

NORTHERN CALIFORNIA
HOSPITAL & INSTITUTION COMMITTEE
P.O. BOX 192490
SAN FRANCISCO, CA 94119-2490



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1. Email to: chairnorcalhandi@gmail.com

OR

2. Complete the postcard on the back of this form and mail it back to us

COMMITTEE SCHEDULE 2024

April 28, 2024

July 28, 2024

October 27, 2024

January 26, 2025

Committee Meeting will be held at 11:00am on Zoom.
In Person location will be communicated prior to each meeting.
Contact *northcalhandipublisher@gmail.com* for questions.



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Northern California Hospital & Institution Committee

P.O. Box 192490 * San Francisco, CA 94119-2490

Newsletter #2

PLEASE KEEP THE CONTENTS OF THIS NEWSLETTER CONFIDENTIAL

April 2024

NEXT COMMITTEE MEETING:

April 28, 2024

11:00 AM Pacific Time

In Person Location:

1631 N. First St.

San Jose, CA 95112

Join Meeting by ZOOM:

Meeting ID: 828 7733 8114

Passcode: service

Dial by your location

+1 669 900 6833 US

Meeting ID: 828 7733 8114

Contact northcalhandipublisher@gmail.com for questions.

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Letter from the NorCal Committee Chair

April 2024 Newsletter from the Chair

Greetings! I hope this message finds you all safe and well. There is a lot going on! I hope you are planning on attending our April 28th hybrid meeting broadcasting from the University of San Jose campus. We're always happy to bring the NorCal Committee meeting on the road, so reach out to me if you would like to see the next quarterly meeting in your area.

Several new and revised policies will be reviewed in April, including an item recommended by our group inventory: a new policy describing our business meeting procedures. Having these procedures documented might help avoid future disagreements on how the committee arrives at decisions.

I'm cautiously optimistic since our Treasurer, Joyce R described our financial condition as "Sound" in January and February. For those of you keeping score, we were in "Neutral" condition in December and "Poor" in October. Contributions are increasing and you all deserve thanks for getting the message out to all of the groups that are clearly responding. Let's keep it up!! Please thank the AA groups in your area for their generous support so we can continue to carry the message of AA through meetings and literature in facilities serving alcoholics in Northern CA.

One of the things I enjoy the most about my role is the opportunity to visit with H&I volunteers around Northern California. In February, I had the pleasure of joining Region 80 Chair, Melody T on a visit to Sonora in Tuolumne County. I had a great time meeting with Area Chair Bruce A and members from Area 83. They're a super enthusiastic and fun group facilitating meetings in local rehab facilities. My sincere thanks to all of you for your service and your generous hospitality.

In March, I joined Major Institutions Chair, Jeff L at CTF Soledad for their 8th Annual Conference. Thank you, Rachael S for coordinating the event, keeping us all informed every step of the way and helping all of the outside visitors with clearance for the weekend. Congratulations to Alex S, Rachael and Diane O, all of the outside volunteers and of course, the Sick Puppies Group for a lively and deeply inspiring event.

Thanks for all of the great suggestions in January on finding better ways to engage and support Spanish speaking volunteers. We have a few interesting developments on the topic that I am looking forward to sharing with the committee on 4/28.

For our meeting discussion topic, I would like to hear your thoughts on the principle of rotation. Some positions are occupied for indeterminate periods. Are there ever good reasons for this and do these reasons hold true for all of the positions that are not in rotation? What are the positive and negative effects of rotating versus not rotating?

Thank you for allowing me to be of service,

Julio B,
NorCal Committee Chair



Letter of Gratitude for H&I

I started going into juvenile hall with H&I when I was a year and a half sober. At the time I was 55 years old and wondered if the kids would identify with me. After a couple of years of service, I was in a restaurant having lunch with my daughter and son. A young man walked up to our table and said that he remembered me from juvenile hall. He and his mother were going to an AA meeting that night. I was so overwhelmed with gratitude that this young man not only remembered me from my H&I service but that he was actually going to an AA meeting. I felt blessed that he was able to see me and my family having an ordinary lunch together, without drama, an example of sobriety and healing that happened because of recovery.

I began my service with Bridging the Gap and part of my service position was to answer letters sent from people in prison. We received a letter from a man who was serving life in prison and had been incarcerated for 30 years. This man had 24 years of sobriety. He wrote how important the regular visits from H&I members were to him and his recovery. His letter was such a powerful statement of the service H&I provides. I soon started going into Placer County jails because of this letter and found that meeting people in the jails, face to face, is such a spiritual act of service, each time I went into the jail with the message of AA I was filled with gratitude.

I am now the Placer County chairperson for H&I and every day I am so grateful because of the many people who reach out to be in service. So many people's hearts are filled with the spirituality of recovery and willingness to be in service to others. My life in recovery has been taken to another level of being. This has all happened because of the work we do in H&I and the love and grace we carry with us.

Rick M.
Area 34 Chair

Alcoholics Anonymous Holds Sixth Conference

Folsom Members Play Host To Ten Visiting Chapters

Folsom's Alcoholics Anonymous chapter will celebrate its 16th birthday with a sixth annual conference on Saturday, April 11, in #1 dining hall. Alcoholics Anonymous members from all over the state have been invited to attend this conference. Representatives of AA groups from Sacramento, Chico, San Francisco, Bakersfield, Martinez, Vallejo, Folsom, Roseville, Richmond, Oakland, and Modesto will be guests. All groups that visit here will be represented along with several groups that are local correspondents. There will be approximately 100 outside members present and 265 inmate members.

The guest list for the conference will also include many officials from the Department of Corrections and staff members of the institution.

Among the principal speakers will be Myrtle S. of Los Angeles, Walter M., Sacramento, Bud T., Sacramento, and George I., San Francisco.

These speakers will alternate with the following inmate speak-

ers: Glenn C., Bill L., Kenny M., and Mike D.

Half-time intermission entertainment will be furnished by Hackett, Evans, Lumley, Workman, Durfee, and Guida.

The localites are looking forward to the conference with great enthusiasm. Considerable planning by local committee members Manny B., Charley B., Steve C., Bob C., Charles T., and Herb B., in collaboration with the Warden and his staff, has been expended in order to make this the best Alcoholics Anonymous conference ever to be held in Folsom.

During the four hour program refreshments will be served (coffee and donuts). A number of well known business men are planning to attend and will speak on the ways and means of working with the Alcoholic problem and the success of the program.

The regional AA conference sponsored by the Folsom Fellowship will convene this Saturday night at 7:00 p.m.

Drafting Students Earn HS Credits

Two beginning drafting students, Field and Lopez, have completed two semesters of elementary work and will go on to advanced drafting classes, it was announced by J. M. Hartman, instructor. Advanced classes, held on Saturday mornings, are taught by P. C. Hamlin of the Engineering section.

High school credits given for drafting work have been increased from five units to ten units per course, following a reappraisal of accomplishment in Folsom's

The Folsom Observer

Vol. 16 No. 8

Thursday, April 9, 1959

Repress. California

Canteen Price Cut

A cut in the price of the large jars of Maxwell House Coffee was announced today by Mr. Zanoni, Canteen Manager. The new price will be \$1.10.

The Canteen now has a supply of good reading material on hand, at reasonable prices. Special issues of "Sports Illustrated" are now available at the window, at twenty-five cents per copy. "1959 World Almanac," at \$1.35. Also, there is a good collection of Westerns, Mysteries, and Dictionaries.

DAV Official Aids Vets in Problems

Veterans in Folsom have been offered a helping hand in their claims for compensation, reviews of service discharges and dismissals, and other vet matters. John J. Andrisk, National Service Officer of the Disabled American Veterans, made the offer in a personal visit to Folsom Mar. 13.

Obtaining employment for released vets also comes within the scope of DAV activities, Andrisk said. Queries may be locally directed to Vic Jones, vet clerk in the Education Building. Vic has announced that June is the deadline for review of other than honorable discharges dated prior to 1945.

Mail Office Hints

Suggestions to men of the mainline for speeding approval of new correspondents come from Robert E. Bieneman, mail and visiting approvals officer.

"Approval of a correspondent

To Make Room for 2500 Men In Big New Camp Program

By Mike Invecchia

More than 2500 inmates will have jobs working outdoors on forestry projects if a plan of Governor Edmund G. Brown is put into operation. It calls for creation of a convict conservation corps patterned after the CCC camps of the 1930's. Thousands of prisoners now in California State Prisons can profitably be put to work in outdoor camps, the Governor believes. He says that while high security status is necessary for some prisoners, there are a "tremendous number" who can be moved outside, including many convicted of forgery and thefts.

Governor Brown is quoted in the Sacramento papers as saying that the state has excellent prison administrators and supervisory authority, but that he is concerned because "we are not reforming our prisoners." Toward

that end the governor says "We are working on a program to get every physically fit prisoner to do a day's work."

Several thousand prisoners at Folsom and San Quentin, according to Governor Brown, have little more to do than make their own beds each day. He blamed high rate of repeat commitments on the lack of cultivation of desirable work habits in prison.

Plans for the new camp program are under consideration by DeWitt Nelson, state director of natural resources, who predicts that 35 camps will be in operation by 1965. More than 2500 inmates would be provided work on parks, trails, fish and game facilities and fire fighting. Similar camps, Mr. Nelson reports, have proved successful in actual operation, and acceleration of the program is feasible and practicable.

Leaving? — Check At Mattress Room

Men being discharged, released on parole or transferred to camp or another institution may save themselves considerable inconvenience by hearkening to the advice of Household Officer T. P. Eschelmann.

"Please do not bring to the mattress room any part of your property until the officer in charge instructs you to do so," Mr. Eschelmann says. "Merely bring your checkout card to the mattress room as soon as you get it, and you will then be informed which items to turn in at the proper time."

Following this procedure can

Electronics Class Designs New Units

Top radio programs coming on from 6 to 10 p.m. will be heard in the future by men working during these hours, as a result of a new system of loudspeakers and amplification recently devised by the electronics section.

A new type of speaker unit

The WARDEN OBSERVES

All arrangements are completed for the Alcoholics Anonymous Conference to be held in the No. 1 Dining Room on Saturday evening, April 11. Many outside guests have been invited and a good attendance is indicated.

These conferences serve a two-fold purpose; to acquaint outside groups with the institution program and to further stimulate the Folsom Fellowship. These meetings have become most popular with both the outside and inmate audiences.

I look forward to the meeting with anticipation for another excellent program.

Easter Observed

By Many Faiths

Easter brought out the men of Folsom in full attendance at the various religious services held in the institution over the Holy weekend.

The Catholic Chapel was crowded to capacity, with the congregation overflowing into the aisles. Father Brennan conducted High Mass and Communion and said it was the largest number ever to take part. In his sermon he told of the loyalty of the women who stood by Christ during the crucifixion, of how Mary Magdalene and the Holy Mother remained at the cross while the men fled in fear of the Roman soldiers.

The Protestant service on Saturday was also well attended. Chaplain Dunlop introduced the guests, a choir from the United Brethren Church in Sacramento.

On Easter Sunday, Protestant Chaplain Dunlop preached the sermon, "The Power of Christ's Resurrection," to a full chapel. Christian Science services featured the week's title of the regular lesson-sermon, "Reality." Chaplain Waldo Bowers, of Sacramento, conducted the services.

Services for the Protestant Spanish speaking men of Folsom were held Saturday morning in the New Conference Room, and were conducted by the Rev. Serilo Viduarri and Reynaldo Vasquez before a record attendance.

The Church of Jesus Christ of Latter-Day Saints (Mormon) held their services on Saturday in the New Conference Room. The guest speaker was Harold R. Germaine, of Sacramento.

Radio Interference

If you fail to get a program on one or the other of the two radio channels during the next two or three weeks, don't blame it on the radio operator—it's a result of wiring technicalities. While the rewiring of the entire institution's radio cables is under way, one channel at a time will remain in operation during working hours.

STIRISTICS

High Number	A-51936
Low Number	14176
Prison Population	2937
Camps	239
Total Population	3176
Total Last Year	2818
Total 2 Years Ago	2610
Total 3 Years Ago	2550

classrooms. Students here are said to do a third more work per semester than students in outside schools.

Having completed Folsom's three semesters of drafting, a man holding a high school diploma can qualify for a job as junior draftsman, and in some cases can do the work of an engineering assistant.

Classes here are now confined to mechanical drafting, but are expected eventually to include architectural drafting, according to Mr. Hartman. There is now a waiting list, with a dozen or so men always in line for positions in the classes. Instructors urge that men wishing to join drafting classes register for the list as far in advance as possible.

Library Terrace

Folsom Library's al fresco reading room is now open for the summer. Four large rustic tables with picnic benches provide facilities for more than a score of magazine readers, for whom the area is reserved. Other facilities are provided inside the library for readers of books. No room is available for the study of school or correspondence lessons, since the library lacks space for all the books now on hand. Men are requested to do their studying in cells or in the Education building.

