

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

STEERING COMMITTEE SCHEDULE 2020

May 9, 2020
September 12, 2020
January 9, 2021

Next Steering Committee Meeting will be held at 11:00am on Zoom.
Zoom ID and Password will be sent to committee members prior to meeting.
Contact northcalhandipublisher@gmail.com for questions.

GENERAL COMMITTEE SCHEDULE 2020

June 14, 2020 – Zoom
October 11, 2020 – Area (TBD)
February 14, 2021 – Area (TBD)

All General Committee Meetings are held at 11:00am in Regions listed.
Location announced prior to the meeting.
June 2020 Meeting will be held on Zoom.



Northern California



Hospital & Institution Committee

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

Newsletter #2

PLEASE KEEP THE CONTENTS OF THIS NEWSLETTER CONFIDENTIAL

May 2020

NEXT GENERAL COMMITTEE MEETING:

June 14, 2020

11:00 AM Pacific Time

Join Zoom Meeting by Internet:

Meeting ID: 829 764 7529

Password: 12thstep

By Phone:

1- 669-900-6833

Meeting ID: 829 764 7529

Contact northcalhandipublisher@gmail.com for questions.

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A Letter from our H&I General Chair

Greetings All,

I truly hope everyone is happy, and healthy, with the emphasis on healthy. Nothing to taken for granted in these times. For those of you who have been around the Steering Committee, and General Committee Meetings for a while, we were awakened to this crisis, Wednesday March 4th when a long-time member of our Committees Bill Dunbar succumbed to the COVID-19 virus. Bill served as the VATF Liaison, as well as serving as the first Major Institution Chair. When I first came onto this Committee, Bill was one of those solid guys, I really looked up to.

Bill Dunbar probably has hooked up with Dale DeBolt, as they show Saints and Angels that old H&I Commitment to service.

Meanwhile, we have had to change the way we fulfill our primary purpose. I am proud to report we are still carrying the message into Facilities! While it is not possible for Correctional Facilities to allow Meetings, the list of Treatment Centers we are conducting Meetings in keeps growing! I would like to give a shout out to Rich Galliani our Co-Chair, and also Steven Hammerich of Area 22 for all their work at smoothing out the process.

The Policy Committee has been working on Revisions to our Policy Manual, regarding the IVSS Pilot Program. The Program has taken off, seemingly without a hitch! While the one on one meetings are not possible, relationships are established, and sponsor, sponsee communications continue. Kudos to Karen for all the hard work! Now it's time to use that experience and establish guidelines for the future.

In an effort to try to improve on perfection, I would like to make our website multilingual. I will be forming an Ad Hoc Committee of members to Translate the website to Spanish. This will be starting very soon.

Thank you all for all of your service! May God Bless you and keep you safe!

Jeff Little



Gratitude in Action

My name is Marti, and I am an alcoholic. My sobriety date is July 27, 1990. When I came into Alcoholics Anonymous, I was mainly going to support my brother (who had a terrible problem). I surrendered that night that it was I who had the problem with alcohol. Who knew, that the first meeting I went to was the start of my journey of recovery.

I was not a daily drinker but when I drank and used, I did it with such fervor, as if it was my last day on earth. My husband and I had been arrested, so AA was the only reprieve from all my fears. At least for 1 hour, I could get out of my self and listen to the message. I was in such constant fear, it was a blessing to have the moment of reprieve.

What I have learned along the way is that we can get through ANYTHING, if we stay sober, one day at a time. My husband had to go to prison and I had to go to jail, but we did it sober! My sponsor told me that I needed to do the steps and immediately get into service. Those suggestions saved my life. I was rocketed into service and received the full benefit of that. I cleaned ash trays, made coffee, became a greeter, did the diverter for years, shared in Juvenile Hall and many other positions in between. So. When my sponsor dropped me off at jail to start serving my sentence, I did it with a changed heart- a servants heart....

Due to all the service work I had done previously; Elmwood had a special program where they would allow certain inmates to go out to AA meetings once a month. It was a pilot program and I was so excited to just be in an outside meeting at Alano East. Most of the other women who attended with me were not necessarily interested in staying sober, but some were and we supported one another on our recovery journey.

As I sponsor women, I too, 'suggest' that they get into service. Besides the steps, service has been the bedrock on which I have built upon and have found an enriched life. Regardless of life's struggles, it is the one thing I always go back to- Alcohol and drugs used to be my 'go to' for any life problems.... Service work is my 'go to' for life solutions. H&I has been the most rewarding of all my service positions because this is where I can be of maximum service to my fellows. It allows me to hold a bigger context about myself, my community and the world. Thank you for letting me be of service.

With abiding gratitude,

Martine Anshutz

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.*

Steering Committee Chairs/Positions

Execute the operations of the Committee
Finance Committee Member – 1 position OPEN

Regional Chairs

Function as the elected representative of the areas to the Steering and General Committees...

Region 01 - Far North Coastal - OPEN

Region 10 - Far North Interior - OPEN

Region 90- Far Southern Interior - OPEN

Area Chairs

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

Area 95 Kings – OPEN

Major Institutions Coordinators

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

HDSP Susanville – OPEN

FCI Herlong -- OPEN

NCYC Stockton- OPEN

**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:

1. E-mail the publisher using the "Contact Us" selection on the Menu on the left of the website home page.
2. Write the Northern California Hospital & Institution Committee: P.O. Box 192490, San Francisco CA 94119
3. Come to any General Committee Meeting to give us your new info.

Steering Committee Agenda
Saturday, May 9th2020

Meeting opens with the Serenity Prayer

Readings:

Purpose of the Hospital & Institution Committee
Twelve Traditions of AA

Introductions / Welcome

Approval of Minutes from last Steering Committee Meeting (5/11/2019)

Committee Chair Reports

General Chair	Jeff Little
General Co-Chair	Rich Galliani
Treasurer	Karen Czujko
Secretary	Martine Anshutz
Major Institution Chair	Carl Price
IVSS Chair	Karen Czujko
Finance Committee Chair	Karen Bertolini
NCCAA Conf. Coordinator	OPEN
Literature Chair	Kelly Bennett
Pink Can Coordinator	Peter Mitchell
Policy Chair	Woody Roderick
Audio Chair	Joseph Bennett
Archives Chair	Jeffrey Nilsen
Public Information Chair	Vikki Ray
Grapevine Chair	Bob Free
Publisher	Joe Nunez
Website Chair	Thom Hickey

Committee Business

- Approve Revisions to Policy Manual
- New business from floor

Anniversaries / Pass the Basket

Regional Reports:

Region 01 - Far North Coastal	OPEN
Region 10 - Far North Interior	OPEN
Region 15 - Lower Far North Interior	Mark McCorn
Region 20 - Northern Coastal	Jess Young
Region 30 - Northern Interior	Marty Gouvea
Region 40 - Central Interior	Terry Docherty
Region 50 – East Bay	Peter Mitchell
Region 60 – West Bay	Julio Barba
Region 70 - Southern Coastal	Raymundo Lujano
Region 80 - Southern Interior	OPEN
Region 90 - Far Southern Interior	OPEN
Region 140 - Spanish North Interior	Joe Casares
Region 160 - Spanish North Coastal	Jose Luis Castellanos
Region 170 - Spanish South Coastal	Rogelio Bonilla
Region 180 - Spanish Central Interior	Enrique Rojas
Region 190 - Spanish South Interior	Jesus Bautista

Liaison Reports

VATF	Carl Price
H&I Liaison to CNCA	Karen Bertolini
H&I Liaison to CNIA	Vikki Ray
Bridging the Gap - Coastal	John O'Donnell
Bridging the Gap - Interior	Jason Crow
SoCal H&I Liaison	Naomi Hultquist
H&I Conference	?

Reminder: please send a written copy of your report to our Recording Secretary at <northcalhandi@gmail.com>

Meeting closes with **Declaration of Responsibility**

General Committee Agenda
Sunday, June 14th2020

Meeting opens with the Serenity Prayer

Readings:

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

Introductions / Welcome

Approval of Minutes from last General Committee Meeting (2-9-2020)

Approval of Financial Statements (December- March)

REPORTS – Making regular reports is part of every Steering Committee member’s job; this is how, as a Ninth Tradition service committee, we are “directly responsible to those we serve”.

Committee Chair Reports

General Chair	Jeff Little
General Co-Chair	Rich Galliani
Treasurer	Karen Czujko
Secretary	Martine Aushutz
Major Institutions Chair	Carl Price
Finance Committee Chair	Karen Bertolini
NCCAA Conf. Coordinator	OPEN
Literature Chair	Kelly Bennett
Pink Can Coordinator	Peter Mitchell
Policy Chair	Woody Roderick
Tape Librarian	Joe Bennett
Historian	Jeffrey Nilsen
Public Information Chair	Vikki Ray
Grapevine Chair	Bob Free
Publisher	Joe Nunez
Website Chair	Thom Hickey

Committee Business

- Policy Revisions

Open Forum - Questions, suggestions or comments

Anniversaries / Pass the Basket

LUNCH BREAK

Regional Reports: (limit 3 minutes)

Region 01 - Far North Coastal	OPEN
Region 10 - Far North Interior	OPEN
Region 15 - Lower Far North Interior	Robin Miller
Region 20 - Northern Coastal	Jess Young
Region 30 - Northern Interior	Marty Gouvea
Region 40 - Central Interior	Terry Docherty
Region 50 – East Bay	Peter Mitchell
Region 60 – West Bay	Julio Barba
Region 70 - Southern Coastal	Raymundo Lujano
Region 80 - Southern Interior	Kevin Weakland
Region 90 - Far Southern Interior	OPEN
Region 140 – Spanish North Interior	Joe Casares
Region 160 – Spanish North Coastal	Jose Luis Castellano / Roberto Siguenza
Region 170 – Spanish South Coastal	Rogelio Bonilla
Region 180 – Spanish Central Interior	Eduardo Perez
Region 190 – Spanish South Interior	Rafael Flores

Major Institution Coordinator Reports (3-minute limit)

ASP Avenal	OPEN
CCC Susanville	Emory Bowden
CCWF & VSP Chowchilla	Miki Smith
CHCF Stockton	Melody Tolmie
CMF Vacaville	Ken Monson

CTF Soledad
DVI Tracy
FCI Dublin (DUB)
FCI Herlong
FCI Mendota (MEN)
FSP Folsom
HDSP Susanville
MCSP Mule Creek
Napa State Hospital (NSH)
NCYC Stockton
Norcal Fire Camps
PBSP Pelican Bay
PVSP Coalinga
SAC Sacramento
SATF & COR
SCC Jamestown
SQL Solano
SQ San Quentin
SVSP Soledad
USP Atwater

Peter Ortez
Kevin Weakland
Linda Spencer
??
Rodney Lawley
Andy Burkard
OPEN
Mike Kelley
John Glaser
OPEN
Peter Sanderson
Cindy Boozer
Tommy Redwine
John Carboch
Bill Hatzman
Jason Crow
Lyda Padilla
Bob Wright
Alison Goss
Dawn Trook

Liaison & Service Committee Reports

VATF
H&I Liaison to CNCA
H&I Liaison to CNIA
Bridging the Gap - Coastal
Bridging the Gap - Interior
NCCAA (as requested by NCCAA Chair)
SoCal H&I Liaison
H&I Conference Chair

Carl Price
Karen Bertolini
Vikki Ray - temp
John O'Donnell
Cindy Anderson
Shaun Garroutte
Noami Haltquist
?

