readings. Maybe 1 extra in case some get lost.

🎬 Kim: I would like to have more than one so if more than one person needs something

🎬 Stephen P: You are the literature chair. Order what you want. We don't dictate that. If you give me the order now I can get it filled at area next monday

🎬 Randy D: the specialty order form do include the readings

- Paul: readings are free online
- Peyton C: When is the next orientation for NRADC?
 - Steve H: April and September?
 - Peyton C: I thought it was based on applications
 - Randy: I thought it was about April. Scneider said it would be based on what applications we have
 - Stephen P: Jail is as needed. The JDC we have to go every year.
 - Randy D: application gets notarized and we send that to them showing that we give the seal of approval. The secretary sends an application to the jail.
 - Peyton: does it have to be multiple applications, if we have only one can we get them orientated. How do we get applications?
 - Steve H: I have one i can get you tomorrow
- Randy D: I did hear you have to have 3 years off of paper for the NRADC
 - Peyton C: I don't know if that is true. We have had several people orientated that were on probation.
 - Seve H: we had a guy that was going to fill an application when he got out of drug court his charges got dismissed. He didn't get convicted of anything. It just depends on the situation.
 - Peyton C: not even a year ago before I took over as JDC panel coordinator. We had John O that went through the process recently off papers with some court stuff still going on but he ran through clear. I think our guidelines with the 3 year thing is outdated
 - Randy: That is not our guidelines. That is the jail
 - Mike H: when I was panel coordinator of the Jail it was per person. The situation would determine whether it would be applicable.
 - Steve H: It is clear on the application. It tells exactly what the guidelines are.
 - Peyton: We have been reading the guidelines wrong. It is on a case to case basis. Don't have to be off of probation for 3 years.
- Randy D: they do have new applications with Schneider's name on them now
 - Stephen P: How come you have all this info about schnider and we are hitting a wall with him? Does he think you are the only person he can talk to?
 - Randy D: No i sent him Steve's contact info
 - Mike H: Their email has a blocker so they may not be going through.

■ Facility Scheduling

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

- 3/5: Kayla W & Peyton C
- 3/12: Amber R & Murphy P
- 3/19: Will M & Tara C
- 3/26: Steve H & Cat Bell
- 4/2: Kayla W & Amber R

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

- 3/10: Stephen P & Peyton C

🎬 3/24: Kim S & Randy D

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

🎬 3/11: Stephen P & Peyton C

🎬 3/18: Cat Bell & Kim S

🎬 3/25: Mike H & Randy D

WATTS (Every Friday @ 8pm)

🎬 3/6: Amber R & Peyton C @ Montague Avenue UMC 102 Montague Avenue Winchester

🎬 3/13: Kim S & Randy D @ Winchester Church of God 2080 N. Frederick Pike Winchester

🎬 3/20: William M & Tara C @ Macedonia UMC 1941 Macedonia Church Road, White Post

🎬 3/27: Mike H & Stephen P @ First Christian Church 75 Merrimans Lane Winchester

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 (See www.shevana.org for more information)

🎬 3/7: Stephen P 14y @ Experience, Strength & Hope

🎬 3/12: Kim S 23y @ New Chance

🎬 3/28: Paul C 22y & Kathy 37y @ Experience, Strength & Hope

🎬 3/14: Sherri H 5y @ Experience, Strength & Hope

🎬 3/5: Heather R 4y @ New Chance

🎬 3/8: Tiffany E 10y @ NOANDA

🎬 3/13: Robby B 2y @ Save Uranus

🎬 3/14: Chef John 2y @ Fire Faith & Fellowship

🎬 3/15: Sean D 1y @ NOANDA

🎬 3/17: Meredith SC 17y @ Solution Seekers

🎬 3/22: Emmett 8y @ NOANDA

🎬 4/18: GSR Assembly 10am-4pm Otterbein UMC Martinsburg WV

🎬 The next H&I Hybrid Subcommittee Meeting will be held on Monday, April 6, 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, April 6, 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 16 VI. Facilities - Add WATTS

🎬 NOTE: Review clean time requirements for different facilities

🎬 Motion to Close by Steve H; 2nd by Peyton C

In Favor (14); Opposed (0); Abstains (0); **Motion Passes**

Meeting was closed with the Serenity Prayer