A book which has been out of the library for several months is Treasury of the Blues, by W. C. Handy. If the musician who has been so attached to this book will return it to the library, many others who are waiting for the volume will be able to read it.

AA's Twelve Steps and Traditions Set Keynote Of Effective Rehabilitation Program

Alcoholics Anonymous cannot sentence anyone to their program as a court of law can sentence to jail. But A.A. underlies and reinforces the higher power.

It does not impose any punishment. It does not draft a single member. It is not a sovereignty. Yet, the A.A. is so uniquely and hugely helpful, that it can do things for alcoholics that no medical treatment, no jail, no prison, not even the psychiatrists, can accomplish.

There is proof of that statement. Men and women all over the United States, who were once alcoholics, now have good jobs,

may be delayed for several reasons," said Mr. Bleneman. "But the chief reason for delay is the way some inmates make out the request forms. Often the handwriting is illegible, making it necessary for the man to fill out another form. Men with poor handwriting should print all names and addresses. And on an average of three times a week, men send in forms upon which they have neglected to put their own names and numbers."

General Fuchida Turns to Gospel

"Bombs away!" changes to "Let's be friends!" as the Japanese commander who led the air raid on Pearl Harbor speaks at Folsom on Sunday, April 18. General Mitsuo Fuchida will address the congregation in the Protestant Chapel at regular 9 a.m. services, with the Rev. John Dunlop as host.

No longer a member of the Imperial Japanese Navy, General Fuchida is now commander of God's Sky Pilot Christian Missionary Army of Japan. He was converted to Christianity by Jake De Shazer, one of Jimmy Doolittle's flyers who spent three years in Japanese prison camps.

"Bibles, not bombs, are the way to peace," declares the new Fuchida. Offered the job of Chief of Staff of the newly-revived Japanese Air Force, Fuchida declined the post to devote his life to Christian work. He was later offered the position of Japanese Minister of Defense, which he also turned down.

of belongings and issue equipment from place-to-place before the time required, and will enable him to continue to use his incidental necessities until the last possible moment before his departure.

Another request from the mattress room is that torn pillows, linens, blankets or other equipment be turned in immediately, before the damage has progressed beyond the reclaiming stage.

Bright news from the mattress room is that new crystal glass mirrors, 8x10 inches, have been obtained and one will be installed in each cell as soon as suitable adhesive has been developed for affixing the mirrors to the walls.

Books on Alcoholics

Men having an alcoholic problem may be benefited by reading one of the 24 books available at the Folsom Library dealing with the subject. Five general classifications of subject matter include facts from the experts, facts from alcoholics, successful group therapy, independent viewpoints and books that are fictional but realistic.

In the latter group are Lost Weekend, Brideshead Revisited, Question of Gregory, Story of Mrs. Murphy, Passionate Journey, September Remember and The Wayfarers.

Other titles include Alcohol Education, Drinking and What To Do About It, You Can Stop Drinking; Alcohol: Its Effects on Man; The Problem Drinker, Here's To Sobriety, and The Other Side of the Bottle.

all local members and a number of outside cooperating groups.

By strengthening understanding among individuals, the A.A. literature helps people of many different groups to share their experiences and ideals. It helps them arrive at a common sense of right and wrong—a common sense of justice. It is only on the basis of justice that rehabilitation, sobriety, and peace can be dependably established.

It is desired by the Folsom Fellowship Group that the A.A. Folsom-Mite serve in some way to create the conditions of sobriety, with justice, which we all seek.

speaker baffle, has made the new installations possible by eliminating an AC leak, minimizing cross-over, improving tone quality and providing individual volume control without distortion, according to L. F. Ansted, electronics instructor. Seventeen of the 40 new units have already been installed and work continues on the rest.

The pilot unit was designed by Jerry Smith of the electronics section. Others working on various phases of the project included Jack Hemphill, Bill Aycock, Harold Fagan and Bill Langley, with the entire electronics class helping in some of the assembly. The carpentry and paint shops aided with the cabinet work.

The new cabinets are made of plywood and masonite and measure 6x6x9 inches.

Plan IAC Talk-shop

Representatives of the California Probation, Pardon and Correctional Association will hold a "talk-shop" at Folsom on April 30, Warden Heinze announced.

The central theme will be the Inmate Advisory Council in action. Members of Folsom's IAC council will participate. John J. Ahern, Classification and Parole Officer in charge of arrangements for the meeting, after the meeting representatives will form small discussion groups.

Mess Hall Serings

If you mainliners have any complaints about the size of food servings from the steamtables, don't blame it on the man who ladle it out to you!—This is the advice of Walter S. Penne, Food Manager of the institution.

Each day the exact size each serving is listed on a schedule which must be followed by the food servers. If the schedule calls for two ounces, that's what to be dished out, even if it seems to be your "favorite dish."

ERRATUM

Through an error, it was imbedded in the last issue of The Observer that a convicted felon could be upon receipt of a certificate of rehabilitation. This is incorrect. A pardon is necessary. More information concerning this subject and the proposed constitutional amendment which would restore voting rights to ex-convicts, will be found in the next issue of The Observer.

OPEN POSITIONS - NORCAL H&I

The following positions for our Northern California committee are currently open. If you, or anyone you know, might be interested in stepping up and filling these openings, you'll be making our committee both more effective and more representative. See our Policy Manual for the complete position descriptions, and *if you're interested or have any questions, please contact our General Chair.*

Committee Chairs/Officers

Execute the operations of the Committee.

General Co-Chair
Audio Media Chair
Spanish Communications Chair

Regional Chairs

Acts in support capacity to Area Chairs within the region...

Region 01 - Far North Coastal – OPEN	Region 10 - Far North Interior – OPEN
Region 30 – Northern Interior – OPEN	Region 70 – Southern Coastal – OPEN
Region 50 - East Bay - OPEN	Region 90- Far East Interior - OPEN
Region 170 – Spanish South Coast - OPEN	

Area Chairs

Have overall responsibility for the H&I operations in the areas in which they serve...

Area 12 Lassen – OPEN Area 95 Kings - OPEN

Major Institutions Coordinators

Have overall responsibility for all H&I meetings in the Major Facility which they serve...

FCI Herlong – OPEN	FCI Mendota (MEN) - OPEN	
HDSP Susanville – OPEN	PVSP Coalinga - OPEN	CSP Sacramento - OPEN
SCC Jamestown – OPEN	CCC Susanville- OPEN	USP Atwater (ATW) - OPEN

IVSS Coordinators

If you'd like to support opening this service in an Institution near you, please contact the IVSS Chair

**The Web Site for the
Northern California Hospital & Institution Committee is:**

www.handinorcal.org

Please visit our site and send us your suggestions or questions.

NEWSLETTER

To change your newsletter status or info, chose one of the following:

E-mail the publisher using the "Contact Us" selection on the Menu on the left of the website home page.

Write the Northern California Hospital & Institution Committee: P.O. Box 192490, San Francisco CA 94119

Come to any General Committee Meeting to give us your new info.

NorCal Committee Agenda

April 28, 2024

OPEN MEETING with the Serenity Prayer READINGS:

- Purpose of the Hospital & Institution Committee
- Twelve Traditions of AA

INTRODUCTIONS / WELCOME

APPROVAL OF AGENDA

APPROVAL OF MINUTES OF THE 1/28/2024 MEETING

APPROVAL OF FINANCIAL STATEMENTS

OFFICER REPORTS

1. NorCal Chair: Julio B	10. Pink Can Coordinator: Peter M
2. NorCal Co-Chair: VACANT	11. Policy Chair: Penny C
3. Treasurer: Joyce R	12. Audio Media Chair: VACANT
4. Secretary: Lynn D	13. Archives Chair: Julio B
5. Major Institutions Chair: Jeff L	14. Public Information Chair:
6. IVSS Chair: Karen C	15. Grapevine Chair: Bob F
7. Finance Committee Chair: Penny C	16. Publisher: Joe N
8. NCCAA Conf. Coordinator: Karen B	17. Spanish Comm. Chair: VACANT
9. Literature Chair: Kelly B	18. Website Chair: Thom H

LIAISON & SERVICE COMMITTEE REPORTS

1. VATF: Jeff L	4. SoCal H&I Liaison: VACANT
2. H&I Liaison to CNCA: VACANT	5. Guest Reports:
3. H&I Liaison to CNIA: Vikki R	

BREAK

COMMITTEE BUSINESS SCHEDULE

UNFINISHED BUSINESS

- Open Committee Positions:

NEW BUSINESS

- Policy Revision Recommendations (1st Reading)

DISCUSSION TOPIC FROM THE GENERAL CHAIR:

- Region & Area Highlights
- How are we practicing the Principle of Rotation in NorCal H&I Service?

OPEN FORUM: HOW CAN WE HELP YOU? Questions, suggestions, or comments from the floor

ANNIVERSARIES

CLOSE MEETING with the Declaration of Responsibility

Please send a brief written copy of your report to our Recording Secretary



Northern California Hospital and Institution Committee

Regions and Areas



Region 01 - Far North Coastal

Areas: 2, 3, 4

Region 10 - Far North Interior

Areas: 11, 12

Region 15 - Lower Far North Interior

Areas: 16, 17, 18

Region 20 - Northern Coastal

Areas: 21, 22, 23

Region 30 - Northern Interior

Areas: 31, 32, 34, 36

Region 40 - Central Interior

Areas: 42, 43, 44, 45

Region 50 - East Bay

Areas: 51, 52, 53, 54

Region 60 - West Bay

Areas: 61, 62, 65

Region 70 - Southern Coastal

Areas: 71, 72, 73, 74

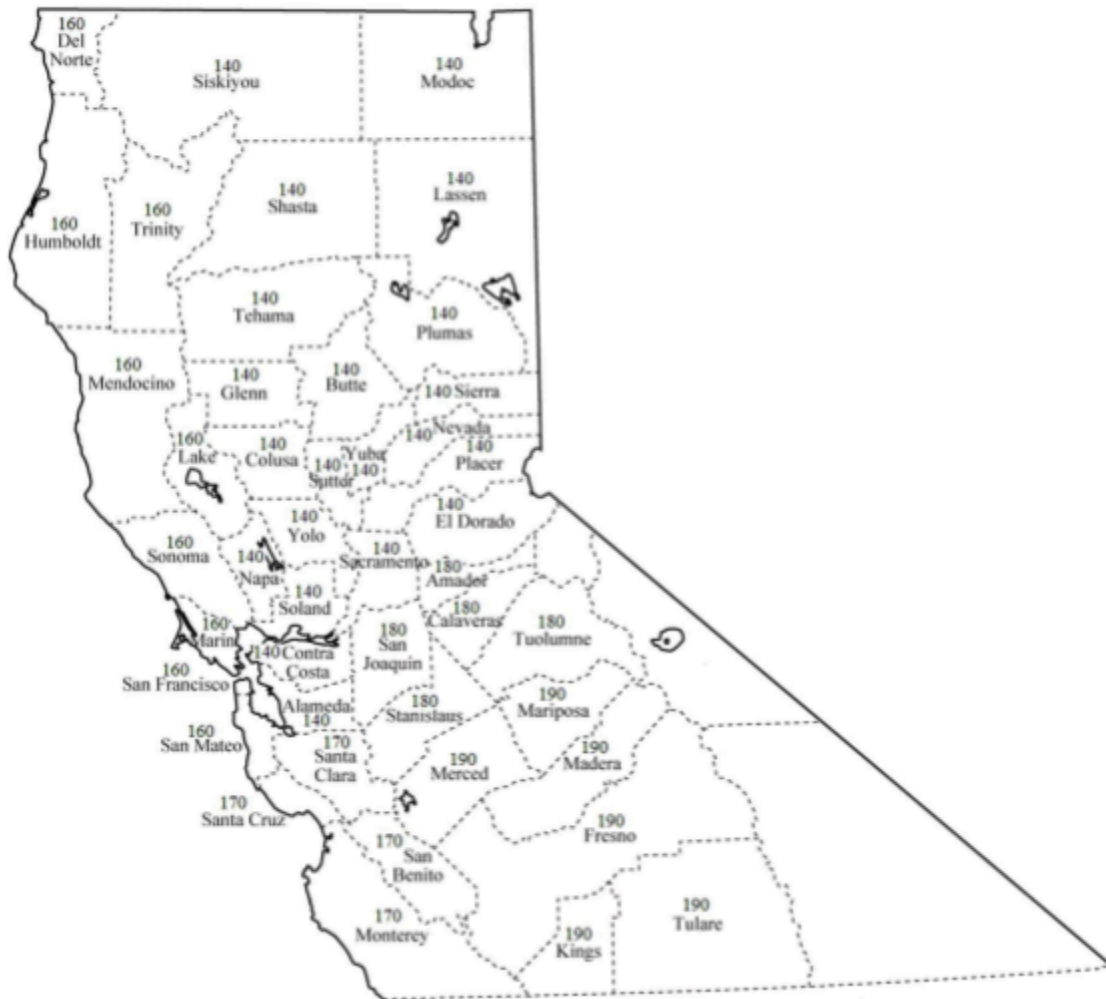
Region 80 - Southern Interior

Areas: 81, 82, 83, 84, 86

Region 90 - Far Southern Interior

Areas: 91, 92, 93, 95

Comité de Hospitales e Instituciones del Norte de California



Region 140 - Spanish North Interior (Sacramento)

4th Thursday of the month 7:00 to 9:00pm

5251 Florin Rd. Suite 142, Sacramento, CA 95822

Region 160 - Spanish North Coastal (San Francisco)

2nd Friday of Jan/Mar/May/Jul/Sep/Nov at 7:00pm

3401 Cesar Chavez St. Suite C, San Francisco, CA 94110

Region 170 - Spanish South Coastal (Salinas)

3rd Wednesday of the month at 7:30 pm

216 Gavilan St. Suite 215, Salinas CA 93901

Region 180 - Spanish Central Interior (Modesto)

1st Tuesday of the month 7:00 to 8:30pm

1100 Carver Rd. Suite 7, Modesto, CA 95350-4787

Region 190 - Spanish South Interior (Fresno)

1st Monday of the month 7:00 to 8:30pm

520 N Fulton St, Fresno, CA 93728

Norcal H&I COMMITTEE MINUTES 01.28/24

Introduction and Welcome

Opening: Julio B. opened the meeting at 11:00 am with a moment of silence followed by the Serenity Prayer.

