

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

STEERING COMMITTEE SCHEDULE 2019

May 11, 2019
September 14, 2019
January 11, 2020

Next Steering Committee Meeting will be held at 11:00 at
Grace Episcopal Church – 1405 Kentucky Street – Fairfield, CA 94533

GENERAL COMMITTEE SCHEDULE 2019

June 9, 2019 – Area 34 (Placer)
October 13, 2019 – Area 52 (Contra Costa)
February 9, 2020 – Area (TBD)

All General Committee Meetings are held at 11:00 in Regions listed, with location announced prior to the meeting



Northern California Hospital & Institution Committee

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

Newsletter #2

May 2019

NEXT GENERAL COMMITTEE MEETING:

June 9, 2019

Rocklin Community Center

5460 5th Street

Rocklin, CA, 95677

11:00am (will include a lunch break) Hosted by Area 34

From Chico: Take CA-70 S for 31.4 miles. Use the left 2 lanes to turn slightly left onto CA-65 S (signs for Roseville). Use the middle lane to take exit 311 for Sunset Blvd. Use the left 2 lanes to turn left onto Sunset Blvd. Turn left onto 3rd Street, Turn left onto 5th Street, Destination will be on the left 5460 5th Street.

From Fresno: Take CA-99 N – keep left at the fork to continue on CA-99 N 100 miles, continue onto S Sacramento Fwy, Continue onto Elvas Fwy, Continue onto I-80 BL East. Use the left 3 lanes to merge onto I-80 East toward Reno. Take 105B for Taylor Road toward Pacific Street. Merge onto Taylor Road - stay slightly right – Taylor Road becomes Pacific Street. Turn left onto Farron Street, continue onto 5th Street – turn left Destination will be on the left 5460 5th Street.

From San Francisco: Get on US-101 S/Central Fwy. Use the left 2 lanes to take the Interstate 80 Exit toward Bay Bridge/Oakland. Continue onto I-80 E. Keep left and merge onto I-580 W/I-80 E. Use the right 2 lanes to take exit 1A for I-80 East toward Reno. Continue on I-80 East. Take 105B for Taylor Road toward Pacific Street. Merge onto Taylor Road - stay slightly right – Taylor Road becomes Pacific Street. Turn left onto Farron Street, continue onto 5th Street – turn left Destination will be on the left 5460 5th Street.

These directions are from Google Maps are intended as suggested routes only. You can visit our website @ handinorcal.org to get better directions from your location. We hope to see you there.

In This Issue

Cover	Steering Committee and General Committee Meeting schedules
Pg. i	Directions to the General Committee Meeting and Newsletter contents
Pg. 1	Letter from the General Chair
Pg. 2	Gratitude Letter from an H&I member
Pg. 3	Open Positions on H&I Committee & Website Information
Pg. 4	Steering Committee Meeting Agenda 5/11/19
Pg. 5	General Committee Meeting Agenda 6/9/19
Pg. 7	Map of Northern California H&I English Regions & Areas
Pg. 8	Map of Northern California H&I Spanish Regions & Areas
Pg. 9	H&I Policy Manual 2018/2019 Revisions
Pg. 10	H&I Policy Manual 2018/2019 Revisions (Spanish)
Pg. 11	Minutes from the last Steering Committee Meeting
Pg. 17	Minutes from the last General Committee Meeting
Pg. 23	Financial Statements
Pg. 27	General Roster



A Letter from our H&I General Chair

Greetings Fellow Committee Members!

This is my last newsletter as your General Chair. I can't express what an honor serving in this capacity has been and I can only hope that I have given this committee a fraction of what has so generously been given to me. As one of the largest independent Ninth Tradition service committees in all of Alcoholics Anonymous, our ability to extend the hand of A.A. to many thousands of alcoholics every year is both humbling and awe-inspiring.

Observing the spirit of rotation, our elections for the new General Chair will take place at our General Committee meeting in Rocklin on June 9th. Jeff L, our current General Co-Chair has agreed to make himself available, as can anyone else who meets the qualifications. We're also electing two new members to our Finance Committee, so I encourage you to consider making yourself available (see Section Two of our Policy Manual for the position descriptions). Our elections are held according to the Third Legacy and are a wonderful process in which to participate. Per Concept XI, the election of our trusted servants "will always be matters for serious care and concern", so I hope you'll make every effort to join us in Rocklin.

Our new General Chair will be choosing his/her Steering Committee Chairs after the election, and I also urge you to review the various positions as described in Section Two of our Policy Manual. See where you think you might be of maximum service to the committee and let the new Chair know you're available. Ideally, we look to have a balance of older, experienced members and new members, and serving at the Steering Committee level has been one of the greatest privileges of my sobriety. Since the Steering Committee discusses the handling of all issues brought before the General Committee, its' members have significant impact on the direction we take.