Please send a brief written copy to of your reports to our Recording Secretary Martine Anshutz at northcalhandi@gmail.com
Meeting closes with the **Declaration of Responsibility**

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

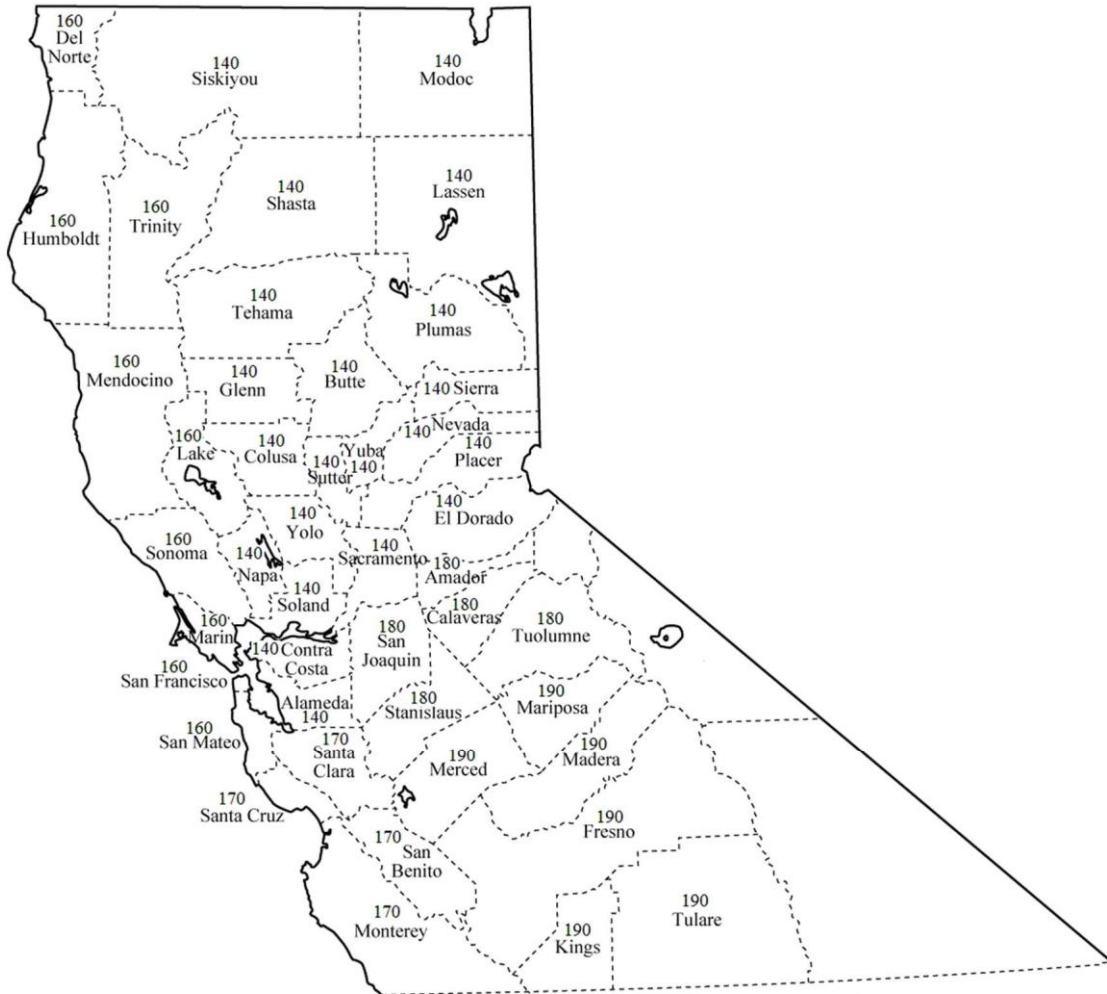
Region 60 - West Bay
Areas: 61, 62, 65

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

H&I POLICY MANUAL – 2020 PROPOSED REVISIONS

TEXT IN RED IS PROPOSED ADDITIONS / CHANGES;

TEXT IN BLACK IS EXISTING WORDING; BLACK TEXT WITH A STRIKETHROUGH IS A PROPOSED DELETION

TEXT IN BLUE IS RATIONALE

SECTION ONE CHANGES

- Section 1, Table of Contents delete ~~Organizational chart~~ and amend Sample H&I Area line to read: **Sample H&I Area and Organizational Chart**. {Suggested change to reflect actual listing on page 9}
- Section 1, Insert between Major Institutions Coordinator and before Removal/Recall add **INSIDE VISITING SPONSORSHIP SERVICE (IVSS)**
- **INSIDE VISITING SPONSORSHIP SERVICE (IVSS), add SERVICE DESCRIPTION:**

SERVICE DESCRIPTION:

Provide a system to connect prisoners (with at least a year remaining inside) who wish to avail themselves of outside sponsorship with outside volunteers willing to perform that service on a continuing and at minimum monthly basis. Volunteers for the Inside Sponsorship Service are classified for entry into the institution as Visitors, not as Program Volunteers, and CANNOT also go into the institution as H&I meeting volunteers. By operating under the auspices of the NorCal H&I Committee, the goal is to provide the vital service of sponsorship to AA members on the inside, while avoiding conflicts with the rules and regulations of the CDCR and Title 15 of the CA Civil Code. Volunteer anonymity is protected through the use of a dedicated po box, and through cooperation on the part of the prison administration. The program is currently intended for use in Major Institutions but could be expanded to include other facilities where the population is confined for a relatively long-term period.

STRUCTURE

Volunteer positions within the IVSS are:

- **IVSS Area Coordinator** – Liaison to local Area H&I Committee. see Section One
 - **IVSS Institution Coordinator** – Overall responsibility for IVSS program operations at a particular Institution.
 - **IVSS Chair** – Overall responsibility for oversight of IVSS program operations at Major Institutions in Northern CA. See Section Two, Steering Committee positions.
- Section 1, after Position Descriptions add **IVSS Volunteer, IVSS Area Coordinator and IVSS Institution Coordinator**

POSITION DESCRIPTIONS

IVSS VOLUNTEER (Section 1) – meets one-on-one with an inside A.A. member to provide sponsorship (most State and Federal prisons restrict visitation to the weekends). The Visiting Volunteer is chosen by and responsible to the IVSS Institution Coordinator, *at his/her discretion*.

Term: no term limit, decided by sponsor & sponsee.

Qualifications: Five years of continuous sobriety including knowledge and practice of A.A.'s 12 steps and Traditions. Solid sponsorship experience required; H&I experience strongly recommended.

Responsibilities:

- Attends initial orientation provided by Coordinator; **reviews and familiarizes themselves with all materials.**
- Completes 1-page visitor application Form 106 (provided through Coordinator) and submits to institution; informs Coordinator.
- Corresponds by mail with prisoner both before and after initial meeting.

- Pending CDCR approval, arranges initial visit and notifies prisoner by mail of visitation date; informs Coordinator.
- After initial visit, schedules and attends subsequent visits as agreed upon by sponsee and volunteer, but no less frequently than once a month.
- Shares experience, strength and hope in working the twelve steps of A.A. with the sponsee
- Keeps IVSS Coordinator informed on status.

IVSS AREA COORDINATOR (Section 1) -The IVSS Area Coordinator is selected by the IVSS Institution Coordinator

Recommended Term: Two years (may succeed themselves as selected by the IVSS Institution Coordinator).

Qualifications: Two years of continuous sobriety including knowledge and practice of A.A.'s 12 Steps and 12 Traditions. Local committee activity required.

Responsibilities: is responsible for keeping local Area H&I Committee informed on needs and status of the IVSS efforts at the Institution served by the Areas, including but not necessarily limited to:

- Making the IVSS Institution report at Area H&I Business meetings.
- Liaising with other Area service committees (Inter-Group & General Service).
- Ensuring that copies of the IVSS flyer are available for H&I Reps to take to their groups.
- Ensuring that the IVSS Institution Coordinator contact info is listed on the local roster for openings; announcing during roster review.
- Serving as the informational contact point for IVSS inquiries at the Area level.

IVSS INSTITUTION COORDINATOR (Section 1 and 2) – The IVSS Institution Coordinator is selected by the NorCal General Chair with the advice of the IVSS Chair and the Regional and Area Chairs serving the institution.

Recommended Term: Two years (may succeed themselves as selected by the General Chair and IVSS Chair) or serves during term of appointing General Chair.

Qualifications: Five years of continuous sobriety including knowledge and practice of A.A.'s 12 steps and 12 Traditions. Solid sponsorship experience and committee activity required.

Responsibilities: is responsible for the overall program operation in a particular Institution or Facility, including, but not necessarily limited to:

- Recruits, screens and selects a sufficient number of qualified volunteers to adequately fulfill the inside requests for service, ensuring that volunteers aren't currently cleared as H&I meeting volunteers at the institution.
- Liaises with local Intergroups and General Service to assist in recruiting efforts and keeps service committees informed on progress.
- Establishes and maintains relationship with appropriate Institution staff, ensuring that A.A. principles of anonymity and confidentiality are upheld. Meets with prison staff as needed.
- Works with institution staff and Major Institution Coordinator where appropriate to resolve any issues which arise.
- Ensures that all volunteers are adequately informed about rules and regulations of the facility; conducts orientations and prepares informational packets.
- Provides to and assists volunteers in completion of CDCR Form 106, Visiting Request for Authorization
- Keeps accurate records of current volunteers, including contact info, availability and status of Visitation Authorization
- Provides prisoner application brochures & Form 106 to Major Institution Coordinator for distribution inside; ensures that volunteers have adequate supplies.
- At least weekly monitors po box to collect requests from prisoners
- Initially corresponds with prisoners on the status of their applications.
- Notifies volunteers of requests and identifies matches for initial visit; ensures timely action taken by volunteers.
- Performs post-visit follow-up and notes outcome of match or if another volunteer has been requested
- Regularly reports status of program to IVSS Chair.

