



Hospitals & Institutions
Subcommittee Minutes
August 3, 2026

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

Moment of Silence: Who WE Serve

- 🎬 Reading of the 12 Traditions: Read by Stephen P
- 🎬 Reading of the 12 Concepts: Read by Steve H

Members in Attendance (11): Stephen P, Mike H, Steve H, Kim S, Randy D, Danny M, Ralph F, Campbell N, Connie B, Murphy P, Amber R

Members made Inactive (0):

New Attendees (0): ****Welcome!****

Motion to approve previous month's minutes by Kim S, 2nd by Danny M In
Favor (10); Opposed (0); Abstains (0); **Motion Passes**

Trusted Servant Reports

- 🎬 **Chair (Stephen P. - Written)** Good evening Family all is well with me. I had no commitments last Month so all is well on that I did however miss the 23rd orientation so I am going to reach out and reschedule. I have some news to share about the learning day. We will discuss that under new business. I delivered flyers to area service last month 150 of them. Thank you for allowing me to be of service. Stephen P.
- 🎬 **Vice-Chair (Peyton C. - Written)** Hi family, I hope all is well and everyone had a good month. I will miss y'all as I won't be in attendance tonight. I am looking forward to our learning day around the corner and hope to see everyone there. I was able to make it to the JDC orientation this month and maintain an active volunteer status. I had no other facility commitments this month, but welcome being scheduled for the month of August. Thank you all for allowing me to serve ILS Peyton C
- 🎬 **Secretary (Amber R. – Written)** Hi Family, Not much to report other than I upheld my commitments for the month, thank you for allowing me to serve. ILS Amber R
- 🎬 **Literature Coordinator (Kim S. – Written)** Hi Family-

'Not much to report except that my July was a bit disorganized. I attended the JDC Annual Orientation/Training on the 23rd, yet for various reasons, did not keep my commitments to bring meetings to the residents of the JDC or Women's Corrections last month. I cannot remember why in either case. I did not complete the requested literature order from BHU Coordinator Mike H last month, choosing instead to bring what I have to him tonight, along with a partially-filled order form to request what BHU or other programs still need.

Looking forward, I am hopeful the demands on my time & brain power will lessen soon, but with school & more volunteering outside of NA in the coming weeks, I will have to keep my panel commitments to one

to two per month maximum. Thank you everyone for your service. I know it took a village to help me get here & that we are all trying to do the same for others ILS, Kim S.

🎬 NRADC Panel Coordinator (Steve H. - Written) Hey Family, On 7-8 Steve H and Mike H attended but no one signed up. On 7-15 Kim S and Cat Bell were scheduled to go however one one showed and one was unable to make it so no meeting was taken in. 7-23 Danny M and Randy D showed up to take a meeting however no one signed up to attend. I showed up for my commitment at JDC and BHU. I also attended make up for JDC orientation and have been approved to continue bringing in meetings to JDC. I apologize for missing July 23 orientation. I am always looking for people to get involved. I am reaching out to officer Schneider for the next orientation for NRADC. ILS, Steve H

🎬 Danny M: Is there any headway on going into CC?

🎬 Steve H: no news on that

🎬 Stepehn P: he hasn't responded back to me

🎬 Danny M: It's almost like we need to find someone else to get into contact with

🎬 Steve H: Can we go around him?

🎬 Danny M: thats what im asking

🎬 Steve H: We asked for a supervisor one time when they said no one wanted a meeting and they ended up bringing 5 people. I asked if it was something we were doing and he said no that we are just short staffed

🎬 JDC Panel Coordinator (Murphy P. – Written) Hey Family, July 2nd I fulfilled my BHU commitment. July 14th Randy and Steve took in a meeting with 6 inmates and it was great. July 28th We did not take in a meeting because one member was sick and couldn't find a replacement volunteer. For orientation on July 23rd Kenny, Peyton, and myself showed up. Today at 5pm we had a makeup orientation for volunteers that missed it on the 23rd. Also last wednesday I did my fingerprinting and just waiting to hear back. ILS Murphy P

🎬 BHU Panel Coordinator (Mike H. – Written) Hello Family, For the most part everything went as I'd hoped for. A message of NA carried to those who couldn't get out to get one.