Purpose Statement: Joe N read the H&I Purpose Statement and Jeff L read the 12 Traditions of Alcoholics Anonymous.

Introductions

Penny Cooke- Interpreter Manuel- Melody Tolme- Miki Smith- Alley Giusti- Karen Czujko- Heidi Owens- Kelly Bennett- Joyce Rauen- Jude Honne-	Diane- Karen Bertolini- Lynn Duncan- Kat Segars- Amy Mills- Linda Spencer- Ken Monson- Martin L Renee P Terry M	Jim L Thom H Bill H Dawn T Mike S Peter M Lisa C Vikki R Joe N Jeff L Lisa Annette D Bruce A Mike K Julio B
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Present:

In person: Julio Barba, Jeff Little, Lisa, Annetta Dahme, Bruce Abbott, Mike Kelley, Roger McManus

Attendance at Committee Meetings for last 18 months:

2023-2024	2022
01/23: 53 (All Zoom)	02/22: 34 (General) (Zoom)
04/23: 50 (All Zoom)	05/22: 27 (Steering) (Zoom)
07/23: 43 (7=in-person/40=Zoom)	06/22: 42 (General) (Zoom)
10/23: 33 (7=in-person/26=Zoom)	09/22: 34 (Steering) (Zoom)
01/28: 38 (8=in person/30=Zoom)	10/22: 88 (General) (Zoom)
04/24:	
07/24:	
10/24:	

- **Review agenda published in January 2024 newsletter**
- **Add to new business:**
 - Application QR codes for H&I contributions
 - How to reach more Spanish-speaking volunteers
 - Asking members to suggest facilities for H&I meetings
 - Endorsement of 12-step guide written by local member
 - Thorough orientation of H&I volunteers (re: clients do not need to pay for books)
 - Can H&I area committee host event for AA meeting participants and clients in H&I facilities (i.e., picnic)
- **Committee Meeting 10/22/23 Minutes Approval**
 - Motion to approve: Miki S
 - Approved= 83%;
 - Not approved=0; Abstained=17%
- **Financial Statement (Oct, Nov, Dec) Approval:**
 - Per Joyce R – correction made on December statement.
 - Motion to approve: Jeff L; 2nd: Miki S.
 - Approved=All; Not approved=0; Abstained=3

Officer Reports

NorCal Chair, Julio B.

Thank you to Terry Docherty and Mike Kelly for communicating with the people at Fair Oaks and site manager David Swander. This is a very nice venue for hybrid meeting like this one.

Welcome to Bruce A, nominee registrar and Lynn D, new recording secretary

Thank you to Martine A, outgoing recording secretary for four years of fantastic service.

Welcome to:

- Amy M, new Area 36 Chair replacing Debbie B
- Todd D, new Area 43 Chair replacing Kandis M
- Victoria H, new Co-Chair in Santa Cruz helping Area Chair Alan C
- New IVSS coordinator Joe F CTS Soledad
- New IVSS coordinator Dawn T, Chowchilla Women's facility

Form 2. Thank you for great response completing and sending in annual Form 2 submissions. Your responses are important for data referenced in the Pink Can Letter issued annually and posted in English and Spanish on website – which explains what H&I does with money in pink cans.

News Brief. I've been working with Melody on a new publication that will serve as a summary report on Norcal H&I activities. News Brief is a 1-2 page update for committee liaisons and area chairs that will be sent out a few weeks after the General Meeting to provide concise messages and answers to questions on current issues. Archives will be posted on the website.

Registrar Nominee (interim). Both previous recording secretaries mentioned difficulties managing General Committee meeting roster and mailing list on top of their duties recording minutes. In response, in October I proposed adding a new position of Registrar. Bruce A agreed to be take on the role in the interim as the first nominee. Job description for this position will be presented in April. Committee will discuss and vote on the next two consecutive meetings April and August.

In November Jeff L and I attended the National Corrections Conference in Oklahoma City. It was eye-opening to see how advanced some other states are compared to California with zoom meetings across the walls. In Oklahoma guys were allowed out on a pass to attend the conference.

Here in California, incarcerated individuals receive tablets with AA literature on it but we have been unable to get a straight answer about what AA literature is available and whether it's standardized across all CDCR facilities. We learned that here are several different vendors providing content to tablets. Which literature is potentially available depends on the vendor and which literature is on the tablets depends on the warden.

In December I met with Spanish language Regional Chairs in Modesto. We discussed what we can do to bring more Spanish-speaking volunteers into H&I service, especially in prisons. I strongly feel the need to fill the position of Spanish Communications Chair – someone bilingual in English and Spanish, with good communication skills to create a high level and solid bridge between English and Spanish language H&I.

General Co-Chair, VACANT

Treasurer, Joyce R

01/28/24 H&I Financial Statement and Analysis:

Thank you to Jude H and Penny C for help with oversight and review. Thank you to Karen C. and Julio B. Will give more comprehensive report later in meeting.

Major Institutions Chair, Jeff L. Since the closing of the Deuel Vocational Institution, and High Desert in Susanville, Northern California has 25 major institutions under our care. Six are without Hospital and Institutions meetings. The six are:

- FVI Herlong
- FCI Mendota
- PVSP Coalinga
- SCC Jamestown
- USP Atwater
- CSP Sacramento

I have been working to fill the coordinator positions at Atwater, hopefully will have more information soon. We have two new coordinators since October – one at San Quentin and another in Salinas Valley State Prison. I have also been talking to the CRM at CSP Sacramento, and will be making some trips up to the area to try and find a candidate for that institution as well (with Roger's help). All prisons are in the process of building their rosters. There are a couple of events I'd like to mention. Three-day conference at CTF Soledad. Julio and I will be attending. Also would like to acknowledge report of increased participation at CMF Vacaville. Thank you to Mike Kelley for inviting me to the

volunteer advisory committee meeting at Mule Creek State Prison. We attended yesterday and went over some new policy changes there statewide. Basically there will be a new policy as of January 1 – new clearance form in addition to old clearance form – that will go to headquarters for all gate clearances and volunteer ID's. Both will be required for clearance. Firecamps: I thought I'd made some inroads to clearance process with Captain of all Northern CA Firecamps; I sent in applications for approvals and waited, but not received answer. Will keep trying.

- CCWF – 11 meetings a week 6 volunteers. Needs help!
- VSP Chowchilla – 27 meetings scheduled a week, 3 volunteers. Needs help!
- CHCF Stockton – There are 16 scheduled meetings a week, however there is no one cleared at the moment to go in. Communication with the prison is very bad.
- CMF Vacaville - There are at least 36 meetings every month at CMF, of which H&I is attending an average of about 27. We currently have a total of 10 AA volunteers cleared. One bit of encouraging news is there is a Spanish speaking member who has submitted all the necessary paperwork and is awaiting a Live Scan appointment. To my knowledge AA has not had a Spanish speaking outside member going into CMF since at least 2016, when I started as a volunteer there. A recent change to the meeting format has greatly increased participation from the “inside members.” Now instead of waiting for group members to volunteer to share, we go around the room, where everyone gets a turn, anyone can pass if they've nothing to share. This “sharing session” style has changed the meetings dramatically. Individuals who were once reluctant to share are now opening up. Going Strong!
- CTF Soledad – 5 meetings a week, 27 Volunteers all meetings covered. Upcoming 3 day conference in March. Strong program running in CTF Soledad.
- FCI Dublin (DUB) – 2 meetings a month, 3 volunteers.
- FSP Folsom – 12 meetings a week,
- MCSP Mule Creek - There is little to report since the previous GCM! We have one newly approved member who has attended their first meeting at the prison last week! There are two or three AA applicants currently working on new volunteer applications for MCSP! However, there is still a shortage of AA volunteers to attend inside meetings in MCSP! We are continually asking for volunteers to step up at our Area H&I meetings! AA literature is being provided to the members inside the prison when requested! The process to bring literature into the prison is a bit of a chore, from a procedural point of view, but we persevere! Staffing at MCSP continues to be an issue, but we are working with the CRM to get through it! We have become resigned to attending AA meetings without MCSP staff present in order to ensure that scheduled AA meetings take place! The MCSP is cognizant of our sole purpose, to carry the AA message to those in need!
- Napa State Hospital (NSH) – John G reports that we need a new coordinator, I am looking for some leads in the Napa Area to fill that position. Currently there are 4 – 5 meetings a week at Napa State Hospital.
- PBSP Pelican Bay – The Pelican Bay situation undergoing Yard changes and educational moves so week to week we provide service as needed.
- ASP Avenal, SATF & COR Corcoran, Avenal – See report below.
- SOL Solano – 10 volunteers, 4 meetings a week.
- SVSP Soledad – 5 Yards, 3 volunteers. New Coordinator needs help badly, rough crowd. Needs Help!
- SQ San Quentin – 6 meetings a week, 36 volunteers cleared. A couple new applications just beginning to process.

IVSS Chair, Karen C.

Inside Visiting Sponsorship Service: the H&I program to provide outside one-on-one sponsorship to confined alcoholics.

2 new coordinators:

1. Central CA Women's Facility - Dawn T, new IVSS facility, only women's prison in NorCal and the largest women's prison in the world.
2. CTF Soledad - Joe F, taking over for Bill S.

As of end December we had total of 107 confined alcoholics on our sponsee rosters. Overall match rating is 83%. Actively serving SQ, Salinas Valley State Prison, CTF Soledad; opening Folsom and CCWF as soon as we can get admin on board.

As we move into 5th year of service, identified 2 biggest roadblocks:

- Working w/ Visiting Office and whole clearance process;
- Shortage of volunteers (why our match rate is lower than we'd like)

Been getting great feedback on the anonymous phone call/text/video system (GettingOut app) which Maxie at SQ and Bill at CTF have implemented. Based on that success, having id'd the major problems, we've come up w/ evolution of the service – **IVSS Electronic Option**. We'll eliminate the requirement to visit in-person every month and sponsors will handle their own clearance when they need to visit face to face. Takes a ton of work off Coordinators AND enlarges our pool of potential volunteers b/c no longer necessary to live close enough to facility to visit monthly. Also allows us to eventually provide service to remote locations like Corcoran and Pelican Bay, which don't have enough local population to support the service as it exists now. AND makes whole process simpler to replicate and transmit. Working on the revisions now, run as test 1 yr. starting at CTF and CCWF before we propose any changes for the manual.

Will give presentation in April at Internat'l Corrections Online Group and in May at H&I Conference. As always, if you have an institution in your Area where you'd like to get IVSS started, please contact me so we can continue to expand this vital service in NorCal.

Finance Committee Chair, Penny C. See *Committee Business section / Budget Review*

Just started working with Joyce matching checks to determine what has cleared the bank monthly. Also starting to work on updating inventory assets.

NCCAA Conference Coordinator, Karen B. NCCAA conference will be in San Jose on March 15, 16, 17 – see flyer. There will be an H&I panel and Melody T is helping to gather speakers. Mike S helping get volunteers for table. Jason S. elected as new treasurer of NCCAA.

Literature Chair, Kelly B. Thank you to all for Form 2 submissions. Want to be sure if there are changes in literature chairs your area, please be sure to notify me. We need to account for it properly on our finances.

Pink Can Coordinator, Peter M. There are 385 pink cans and 263 lid stickers on hand.

Policy Chair, Penny C. The policy committee is accepting ideas and changes for new policies. If you have ideas or changes, please email me.