- Section 1, page 5 at the end of #6 add sentence: Any H&I member who is currently employed at, volunteers at, or serves in any capacity at a specific institution, section or yard, shall not serve as an H&I volunteer for that institution. **Members who volunteer as IVSS visitors at the institution cannot go into that institution as a regular meeting volunteer.**
- Section 1 and 2, page 1, amend item #5
From: Do not engage in any controversy over management, ~~treatment or personnel~~, being every mindful of the single purpose of this committee.
To: Do not engage in any controversy over management, **personnel or treatment.** [suggested change to provide clarity to statement]
- Section 1, page 2, amend bullet point 3
From: ~~Major Facilities Orientations~~, with the same purpose as Area Orientations, usually conducted by the applicable Major ~~Facility~~ Coordinator and emphasizing information specific to that facility (see Major ~~Facility~~ definition on p. 11 of this pamphlet).
To: ~~Major~~ **Institutions Orientations**, with the same purpose as Area Orientations, usually conducted by the applicable Major **Institutions** Coordinator and emphasizing information specific to that **Institution** (see Major **Institution** definition on p. 13 of this pamphlet). [Suggested change to provide consistency with the title on page 13]
- Section 1 page 3, and Section 2, page 2, under FUNDING, change the sentence:
From: Can collections at A.A. meetings and activities, ~~from other donations~~ by A.A. groups, and from personal contributions ...,
To: **Can collections at A.A. meetings and activities, contributions by A.A. groups, and from personal contributions...** [Suggested change adhere to General Service Advisory Action to use the word contribution instead of donation when referring money received from A.A. sources]
- Section 1 on page 3 and Section 2, page 2, under FUNDING –Amend Online
From: To make an online contribution (or for any information on our finances), go to <http://www.handinorcal.org/finances> and click on the “Contribute online” link. ~~You will be directed to simple instructions and will receive a receipt at the time of the transaction.~~
To: To make an online contribution (or for any information on our finances), go to <http://www.handinorcal.org/finances> and click on the “Contribute online” link. **This link will provide you with simple instructions on how to make your online contribution and you will receive a receipt at the time of the transaction.** [Suggested change made for more clarity]
- Section 1, page 11, under Facility Coordinator (Area) add to item #6 the following: Attends area committee meetings for reports (if unable to attend, may send a representative **or written report**)
- Section 1, page 13, under Major Institution Coordinator - Recommended term, ~~Two years (may succeed self once Serves during term of appointing General Chair.~~

SECTION TWO CHANGES

- Section 2, Insert after Major Institutions Chair Description add: **IVSS INSTITUTION COORDINATOR and IVSS CHAIR**
- Section 2, Page 7, add **IVSS Chair** to Steering Committee Positions
- Section 1 and 2, page 1, amend item #5
From: Do not engage in any controversy over management, ~~treatment or personnel~~, being every mindful of the single purpose of this committee.
To: Do not engage in any controversy over management, **personnel or treatment.** [suggested change to provide clarity to statement]
- Section 2, page 2, and Section 1 page 3 under FUNDING, change the sentence
From: Can collections at A.A. meetings and activities, ~~from other donations~~ by A.A. groups, and from personal contributions ...,
To: **Can collections at A.A. meetings and activities, contributions by A.A. groups, and from personal contributions...** [Suggested change adhere to General Service Advisory Action to use the word contribution instead of donation when referring money received from A.A. sources]
- Section 2, page 2, and Section 1 on page 3, under FUNDING –Amend Online

From: To make an online contribution (or for any information on our finances), go to <http://www.handinorcal.org/finances> and click on the “Contribute online” link. ~~You will be directed to simple instructions and will receive a receipt at the time of the transaction.~~

To: To make an online contribution (or for any information on our finances), go to <http://www.handinorcal.org/finances> and click on the “Contribute online” link. **This link will provide you with simple instructions on how to make your online contribution and you will receive a receipt at the time of the transaction. [Suggested change made for more clarity]**

- Section 2, page 7, under GENERAL COMMITTEE DEFINITION, amend the line
From: All H&I Group representatives, ~~as well as~~ all members who have an active H&I volunteer commitment ...
To: All H&I Group representatives **and** all members who have an active H&I volunteer commitment... **{Suggested change to make the sentence concise and improve grammar}**
- Section 2, page 11, WEBSITE CHAIR, **[Add to avoid confusion that it goes under PUBLISHER]** insert line #7:
Maintains position email content.
- Section 2, page 15 under EXPENSE POLICY – Authorization (excluding printing) amend line #2
From: Expenditures between \$200 and \$500 may be made by a Committee Chair with the General Chair’s approval prior to placing an order.
To: Expenditures between \$200 and \$500 may be made by **a Steering Committee, Regional or Area Chair** with the General Chair’s approval prior to placing an order. **{Suggested change to clarify who is eligible for expenditures in these amounts}**

IVSS INSTITUTION COORDINATOR (Sections 1 and 2) – The IVSS Institution Coordinator is selected by the NorCal General Chair with the advice of the IVSS Chair and the Regional and Area Chairs serving the institution.

Recommended Term: Two years (may succeed themselves as selected by the General Chair and IVSS Chair) **or** Serves during term of appointing General Chair.

Qualifications: Five years of continuous sobriety including knowledge and practice of A.A.’s 12 steps and 12 Traditions. Solid sponsorship experience and committee activity required.

Responsibilities: is responsible for the overall program operation in a particular Institution or Facility, including, but not necessarily limited to:

- Recruits, screens and selects a sufficient number of qualified volunteers to adequately fulfill the inside requests for service, ensuring that volunteers aren’t currently cleared as H&I meeting volunteers at the institution.
- Liaises with local Intergroups and General Service to assist in recruiting efforts and keeps service committees informed on progress.
- Establishes and maintains relationship with appropriate Institution staff, ensuring that A.A. principles of anonymity and confidentiality are upheld. Meets with prison staff as needed.
- Works with institution staff and Major Institution Coordinator where appropriate to resolve any issues which arise.
- Ensures that all volunteers are adequately informed about rules and regulations of the facility; conducts orientations and prepares informational packets.
- Provides to and assists volunteers in completion of CDCR Form 106, Visiting Request for Authorization
- Keeps accurate records of current volunteers, including contact info, availability and status of Visitation Authorization
- Provides prisoner application brochures & Form 106 to Major Institution Coordinator for distribution inside; ensures that volunteers have adequate supplies.
- At least weekly monitors po box to collect requests from prisoners
- Initially corresponds with prisoners on the status of their applications.
- Notifies volunteers of requests and identifies matches for initial visit; ensures timely action taken by volunteers.
- Performs post-visit follow-up and notes outcome of match or if another volunteer has been requested
- Regularly reports status of program to IVSS Chair.

IVSS CHAIR (Section 2) – appointed by the General Chair with the advice and concurrence of the General Committee

Term: Serves during term of appointing General 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 Institution Coordinators. With the General Chair and Major Institution Chair, establishes and maintains best possible relations with correctional professionals of major institutions in Northern California.

- Assists General Chair in appointing IVSS Coordinators. Serves in support and advisory capacity to IVSS Coordinators; helps to ensure continuity between outgoing and incoming Coordinators. Assists in resolving problems
- Maintains master list of contact information for inside personal.
- Works to ensure that key personnel of Major Correctional Institutions in northern California are informed about our committee and when appropriate liaises with PI-CPC and Bridging the Gap committees to that end.
- With Major Institution Chair (or Major Institution Coordinator) and IVSS Coordinator, meets with Wardens and Staff of Major Institutions in Northern California to present sponsorship service.
- Reviews and updates program guidelines as necessary

**Northern California Hospital and Institution Committee
Steering Committee Meeting
January 11, 2020
Vacaville, CA**

Introduction and Welcome

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

Purpose Statement: Woody Roderick read the H&I Purpose Statement

12 Traditions: Ken Monson read the 12 Traditions of Alcoholics Anonymous.

Introductions

Present

Joe Casares	Marty Gouvea	Kelly Bennett	Julio Barba
Martine Anshutz	Wendy Sabo	Matthew Linton	Peter Mitchell
Kevin Weakland	Raymundo Lujano	Rafael Delgado	Victoria Ray
Joyce Rauen	Terry Docherty	Martin Dalgado	Jeffrey Nilson
Woody Roderick	Joe Nunez	Karen Czujko	Rafael Flores
Andy Burkard	Peter Ortez	Karen Bertolini	Joseph Bennett
Ken Monson	Carl Price	Rich Galliani	

Approval of Prior Steering Committee Meeting on September 14, 2019. Karen Czujko moved to approve and Vikki Ray seconded the motion. All approved.

Committee Chair Reports

General Chair, Jeff Little (absent) Rich Galliani present and filling in for Jeff Little while in Vietnam. No other updates

General Co-Chair, Rich Galliani (present) Rich wants to get out to some of the regional areas. I want to get to know everyone. I am here to assist Jeff, so if you have something minor, please reach out to me.

Treasurer, Karen Czujko (present) Treasurer report for December 2019

Contributions: \$ 73,832.48 (after processor fee applied)
 Literature Expenses: \$ 44,363.81
 Total Expenses: \$ 48,605.30
 Cash at end of Period: \$ 238,067.49

December 2019	Contributions	Literature Expense	Total Expense
YTD Comparison to LY	+126%	+63.2%	+58.6%
YTD Comparison to Budget	+31.8%	No variance	+2.2%
Overall Financial Condition:	Excellent		

The report is for 4 months from Aug-Nov (in Newsletter). The report for December contributions is the first month of our fiscal year, contributions were inordinately high due to the timing of the contributions from Area 73, Santa Cruz bi-annual contribution. Because we only have 1 month of data, any deviation will skew the numbers, that is why we're over 136% in contributions, but that will even out as the year goes on. Reminder: Members to put the county where the meeting is held on their contribution, not their

general service number. Expense Report should be turned in on a monthly basis. Regionals: Make sure those expense reports are being provided on a monthly basis. Steering Committee Members: Provide expense reports. To obtain a copy of an expense report, go to the website @ handinorcal.org to get an expense report.

Secretary, Martine Anshutz (present) I am still working getting familiar with the process. If any updates to the Roster, please send me an email.

Major Institution Chair, Carl Price (present) He visited the new Area Chairs and has a new Pelican Bay Chair (Cindy Boozer) and FCI Dublin chair (Linda Spencer).

- **ASP Avenal** (Doug Godall). Verbally provided by Carl. He still needs volunteers and at least one meeting per week has been covered.
- **CCC Susanville** (Raymond Laurie)
- **CCWF & VSP Chowchilla** (Miki Smith). Per Carl, there is nothing that has changed much from the last report. Facility held a banquet for the volunteers which was nice to see.
- **CHCF Stockton** (Melody Tolmie). Verbally given by Carl. Everything is going smoothly until December, when all the program groups were cancelled by the facility due to staffing issues. They got rolling again.
- **CMF Vacaville** (Ken Monson). Inmate attendance is good. 24 meetings/mo and all meetings are covered. Started attending "The Ranch" meeting (minimum security) facility) and 3 volunteers covering the first 3 Tuesdays of the month. Volunteers are being turned away because of the lack of inside staff to escort volunteers, so Ken has been talking with the CRM to resolve.
- **CTF Soledad** (Peter Ortez). Peter said things are going well at the North and South facilities. There are 5500 inmates housed by 3 facilities. Not allowed to go in in December. Central facility was being terrorized by the "Bulldogs". Peter made some helpful suggestions to separate meetings to address gang issues.
- **DVI Tracy** (Kevin Weakland). Per Carl, things are going well, but things are in transition at this facility. December was a blackout. A high number of attendees find it difficult to hear and it continues to be a challenge. We still need volunteers. It was suggested that for reception inmates, that they use New Freedom and Hope videos and have volunteers there to answer questions. This may provide those inmates with needed info and kick start AA for them.
- **FCI Dublin** (Linda Spencer). Verbal per Carl- She is the new Chair. Carl will get her information to Marti to be added to the roster. They are not issuing new clearances, and it is still hard to get in there because the inside sponsor is so busy and cannot escort volunteers. They have 9 volunteers that cover 8 - 10 meetings a month.
- **FCI Herlong** (Currently covered by Reno) No report
- **FCI Mendota** (Rodney Lawley) The Federal system is undergoing some changes and he has not been able to go for a month. There are 2 meetings, each on the 2nd and 4th Tuesday of the month. Meetings are somewhat sporadic at the prison, but AA has a good relationship with the staff. The inmates are actively grateful.
- **FSP Folsom** (Andrew Burkard): 16 cleared volunteers covering ½ of the 44 meetings across 3 facilities (Main Men's; Minimum Men; Minimum Women). 6 of the 18 volunteers are covering multiple meetings. Due to CRM staffing issues, no applications have been processed since September 2019. They are moving to a quarterly processing cycle and include a 2 hour onsite orientation with next one to be in 02/20. 38 have been given applications, 2 have submitted. CRM attempting to streamline the process. Several inmates wanted outside sponsors. All inmates with parole hearings have been reporting that the board constantly asks them about AA and what they understand the steps to mean. Andy is trying to get some better communication going between prison and inmates.
- **HDSP Susanville** (Raymond Laurie) (no report)
- **MCSP Mule Creek** (Mike Kelley): Facility has gone through several personnel changes in Community Resource Dept resulting in delays in scheduling meeting participation and the application/renewal process. Some yards have been without H&I participation for some time. A new CRM started in January and a Staff sponsor has been found to revive the meetings.
- **Napa State Hospital** (John Glaser) Per Carl, John is stepping down and there is a new person for this position, but he is going regularly for now.
- **NCYC Stockton** (Position is OPEN, no report)
- **NorCal Fire Camps** (Peter Sanderson) (absent, written report) No clearances have been granted since late August 2019. This may possibly be due to the complexity of the current process multi page application and require online training). 19 renewals coming due from Feb-May 2020. Region and Area Chairs- Please make sure your camps in your areas are staffed. Not Staffed: Alder, Ben Lomond; Eel River and High Rock. Chamberlain Creek and Parklin are dark since there are no male volunteers to accompany women volunteers. Ishi, Salt Creek and Valley View will go dark in Feb if renewal requests are not made.
- **PBSP Pelican Bay** (Cindy Boozer): Meeting with Carl and Jeff was very informative and helpful to everyone. Have been working with staff at Pelican Bay to start a routine of routing volunteers to the various meetings to provide inmates with a larger view on how the program works. Renewed 4 volunteers with lapsed clearances and 2 new applications. 6 of the meetings covered for January.
- **PVSP Coalinga** (Tommy Redwine). The meetings are the 3rd Thursday of each month at 6 pm. We are invited to 4 cell blocks, average attendance of 20. 3 volunteers have been cleared. No yards were available for visits in December 2019.