7/9 : Shirley and Amanda were unable to go .

7/16 : Murphy and Kenny had a great meeting.

7/23 : Jamel and Mike We had 5 that were all interested in recovery.

7/30 : Steve and Amber

We had a great meeting with 8 in attendance

Thank you for allowing me to be of Service... Mike H

🎬 RSWDC Panel Coordinator (N/A)

🎬 WATTS Panel Coordinator (Randy D. – Written) Hello H&I Family, I am happy to report that on July 14, 2026, Steve H and I carried the meeting into the JDC with 6 males in attendance. The meeting was very good. On July 22, 2026, DannyM and I showed up at the NRADC for the meeting and we were told that no one signed up for the meeting by the control officer. I contacted the JDC coordinator concerning the orientation on July 23, 2026, and let him know that I was unable to make it that day. He contacted MR. Prdre and confirmed that I can meet with him later to keep me in compliance. I have an appointment for August 4, 2026, at 1:30pm. I did attend the PR subcommittee on July 27, 2026, with Wendy, I and Luke being in attendance. We discussed phonline training. PR learning day and meeting list. ILS, Randy D

NA H&I Handbook Review

- Read paragraph under H&I in psychiatric hospitals and forensic units on page 43, Psychiatric Hospitals

Open Forum (10 minutes)

- Danny M: is H&I basics under new business?
 - Stephen P: we can put it under new business
 - Randy D: Every other month we do a handbook study. The first H&I basics was 7 pages, this one is 32 pages. A motion came out in 2023 that they would take out obsolete parts of the handbook. They haven't done that yet. They revised the basics instead. That's why we changed the handbook study to go over H&I basics version. One of the things we read in there was the BHU. That's a special facility, not a regular facility. We are not focusing on having experienced members going in. We discussed having an orientation here before going in. If you go in there and they start talking about ritalin methadone etc. we have no opinion on that. We are going by the new handbook, but by the time we go over this we will know where we stand.
 - Danny M: thats why i want to go over this in new business its a lot of information
- Stephen P: We are going for attraction not promotion so we need to guide the people we are sending into service to make sure we are sending the right message. I think orientation is a really good idea. Instead of one of the handbook studies maybe we could do a 20 minute orientation
 - Connie B: I think it's a great idea because I would like to get involved
 - Randy D: To streamline, each facility comes up with dos and don'ts. Profanity is not good in facilities. There's a lot of little things we are not supposed to do.
 - Mike H: When are we going to orient people on these?
 - Randy D: lets write up the dos and don'ts first
 - Stephen P: Can the panel coordinators bring back dos and don'ts next month?
 - Mike H: Has everyone here read the handbook?
No. 3 people wanted to buy the handbook.
 - Stephen: we can bring those for you all next month
- Kim: I was going to ask what H&I basics I need to order?
 - Stephen: I would say get at least 20

Old Business

- RSW discussion
 - Mike H: last time we discussed this we talked about needing more volunteers before looking at going in there
 - Danny M: if they say they want 4 meetings a month we can't do that. I know we are already on eggshells and don't want to sever that relationship all the way
 - Stephen P: maybe we should send a letter to let them know that we are still wanting to come in but don't have enough people

- 🎬 Steve H: what if we just said we wanted to bring in 1 meeting a month
- 🎬 Mike H: We can't even do that. The people who are here are going into a facility every month. NA is represented by us.

🎬 Elections

- 🎬 None

🎬 New Business

🎬 NRADC

- 🎬 Steve H: I can show you the email I wrote if you want
 - 🎬 Danny M: At what point do we go to the next contact person?
 - 🎬 Steve reads the email he sent to Scheider
 - 🎬 Mike H: you aren't getting any response?
 - 🎬 Steve H: No, he (Stephen) gets the responses
 - 🎬 Mike H: So we are doing what we can at the moment. Overriding that would question their judgment. I know a lot of it is they don't want to and they are short handed but that isn't our decision.
 - 🎬 Randy D: I went to shoot pool with the chaplain over there and he was pissed that we are not the only program being ousted.
 - 🎬 Stephen P: I think all we can do is show up when we are supposed to
 - 🎬 Danny M: I think what we are dealing with as a coordinator at the facility not doing their part
 - 🎬 Randy D: I don't think it is the coordinator, the officers on staff in the evenings are not doing their job. They don't even know that we are supposed to split into 2 45 minute meetings.
 - 🎬 Randy D: the way the chaplain told me, he is overbooked. The beautiful letter you sent, I would follow up with a phone call
 - 🎬 Kim S: I guess I can look it up but if Cat doesn't show up are we done with women going into CC?
 - 🎬 Stephen P: As far as I know If she hasn't reached out to someone then she will be inactive and we have nobody else to go in.
- 🎬 We looked at guidelines and saw that she was in contact with a panel coordinator so Cat Bell is still active