Audio/Media Chair. OPEN – see position in Policy Manual

Archivist/Historian Chair. OPEN. Per Julio B: In most recent newsletter I included excerpt from Yellow Pamphlet 1990 about groups in Bay Area excited about carrying the message and working together in spite of potential conflict.

Public Information Chair. Melody T. This position has been a lot of fun. I met with Julio to discuss the vision of this position, which is centered on fostering communication with the Norcal committee, other AA service entities, our counterpart committees in Southern CA and Nevada, and the General Service Conference via delegates in the areas that we serve.

We created mailing list which includes service entities named and that will eventually include all Intergroups. The first issue of the News Brief was emailed or mailed with highlights of the last committee meeting. The goal is to send the News Brief out shortly after the committee meeting so there's a schedule that we'll try to follow as closely as possible. It's a new publication so will take a few tries to get rolling but want to eventually include Regional and Area Chairs.

We had a presence at WACYPA conference over New Year's weekend with a table and display highlighting importance of getting involved in treatment and corrections 12-step work. Located long-lost H&I banner and tablecloth. We had a table and display at the CNIA winter assembly. We are happy to have Vikki as our CNIA liaison. I had a conference with our CNCA Chair, who reports that the H&I committee appoints the liaison, so they lobbed it back to us. We are therefore asking for volunteers to be liaison to CNCA. I hope to attend some CNCA events as well to get more informed about this service area. The policy manual states that a part of the duties of my position is to form a committee, so I'm asking for volunteers to help cover the myriad requests for reports, going to general service area committee meetings, assemblies, group, district and intergroup events. It's kind of like a spirit committee – fun. Looking for volunteers with display creating skills too.

During pandemic, I noticed there may be facility coordinators who are uncomfortable speaking with their facility administrations on a regular basis about what the Committee offers. I hope we can create and compile some resources that can help reduce this reticence and foster cooperation with these facilities that serve alcoholics. We are looking forward to the NCCAA conference and I'm looking for someone who got sober – or was introduced to AA – while in prison. If you plan to go to the NCCAA conference and are interested in speaking on the H&I panel, please contact me.

Grapevine Chair. Bob F. The Grapevine Chair manages monthly Grapevine/La Vina subscriptions, the literature chair provides the Grapevine Inc literature and back issues of the magazine. We deviate from the literature policy in that it's often more effective or may even be required to directly ship to the major institutions than to a literature chair. It's imperative that we keep apprised in changes to local committees, major institution chairs, facility reps such as chaplains, CRMs etc.

Please notify me of personnel or address changes. It would be great if everyone could check their areas and institutions for proper deliveries and addresses. We are still encountering position changes that haven't been passed along resulting in delayed, stockpiled or abandoned deliveries. If you are not sure who's getting them, or in what quantities for a given institution or area, please reach out to me and let's get things verified or updated. Due to the variety of recipients, there's no reconciliation to

the main roster. Thanks to all who have recently provided updates. We have gotten a lot of cleanup and clarification since last report, particularly in some of the institutions.

If you know of institutions not receiving Grapevines that should be, let's see if we can make arrangements to get them in.

Despite a lot of changes, the current subscriptions are nearly the same as last report and a rounding error from this time last year. We are currently at 2492 Grapevines monthly and 1212 La Vina bi-monthly. On average these totals have remained fairly static for the last few years.

Based on the last invoices received in 2023, this is a monthly cost of ~\$6150.

Publisher Chair, Joe N: New position of Registrar will be helping to maintain and send the hard copies of our newsletter. If you want to be removed from the list of people receiving hard copies, please fill out the form or email me or Julio to let us know we can remove you.

Spanish Communications Chair, OPEN

Website/Audio Chair, Thom H. We continue to get about 30 visitors per day to the website. The homepage, map and contact are most popular pages visited. Reminder: please go to map, area and click - it should list up-to-date information on business meetings in your area. Web address: www.handinorcal.org. Per Kelly: Thom uploaded the new literature form on website that can be printed off the site.

Liaison Reports:

VATF, (Jeff L)

H&I Liaison To CNCA, OPEN. Per **Karen B**, nothing to add to report above.

SoCal H&I Liaison, OPEN. Per Julio, this is currently an open position. Please note: NorCal and SoCal general committee meeting schedules now in conflict – we are meeting at same time, making it difficult for liaison to attend both.

H&I Liaison to CNIA, Vikki R. CNIA (California Northern Interior Area) had their Winter Assembly in Merced January 20 & 21. Thank you to Melody for the News Brief and other items we were able to display. We received lots of questions and it was good to have handouts that people could bring back to their groups. Our new delegate is Matthew L. serving on Grapevine Committee. Alternate Chair is Claudio. Excited that agenda items will come out around February 14, when General Service gets really busy. Preconference assembly will be in Turlock April 6.

Committee Business

Treasurer Report. Joyce R

Correction: Please show that Cash in Prudent Reserve is \$140,582.85 and Cash in Operating Account is \$164,696.36. Balance is correct, the above numbers were switched on financial report.

Thank you to the committee for allowing me the opportunity to hold this position. Extremely grateful to Finance Committee Members Jude and Penny for participation in budget and discussions, Penny for her oversight and review as she stepped into the Finance Chair position early. Karen for her extremely detailed directions and willingness to always answer questions and Julio for his patience, it has taken a minute to get on the same page but it is a very nice working relationship and I am grateful. I will provide a detailed report during the year-end review.

Year End Review: We ended December in a Neutral Financial Position. In September we adjusted our Prudent Reserve to reflect our actual expense which averages \$46,860.95/month or total \$281,165.70 for the 6 months recommended cash on hand. In December, it appears we are over this 6-month cash on hand as our cash on hand was \$305,279.21 (24,113.51) over. However, I was aware that in the first week of January the %5 distribution checks of approximately \$23,500 were being mailed out. This then left us only \$600 over our recommended 6 months cash on hand. In review of our financial picture for 2023, our income increased 18.4% over last year but our literature expense increased 37.7%. We ended the year with a loss of \$60,669.65 because while our income after processing fees was \$467,152.37 our literature expenses alone were \$471,399.05. Literature purchases exceeded our income by a little over \$4,000.00. The remaining loss was attributed to our operating expenses which were 11% of our total year expenses. We were able to survive this past year because we began 2023 with money over our established prudent reserve which caused an outcry from a few that “H&I has too much money.” 2023 proved that we didn’t have too much money and actually we had a safety net which allowed us to continue distributing literature to those in need. The past few months of bringing accurate information to our fellowship has provided an upswing in contributions bringing our income in line with our expenses. If we continue to keep these two numbers in line, we will continue to be solvent. I am hopeful, going forward instead of looking at the amount over or under our established 6 month cash on hand – we take a moment to see if our income is covering our expense and share that information with our fellowship.

I have set up a gmail account **treasurernorcalhandi@gmail.com** – it is listed on our roster. If you every have any questions or concerns, please feel free to reach out to me.

General Committee appointments:

1. Will vote on Registrar position at next General Committee meeting because we need to create job description and have it be approved by Committee.
2. Third candidate for Finance Committee: Qualifications: Same as Finance Committee Chair qualifications. Members went around room and identified availability. No one available except **Heidi Owens**. Her qualifications: She has 22 years of continuous sobriety; MA in Business; worked at Cisco for 11 years as Program Manager; advised County Board Supervisor for three years on \$11Billion County budget; and currently works as Senior Management Analyst doing financial budget management and works on detailed and complex Excel spreadsheets. Heidi has six months of H&I experience.

Jude H made motion to waive the (**recommended**) requirement of **three years** H&I committee experience since Heidi O is highly qualified. Joe N seconded motion.

80% approved; one person voted NO, 16% abstained

Minority opinion: Believe requirements are there for a reason; almost never in favor of waiving.

Vote for Heidi O on Finance Committee:

75% approved; two people voted NO; 4 abstained.

Minority opinion: Thought there were other candidates, but they are not present.

Motion stands for Heidi O to be #3 Finance Committee member

Other (unfinished) Business:

Orientation for New NorCal H&I General Committee Members – Draft Outline:

- Introductions of program facilitators and attendees.
- Brief history and purpose of the General Committee (GC)
- GC structure & recent restructuring
- Position descriptions
- Policies & Procedures: how they're revised and updated.
- Communication: Local Area and groups, Intergroup/ GS/BTG/Region/GC
- Committee Roster: confidentiality / updating.
- Annual Form 2: purpose/procedure/deadlines/impact on literature access
- Handinorcal.org website features/updating/responding to inquiries.
- Pink Cans
- Literature: policies/how to order AAWS and GV/LV
- Financial: How to read the financial reports/Annual 5% reimbursement/how and why to request additional reimbursement
- General Committee Meetings: submitting reports/ agenda topics
- Motions, voting and other parliamentary procedures of the GC (this will be a separate policy document)

Will be distributed before next meeting in April. Soliciting your feedback – contact Julio.

Julio summarized highlights of written reports solicited from Regional and Area Chairs:

Region 15, Area 15 (Shasta) very active. They did H&I workshop that brought in new volunteers. Strongly encouraging passing pink cans in groups.

Region 20, Area 21 (Mendocino). Up to three months to process clearances in jails. Area 22 (Sonoma) see more interest in service; still need more volunteers. Putting a blog into bookstore newsletter about H&I service.

Region 30, Area 32 (Plumas) Chair Michael B asking for help; having difficulty finding volunteers for the jails. If you are in surrounding areas with excess of volunteers, please contact Michael. Area 34 (Placer) changed management positions and they wanted to reduce H&I volunteers by 90%. Rick worked with Sheriff and provided information about needed number of volunteers. Rick will also write up guidelines for future staff transitions. Area 36 – welcome to Amy M.

Region 40 is seeing growth with more volunteers and facilities opening. Welcome to Todd D, new Area 43 Chair. Area 45 (Colusa Sutter Yuba) having issues with clearances in local jails – more denials than in the past, despite applicants meeting all requirements. Trying to figure out issues, communication difficult.

Region 50 needs a Chair. Peter no longer doing this role. Terry M, Area 51 (Napa) – very active; jails are opening soon. Area 52 (Contra Costa) looking for more volunteers. Area 53 (Alameda) continues to grow; consistently more volunteers every month; added five new facilities to roster. 26 meetings/week. Area is conducting IVSS pilot in long-term rehab facilities and will expand this quarter. Resource developed of available H&I speakers who attended orientation list on shared google drive.

Region 60 – new Chair James C asked about responsibilities of Regional Chairs. Used to report at General Committee meeting on different areas under their region, but now Area Chairs are invited to attend quarterly meetings and report for themselves. Roles have changed. Important role in sharing information between Area Groups. Area 61 (Marin) attendance at committee meetings has doubled as result of recruiting new members. Trouble filling positions in mental health facilities. Area 62 (SF) struggling to get group reps to attend business meetings. Extending outreach position which was successful before Covid. Group reps also help counter misinformation about H&I finances. Two new committee positions: 1. New meeting team lead 2. Volunteer liaison to follow up with new volunteers after orientation. Area 65 (San Mateo) – better H&I participation and attendance at business meetings. Area co-chair will be visiting other Region 60 business meetings.

Region 70, Area 71 (Santa Clara) trying to get back to pre-Covid numbers and donations. Santa Clara jails not open “since rulings about separation of church and state.” County restrictions re: felon applications. Area 72 (Monterey) men’s and women’s jails voted to go back to Zoom because in-person attendance so low.

Region 80, Area 83 (Tuolumne) has good participation by young people. Area 84 (Calaveras) adding new volunteers to county jail meetings.

Region 90, Area 93 (Tulare) increased from 7 to 13 monthly facility meetings including 2 meetings in jails. Lots of growth. Held volunteer appreciation meeting in December.

Reports Spanish Language Region: None

New Business:

QR codes for H&I contributions. Two areas (65 & 71) requested looking into implementation of QR codes for H&I contributions. See Heidi’s document sent yesterday.

Heidi: Area 71 (Santa Clara) H&I convened a committee of 6 people to research implementing cashless collections on pink can. Group met twice and consulted with CPA who is an AA member. Presented to Mike S, Area Chair. No decisions or group consciences have been made thus far. We discerned 4 options:

1. Create QR code that links to website. Easy, but requires entering credit card every time.
2. An individual use their own tax ID for bank account (Venmo or PayPal). This requires trust; there’s no transparency. Might not be feasible for every AA group, but some groups already doing it.
3. Santa Clara County could create their own non-profit entity for a tax ID code, allowing for a bank account via Venmo – but this would make them a separate financial and legal entity from Norcal – which contradicts AA Unity Principle.
4. Use Norcal tax ID number. Create bank account for H&I funds collected in Santa Clara County, route to Norcal. Simplified reporting to IRS. More scalable. Cons: reporting currently is by county. Cannot have two different tax ID’s.

Discussion:

Joyce: We looked into this a bit. Money comes to groups from individuals which is then sent to Norcal. The way groups want to collect money is up to each group. Santa Clara County can get their own tax ID number that's under "Community and Volunteer groups" – this does not require any tax filings.