- **CSP Sacramento** (John Carboch) (no report)
- **SATF & Corcoran** (Bill Hartzman). Written report. Volunteer Advisor Committee meetings have not been held since March, 2019. 4 volunteers have been approved to serve at Avenal SP with Doug. SATF: 9 meetings monthly led by 6 of the 26 volunteers that have been cleared and are held Mon-Wed. The renewing volunteers will be transitioned to Brown Card holders, extending access to 5 years. A new CRM has been hired. COR: Expanded meetings to 4 monthly meetings (Mon-Wed) led by 2 of the 21 cleared volunteers. 3 volunteers are due to renew, 2 pending approval. Very good relations with the CRM staff.
- **SCC Jamestown** (Jason Crow) (no report)
- **SOL Solano** (Lidya Padilla). 12 meetings a week to cover, short on volunteers, but meetings are being covered. We were told to expect some changes in 2020, they are considering moving things around and adding more educational classes. The Spanish group may be affected.
- **SQ San Quintin** (Bob Wright). Some lockdowns and we have coverage issues for Spanish speaking meetings. We do not have enough volunteers, and those with gate clearances haven't renewed them; 3 lost their gate clearances. We have 4 Spanish speaking BC holders, 1 does not speak any English, so it is difficult to communicate. Going from 2 to 1 Spanish meeting. CRM advised that the beige card will be due at the holders birthday month, not the anniversary of the BC issuance. This should make it easier to track.
- **SVSP Soledad** (Allison Goss). Written report. Level 4 prison meetings are held on Wednesday in 6 yards. Most meetings are Book study. We started seeing some of the regular meetings attended by 70% non-alcoholics, so this caused us to ask Warden to get AA back to basic. We have started non-Prop 57 meetings on Saturday on 2 yards with good
- **USP Atwater** (Dawn Trook). Written report. No changes from last report. The prison was on lockdown often, but the spaces are held open for meetings and inmates were grateful. Prison will be having a new warden, so things may change.

IVSS Chair, Karen Czujko. Pilot program in San Quintin providing outside sponsors for inmates. They can enter prison as a visitor, not a volunteer, so they do not have to follow the same rules/requirements of a volunteer. Handouts are available about the program and a more complete program description is on the website. In March 2019, we had our first visit of a sponsor to an inside sponsee. So, it has been operational for about 10 months. Phase I: completed (preparation phase). Phase II started (implementation). Phase III is ongoing (tracking/reporting). In less than a year, we have completed 39 matches; 15 potential matches; 9 prisoners on the waitlist. Less than 1 year, 63 receive or registered to receive outside sponsorship. Phase IV: Adoption by this committee and included in Policy Manual. At the National Corrections Conference, the Senior editor of the Grapevine magazine asked us to submit a series of articles. They are looking to publish articles in four separate issues. Looking to begin in July with the prison issue. Since 1942, we have been bringing in literature and meetings, and now we are able to bring Sponsors to the prisoners.

Finance Committee Chair, Karen Bertolini (present). I started in December 2019 and I want to thank Karen and Jeff for their support. I have access to WFB accounts online and Karen has been sending me checks to sign. Pink Can Letter was not ready in time for the newsletter publication, but will make sure it will go out on time going forward. We came close to budget over all. Our committee expenses continue to be under budget, meaning that we are not availing ourselves of the reimbursements available for mileage, etc. December 2019 contributions were over budget due to bi-annual contributions coming in sooner than expected. We had an error in the pink can expenses.

NCCAA Conf. Coordinator, HE Nelison (absent and no report)

Literature Chair, Kelly Bennett Pink Pamphlets are ready, however there was a mistake on the Spanish section I and II. It says 10/18, should be 10/19. We have had an issue for the last couple of months by not receiving Form 2, missing about half of them. Per Policy Section II, Page 17, we need prior to dispersing literature. Important to keep roster updated so literature is going to the right address. Chair to send out to Regionals and Area Chairs as a reminder.

Pink Can Coordinator, Peter Mitchell 1000 pink cans and 500 labels are available. Contact Peter if you need any Pink Cans.

Policy Chair Woody Roderick. The final 2019 Policy and Procedures Manuals, (PPM) were forwarded to the publisher in December. A cover letter was included for the distribution advising Regional and Area Chairs to discard their stock of earlier revisions. To date, no suggestions for possible revisions for 2020 PPMs, but will need forwarded prior to 02/20. Invited to attend the Quarterly DVI Volunteer Advisory Committee. The Community Partnership Manager has requested that I begin training Inmate leads on conducting their individual meeting groups and will begin in January or February, 2020.

Audio Chair, Joseph Bennett. We have over 65 recordings on hard drive. Still a considerable amount still to be converted.

Archives Chair, Jeffrey Nilsen. There has been no contact since last meeting. I received a call from Area 06 Nor Cal Coastal CNCA GSC member, Alvia Parmaley. She wrote a paper about our committee's early history with CNCA and General Service. Once I obtain a copy, I will include it in Archives.

Public Information Chair, Victoria Ray. New Officers: Elections on 11/19 for new Officers: Tom A is Delegate; Alternate Delegate Jim D, Chair is Matthew L; Alternate Chair is Claudio; Treasurer: Margie; First assembly on 1/20. No agenda items yet announced.

Grapevine Chair, Bob Free (absent and no report)

Publisher, Joe Nunez. Marti and I are working together to use Northcalhandi@gmail.com. Emails will be included in the subject line on detailing who the communication is from.

Website Chair, Thom Hickey (absent and no report)

Committee Business

- Karen: Tony Tedorovich has been diagnosed with lung cancer and has asked for prayers
- Mileage: Reimbursement of .25 cents per mile. In addition, the Committee agreed to reimburse \$100 per night or the conference rate. Conference rate if going to attend conference because you are a conference liaison.
- Send all reports to Marti Anshutz: NorthCalhandi@gmail.com

Open Forum

7th Tradition: The basket was passed

Anniversaries

Julio Barba: 15 years Ken Monson: 22 years
Marty Gouvea: 20 years Joe Nunez: 8 years

Regional Reports

Region 01: Far North Coastal, OPEN (no report, position OPEN) Per Karen, she spoke with the Literature Chair and they are getting things organized and trying to open meetings in Juvenile Hall, along with their regular meetings.

Region 10: Far North Interior, OPEN (no report, OPEN)

Region 15: Lower Far North Interior, OPEN (Jeffrey Nilsen provided update) Jeffrey is a friend of previous Chair, Mark. Mark was in position for 6 years and stepped down. Jeffrey will try to find out who is now in this position.

Region 20: Northern Coastal, Jess Young

Area 21 - Mendocino County (Larry Robbins) He is looking for a replacement but carrying on with his duties for the moment. They continue to struggle bringing new volunteers on board. No Fire Camp meetings due to low attendance but working on getting meetings going again. **Area 22** - Sonoma County - H&I fellowship is strong and healthy. **Area 23** - All meetings covered. Hospital and jail meetings have good attendance. Fire Camp meetings are doing well since fires have been over.

Region 30: Northern Interior, Marty Gouvea. New in position and have visited 2 meetings for each area. Form 2: Only 1 area has not turned form in. **Area 31:** Butte and Glenn County: They are still recovering however they got a building open for Inner Group or Fellowship meetings in Paradise, and was due to the support of 2 or 3 larger groups in Chico. New Area Chair. **Area 34:** Placer County. Going well, but 30%-40% turn over in positions. **Area 36:** Nevada/Sierra: Discussion to possibly bring meetings into an Outpatient Recovery Treatment facility.

Region 40: Central Interior, Terry Docherty. Challenges of getting Form 2 and will be writing a policy on it for his region. **Area 42:** El Dorado, Stephanie Questo is the new Chair. **Area 43:** New facility that was in Area 4, has moved into this area. Facility wants to start having meetings. **Area 44:** No response, but will follow up. **Area 45:** All is well and will be adding a homeless shelter and rehab facility. Spanish speaking ICE detention facility and in Marysville being added. Great relationship with staff in facilities.

Region 50: East Bay South, Peter Mitchell. **Area 51:** Napa meets 1st Friday of the month. 10-12 different facilities. **Area 52:** 25 facilities and running smoothly. **Area 53:** No meeting, it fell on New Years. **Area 54:** It is an active area, 45-50 facilities, and a lot of volunteers.

Region 60: West Bay, Julio Barba There are 3 areas: **Area 61** 15 meetings per week. Committee will review local area policies to improve transparency. **Area 62:** Supporting 62 meetings per week. We are trying to increase participation due to turnover and vacancy of Outreach Coordinator. Open to suggestions from other areas, but do have quarterly orientation. **Area 65:** San Mateo is stable and supports 39 meetings per week, but still needs volunteers.

Region 70: Southern Coastal, Raymundo Lujano **Area 71:** Running well, but always needing volunteers. Elmwood, Spanish speaking added; **Area 72** (Michael Rolf) is doing a great job, and seeing more participation; **Area 73** (Mike Brown). They are trying to create an ad-hoc committee to reach out to the groups to bring more volunteers; **Area 74** (Nin). Unable to get a response from her. Marti knows her, so she will follow up to see if Nin is still covering this area or not.

Region 80: Southern Interior, Kevin Weakland **Area 86:** Unable to get a hold of Chair, Karen. Someone indicated she is no longer in position. **Area 84:** Unable to get a hold of Chair, their phone number is disconnected, but will follow. **Area 83:** There is no contact information. **Area 82:** He said all is going well. **Area 81:** All is good, no updates.