🎬 H&I Basics

- 🎬 Stephen P: This is like an instruction manual to monopoly instead of the old one. It is thorough.
- 🎬 Danny M: We talked about this when we were on break. Is this 32 page book going to replace the handbook? From what I'm hearing it doesn't, so how do we incorporate both?
- 🎬 Randy D: What I suggested is that we go through this H&I basics now and come back to the handbook after
 - 🎬 Danny: So you're saying replace the guidelines study with the H&I basics study. I think that is a great idea. Once we get through it, maybe we will rotate one month of regular handbook study, next month H&I basics, or we can do 20 minutes of

both.

■ Mike: I think we need to read it first to see what we want to do

■ Campbell: looking through it compared to the handbook it looks a lot more concise.

■ Connie: When do we do that (handbook study)?

■ Randy: every even month we do handbook study at 6:00, so next is October and then December

■ Group consensus is to switch from handbook study to H&I basics study until we get through

it

■ Learning Day

■ Stephen P: I got a message that the Market St church said they have a meeting at 1 pm in the room we were planning to use. We will have to move the date.

■ Mike H: Are these flyers in all meetings?

■ Stephen: yes

■ Mike H: so we need to get this to PR to get it on the website that we have to change the date

■ Stephen P: its not on the website now

■ Randy D: we still need to let her know it will be rescheduled.

■ Stephen P: he is going to refund us for that date and we can use that room another day

■ Danny M: I say we put it off at least a month

■ Group decides to move date to September 12th

■ Stephen P: Can we change the flyer and send it to me?

■ Amber R: yes, I will get it to you tonight

■ Ralph F: Why are we not on the website?

■ Amber R: I don't know, I sent the flyer to PR

■ Danny M: as far as the money where are we

■ Stephen P: \$130

■ Danny M: Is the rent included in that?

■ Stephen P: I paid the rent personally

■ Randy D: I sent 50 more so \$180

■ Danny M: Do we think that is enough?

■ Stephen P: We will get whatever we can with the money we have

■ Amber R: What is our skit going to be?

■ Stephen P: I think we have a good skit in the storage unit

■ Kim S donated another \$20 bringing our total to \$200

General plan for Learning Day

September 12th 11 am @ Market St UMC

Stephen Opens
Mike shares a clear H&I message
Skit
Break for food
Main speaker- Linda A?
Q&A

🎬 Ralph cooking food. If anyone wants to donate, bring money to Stephen or bring food to the event.

🎬 Announcements (See www.shevana.org for more information)

- 🎬 9/17 Danny M 16y @ New Chance
- 🎬 8/4 Megan G. 12 y & Kevin M. 39 y @ Solution Seekers
- 🎬 8/15 Regional Service Conference - See car-na.org

🎬 Facility Scheduling

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

- 🎬 8/6: Jamel E & Connie B
- 🎬 8/13: Murphy P & Amber R
- 🎬 8/20: Steve H & Stephen P
- 🎬 8/27: ?
- 🎬 9/3: ?

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

- 🎬 8/11: Kim S & Peyton C
- 🎬 8/25: Steve H & Danny M

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

- 🎬 8/12: Steve H & Stephen P
- 🎬 8/19: Kim S & Cat Bell
- 🎬 8/26: Mike H & Danny M

WATTS (Every Friday @ 8pm) Will resume in November

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

- The next H&I Hybrid Subcommittee Meeting will be held on Monday, September 7, 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, October 5, 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
 - H&I Basics

- Motion to Close by Randy D 2nd by Everyone
 - In Favor (11); Opposed (0); Abstains (0); **Motion Passes**
 - Meeting was closed with the Third Step Prayer