The notion that SC county must use Norcal tax ID number or a separate 501c3 to get a tax ID number is false. We do break out our income based on different areas so it's clear what the different contributions are – this is what drives the 5% of monies returned. What you do not see when looking at our financial reports is that we put all our expenses together as one committee because we operate as one committee. While Santa Clara has large amount of income, they also have large amount of expense. For a county to break off and create a separate 501c3, the expense might not be worthwhile. It's my recommendation that the Finance Committee review more before we bring to the General Committee.

Diane: Los Gatos group. Younger members have requested cashless and electronic methods of payment. P.19 in Section 2 – Identify trends

Thom H (Website Chair). We use Stripe app for payments made via website. Currently only credit card option is offered, but it's possible to turn on PayPal (owned by Venmo) which is easy. Perhaps we can investigate different payment options.

Kelley B: Individual contributions would be an overwhelming for Committee Treasurer.

Karen C: Agree that this idea bears looking at. Perhaps should table discussion until we have time to look at document sent by Heidi Owens. Per Tradition 7 – and AA Concepts – the spiritual idea of support is that support of service entities should come from groups and NOT individuals. The group is the core. The pamphlet AA Home Group: Where It All Began explains that the very basis of our structure is a strong group. Getting contributions from individuals may not be spiritually the way we want to go.

Bruce A: Perhaps everyone should look into electronic payments.

Mike S: As Area Chair, this matter would take time to implement. Individuals can contribute to Norcal on their own, perhaps we can just let people know that. Currently there's a \$5 minimum, but can be lowered.

Jeff: Per policy manual, we need to put in writing for three months before next meeting before we discuss at General Committee level. This matter is not yet a policy to be discussed yet.

Action(s):

Distribute Heidi O document to everyone on the General Committee perhaps with next newsletter. Finance Committee will review options and make recommendations based on their research and analysis to Policy Committee in April.

Reaching more Spanish-speaking volunteers

- Julio met with Spanish language regional chairs in December – people are passionate about H&I, but also palpably frustrated with getting people to volunteer in their communities. Their role is critical, particularly in correctional institutions.
- H&I Norcal has Spanish language regional chair roles but individuals do not always show up to quarterly meetings.
- Spanish Bilingual Communications Chair to bridge communication gap – need to fill!

- Bruce A: Reno has a separate and active Spanish speaking district in their General Service Office. Perhaps we can get their input on how they successfully created District 20 in Area 42 Northern Nevada – all Spanish speakers.
- Need to translate Form 2 into Spanish. Or need to help them fill.
- Corrections clearance forms are all in English.
- Regional Chair(s) might help get clearance forms filled out for Spanish-speaking community. Prisons are supported by Regions (not Area).
- Kat S willing to help Spanish speakers to fill out Form 2.
- Jude H (via chat) – General Service **Area 6** has strong representation from within the Spanish speaking community.

Volunteers should be properly oriented. A facility client asked for literature and were told by H&I volunteer the client had to buy it.

12-step guide written by a group – H&I cannot endorse or distribute specific literature. AA world services literature and Grapevine publications only.

REMINDER: H&I Norcal in need of Audio/Visual Chair, General Committee Co-Chair and Spanish Communications Chair.

Other

- Alley G - Facility asked for EIN number for H&I meeting held once/month.
- NorCal H&I 's EIN should not be shared, but an EIN number easy to get from online. Karen C. can provide info.

Meeting closed at 2pm with Responsibility Statement

Heidi Owens attached a document



Heidi Owens (heidi.timmons.owens@gmail.com) has attached the following document:

Hello H&I NorCal Chair and H&I NorCal Treasurer,

Attached are the options our Santa Clara County Committee to evaluate Venmo on the Pink Cans presented to the Santa Clara County business meeting on Tuesday. The group did not vote or take any group conscience. However, we would like to inquire with the Treasurer and Chair if we can use your tax ID for a bank account. After talking with a CPA, we learned we can't open a bank account under a new tax ID because we would be double reporting the income. If it is pass through income to NorCal it needs to be an account with NorCal's tax ID. Also, if we create our own tax ID, we would be separating completely from NorCal and taking all revenue and expenses away. That means Santa Clara County would no longer subsidize other counties in NorCal. We would like to share this at the NorCal business meeting tomorrow and request 5 minutes on the agenda. The procedure manual also says there is supposed to be a financial subcommittee, so we would like to find out the membership and how to contact them.

We are hearing in our groups that they want Venmo on the Pink Cans. We are in service to the groups we represent.

Thank you,
Heidi Owens
Leader
Committee to Research Cashless Contributions
Santa Clara County H&I

Background information:

Santa Clara County H&I is not a stand alone fiscal (financial) entity. From a government, taxes, and financial perspective, Santa Clara County H&I does not exist. Area 71 (Santa Clara County) is a passthrough entity and all funds collected in the pink cans are sent directly to NorCal H&I which includes 48 counties. Option A, below, is unique because it would involve breaking away from H&I NorCal to create a separate Santa Clara County H&I group financial entity, a 501(c)3 non profit organization.

- NorCal H&I has been carrying the A.A. message of recovery to confined alcoholics for 82 years, dating to its origins in 1942 at San Quentin State Prison, and is one of the oldest Ninth Tradition service committees of Alcoholics Anonymous. For Santa Clara County to separate from NorCal would change an 82-year tradition.
- Santa Clara County contributes more funds to H&I NorCal than they spend on literature locally. Santa Clara County H&I subsidizes the larger 48-county H&I NorCal, so to break away would mean more funds would be available locally for literature purchases. There would be more local control over funds, but there would also be substantially more operational paperwork required (like quarterly tax filings amongst other things.)

Upcoming H&I NorCal meetings:

- January 28th, 2024 at 11:00 AM Zoom ID: 828 7733 8114/ Password: service, [8137 Sunset Ave., Fair Oaks, CA](#),
- April 28, 2024 - This is probably going to be an All California meeting in Modesto/Fresno area, with Zoom.
- June 23, 2024

A. Venmo with SCC Bank Account and H&I NorCal Tax ID	B. Venmo with SCC Bank Account and new Santa Clara County H&I 501c3 NonProfit Tax ID (new entity)	C. Venmo going to individual person's bank account (and their SS#) and passed through to H&I NorCal	D. QR code sticker that links to H&I NorCal contribution website
How this works: 1. Gain permission from H&I NorCal to use their tax ID. 2. We would open a new, separate bank account with their tax ID number. 3. There would be at least two Santa Clara County trusted servants as signatories.	How this works: 1. Create a new non profit organization for Santa Clara County H&I. 2. Separate from NorCal because we can't both report the same income on tax statements. 3. All Santa Clara County	How this works: 1. Identify the individual the Santa Clara County H&I group will trust as the Venmo collector. 2. They set up a Venmo account that goes to their bank account. 3. Once per month, they send a	How this works: 1. Print stickers that point meeting attendees to the NorCal webpage contribution page. 2. They would have to enter their credit card number every time they make a contribution. 3. All other current processes

4. Open a Venmo account that links to the bank account. 5. Add stickers to cans in Santa Clara County (format them so they could be used in any county). 6. Once per month, a trusted servant makes a Venmo transfer/deposit to H&I NorCal. 7. All the required reporting and forms continue to be sent to the Secretary of State and Federal government by H&I NorCal.	contributions would be spent on literature in Santa Clara County. 4. Santa Clara County would not subsidize NorCal literature purchases with Venmo funds the way we do now with pink can cash contributions.	deposit to NorCal H&I. 4. The report to the group once per month how much they sent. 5. This position would rotate on some regular basis (yearly, bi-yearly) 6. We would need to institute some kind of backup or review of the account paperwork.	remain the same.
Fees: Not known	Fees: Not known	Fees: Not known	Fees: Not known
<ul style="list-style-type: none"> • Pros: • - Scaleable. Once we complete the pilot, the stickers can be used in other NorCal counties. • - This is the least costly. • - Simplest tax and accounting structure. • - This keeps the tax and account organizational structure of H&I NorCal under the same group. 	<ul style="list-style-type: none"> • Pros: • - Becomes a viable option, if NorCal won't allow Santa Clara Co. to use their NonProfit Tax ID number. • Self Supporting, more funds would stay local for literature purchase. • Autonomous, having Independent control over local SCC H&I Venmo contributions. 	<ul style="list-style-type: none"> • Pros: • Very simple and fast to implement. • We trust people with cash so trusting someone with Venmo is not much different. 	<ul style="list-style-type: none"> • Pros: • Super simple solution because no new accounting is needed. • Quick and easy.
Cons: <ul style="list-style-type: none"> • H&I NorCal doesn't want to allow Nonprofit tax ID for Venmo, some education around this needs to happen. • SCC would potentially be collecting for any county that contributes via Venmo, if scaled, which would disrupt the current tracking of H & I contributions by county. 	Cons: <ul style="list-style-type: none"> • Complexity and time to start a new Nonprofit entity, not as feasible. • Costs for accountant and administration. • Burden of preparing documents, quarterly and annually for the Secretary of State, IRS. • Breaking off not in the spirit of 	Cons: <ul style="list-style-type: none"> • Puts greater trust in individuals, a lot more money at risk. • When transfers of personal accounts (in the spirit of rotation). could be more issues. • Difficult to scale NorCal (if this is the right way). • Venmo usually 1099's 	Cons: <ul style="list-style-type: none"> • The contribution page: https://www.handinorcal.org/contribute requires the payee to enter a credit card number manually, so this is not as user-friendly. • Contributions would likely be substantially lower because its harder to enter a CC# than to use Venmo.

<ul style="list-style-type: none"> • More to oversee with both cash and Venmo contributions. 	<ul style="list-style-type: none"> • AA unity. • Steep departure from current process and operations. 	<ul style="list-style-type: none"> • accounts, tax issues. • Limited accountability and transparency, unless we build in an administrative process. 	
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H&I **NorCal** Finance Committee Information from the Policies and Procedures Manual (<https://www.handinorcal.org/policies>)

FINANCE COMMITTEE FINANCE COMMITTEE PURPOSE - The Finance Committee serves to oversee all financial matters of the NorCal Committee. It works in conjunction with the NorCal Chair, the Treasurer and NorCal Committee members to:

1. Prepare an annual budget and monitor adherence to its contents during the fiscal year.
2. Assist in identifying and analyzing problem areas and trends for the NorCal Committee members.
3. Monitor general fiscal performance on an ongoing basis. **FINANCE**

COMMITTEE STRUCTURE

1. The Finance Committee shall consist of three members elected at-large by the NorCal Committee.
2. Members who declare themselves available to serve should have at least the qualifications listed under the position of the Finance Committee Chair.
3. Elections for new members of the Finance Committee will be held at the Fall meeting of the NorCal Committee and are conducted using the same procedure as elections for the NorCal Chair.
4. The term for a newly elected member of the Finance Committee shall be three years from the beginning of the fiscal year (January 1 st) immediately following the election.
5. It is expected that each elected member will serve the third year of his term as Chair of the Finance Committee.
6. If a vacancy occurs in the Finance Committee, the NorCal Chair may choose to leave the position vacant or appoint a member to serve until the next scheduled election.
7. If more than one member of the Finance Committee is to be selected, the first will be elected for a three year term, the second for a two year term, etc.

20 FINANCE COMMITTEE PROCEDURES

1. An annual meeting will be held as soon as the NorCal Treasurer submits the August financial statement. The outgoing Finance Committee Chair will notify the NorCal Chair, the Treasurer, and the other Finance Committee members the date, time, and place of the meeting. The outgoing Finance Chair will lead the meeting to accomplish the following:
 - Prepare a budget for the coming fiscal year to be presented to the NorCal Committee at the last Committee meeting of the fiscal year. Review annual mileage rate; review cash accounts per Financial Policy for funds distribution.
 - Provide copies of all Finance Committee minutes and reports to the new member(s). Minutes of the meeting will be kept, and copies sent to the NorCal Chair, the Treasurer, and all others who attend the meeting.
2. After the proposed budget has been approved by the NorCal Committee, the Finance Committee will check subsequent financial statements for errors and inconsistencies with the budget and attempt to discern any potential fiscal problems.
3. The Finance Committee Chair will review monthly financial reports with the Treasurer to accomplish the following:
 - Determine the source and cause of deviations from budgeted expenses.
 - Prepare a comprehensive financial report to be made at all NorCal Committee meetings.
 - Identify potential problem areas and solutions.
4. The Finance Committee will monitor the purchase of any new equipment in accordance with the Purchasing Policy.
5. The Finance Committee will maintain an inventory of the location of all equipment (recorders, computers, printers, etc.) belonging to the Committee. These records will be updated and reviewed at the Finance Committee's annual meeting.

2024 regular revisions for April NorCal mtg

Color codes:

Text in black is current wording; text in black with strikethrough is proposed deletion **Text in red is proposed changes/additions**
Text in blue is rationale

1. Sec. 2, pg 9, SECRETARY

The Secretary is appointed by the NorCal Chair with the advice and concurrence of the NorCal Committee.