Region 90: Far Southern Interior, Joe Gomez (absent)

Region 140: Spanish Northern Interior, Joe Casares (present) **Napa State Hospital**, everything is going well thanks to Manuel A. Meetings are every Tuesday with an average attendance of 10 residents. CMF and in Folsom, we need volunteers. Yuba City Detention: 2 meetings per month (1st and 3rd Wednesday) with 15 inmates in attendance. Martinez County Jail: Bi-Lingual Meetings every Wednesday with an average of 10 inmates attending. Richmond County Jail: Meetings were suspended due to lack of interest by the inmates.

Region 160: Spanish North Coast, Jose Castellanos (absent) (Joe and Julio provided an update). They are only going into 1 facility at this time, the others on hold. San Mateo Jail was having issues, but now has been resolved and everything is going well.

Region 170: Spanish South Coast, Rogelio Bonilla (absent)

Region 180: Spanish Central Interior, Eduardo Perez. (no report)

Region 190: Spanish South Interior, Rafael Flores (present) I was elected after being treasurer for the last 3 years. Fresno Jail: Meetings every Friday, 4 meetings held on different floors with an average of 20 inmates attending. VSP Woman's Chowchilla: Every Wednesday with an average of 38 attending. VSP Men's Chowchilla: Meetings every Thursday with an average of 50 inmates attending in gym and 50 men in the Visiting room. Our Home Hispanic Recovery: Meeting every Wednesday and maximum allowed is 12. Average in attendance is 8-12. The Committee is visiting an average of 9 groups per month to provide information and motivation to join the committee.

Liaison Reports

VATF Carl Price (present)

During the VATF meeting held in December, many topics were discussed. Secretary of CDCR visited prisons in Norway and was impressed by the humane aspect of their approach. He is looking at the DOM for outdated, inhumane and irrelevant policies. Implemented the Substance Use Disorders Treatment Program for CA prisons. Inmates will receive medical referrals, which may impact us for time/space conflicts. Another CDCR official indicated how inmates can be transformed, and that volunteers are critical in that process. The Chief of Rehab programs spoke about innovative program grants. The Head of Policy Standardization discussed having a seamless gate clearance process. He indicated the importance of volunteer coordinators meeting with Wardens, communicating with CRMs or Inside sponsors and attending VAC meetings. Another topic discussed was Integrated Substance Abuse Treatment". It is an intensive outpatient module of 2 hours per day, 5 times per week for a year. After that, it will be 2 hours, 3 days a week for another year. Nurses will follow each patient. This is based on the disease model of addiction and the department will train CO's and parole officers.

Clearances: The standard for getting VIC (brown card) is 6 months experience as a gate clearance holder in the prior year. CRMS are charged with notifying providers ASAP with any program changes. TB testing: required to be done annually and a chest x-ray for those who have been exposed but aren't positive, a letter from a doctor is good for 5 years. All medical info is locked and secure. VIC: This still requires the annual 8 online training modules to be completed and onsite training. The LiveScan and app must be completed prior to the orientation. We did ask about possibly offering the training in Spanish and this will be considered.

H&I Liaison to CNCA Karen Bertonli (present) CNCA Area Oct/Nov meetings cancelled due to fires and facilities used as evacuation centers. We may want to think about how we are going to service the incarcerated in the era of wildfires. The Assembly proposal was passed to request Trustees to add to their agenda, a proposal for the 5th Edition of the Big Book.

H&I Liaison to CNIA: Victoria Ray (have already given report)

Bridging the Gap: Coastal, John O'Donnell (absent, no report)

Bridging the Gap: Interior, Cindy Anderson (absent, no report)

SoCal H&I Liaison, Naomi Hultquist (absent, no report)

H&I Conference: OPEN position, Terry Dougherty provided an update. They are having difficulty finding a place to hold the conference that is within budget and they are considering postponing for 2020. They have one more facility to look at in Galt.

Closing:

Rich Gallani reminded everyone of the next General Committee in Visalia on February 9, 2020.

Northern California Hospital and Institution Committee
GENERAL COMMITTEE
February 9, 2020
Visalia, CA

Introduction and Welcome

Meeting Opens with Serenity Prayer

Purpose Statement: John read the H&I Purpose Statement

Twelve Traditions AA: Denise Steffen read the 12 Traditions of Alcoholics Anonymous

Present

Jeff Little	H.E. Neilson	Miki Smith	Clayton
Martine Anshutz	Peter Mitchell	Tracy	Jeff Q.
Joseph Bennett	Bill Hatzman	Jolene Edwards	Courtney Rochie
Kelly Bennett	Teddy B-W.	Allison Goss	Melody Tolmie
Denise Steffen	Debbie Gleason	Hector	Beau P.
George	Sean	Naomi Hultquist	Peter Ortez
Philip	Fred	Joe Nunez	Gary Bonds
Sherrri Dennis	Marty Gouvea	Andrew Keirns	Joelle Farrow
Melanie M.	Joyce Rauen	Jess S.	Chuck H.
Joe McDonald	Sarah	Beau P.	Paul Spence
Ken Monson	Eduardo Perez	Richard Hall	Joe Gomez
Michael Wilkinson	Alice L.	Evy Giudici	Kat Cruz
Lidya Padilla	Brad	Joe Nunez	Karen Czujko
Boo	Ray	Gary Bonds	Woody Roderick
Diana	Karyn Montgomery	Andrew Keirns	Carl Price
Juan	RaeAnn Boyett	Joelle Farrow	Rich Galliani
Rafael Flores	Linda Nogues	Jesse S.	Rafael Delgad
Paula Spence	Chuck H.	Karen Bertolini	Troy Joseph
Vikki Ray			

Approval of Minutes from last General Committee (10/19). Karen Czujko made a motion, and Ken Monson 2nd. Opposed: none. No corrections

Approval of Financial Statements from August through November 2019. Rich Galliani motion to approve. Opposed: none

COMMITTEE CHAIR REPORTS

General Chair, Jeff Little. We want to thank Area 93 for hosting the General Committee. **Financials:** Fiscal year begins 1/20. For January, 2020, Contributions up 21.1%; literature expense up 57.6%. Total expenses up 59%. Year to date comparison to budget: up 31.6%; contributions down 1.4% in literature expense. We are down 2.6% in total expenses. Overall, the financial condition is excellent. Keep ordering literature, we like to see literature expenditures to be about \$17-\$20 per meeting.

Form 2's: Important to get Form 2's in, to date, received about 60% of them.

Committee Meetings: Steering Committee, May 2020 will be held at the William St. address in Vacaville. The General Committee will be held in Del Norte area in June, 2020.

Other updates: The Policy Committee is active and working on 2020 proposed updates. We will be looking closer at The IVSS Sponsorship program.

General Co-Chair, Rich Galliani. Rich is available to assist in any way, so please contact him.

Treasurer, Karen Czujko. Treasurer report through January 2020:

Contributions:	\$ 73,576.64 (after processor fee applied)
Literature Expenses:	\$ 79,050.75
Total Expenses:	\$ 82,023.26
Cash at end of Period:	\$ 229,631.95

January 2020	Contributions	Literature Expense	Total Expense
YTC Comparison LY	+27.1%	+57.6%	+59%
YTD Comparison to Budget	+31.6%	-1.4%	-2.6%
Overall Financial Condition: EXCELLENT			

Financial situation is excellent. YTD contributions are inordinately high due to timing of A73, Santa Cruz bi-annual contribution which would normally have come at the end of 2019. –We only have 2 mos data so numbers are skewed.

Contributions: Need to ask members to put town or county where meeting is held on contribution, NOT GS group #. Unless otherwise noted, we credit to the Area that is printed on the check. REMINDER: If a receipt is needed, we can make contributions online and receipt is generated, which is faster and less time consuming (we process about 500-600 checks/mo). **Expense Reports:** All Steering Committee members are eligible to submit monthly expense reports. For mileage expense, either attach a mapping screenshot or put the destination address in the description line. All other expenses need documentation attached to the request. Regionals need to submit travel to Areas so we can track the actual cost to perform your service position.

Secretary, Martine Anshutz. When sending in reports, it is important when sending in reports, to include your respective region/area and indicate the meeting you are referencing (Steering vs. General).

Rosters: If any changes are in your region or area, PLEASE make email information to northcalhandi@gmail.com- we need the new person’s name, email, phone and mailing address.

Major Institution Chair, Carl Price. Form 2: It is very Important to send them in. New coordinators at Pelican Bay and FCI Dublin and I need to get out to more of the institutions. . TB X-ray tests are now good for 5 years.

IVSS Chair, Karen Czujko. Pilot Program to provide outside sponsorship to prisoners at San Quentin. Volunteers for the Inside Sponsorship Service enter the institution as visitors, not as Program Volunteers, and therefore don’t have to follow the rules for prison staff as regular Program Volunteers do. This is not an attempt to “manage or organize sponsorship”, just to make outside sponsorship available. Individuals only need to fill out a visitors clearance. Originally presented at 06/18 meeting. **Phase 1:** Completed. Preparation & had 1st volunteer orientation a year ago. **Phase 2:** Started 3/19, operational for 11 months. **Phase 3:** Tracking and Reporting is ongoing. Completed 40 ongoing matches; 21 potential matches and 4 prisoners on wait-list. 65 prisoners currently receive or register to receive outside sponsorship. Growth rate has plateaued as we anticipated. **Phase 4:** Adoption by Committee. First Policy Manual drafts submitted for 2020 Policy Manual proposals will be in May/June meetings. GV Project: After the National Corrections Conference in TX, we were asked to submit articles to Grapevine- 3 volunteer & 1 prisoner articles submitted. A few more articles in process. I wrote a cover article and anticipate publication in the June/July edition. Since 1942 we’ve been bringing in meetings & literature but until now, we’ve never found an organized, sustainable method to provide sponsorship without breaking the prison’s rules. Andrew Keirns asked if there is a plan to roll out to other areas- not as of yet so we can work out glitches. It may take at least another year to roll out.

Finance Committee Chair: Karen Bertolini Pink Can Letter was delayed due me and in part to the missing Form 2s.

Budget: We are close to budget overall and AAWS is about \$3k under budget but expected to come in line with receiving healthy orders. Received \$20K contribution in 12/19 which normally comes in in Oct/Nov timeframe which skewed numbers. We need to submit our reimbursements.

NCCAA Conference Coordinator: H.E. Neilson. Spring Conference in San Jose 3/13-3/15/20. San Jose will be electing new NCCAA. San Ramon conference lost over \$7K due to block rooms not filled, NCCAA conference being shaved down to 2 conferences/year and overall, conference is at risk. H.E. is stepping down, the position is now open.

Literature Chair, Kelly Bennett. For orders, text, email or call if you want to order. Must submit Form 2 prior to receiving any literature. Suggest that focus on distributing Grapevine Books (English and Spanish) to long term areas (these are different from Grapevine magazine).

Pink Can Coordinator, Peter Mitchell. We have 1013 pink cans. To order, text or call Peter.

Policy Chair, Woody Roderick. The printed policy manuals have an error, failed to update the year from 2018 to 2019 on the Spanish Section 1 and Section 2, and some of these manuals were shipped before change could be made. If your Region or Area received

any new Spanish Policy Manuals without the correction, update the year on the cover page, but any new printings will have the correct year. The 2019 versions of the Spanish and English Policy Manuals are available on the H&I website. Suggestions for revisions to the 2020 Policy Manuals are being considered for presentation and discussion at the next Steering Committee meeting in May 2020. It is important that H&I volunteers be familiar with the structure and general guidelines in the Section One Policy Manual. Please encourage all Area Chairs to include at least one orientation each year to help volunteers to understand their responsibilities as members of the H&I committee.