Term: Serves during term of appointing NorCal Chair.

Qualifications: It is suggested that the Secretary have a minimum of ~~one year~~ **three years** of current and continuous sobriety and be familiar with committee work of H&I

Rationale:

Currently, The Secretary has the lowest sobriety requirement of all NorCal Committee positions. A one year sobriety requirement is inconsistent with the requirements of other NorCal Committee positions and inadequate for such a critical and sensitive position.

2. Sec. 2 pg 6, COMMITTEE CHAIR OFFICER APPOINTMENTS

NorCal Committee Chairs/Officers, with the exception of the Finance Committee Chair (see Finance Committee Procedures), Regional Chairs (see Regional Chair positions), ~~and Area Chairs,~~ **and Major Institution and IVSS Coordinators**, are appointed by the NorCal Chair with the advice and concurrence of the NorCal Committee and shall serve in those offices for the term of the NorCal Chair who appointed them. Major Institutional Coordinators are appointed by the, ~~NorCal Chair~~ **Major Institution Chair** with the advice of the ~~Major Institution Chair,~~ **NorCal Chair** and the Regional and Area Chairs. IVSS Institution Coordinators are appointed by the ~~NorCal Chair~~ **IVSS Chair** with the advice of the ~~IVSS Chair~~ **NorCal Chair** and the Regional and Area Chairs.

Rationale:

As trusted servants, NorCal Committee members should have an appropriate degree of authority to carry out their responsibilities and this should include the right to decide who to appoint as coordinators. Requiring the Chair of the NorCal Committee appoint coordinators who report to another chair is an unnecessary limitation and intrusion into decisions that should be delegated along with the responsibilities of the roles of the Major Institutions and IVSS chairs.

3. Sec. 2 , page 13, MAJOR INSTITUTION COORDINATOR

The Major Institution Coordinator is selected by the ~~NorCal~~ **Major Institution** Chair with the advice of the ~~Major Institutions~~ **NorCal** Chair, and the Regional and Area Chairs serving that institution. A Major Institution is defined as any institution where activities may affect facilities or activities in other areas or the committee as a whole; ANY State or Federal institution is usually considered to be a Major Institution.

Rationale: Same as above (Committee Chair Appointments)

4. Sec. 2 , page 13 MAJOR INSTITUTIONS CHAIR

the Major Institutions Chair is appointed by the NorCal Chair with the advice and concurrence of the NorCal Committee.

Term: Serves during term of appointing NorCal Chair.

Qualifications: It is suggested that the Major Institutions Chair have a minimum of five years of current and continuous sobriety and prior experience as a Major Institution Coordinator

Responsibilities: Oversees, mentors, and assists Major Institution Coordinators. With the NorCal Chair and Public Information Chair, establishes and maintains best possible relations with correctional professionals of major institutions in Northern California.

1. ~~Assists NorCal Chair in appointing~~ **Appoints** Major Institution Coordinators **with the advice and concurrence of the Chair of the NorCal Committee.** Serves in support and advisory capacity to Major Institution Coordinators; helps to ensure continuity between outgoing and incoming Coordinators. Assists Major Institution Coordinators in resolving any problems which may arise.

Rationale: Same as above (Committee Chair Appointments)

5. Sec. 2 , page 14 IVSS INSTITUTION COORDINATOR

The IVSS Institution Coordinator is selected by the ~~NorCal~~ **IVSS** Chair with the advice of the ~~IVSS-NorCal~~ Chair and the Regional and Area Chairs serving the institution.

Rationale: Same as above (Committee Chair Appointments)

6. Sec.2 , page 15 IVSS CHAIR

The IVSS Chair is appointed by the NorCal Chair with the advice and concurrence of the NorCal Committee.

Term: Serves during the term of the appointing NorCal Chair.

Qualifications: It is suggested that the IVSS Chair have a minimum of five years of current and continuous sobriety and prior experience on the committee.

Responsibilities: Oversees and assists IVSS Institutions Coordinators. With the NorCal Chair and Major Institution Chair, establishes and maintains best possible relations with correctional professionals of major institutions in Northern California.

1. ~~Assists NorCal Chair in appointing IVSS Coordinators.~~ **Appoints IVSS Coordinators with the advice and concurrence of the Chair of the NorCal Committee.** Serves in support and advisory capacity to IVSS Coordinators; helps to ensure continuity between outgoing and incoming Coordinators. Assists in resolving problems.

Rationale: Same as above (Committee Chair Appointments)

7. ADD NEW POSITION **NORCAL COMMITTEE REGISTRAR**

The Registrar is appointed by the NorCal Chair with the advice and concurrence of the NorCal Committee.

Term: Serves during term of appointing NorCal Chair.

Qualifications: It is suggested that the Registrar have a minimum of three years of current and continuous sobriety and be familiar with committee work of H&I. Must be familiar with MS Excel or similar spreadsheet software and possess skills necessary to edit, maintain and transmit the NorCal Committee Master Roster and Newsletter distribution lists.

Responsibilities: The Registrar is responsible for maintaining, updating and distributing the NorCal Committee Master Roster electronically as needed.

1. Solicits updated contact information from committee members prior to the quarterly NorCal Committee Meeting and as needed to maintain current and accurate Roster and Newsletter mailing lists.
2. Ensures that the NorCal Chair, Co-chair, Secretary, Publisher, Literature Chair, and Website Chair have the most current and accurate contact information for all the individuals listed on the Roster as soon as possible.
3. Updates and distributes the NorCal Committee Master Roster to all individuals listed on the Roster as needed but not less than quarterly.

4. Maintains and updates the mail and email Newsletter distribution lists as needed. Ensures the Publisher has the most current and accurate updates as soon as possible.

8. Sec. 2, pg. 23 CHANGES TO POLICIES AND PROCEDURES Amendments, deletions or additions to policies or procedures of this committee must be submitted in writing to the ~~Secretary~~ **Policy Chair for review by the policy committee** at least two months prior to a NorCal Committee Meeting. **The proposal will be forwarded to the secretary and publisher, with any committee recommendations.**

Rationale: In accordance with the General Service practice of submitting items of major importance for committee consideration prior to bringing them before the body for discussion

9. Sec. 2, pg 16, FINANCE COMMITTEE CHAIR

The Finance Committee Chair is selected by the process outlined in the Finance Committee Procedures section of this booklet.

Term: One year.

Qualifications: It is suggested that all Finance Committee members **currently holds a position on the NorCal Committee**, has a minimum of five years continuous sobriety and three years of active committee work in H&I; it is also suggested to have some knowledge of financial and/or accounting procedures.

Rationale: Due to the level of responsibility of the position, familiarity with the operations and procedures of the NorCal committee is essential to function effectively.

10. Sec. 1 pg 5, #5, GENERAL GUIDELINES

We do not exchange personal information including last names, phone numbers or email addresses with patients or inmates, nor do we engage in activities which could be perceived as overfamiliarity or favoritism. We define overfamiliarity as the exchange of any information which could be used as leverage over a person's behavior.

Outside of the IVSS Program, we do not sponsor inmates or patients.

Rationale – to clarify our service responsibility position in overfamiliarity

11. Sec. 1, pg 11, #5 , H&I GROUP REPRESENTATIVE

Encourages awareness and proper use of the Pink Can:

- a) Ensures properly labeled cans are available at every meeting of home group. b) Always removes Pink Cans from Seventh Tradition basket .
- c) Encourages treasurer to send collections regularly **through our website** or to the address on Pink Can, noting Area # on check.

Rationale: clarification

12. Sec. 2, Beginning on pg 8:

Remove “It is suggested that” from all NorCal Committee position qualifications; add sentence under heading for NORCAL COMMITTEE POSITION DESCRIPTIONS: “All qualifications are based on that which experience has taught us and should require considerable thought before being waived.”

Rationale: Current verbiage makes it too easy to waive requirements which decades of experience have found effective. The Committee can still waive a qualification, but should give thoughtful consideration before doing so.

2024 revisiones regulares para la reunión de abril de NorCal

Códigos de colores:

El texto en negro es la redacción actual; el texto en negro tachado es la supresión propuesta **El texto en rojo son los cambios/añadidos propuestos**
El texto en azul es racional

1. Sec. 2, p. 9, SECRETARIO

El Secretario es nombrado por el Presidente de NorCal con el asesoramiento y el acuerdo del Comité de NorCal.

Mandato: Desempeña su cargo durante el mandato del Presidente de NorCal que lo designe.

Cualificaciones: Se sugiere que el Secretario tenga un mínimo de un año **tres años** de sobriedad actual y continua y esté familiarizado con el trabajo de los comités de H&I

Justificación:

Actualmente, El Secretario tiene el requisito de sobriedad más bajo de todos los puestos del Comité NorCal. Un requisito de sobriedad de un año es incoherente con los requisitos de otros puestos del Comité NorCal e inadecuado para un puesto tan crítico y sensible.

2. Sec. 2 pág. 6, NOMBRAMIENTO ~~DEL PRESIDENTE DE LOS~~ **MIEMBROS DEL COMITÉ** Los

Presidentes/Oficiales del Comité de NorCal, a excepción del Presidente del Comité de Finanzas (ver Procedimientos del Comité de Finanzas), los Presidentes Regionales (ver cargos de Presidente Regional), ~~y los Presidentes de Área,~~ **los Coordinadores de las Instituciones Principales y los Coordinadores del IVSS**, son nombrados por el Presidente de NorCal con el asesoramiento y el acuerdo del Comité de NorCal y ocuparán dichos cargos durante el mandato del Presidente de NorCal que los nombró. Los Coordinadores de las Instituciones Principales son nombrados por el, ~~Presidente de NorCal~~ **Presidente de las Instituciones Principales** con el asesoramiento del ~~Presidente de las Instituciones Principales,~~ el **Presidente de NorCal** y los Presidentes Regionales y de Área. Los Coordinadores Institucionales del IVSS son nombrados por el ~~Presidente de NorCal~~ **Presidente del IVSS** con el asesoramiento del ~~Presidente del IVSS~~ **Presidente de NorCal** y los Presidentes Regionales y de Área.

Justificación:

Como servidores de confianza, los miembros del Comité NorCal deberían tener un grado apropiado de autoridad para llevar a cabo sus responsabilidades y esto debería incluir el derecho a decidir a quién nombrar como coordinadores. Exigir al presidente del Comité NorCal que nombre coordinadores que dependan de otro presidente es una limitación innecesaria y una intromisión en decisiones que deberían delegarse junto con las responsabilidades de las funciones de los presidentes de las Instituciones Principales y del IVSS.

3. Sec. 2 , página 13, COORDINADOR DE INSTITUCIONES MAYORES

El Coordinador de Instituciones Importantes es seleccionado por el Presidente de ~~NorCal~~ las Instituciones Principales con el asesoramiento del Presidente de las Instituciones Principales de **NorCal** y de los Presidentes Regionales y de Área que prestan servicio a esa institución. Una Institución Principal se define como cualquier institución cuyas actividades puedan afectar a las instalaciones o actividades de otras áreas o al comité en su conjunto; CUALQUIER institución estatal o federal suele considerarse una Institución Principal.

Justificación: Igual que arriba (Nombramientos de los presidentes de los comités)

4. Sec. 2 , página 13 INSTITUCIONES PRINCIPALES PRESIDENTE

El Presidente de las Instituciones Principales es nombrado por el Presidente de NorCal con el asesoramiento y el acuerdo del Comité de NorCal.

Mandato: Desempeña su cargo durante el mandato del Presidente de NorCal que lo designe.

Cualificaciones: Se sugiere que el Presidente de Instituciones Principales tenga un mínimo de cinco años de sobriedad actual y continua y experiencia previa como Coordinador de Instituciones Principales.

Responsabilidades: Supervisa, orienta y ayuda a los Coordinadores de Instituciones Principales. Con el Presidente de NorCal y el Presidente de Información Pública, establece y mantiene las mejores relaciones posibles con los profesionales penitenciarios de las principales instituciones del norte de California.

1. Asiste al Presidente de NorCal en el nombramiento **Nombra** a los Coordinadores de las Instituciones Principales **con el asesoramiento y la conformidad del Presidente del Comité de NorCal**. Sirve de apoyo y asesoramiento a los Coordinadores de las Instituciones Principales; ayuda a garantizar la continuidad entre los Coordinadores salientes y entrantes. Ayuda a los Coordinadores de Instituciones Principales a resolver los problemas que puedan surgir.

Justificación: Igual que arriba (Nombramientos de los presidentes de los comités)

5. Sec. 2 , página 14 COORDINADOR DE INSTITUCIONES IVSS

El Coordinador Institucional del IVSS es seleccionado por el Presidente de ~~NorCal~~ **IVSS** con el asesoramiento del Presidente del ~~IVSS~~ **NorCal** y de los Presidentes Regionales y de Área que sirven a la institución.