Audio Media Chair, Joseph Bennett. Our library of cassette tapes need to be converted to mp3. Any volunteers would be greatly appreciated.

Historian Chair, Jeffrey Nilsen (absent, no report).

Public Information Chair, Vikki Ray. Attended Winter Assembly and have registered for PRASA. I will be attending the Southern CA Conference and will be on a panel.

Grapevine Chair, Bob Free. (absent, no report)

Publisher, Joe Nunez. I will send soft copies of the agenda and will bring hard copies to meetings.

Website Chair, Thom Hickey (absent, no report)

General Service Delegate, Teddy Basham-Witherton. Panel 69 delegate for CA Northern Coastal Area. Pre-conference assembly in SJ in April, 2020. We will have many agenda topics and send them out. Some topics regarding Literature. GSR reps can start sharing items. At area level, discuss the creation of pamphlet for transgender and Spanish speaking LGBTQ. During Q4, we found checks uncashed. Please have treasurers look to see if checks were cashed, if not, please send replacement checks.

COMMITTEE BUSINESS

New Business: none

Birthdays:

Kelly Bennett: 11 years	Marty Gouvea: 20 years	Denise Steffent: 6 months
Denise Steffen: 6 months	Wood Roderick: 30 years	Kat Cruz: 13 years
Hector: 7 months	Joe Gomez: 22 years	Beau: 45 years
Sarah: 18 years	Diana: 3 years	

REGION REPORTS

Region 01- Far North Coastal, OPEN (no report)

Region 10- Far North Interior, OPEN (no report)

Region 15- Lower Far North Int, OPEN (no report). Mark McKorn resigned due to health reasons (2/20)

Region 20- Northern Coastal, Jess Young. **Area 21- Mendocino,** no report. **Area 22- Sonoma,** Steven Hammerich. The H&I Area 22 business meeting orientation is 30 minutes prior to the business meeting and is held at the Community of Christ Church at 1495 Steele Lane. **Area 23-Lake,** no report.

Region 30- Northern Interior: Marty Gouvea. All Form 2 should be in. **Area 31- Glenn Butte,** Jim Lawler. 34 meetings/month. Rebuilding after fires. 3-4 new volunteers at Jan. mtg. Trying to attract more volunteers (Glenn) with updated pamphlets and a workshop. Trying to revive both county jails' mtgs.(Butte). **Area 32- Plumas,** Michael Bonnett. 6-8 mtgs./mo. All is well. Using Reno Intergroup for Lit. & support. **Area 34-Placer,** John Adams. 72 mtgs./mo. 5-6 dark nights due to holidays & lockdown. Trainings for county Jail volunteers announced. Auburn FWP has issues/questions with pink can use at their mtgs. Thanks to Karen C., it should be resolved soon. **Area 36- Nevada Sierra,** Rick Calais. 32 mtgs./mo. New group reps. & volunteers. Trying to revive county Jail & Juv. Hall mtgs. Updating local pamphlet & facilities list.

Region 40-Central Interior, Terry Docherty. (absent, written report). Attended Area 45 in January and will attend other areas in February, 2020. .

Region 50-East Bay North, Peter Mitchell. All Forms 2 are in for this region. **Area 51-** Napa, 10-15 different facilities, includes Napa State Hospital. Meetings well attended.**Area 52-** Contra Costa. No update. **Area 53,** Alameda. 50 different facilities, 300 volunteers, going well. **Area 54,** Solano. Includes 2 prisons in Vacaville and County jail in Fairfield, all is running smoothly.

Region 60- West Bay SF, Julio Barba (absent, written report). **Area 61-** Marin: Stable and doing well supporting 15 meetings/week, unchanged from 2018. The need for volunteers for the Inmate Visiting Sponsorship Service pilot at San Quentin is regularly discussed at business meetings and mentioned in monthly committee emails. Area reviewing their local area policies in an effort to improve transparency and accountability by documenting several long standing, but previously undocumented local policies. These policies address coordinator and volunteer responsibilities and how volunteers ascend from alternate to regular positions. **Area 62- San Francisco:** Penny Cooke. Supporting 56 (down from 60 reported in 2018) meetings per week. Clearance procedures have changed and are more difficult to complete and 25% of the volunteers at S.F County Jail #5 have left 40 vacancies. Working on increasing the number of H&I meeting reps and their level of participation. Progress has been slow due to turnover and vacancy of the Outreach Coordinator, which fortunately has recently been filled. They are also looking for ways to improve the participation of meeting coordinators and are open to suggestions from areas that have a consistently high level of participation by their meeting and facility coordinators. The Area needs many more volunteers and has added a quarterly orientation at SF-Marin Central Office in addition to the monthly orientations held at the Mission Fellowship. **Area 65-** San Mateo Chair: Mark Woods/Joey DeMartini (co-chair): The area is stable and doing well supporting 39 (up from 36 reported in 2018) meetings per week. and is in need of more volunteers to fill several current openings.

Region 70- Southern Coastal: Raymundo Lujano (absent, written). **Area 71-** Troy Joseph: 55 meetings, 500 volunteers and the business meetings (4th Tuesday) well attended. He has condensed facilities from 54 to 50 so it looks a little bit smaller but it is just that he has condensed the facilities with men and women into just one. The Spanish-speaking women meeting in Elmwood is up and running at 2/days per month and working to a total of 3. The Chair is going to be moving out of town in June so the co-chair, Michael Stevens will be taking over the position. **Area 72-** Michael has been working with the Intergroup's Salinas and Monterey bringing flyers to recruit more H&I reps from the groups he's also having very successful orientation meetings at 6:30 PM and they meet the first Thursday of the month, also they will be hosting the February General meeting of 2021 they're looking at having a discussion topic about collecting funds like area 73 does receiving the contributions to one box PO Box and then send one check to the general committee that's a discussion topic that they're going to be having so they can have more resources for people in service. There's also a member interested in bringing back the Juvenile Hall facility and they will have more information on that soon. **Area 73 Santa Cruz.** Area just had elections on the last fourth Wednesday of the month. Mark Brown is no longer the chair. **Area 74 San Benito.** Just met with the new Area Chair, Peggy Rothermel. I would like to thank Secretary Marti for reaching out to Peggy. The former chair Nen Donato will serve as Literature chair.

Region 80- Southern Int: Kevin Weakland (absent and no report).

Region 90: Far Southern Int: Joe Gomez. **Area 91-** Madera/Mariposa, Miki Smith. Madera is a large geographical area and currently serving CCWF and local jail. **Area 92-** Fresno: Kat Cruz. Currently going through re-construction of its leadership. A new Chair and Recording Secretary have been elected. Members are currently serving local men's and women's jail as well as local recovery group, West Care. In April, Area invited Marcel A. of SF to speak at our local Intergroup Speaker Meeting. **Area 93-** Tulare: Joyce Rauen. Area is taking off under new leadership, Joyce R, Area Chair and Bill H, Corcoran Facility Coordinator. **Area 95-** Kings: OPEN. No activity directly reported. Going to visit that area to get some interest/momentum. Some members have contacted Bill H in regards to service in Corcoran.

Region 140: Spanish North Int: Jose Casares (absent, no report)

Region 160: Spanish North Coast: Jose Castellanos (absent, written report)

Meetings are held the 4th Saturday of every month, 10-12 at Grupo Menlo Park, Redwood City; Casa Aztlan on Tuesday, Maple Correctional Facility on Wednesday. We are waiting for the San Francisco Sheriff's dept response for San Bruno Jail. We have a motion about our region. It's too big in those areas for people that are further north, so possibly consider dividing it or find a better solution to bring the message.

Region 170- Spanish South Coast: Rogelio Bonilla (absent, no report)

Region 180- Spanish Central Int: Eduardo Perez. Meetings held 1st Tuesday of the month. We are in constant communication with Spanish Intergroup and support Atwater Federal Prison, DVI, Sierra Conservation Center, CHCF, San Joaquin Jail and Honor

Farm. A review of the status of our volunteers and the application process is being reviewed by our new Regional Chair, Eduardo. Also, our Spanish Regions 140, 160, 180 and 190 and their prospective Chairs gathered in February to discuss the english online training and issue of language barrier. One solution is to have in-person training or hold a Spanish tutorial in their own regions. We also suggested H&I website translate more content into Spanish to provide more informative, broader information in Hispanic community.

Region 190- Spanish South Interior, Rafael Flores. At West Care facility, there are 4 people in attendance every week. Nuestra Cases Recovery, at least 10 attend; Fresno County Jail, there are approximately 25 in attendance every Friday. Chowchilla Women's Prison. About 38 inmates attend; Chowchilla Men's Prison, about 50 inmates in the gym and another 50 attend in the visiting room. We visit 6 AA groups every month.

MAJOR INSTITUTION

ASP Avenal, Doug Goodall. Per Carl, Bill Hatzman and Doug said that some of the Cochoran volunteers are being shared and bringing in literature.

CCC Susanville, Raymond Laurie. Status quo since last report. Spotty, many lockdowns and few volunteers.

CCWF & VSP Chowchilla, Miki Smith. 6 meetings for the general population, B, C, D yard and Visiting Facilities for Spanish speaking. We support the SNIFF (Hospice) unit at the hospital and an EOP unit. We have sponsorship meetings and include active sponsors for other inmates. We are planning meetings for 9 inmates at the firehouse (prison facilitated). 2 english and 2 spanish speaking. More in the clearance training process. An informational fair is being scheduled. Valley State prison for men, 160 rack-credited programs and 30 more being implemented within 2 months. 26 AA per week. 2 english and 1 spanish speaking volunteers.

CHCF Stockton: Melody Tolmie. After a facility cancellation of all the old tags in December. Meetings resumed in January, all going smoothly. Groups at CHCF, interest in the Grapevine and includes how to write stories. 2 meetings per day except Thursday. Still need volunteers.

CMF California Medical Facility, Vacaville CA Ken Monson. There are 28 meetings/mo occurring inside CMF. Currently all meetings are being covered with outside H&I volunteer participation. In 11/19, we started attending an AA meeting that has been going on for some time without outside volunteer participation in a section of prison outside the fence, known as "The Ranch". For the last three months, outside volunteers have been running the meeting in an attempt to demonstrate "how" AA meetings are conducted. We will ask for an inside member to become the meeting secretary and take responsibility for the running of the meeting. We are engaged to increase communication specific to AA volunteers showing up for their commitments and being turned away due to understaffing issues. We are also somewhat frustrated with the facility for lack of communication in regard to volunteer clearances, when they expire, and the procedure to keep them current.

CTF Soledad: Peter Ortez

3 facilities at CTF. **North:** has special needs inmates. 4 meetings /mo (2 Spanish/2 English). Prison is adding 2 more meetings (both are english). We only have 2 volunteers to go in on 4th Wednesday and need more Spanish & English speaking volunteers. On 06/28, we are holding a 4th Step Workshop. Pete Feliciano is flying in from NY to present. **Central:** 12 meetings, excluding the 4 meetings that the Venture Group. The prison officials are treating The Venture Group as a whole different branch of AA. Of the 12 meetings, we have 6 volunteers. Spanish meetings do not have any volunteers. Prison officials are separating the Suenos and Bulldogs Groups. They are starting a new Spanish-speaking meeting on Thursday, one group will attend Wednesday's meeting and one group will attend Thursday's meeting. **South:** 11 meetings and going smoothly with plenty of volunteers. Providing a 4th Step Workshop as well. Online Orientation has had difficulties since some members are not proficient in computers. They have no Spanish online orientation which is a major problem but a volunteer has taken 4 volunteers to his house to help them through the online process. In November, the CRM office had a workshop and orientation at the prison. We sent 10 people and as of yet, none have been cleared because the camera is broken. They are getting a new camera. Spoke with CRM and they will have 2 onsite orientations (March 2020 and October 2020), but no confirmed dates. Currently in the process of getting a coordinator for each of the 3 facilities. They will report to me. I found 2 coordinators (1 in South and 1 for Central) and I will cover North.

DVI Tracy: Kevin Weakland. (absent). Woody provided a report. Self-help groups have been disorganized, so movement with Community Partnership managers to organize all 12 step groups. Now, close to 90 inmates are attending and expanding. Executive Board meeting held quarterly to assist bring coordinators, volunteers, inmate leads for better communication. We will be providing training for inmate leads.

FCI Dublin: Linda Spencer (absent). 2 meetings, both on Monday- 1 at Camp (minimum Security) and 1 at Medium Security site. Each meeting is literature-based format- read, then discuss. Attendance ranges from 4 to 15, depending on inmate population, consistency of meetings and concurrent competing programs. Challenges are lack of volunteers and having prison escorts. But they

are denying training for new volunteers. Scheduling of required annual training refresher only during the weekday has precluded some volunteers that work during the day to attend, thus badges are not renewed. The prison is not inviting any new volunteers- no training, no clearance. So, those volunteers we lost are not being replaced.

We have a total of 9 volunteers for 8 or 10 meetings per month. Only 2 of the meetings at each facility are covered (3rd & 4th at Camp and 1st at Medium). At least 2 at each are dark. There is a prison staff volunteer manager who has to run from FCI to Camp and back to escort them to and from their meetings. The possible reason for no new volunteers could be economic (cost of bading and annual luncheon). I am encouraging our volunteers to be as flexible as possible. I have noticed that the Monday night religious services have the same volunteers go into minimum and medium security. It may be that the prison thinks AA should do so as well.

FCI Herlong, OPEN. It is administered by Nevada Intergroup

FCI Mendota: Rodney Lawley. Still need more volunteers. The prison has begun mandatory Narcotics Classes for all inmates who are in for drug cases. They are necessary for the inmate to be considered for Parole. The time and place has had some effect on his AA group but generally attendance is good. In the future, inmates attending AA can earn time off their sentences. The date and amount of time off still to be determined.

FSP Folsom, Andrew Burkard (no report)

HDSP Susanville, Raymond Laurie. Due to so many lockdowns, and so spread out, but he is supporting it as best as possible.

MCSP Mule Cree, Mike Kelley. A new Community Projects Manager took over at Mule Creek State Prison 2 weeks ago. Previously, no CPM for the last 2 months. As a result of a CPM absence and certain personnel changes, AA meeting schedules in the facility have been slightly disrupted. Since CPM is here, meeting schedules seem to be back on track and will be setting up meeting with them soon. 2 new volunteers began attending meetings within the last two (2) weeks and I have given out 3 more applications to prospective volunteers. I anticipate that working with the new prison staff to improve communications with the inside staff sponsors and myself.

Napa State Hospital: John Glaser. (absent, written report). All meetings (held on Wednesdays) are covered and going well.

NCYC Stockton: OPEN. Possibly re-engaging activity in this facility. Facility is mainly drug offenders, age 18-25.

NorCal Fire Camp, Peter Sanderson (absent, no report)

PBSP Pelican Bay, Cindy Boozer (absent, written). 4 meetings per week until all volunteers are cleared and trained. 2 new volunteers and have submitted 6 new members for clearance. Thanks to Kelly B for her kindness and knowledge, processed the first order!

PVSP Coalinga, Tommy Redwine. (absent, written). Meetings held the 3rd Thursday/mo @ 6 pm. We invited 4 cell blocks, attendance of 20. 3 AA's cleared for attendance. 3 of us attended A yard in January. We are invited into 4 cell blocks with an average attendance of 20. 3 AA's cleared for attendance. We need about 15 AA's to support PVSP meetings.

CSP Sacramento, John Carboch (same as last month Steering Committee report). Many lockdown incidences.

SATF & COR Corcoran, Bill Hatzman. **SATF:** We recently increased our monthly commitments at SATF to 12, by adding 2 spanish speaking. Meetings held on Mon-Wed and led by 7 of the 24 volunteers presently cleared. **COR:** 4 meetings led by 2 of 19 volunteers. We have very good relations with CRM staff. We are transitioning our renewing volunteers from Gate Access to Brown Card holders which will extend their access from 12 months to 5 years! COR is still issuing 12 month Brown Cards after a year of volunteer service on their Gate Clearance roster. Volunteer Advisory Committee meetings have not been held since 3/21/19. We have had 3 interim CRM's there since spring 2019. Thankfully we've experienced no meaningful challenges as a result. **Avenal:** 4 of our volunteers have also been approved to serve at Avenal SP with Doug Goodall. We delivered a large literature shipment with Doug on Tuesday, Jan 21.

SCC Jamestown, Jason Crow. (absent). 1 meeting/week with 1 other volunteer. Lack of CRM participation, makes it difficult. Carl will go up and meet with Jason and the prison. Will take some work to get up and running again.

SOL Solano, Lidya Padilla. (present). Everything is the same as the last report in January. 12 meetings per week to cover (1 Spanish), despite lack of volunteers, we have been able to cover the meetings. We were told to expect changes for 2020. They plan on adding more educational classes. Application and online training not in Spanish, so causing issues.

SQ San Quentin: Bob Wright (written). It's been an eventful 4 months at the prison. There were a couple of lockdowns, numerous incarcerated AA members got out, and we have had problems with coverage with Spanish Speaking meetings. Continued issues with lack of volunteers, and those with gate clearances haven't renewed them. There are 4 Spanish speaking BC holders, one of whom doesn't speak any English, so communication can be difficult. After discussion with numerous people within the H&I structure, we talked about the process of going from 2 Spanish speaking meetings/week to 1. Shout out to Raymundo L. We have other bilingual volunteers who have agreed to step up on Saturdays, and so we will NOT be cutting down the meetings after all.

The CRM just advised that beige card anniversary documents and online training will be due at the holder's birth month rather than the anniversary of BC issuance. Online training has gone RELATIVELY smoothly. They anticipate doing in person training quarterly.

SVSP Soledad: Allison Goss (Present) 6 yards, 1 is minimum security 5 are level 4. Typically 2 yards are down each week. 27 volunteers, 19 that are participating. Need more volunteers due to covering 6 yards. Because of Prop 57, we are getting few alcoholics coming to meetings and more coming to get the rack points. We asked the Warden for an AA non-racked meeting, it was well received, so started a new meeting.

USP Atwater: Dawn Trook (absent). No report received, per Carl said should be the same as last month

LIAISONS

VATF -Carl Price. No meeting since last time, but there was discussion about the need of Spanish online trainings. A very big need. We need to get the Form 2's in!

H&I Liaison to CNCA - Karen Bertolini. The scheduled meetings were disrupted due to the displacement caused by the fire. Assembly coming up in April.

H&I Liaison CNIA: Vikki Ray. Winter assembly held, pre-conference assembly in April. We are getting our topics together to submit to Tom to be represented at the conference.

H&I Bridging the Gap - John O'Donnell. We meet monthly and we will be reviewing the BTG handbook. To prepare for the meeting, I reached out to H&I Chairs to get a full understanding of the need or make improvements in areas. In larger areas, many more volunteers and very good communication. Best practice is to work closely with H&I Literature rep to make BTG materials available to them. For those areas that have a drop box, the BTG will drop off the BTG materials so the H&I rep can pick it up or offer mail BTG materials to H&I rep.

SoCal H&I Liaison: Naomi Hultquist. I have been bringing what I learn here to our area. There are 6 delegates that come to our meetings. The So Cal H&I 39th Annual Conference is coming up in April and I will be involved in a panel at the conference.

Meeting closed.

NorCal H&I Committee
Financial Report
December 2019

<u>INCOME AND EXPENSE BREAKDOWN</u>		
	<u>Dec 19</u>	<u>Dec 19</u>
Income		
Area Contributions	74,089.04	74,089.04
Processor Fees	-256.56	-256.56
Total Income	73,832.48	73,832.48
Expense		
LITERATURE EXPENSE		
AAWS	43,363.58	43,363.58
Meeting Directories	1,000.23	1,000.23
Total LITERATURE EXPENSE	44,363.81	44,363.81
NorCal Committee	210.40	210.40
Office Supplies	10.37	10.37
Postage	12.11	12.11
Printing Costs	210.06	210.06
Region/Area Supplies	3,798.55	3,798.55
Total Expense	48,605.30	48,605.30
Net Ordinary Income	25,227.18	25,227.18
Other Income/Expense		
Other Income		
Interest Income	22.32	22.32
Total Other Income	22.32	22.32
Net Other Income	22.32	22.32
Net Income	25,249.50	25,249.50
OPERATING ACTIVITIES	25,249.50	25,249.50
FINANCING ACTIVITIES		
Wells Prudent Reserve Acct	-12.18	-12.18
Net cash provided by Financing Ac	-12.18	-12.18
Net cash increase for period	25,237.32	25,237.32
Cash at beginning of period	212,830.17	212,830.17
Cash at end of period	238,067.49	238,067.49
Prudent Reserve = \$143,372.56		
Value of literature on hand = \$27,344.08		

<u>CONTRIBUTIONS BY AREA</u>		
	<u>Dec 19</u>	<u>Dec 19</u>
03, Siskiyou	30.85	30.85
04, Humboldt	329.16	329.16
11/12, Modoc/Lassen	428.60	428.60
140, Spanish North Int	37.00	37.00
16, Shasta	301.90	301.90
160, Spanish N Coast	115.00	115.00
180, Spanish Central Int	53.55	53.55
190, Spanish South Int	157.64	157.64
21, Mendocino	213.60	213.60
22, Sonoma	2,993.77	2,993.77
23, Lake	261.32	261.32
31, Butte/Glenn	1,769.81	1,769.81
34, Placer	2,539.85	2,539.85
36, Sierra/Nevada	1,074.41	1,074.41
42, Sacramento/Yolo	2,244.81	2,244.81
43, El Dorado	632.48	632.48
44, Amador	200.91	200.91
45, Sutter/Colusa/Yuba	204.35	204.35
51, Napa	826.63	826.63
52, Contra Costa	4,500.85	4,500.85
53, Alameda	5,633.82	5,633.82
54, Solano	1,777.08	1,777.08
61, Marin	8,227.39	8,227.39
62, San Francisco	5,984.52	5,984.52
65, San Mateo	3,312.05	3,312.05
71, Santa Clara	5,017.01	5,017.01
72, Monterey	670.12	670.12
73, Santa Cruz	20,020.00	20,020.00
74, San Benito	50.34	50.34
81, Stanislaus	554.08	554.08
82, San Joaquin	986.87	986.87
83, Tuolumne	360.45	360.45
84, Calaveras	252.89	252.89
86, Merced	254.63	254.63
91, Mariposa/Madera	132.34	132.34
92, Fresno	1,126.08	1,126.08
93, Tulare	594.39	594.39
95, Kings	172.78	172.78
Unidentified Contributor	45.71	45.71
TOTAL	74,089.04	74,089.04