Justificación: Igual que arriba (Nombramientos de los presidentes de los comités)

6. Sec.2 , página 15 PRESIDENTE DEL IVSS

El Presidente del IVSS es nombrado por el Presidente de NorCal con el asesoramiento y el acuerdo del Comité de NorCal.

Duración: Desempeña su cargo durante el mandato del Presidente de NorCal que lo haya designado.

Cualificaciones: Se sugiere que el presidente del IVSS tenga un mínimo de cinco años de sobriedad actual y continua y experiencia previa en el comité.

Responsabilidades: Supervisa y asiste a los Coordinadores de Instituciones del IVSS. Con el Presidente de NorCal y el Presidente de Instituciones Principales, establece y mantiene las mejores relaciones posibles con los profesionales penitenciarios de las instituciones principales del norte de California.

1. Asiste al Presidente de NorCal en el nombramiento de los Coordinadores del IVSS. **Nombra a los Coordinadores del IVSS con el asesoramiento y el acuerdo del Presidente del Comité NorCal**. Sirve de apoyo y asesoramiento a los Coordinadores del IVSS; ayuda a garantizar la continuidad entre los Coordinadores salientes y entrantes. Ayuda en la resolución de problemas.

Justificación: Igual que arriba (Nombramientos de los presidentes de los comités)

7. AÑADIR UN NUEVO PUESTO **REGISTRADOR DEL COMITÉ NORCAL**

El Secretario es nombrado por el Presidente de NorCal con el asesoramiento y el acuerdo del Comité de NorCal.

Mandato: Desempeña el cargo durante el mandato del Presidente de NorCal que lo designe.

Cualificaciones: Se sugiere que el Registrador tenga un mínimo de tres años de sobriedad actual y continua y que esté familiarizado con el trabajo de los comités de H&I. Debe estar familiarizado con MS Excel u otro programa similar de hojas de cálculo y poseer las habilidades necesarias para editar, mantener y transmitir la Lista Maestra del Comité NorCal y las listas de distribución del Boletín.

Responsabilidades: El Secretario es responsable de mantener, actualizar y distribuir electrónicamente la Lista Maestra del Comité NorCal según sea necesario.

1. Solicita información de contacto actualizada a los miembros del comité antes de la reunión trimestral del Comité NorCal y según sea necesario para mantener actualizadas y precisas las listas de correo de la Lista y del Boletín.
2. Se asegura de que el presidente, el copresidente, el secretario, el editor, el presidente de literatura y el presidente de la página web de NorCal dispongan lo antes posible de la información de contacto más actualizada y precisa de todas las personas que figuran en la lista.

3. Actualiza y distribuye la Lista Maestra del Comité NorCal a todas las personas que figuran en ella según sea necesario, pero no menos de trimestralmente.
4. Mantiene y actualiza las listas de distribución del boletín por correo postal y electrónico según sea necesario. Se asegura de que la editorial disponga de las actualizaciones más actuales y precisas lo antes posible.

8. Sec. 2, pág. 23 CAMBIOS EN LAS POLÍTICAS Y PROCEDIMIENTOS

Las enmiendas, supresiones o adiciones a las políticas o procedimientos de este comité deben presentarse por escrito al ~~secretario~~ **presidente del comité de políticas para su revisión por el comité de políticas** al menos dos meses antes de una reunión del comité NorCal. **La propuesta se remitirá al secretario y al editor, junto con las posibles recomendaciones del comité.**

Justificación: De acuerdo con la práctica de los Servicios Generales de someter los ítems de mayor importancia a la consideración de los comités antes de presentarlos al órgano para su discusión.

9. Sec. 2, p. 16, PRESIDENTE DEL COMITÉ DE FINANZAS

El presidente del Comité de Finanzas se selecciona mediante el proceso descrito en la sección de Procedimientos del Comité de Finanzas de este folleto.

Duración: Un año.

Cualificaciones: Se sugiere que todos los miembros del Comité de Finanzas **ocupen actualmente un puesto en el Comité NorCal**, tengan un mínimo de cinco años de sobriedad continua y tres años de trabajo activo en comités de H&I; también se sugiere que tengan algún conocimiento de procedimientos financieros y/o contables.

Justificación: Debido al nivel de responsabilidad del puesto, la familiaridad con las operaciones y procedimientos del comité NorCal es esencial para funcionar con eficacia.

10. Sec. 1 pg. 5, #5, DIRECTRICES GENERALES

No intercambiamos información personal, incluidos apellidos, números de teléfono o direcciones de correo electrónico con pacientes o internos, ni participamos en actividades que puedan percibirse como exceso de familiaridad o favoritismo. Definimos la sobrefamiliaridad como el intercambio de cualquier información que pudiera utilizarse como palanca sobre el comportamiento de una persona.

Fuera del Programa IVSS, no patrocinamos a reclusos ni a pacientes.

Justificación - aclarar nuestra posición de responsabilidad de servicio en la sobrefamiliaridad

11. Sec. 1, pg. 11, #5, REPRESENTANTE DEL GRUPO H&I

Fomenta la concienciación y el uso adecuado de la lata rosa:

- a) Se asegura de que haya latas debidamente etiquetadas en cada reunión del grupo base.
- b) Siempre retira las latas rosas de la cesta de la Séptima Tradición.
- c) Anima al tesorero a enviar regularmente las colectas **a través de nuestra página web** o a la dirección que figura en la Lata Rosa, anotando el No. de Área en el cheque.

Justificación: clarificación

12. Sec. 2, A partir de la pág. 8:

Eliminar "Se sugiere que" de todas las cualificaciones de los puestos del Comité NorCal; añadir una frase bajo el título de DESCRIPCIONES DE PUESTOS DEL COMITÉ NORCAL: "Todas las cualificaciones se basan en lo que la experiencia nos ha enseñado y deberían requerir una reflexión considerable antes de renunciar a ellas".

Justificación: La redacción actual hace que sea demasiado fácil renunciar a requisitos que décadas de experiencia han considerado eficaces. El Comité aún puede renunciar a una cualificación, pero debería considerarlo detenidamente antes de hacerlo.

**Northern California Hospital & Institution Committee
4/2/2024 DRAFT Business Meeting Procedures**

Rationale:

The NorCal Committee is the final decision-making body of the Northern California Hospital and Institution Committee. It is comprised of Area Chairs, Regional Chairs, Committee Chairs, and Institution & IVSS Coordinators. The following proposed rules are adapted from Appendix W of the A.A. Service Manual 2021- 2023 (pgs.166-168) Robert's Rules of Order Newly Revised, 12th Edition, and the Northern California Hospital & Institution Committee Policy and Procedure Manual, July 2023.

The purpose of rules of order is to make it easier to conduct business and to carry out the will of the NorCal Committee by reaching an informed group conscience. As with General Service, NorCal H&I has adopted some exceptions to the Robert's Rules that help it to proceed more closely in accord with the spirit of A.A. Tradition.

Quorum

The quorum is the minimum number of members needed to conduct business. For the purpose of this committee: a quorum will consist of all voting members present.

NorCal Committee Positions and Liasons

Members Eligible to Vote
Area Chairs Regional Chairs NorCal Committee Chair NorCal Committee Co-chair Secretary Treasurer Literature Chair Pink Can Coordinator Grapevine Chair Policy Chair Public Information Chair Audio-Media Chair Archives Chair NCCAA Conference Coordinator Publisher Website Chair Spanish Communications Chair Major Institutions Coordinators Major Institutions Chair IVSS Coordinators IVSS Chair Finance Committee Chair Registrar (pending approval of position description)

Agenda:

The draft meeting agenda as published in the Newsletter prior to the meeting is reviewed for approval with or without amendments.

It's recommended that committee members submit motions in writing prior to the meeting to add it to the new business agenda. A committee member may also make a motion in the Open Forum/Discussion portion of the meeting.

After sufficient discussion has been heard, a voting member of the committee may make a motion to act on, table, or dismiss the item under discussion. Only voting members of the committee may make or second a motion.

Review and Approval of Minutes – Called by the NorCal Committee Chair. Approval requires substantial unanimity.

Minority Opinion

After each vote on a matter of policy, the side which did not prevail will always be given an opportunity to speak to their position. If the motion passed with two-thirds vote, the minority may speak. If the motion received a majority vote, but failed to pass for lack of a two-thirds vote, the majority may speak. After all members of the minority who wish to do so have spoken, a Motion to Reconsider may be made (see below "Reconsideration").

NorCal Rules of Debate and Voting

- People who wish to speak raise their hands online or line up at the microphones and address their comments to the chair.
- Each person may speak for a period of time announced at the beginning of the debate period- usually, two (2) minutes.
- The person who initiated a motion has the right to speak first.
- No one may speak for a second time on a topic until all who wish to have spoken for the first time.
- Full discussion of a recommendation should take place before each vote.
- Everyone is entitled to express his or her opinion. However, if your perspective has already been stated by someone else, it is not necessary to say it again.

Types of Motions

A motion is a proposal for the group to take a certain action. There are various types of motions we use to help reach an informed group conscience.

Main Motion: A main motion brings a matter to the committee for consideration. Only one main motion may be on the floor at a time.

Seconding a Motion: A motion must be seconded to be considered by the Committee.

Stating the Motion: After a motion is stated and seconded, the chair will state the motion before the committee and offer the floor to the person making the motion before the committee debates the motion.

Secondary Motions:

Secondary motions modify or apply to the main motion on the floor.

Amending a Motion is the most common secondary motion. Any motion to amend a main motion requires 2/3rds majority.

Motion to Postpone to a Later Time

Postpones discussion to a later **specified time**, typically to the next NorCal Committee meeting. Requires a simple majority.

Motion to Recommit

The motion to recommit returns a motion or proposal to the committee of origin for further consideration. A motion to recommit must be seconded, requires 2/3rds majority, is debatable and can be amended.

Calling the Question

Calling the question brings debate to a halt while Conference members decide whether to proceed directly to a vote (the question) or go on with the debate. Members must vote to approve the call to question **BEFORE** voting on the motion on the floor and requires 2/3rds majority.

Reconsideration

A motion to reconsider a vote may be made only by a member who voted with the prevailing side, but it can be seconded by anyone, and must be made at the meeting at which the initial vote was taken. If the majority votes to reconsider, full debate — pro and cons — is resumed. A simple majority is needed for approval.

Changes to Policies and Procedures

This procedure is described in Section 2 Policy and Procedure Manual, page 23.

Finance Committee & Budget Review Procedure:

This procedure is described in Section 2 Policy and Procedure Manual, page 20.

Comité de Hospitales e Instituciones del Norte de California
2/4/2024 BORRADOR de procedimientos para reuniones de negocios

Justificación:

El Comité NorCal es el órgano decisorio final del Comité de Hospitales e Instituciones del Norte de California. Está compuesto por los Coordinadores de Área, los Coordinadores Regionales, los Coordinadores de Comité y los Coordinadores de Institución e IVSS. Las siguientes reglas propuestas son una adaptación del Apéndice W del Manual de Servicio de A.A. 2021-2023 (pgs.166-168) Reglas de Orden de Robert Recientemente Revisadas, 12° Edición, y el Manual de Políticas y Procedimientos del Comité de Hospitales e Instituciones del Norte de California, Julio 2023.

El propósito de las reglas de orden es facilitar la dirección de los asuntos y llevar a cabo la voluntad del Comité de NorCal alcanzando una conciencia de grupo informada. Al igual que con Servicios Generales, NorCal H&I ha adoptado algunas excepciones a las Reglas de Robert que le ayudan a proceder más de acuerdo con el espíritu de la Tradición de A.A.

Quórum

El quórum es el número mínimo de miembros necesario para llevar a cabo los asuntos. A efectos de este comité: el quórum consistirá en todos los miembros con derecho a voto presentes.

Posiciones y enlaces del Comité NorCal

Miembros con derecho a voto
Sillas de área Presidentes regionales Presidente del Comité NorCal Copresidente del Comité NorCal Secretario Tesorero Cátedra de Literatura Coordinadora de la Lata Rosa Silla Grapevine Presidencia Política Cátedra de Información Pública Cátedra Audio-Media Archivos Cátedra Coordinador de la Conferencia NCCAA Editorial Presidente del sitio web Cátedra de Comunicación en Español Coordinadores de las principales instituciones Cátedra de Grandes Instituciones Coordinadores del IVSS Presidente del IVSS Presidente del Comité de Finanzas Secretario (pendiente de aprobación de la descripción del puesto)

Agenda:

El borrador del orden del día de la reunión publicado en el Boletín antes de la reunión se revisa para su aprobación con o sin enmiendas.

Se recomienda que los miembros del comité presenten mociones por escrito antes de la reunión para añadirlas al orden del día de nuevos asuntos. Un miembro del comité también puede presentar una moción en la parte de foro abierto/debate de la reunión.

Tras un debate suficiente, un miembro de la comisión con derecho a voto puede presentar una moción para actuar, presentar o desestimar el ítem en discusión. Sólo los miembros votantes de la comisión pueden presentar o secundar una moción.

Revisión y aprobación de las actas - Convocada por el presidente del Comité NorCal. La aprobación requiere una unanimidad sustancial.

Opinión de la minoría

Después de cada votación sobre una cuestión de política, la parte que no haya prevalecido tendrá siempre la oportunidad de hablar sobre su posición. Si la moción fue aprobada con dos tercios de los votos, la minoría podrá tomar la palabra. Si la moción recibió el voto de la mayoría, pero no fue aprobada por falta de los dos tercios de los votos, podrá hablar la mayoría. Después de que hayan hablado todos los miembros de la minoría que lo deseen, podrá presentarse una moción de reconsideración (véase más adelante "Reconsideración").

Reglas de debate y votación de NorCal

- Las personas que deseen intervenir levantan la mano en línea o se alinean ante los micrófonos y dirigen sus comentarios a la presidencia.
- Cada persona podrá intervenir durante un periodo de tiempo anunciado al comienzo del periodo de debate -normalmente, dos (2) minutos.
- La persona que inició una moción tiene derecho a hablar en primer lugar.
- Nadie podrá intervenir por segunda vez sobre un tema hasta que todos los que lo deseen hayan intervenido por primera vez.
- Antes de cada votación debe producirse un debate completo sobre una recomendación. • Todo el mundo tiene derecho a expresar su opinión. Sin embargo, si su punto de vista ya ha sido expuesto por otra persona, no es necesario volver a decirlo.

Tipos de mociones

Una moción es una propuesta para que el grupo emprenda una determinada acción. Hay varios tipos de mociones que utilizamos para ayudar a alcanzar una conciencia de grupo informada.

Moción principal: Una moción principal somete un asunto a la consideración de la comisión. Sólo puede presentarse una moción principal a la vez.

Secundar una moción: Una moción debe ser secundada para ser considerada por el Comité.

Exposición de la moción: Tras exponer y secundar una moción, el presidente expondrá la moción ante la comisión y ofrecerá la palabra a la persona que la presenta antes de que la comisión debata la moción.

Mociones secundarias:

Las mociones secundarias modifican o se aplican a la moción principal en el hemiciclo.

Enmendar una moción es la moción secundaria más común. Cualquier moción para enmendar una moción principal requiere una mayoría de 2/3.

Moción de aplazamiento

Aplaza la discusión a un **momento** posterior **especificado**, normalmente a la siguiente reunión del Comité NorCal. Requiere mayoría simple.

Moción para Recomendar

La moción para volver a comprometer devuelve una moción o propuesta al comité de origen para su consideración posterior. Una moción para volver a comprometerse debe ser secundada, requiere una mayoría de 2/3, es debatible y puede ser enmendada.

Formular la pregunta

La llamada a la cuestión interrumpe el debate mientras los miembros de la Conferencia deciden si se procede directamente a una votación (la pregunta) o se continúa con el debate. Los miembros deben votar para aprobar la llamada a la cuestión ANTES de votar la moción en el hemiciclo y requiere una mayoría de 2/3.

Reconsideración

Una moción para reconsiderar una votación sólo puede ser presentada por un miembro que haya votado con el bando prevaleciente, pero puede ser secundada por cualquiera, y debe hacerse en la reunión en la que se realizó la votación inicial. Si la mayoría vota a favor de la reconsideración, se reanuda el debate completo, a favor y en contra. Se necesita una mayoría simple para la aprobación.

Cambios en las políticas y procedimientos

Este procedimiento se describe en la Sección 2 Manual de Políticas y Procedimientos, página 23.

Comité de Finanzas y Procedimiento de Revisión del Presupuesto:

Este procedimiento se describe en la Sección 2 Manual de Políticas y Procedimientos, página 20.

January 2024

CONTRIBUTIONS BY AREA		
	Jan 24	Jan 24
02, Del Norte	266.32	266.32
03, Siskiyou	184.00	184.00
04, Humboldt	875.09	875.09
11/12, Modoc/Lassen	23.00	23.00
16, Shasta	2,176.97	2,176.97
160, Spanish N Coast	84.04	84.04
17, Tehama	200.00	200.00
21, Mendocino	154.84	154.84
22, Sonoma	5,138.96	5,138.96
23, Lake	315.69	315.69
31, Butte/Glenn	1,349.73	1,349.73
34, Placer	3,084.00	3,084.00
36, Sierra/Nevada	1,455.36	1,455.36
42, Sacramento/Yolo	3,927.88	3,927.88
43, El Dorado	521.22	521.22
44, Amador	213.24	213.24
45, Sutter/Colusa/Yuba	518.69	518.69
51, Napa	379.69	379.69
52, Contra Costa	4,858.52	4,858.52
53, Alameda	5,466.87	5,466.87
54, Solano	1,054.86	1,054.86
61, Marin	4,681.75	4,681.75
62, San Francisco	5,544.35	5,544.35
65, San Mateo	10,353.96	10,353.96
71, Santa Clara	5,271.86	5,271.86
72, Monterey	607.49	607.49
73, Santa Cruz	8,109.55	8,109.55
81, Stanislaus	313.04	313.04
82, San Joaquin	488.02	488.02
83, Tuolumne	512.10	512.10
84, Calaveras	61.00	61.00
86, Merced	131.32	131.32
91, Mariposa/Madera	91.85	91.85
92, Fresno	1,907.01	1,919.01
93, Tulare	510.00	510.00
95, Kings	82.67	82.67
	70,914.94	70,926.94

NorCal H&I Committee
Financial Report
February 2024

<u>INCOME AND EXPENSE BREAKDOWN</u>		
	<u>Feb 24</u>	<u>Jan - Feb 24</u>
Income		
Area Contributions	50,357.43	121,272.37
Bequest	0.00	9,000.00
Processor Fees	-408.00	-1,271.34
Total Income	49,949.43	129,001.03
Expense		
Accounting	1,005.00	1,005.00
Bank Charges	0.00	51.50
LITERATURE EXPENSE		
AAWS	30,225.48	70,291.47
GRAPEVINE & LA VINA	12,086.55	12,794.43
Meeting Directories	0.00	54.69
Storage Unit Rent Expense	0.00	963.00
Total LITERATURE EXPENSE	42,312.03	84,103.59
NorCal Committee	218.88	1,289.64
NorCal IVSS Program	0.00	395.89
Postage	68.00	68.00
Printing Costs	0.00	2,107.97
Re-distributions - 5% to Areas	0.00	23,444.35
Virtual Meeting Expense	169.49	926.89
Total Expense	43,773.40	113,392.83
Net Ordinary Income	6,176.03	15,608.20
Net Income	6,176.03	15,608.20
	<u>Feb 24</u>	<u>Jan - Feb 24</u>
OPERATING ACTIVITIES	6,176.03	15,608.20
Net cash increase for period	6,176.03	15,608.20
Cash at beginning of period	314,711.38	305,279.21
Cash at end of period	320,887.41	320,887.41
Cash in Prudent Reserve =	\$140,582.85	
Cash in Operating Acct =	\$180,304.56	
Total Cash on Hand	\$320,887.41	
Value of Lit on hand =	\$17,752.58	

<u>CONTRIBUTIONS BY AREA</u>		
	<u>Feb 24</u>	<u>Jan - Feb 24</u>
02, Del Norte	214.25	480.57
03, Siskiyou	85.20	269.20
04, Humboldt	937.01	1,812.10
11/12, Modoc/Lassen	75.00	98.00
16, Shasta	1,888.79	4,065.76
160, Spanish N Coast	0.00	84.04
17, Tehama	74.00	274.00
170, Spanish S Coast	33.00	33.00
21, Mendocino	455.44	610.28
22, Sonoma	3,955.85	9,094.61
23, Lake	369.62	685.31
31, Butte/Glenn	1,627.29	2,977.02
32, Plumas	355.36	355.36
34, Placer	2,804.14	5,888.14
36, Sierra/Nevada	1,237.46	2,692.82
42, Sacramento/Yolo	3,500.31	7,428.19
43, El Dorado	935.42	1,456.64
44, Amador	368.53	581.77
45, Sutter/Colusa/Yuba	101.83	620.52
51, Napa	697.45	1,077.14
52, Contra Costa	3,186.27	8,044.79
53, Alameda	4,181.10	9,647.97
54, Solano	644.60	1,699.46
61, Marin	3,630.91	8,312.66
62, San Francisco	2,687.67	8,232.02
65, San Mateo	3,200.94	13,554.90
71, Santa Clara	3,353.51	8,625.37
72, Monterey	943.22	1,550.71
73, Santa Cruz	130.00	8,239.55
74, San Benito	95.10	95.10
81, Stanislaus	2,267.10	2,580.14
82, San Joaquin	1,249.93	1,737.95
83, Tuolumne	569.97	1,082.07
84, Calaveras	330.01	391.01
86, Merced	0.00	131.32
91, Mariposa/Madera	261.68	353.53
92, Fresno	2,913.09	4,820.10
93, Tulare	996.58	1,506.58
95, Kings	0.00	82.67
	<u>50,357.43</u>	<u>121,272.37</u>

NorCal H&I Committee
Financial Report
March 2024

	Mar 24	Jan - Mar 24		Mar 24	Jan - Mar 24
Income			02, Del Norte	0.00	480.57
Area Contributions			03, Siskiyou	126.00	395.20
Bounced checks	0.00	-24.00	04, Humboldt	707.20	2,519.30
Online Contributions	14,330.38	54,025.94	11/12, Modoc/Lassen	254.29	352.29
Area Contributions - Other	32,577.13	114,177.94	16, Shasta	1,726.21	5,791.97
Total Area Contributions	46,907.51	168,179.88	160, Spanish N Coast	1,327.50	1,411.54
Bequest	0.00	9,000.00	17, Tehama	0.00	274.00
Processor Fees	-456.72	-1,728.06	170, Spanish S Coast	0.00	33.00
Total Income	46,450.79	175,451.82	18, Trinity	100.00	100.00
Expense			180, Spanish Central Int	72.12	72.12
Accounting	0.00	1,005.00	21, Mendocino	390.90	1,001.18
Bank Charges	0.00	51.50	22, Sonoma	3,296.89	12,391.50
LITERATURE EXPENSE			23, Lake	292.97	978.28
AAWS	53,427.22	123,718.69	31, Butte/Glenn	971.45	3,948.47
GRAPEVINE & LA VINA	769.40	13,563.83	32, Plumas	0.00	355.36
Meeting Directories	54.69	109.38	34, Placer	4,506.28	10,394.42
Storage Unit Rent Expense	0.00	963.00	36, Sierra/Nevada	807.28	3,500.10
Total LITERATURE EXPENSE	54,251.31	138,354.90	42, Sacramento/Yolo	2,512.17	9,940.36
NorCal Committee	1,055.47	2,345.11	43, El Dorado	1,134.31	2,590.95
NorCal IVSS Program	126.00	523.89	44, Amador	289.88	871.65
Postage	32.65	100.65	45, Sutter/Colusa/Yuba	122.38	742.90
Printing Costs	0.00	2,107.97	51, Napa	31.92	1,109.06
Re-distributions - 5% to Areas	0.00	23,444.35	52, Contra Costa	2,734.92	10,779.71
Virtual Meeting Expense	47.97	974.88	53, Alameda	4,610.54	14,258.51
Total Expense	55,515.40	168,908.23	54, Solano	326.35	2,025.81
Net Ordinary Income	-9,064.61	6,543.59	61, Marin	3,841.81	12,154.47
Net Income	-9,064.61	6,543.59	62, San Francisco	2,306.51	10,538.53
			65, San Mateo	2,597.04	16,151.94
			71, Santa Clara	4,046.67	12,672.04
			72, Monterey	1,576.14	3,126.85
			73, Santa Cruz	0.00	8,239.55
			74, San Benito	401.72	496.82
			81, Stanislaus	840.19	3,420.33
			82, San Joaquin	572.60	2,310.55
			83, Tuolumne	80.50	1,162.57
			84, Calaveras	0.00	391.01
			86, Merced	71.03	202.35
			91, Mariposa/Madera	127.69	481.22
			92, Fresno	3,122.52	7,942.62
			93, Tulare	818.03	2,324.61
			95, Kings	57.50	140.17
			Unidentified Contributor	106.00	106.00
				46,907.51	168,179.88
OPERATING ACTIVITIES	-9,064.61	6,543.59			
Net cash increase for period	-9,064.61	6,543.59			
Cash at beginning of period	320,887.41	305,279.21			
Cash at end of period	311,822.80	311,822.80			
Cash in Prudent Reserve =	\$140,582.85				
Cash in Operating Acct =	\$171,239.95				
Total Cash on Hand	\$311,822.80				
Value of Lit on hand =	\$16,200.48				

PINK CANS

The Pink Cans are passed at meetings in Northern CA to provide funds which enable this committee to carry our message. If your meeting doesn't have a Pink Can, please contact the Literature Chair at www.handinorcal.org (or your local Area Chair) to get one.

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