NorCal H&I Committee
Financial Report
January 2020

<u>INCOME AND EXPENSE BREAKDOWN</u>			<u>CONTRIBUTIONS BY AREA</u>		
	Jan 20	Dec '19 - Jan 20		Jan 20	Dec '19 - Jan 20
Income			02, Del Norte	286.82	286.82
Area Contributions	73,979.52	148,068.56	03, Siskiyou	70.55	101.40
Processor Fees	-402.88	-659.44	04, Humboldt	352.25	681.41
Total Income	73,576.64	147,409.12	11/12, Modoc/Lassen	77.30	505.90
Expense			140, Spanish North Int	0.00	37.00
LITERATURE EXPENSE			16, Shasta	1,733.81	2,035.71
AAWS	40,000.00	83,363.58	160, Spanish N Coast	99.00	214.00
GRAPEVINE & LA VINA	38,870.75	38,870.75	17/18, Tehama/Trinity	84.08	84.08
Meeting Directories	180.00	1,180.23	170, Spanish S Coast	40.00	40.00
Total LITERATURE EXPENSE	79,050.75	123,414.56	180, Spanish Central Int	14.21	67.76
NorCal Committee	1,105.54	1,315.94	190, Spanish South Int	133.78	291.42
Office Supplies	53.46	63.83	21, Mendocino	772.04	985.64
Postage	0.00	12.11	22, Sonoma	6,303.40	9,297.17
Printing Costs	1,813.51	2,023.57	23, Lake	715.45	976.77
Region/Area Supplies	0.00	3,798.55	31, Butte/Glenn	824.75	2,594.56
Total Expense	82,023.26	130,628.56	32, Plumas	24.00	24.00
Net Ordinary Income	-8,446.62	16,780.56	34, Placer	2,528.33	5,068.18
Other Income/Expense			36, Sierra/Nevada	830.85	1,905.26
Other Income			42, Sacramento/Yolo	3,832.73	6,077.54
Interest Income	23.26	45.58	43, El Dorado	1,511.48	2,143.96
Total Other Income	23.26	45.58	44, Amador	249.44	450.35
Net Other Income	23.26	45.58	45, Sutter/Colusa/Yuba	568.38	772.73
Net Income	-8,423.36	16,826.14	51, Napa	1,268.75	2,095.38
			52, Contra Costa	9,032.54	13,533.39
OPERATING ACTIVITIES	-8,423.36	16,826.14	53, Alameda	10,625.68	16,259.50
FINANCING ACTIVITIES			54, Solano	1,132.74	2,909.82
Wells Prudent Reserve Account	-12.18	-24.36	61, Marin	3,929.82	12,157.21
Net cash provided by Financing Activities	-12.18	-24.36	62, San Francisco	7,491.25	13,475.77
Net cash increase for period	-8,435.54	16,801.78	65, San Mateo	5,609.04	8,921.09
Cash at beginning of period	238,067.49	212,830.17	71, Santa Clara	6,416.07	11,433.08
Cash at end of period	229,631.95	229,631.95	72, Monterey	1,837.68	2,507.80
			73, Santa Cruz	232.40	20,252.40
			74, San Benito	222.03	272.37
Prudent Reserve = \$143,384.74			81, Stanislaus	460.99	1,015.07
Value of Literature in hand = \$25,713.36			82, San Joaquin	556.11	1,542.98
			83, Tuolumne	461.73	822.18
			84, Calaveras	331.23	584.12
			86, Merced	182.38	437.01
			91, Mariposa/Madera	141.42	273.76
			92, Fresno	1,862.49	2,988.57
			93, Tulare	656.92	1,251.31
			95, Kings	412.60	585.38
			Basket Collection at Meet	63.00	63.00
			Unidentified Contributor	0.00	45.71
				73,979.52	148,068.56

NorCal H&I Committee
Financial Report
February 2020

INCOME & EXPENSE BREAKDOWN			CONTRIBUTIONS BY AREA		
	Feb 20	Dec '19 - Feb 20		Feb 20	Dec '19 - Feb 20
Income			02, Del Norte	0.00	286.82
Area Contributions	47,727.29	195,795.85	03, Siskiyou	467.24	588.64
Processor Fees	-209.29	-868.73	04, Humboldt	262.89	944.30
Total Income	47,518.00	194,927.12	11/12, Modoc/Lassen	100.52	606.42
Expense			140, Spanish North Int	0.00	37.00
LITERATURE EXPENSE			16, Shasta	1,215.01	3,250.72
AAWS	35,259.41	118,622.99	160, Spanish N Coast	75.72	289.72
GRAPEVINE & LA VINA	0.00	38,870.75	17/18, Tehama/Trinity	182.51	286.59
Meeting Directories	76.48	1,256.71	170, Spanish S Coast	0.00	40.00
Total LITERATURE EXPENSE	35,335.89	158,750.45	180, Spanish Central Int	36.12	103.88
NorCal Committee	2,527.53	3,843.47	190, Spanish South Int	201.45	492.87
Office Supplies	180.60	244.43	21, Mendocino	154.58	1,140.22
Postage	69.01	81.12	22, Sonoma	3,028.42	12,325.59
Printing Costs	454.63	2,478.20	23, Lake	363.86	1,340.63
Region/Area Supplies	0.00	3,798.55	31, Butte/Glenn	363.89	2,958.45
Total Expense	38,567.66	169,196.22	32, Plumas	0.00	24.00
Net Ordinary Income	8,950.34	25,730.90	34, Placer	2,881.50	7,949.68
Other Income/Expense			36, Sierra/Nevada	803.21	2,708.47
Other Income			42, Sacramento/Yolo	3,511.70	9,589.24
Interest Income	21.94	67.52	43, El Dorado	1,598.82	3,742.78
Total Other Income	21.94	67.52	44, Amador	52.78	503.13
Net Other Income	21.94	67.52	45, Sutter/Colusa/Yuba	470.65	1,243.38
Net Income	8,972.28	25,798.42	51, Napa	791.27	2,886.65
			52, Contra Costa	4,053.57	17,586.96
OPERATING ACTIVITIES	8,972.28	25,798.42	53, Alameda	4,497.08	20,756.58
FINANCING ACTIVITIES			54, Solano	1,862.75	4,772.57
Wells Prudent Reserve Account	-11.39	-35.75	61, Marin	3,596.69	15,753.90
Net cash provided by Financing Activities	-11.39	-35.75	62, San Francisco	3,544.08	17,019.85
Net cash increase for period	8,960.89	25,762.67	65, San Mateo	2,969.27	11,890.36
Cash at beginning of period	229,631.95	212,830.17	71, Santa Clara	5,914.45	17,347.53
Cash at end of period	238,592.84	238,592.84	72, Monterey	528.06	3,035.86
			73, Santa Cruz	200.00	20,452.40
			74, San Benito	58.48	330.85
			81, Stanislaus	750.18	1,765.25
			82, San Joaquin	508.18	2,051.16
			83, Tuolumne	410.14	1,232.32
			84, Calaveras	57.70	641.82
			86, Merced	247.97	684.98
			91, Mariposa/Madera	171.19	444.95
			92, Fresno	992.20	3,980.77
			93, Tulare	606.26	1,857.57
			95, Kings	0.00	585.38
			Basket Collection at Meeting	196.90	259.90
			Unidentified Contributor	0.00	45.71
				47,727.29	195,795.85

NorCal H&I Committee
Financial Report
March 2020

INCOME & EXPENSE BREAKDOWN			CONTRIBUTIONS BY AREA		
	Mar 20	Dec 19 - Mar 20		Mar 20	Dec 19 - Mar 20
Income			02, Del Norte	211.92	498.74
Area Contributions			03, Siskiyou	48.33	616.97
Online Contributions	6,593.27	34,054.70	04, Humboldt	415.59	1,359.89
Area Contributions - Other	39,181.99	207,516.41	11/12, Modoc/Lassen	0.00	606.42
Total Area Contributions	45,775.26	241,571.11	140, Spanish North Int	0.00	37.00
Processor Fees	-213.41	-1,082.14	16, Shasta	1,015.79	4,266.51
Total Income	45,561.85	240,488.97	160, Spanish N Coast	98.00	387.72
Expense			17/18, Tehama/Trinity	84.04	350.63
Accounting	942.00	942.00	170, Spanish S Coast	0.00	40.00
LITERATURE EXPENSE			180, Spanish Central Int	61.33	165.21
AAWS	35,752.62	154,375.61	190, Spanish South Int	213.83	706.70
GRAPEVINE & LA VINA	281.50	39,152.25	21, Mendocino	299.17	1,439.39
lit - other	76.46	76.46	22, Sonoma	2,493.93	14,819.52
Meeting Directories	129.32	1,386.03	23, Lake	287.80	1,628.43
Total LITERATURE EXPENSE	36,239.90	194,990.35	31, Butte/Glenn	1,614.00	4,572.45
NorCal Committee	1,448.95	5,292.42	32, Plumas	0.00	24.00
Office Supplies	0.00	244.43	34, Placer	2,118.16	10,067.84
Postage	8.25	89.37	36, Sierra/Nevada	673.91	3,382.38
Printing Costs	0.00	2,478.20	42, Sacramento/Yolo	2,285.13	11,874.37
Region/Area Supplies	0.00	3,798.55	43, El Dorado	750.58	4,493.36
Total Expense	38,639.10	207,835.32	44, Amador	224.43	727.56
Net Ordinary Income	6,922.75	32,653.65	45, Sutter/Colusa/Yuba	85.81	1,329.19
Other Income/Expense			51, Napa	1,130.70	4,017.35
Other Income			52, Contra Costa	3,454.09	21,041.05
Interest Income	19.36	86.88	53, Alameda	6,556.87	27,313.45
Total Other Income	19.36	86.88	54, Solano	1,110.03	5,882.60
Net Other Income	19.36	86.88	61, Marin	3,989.68	19,723.58
Net Income	6,942.11	32,740.53	62, San Francisco	2,684.59	19,704.44
OPERATING ACTIVITIES	6,942.11	32,740.53	65, San Mateo	2,314.01	14,204.37
FINANCING ACTIVITIES			71, Santa Clara	6,092.93	23,440.46
Wells Prudent Reserve Account	-12.18	-47.93	72, Monterey	531.87	3,567.73
Net cash provided - Financing Activities	-12.18	-47.93	73, Santa Cruz	0.00	20,452.40
Net cash increase for period	6,929.93	32,692.60	74, San Benito	492.69	823.54
Cash at beginning of period	238,592.84	212,830.17	81, Stanislaus	1,514.81	3,280.06
Cash at end of period	245,522.77	245,522.77	82, San Joaquin	556.97	2,608.13
Prudent Reserve = \$143,408.31			83, Tuolumne	103.00	1,335.32
Value of Literature in Hand = \$22,925.05			84, Calaveras	0.00	641.82
			86, Merced	152.68	837.66
			91, Mariposa/Madera	89.22	534.17
			92, Fresno	1,424.15	5,404.92
			93, Tulare	489.02	2,326.59
			95, Kings	53.20	638.58
			NorCal Mtgs Collection	0.00	259.90
			Unidentified Contributor	93.00	138.71
				<u>45,775.26</u>	<u>241,571.11</u>

NorCal H&I Committee General Roster

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Region 10 - Far North Int	OPEN	OPEN		
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H&I Conference Chair	OPEN	OPEN		

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