We'll also be reviewing this year's updates to the Policy Manual, a copy of which are included in this newsletter. *Updates and refinements to our manual are essentially an annual inventory of how we can best carry the message to the alcoholic who is confined.* New requests or suggestions can be brought by any H&I member to the Policy Committee for consideration at any time or sent directly to the Secretary at least two months prior to a General Committee meeting.

Our pilot program for the Inmate Visitation/Sponsorship Service is progressing more rapidly than we could have hoped ~~for~~ – inmate response has been strong, grateful and enthusiastic and our biggest challenge is getting enough volunteers cleared to service the requests. The administration continues to give us their full cooperation and we should be able to make a report on the first actual visits at our upcoming round of meetings in May/June. This feels like an historic evolution of our committee's ability to carry the message to confined alcoholics, and if it continues to demonstrate practical feasibility, we'll have an official proposal to put before the committee by next year for inclusion in our Policy Manual. We'll also be presenting it to the National Corrections Conference this fall in Texas.

Finally, a reminder that our Steering Committee meetings are now held at:

Grace Episcopal Church, 1405 Kentucky St, Fairfield, CA 94533

I look forward to seeing you all there, so we can share our experience, strength and hope for the benefit of the alcoholic in correctional and treatment facilities and I'll be forever grateful for the trust you've placed in me over the past four years.

Yours in service,
Karen C



Gratitude in Action

My name is Dan and I am an alcoholic. It took some time before I was comfortable saying that at a meeting. I didn't understand what drinking was doing to my life. I came to the meetings because the judge said I had to.

My life was a mess. It seemed like I never had enough money. I was in trouble a lot at work. My wife and kids were not happy with me. My parents and my sister were tired of me calling them and asking for money. I knew something was wrong, but I didn't think it was my drinking. Deep down I hoped it wasn't my drinking, because that was all I really liked to do.

When I came to AA, the men asked me about my drinking. I wanted to talk about my wife and my lousy job. They said, "we'll talk about that later, let's talk about your drinking." I told them how much I drank and what happened to me when I drank. They shared their drinking experiences with me. I started to relate.

They showed me the Big Book. They showed me the Steps and how they worked them to get sober. They asked me if I wanted to do the Steps. I said 'yes,' and I started at Step One. By the time I got to Step Twelve, my life was much better. But most importantly, I now had some tools to deal with life. I had meetings I could go to, people I could call, and a Higher Power to rely on.

They told me one of the most important things I could do when I was done with the Steps was "pass it on." I volunteered to go to the local detox. Some of the guys were bringing in a meeting two times a week. It was just what I needed. I had never been to a detox before. I learned what the term "there but for the grace of God go I" means.

I have been going at the detox for 4 years now. It has helped me stay sober, and has kept me in the middle of the pack. I am grateful to AA and the men who taught me what it means to be sober and help another man.

Dan L.

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

Policy Chair - OPEN

Finance Committee Member – 2 positions 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 50 – East Bay North - OPEN

Region 80 - 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

**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.

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 (1/12/19)

Committee Chair Reports

General Chair	Karen C
General Co-Chair	Jeff L
Treasurer	Kelly B
Secretary	Melody T
Major Institution Chair	Carl P
Finance Committee Chair	Ken M
NCCAA Conf. Coordinator	H.E. N
Literature Chair	Lorraine M
Pink Can Coordinator	Peter M
Policy Chair	OPEN
Audio Chair	Joseph B
Archives Chair	Jeffrey N
Public Information Chair	Vikki R (pending confirmation at Feb GC mtg)
Grapevine Chair	Bob F (pending confirmation at Feb GC mtg)
Publisher	Rich G
Website Chair	Thom H

Committee Business

- 2019 Policy Manual Updates - review
- 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 M
Region 20 - Northern Coastal	Jess Y
Region 30 - Northern Interior	Bob F
Region 40 - Central Interior	Terry D
Region 50 – East Bay, North	Cindy L
Region 50 - East Bay, South	Lisa B
Region 60 – West Bay	Julio B
Region 70 - Southern Coastal	Raymundo L
Region 80 - Southern Interior	OPEN
Region 90 - Far Southern Interior	Joe G
Region 140 - Spanish North Interior	Joe C
Region 160 - Spanish North Coastal	Jose Luis C
Region 170 - Spanish South Coastal	Rogelio B
Region 180 - Spanish Central Interior	Enrique R
Region 190 - Spanish South Interior	Jesus B

Liaison Reports

VATF	Carl P
H&I Liaison to CNCA	Karen B
H&I Liaison to CNIA	Vikki R
Bridging the Gap - Coastal	George X
Bridging the Gap - Interior	Cindy A
NCCAA	Shaun G
SoCal H&I Liaison	David B
H&I Conference	Ken M

Meeting closes with **Declaration of Responsibility**

General Committee Agenda

**General Committee Meeting – Sunday, June 9, 2019
Rocklin, CA**

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 (2/10/19)

Approval of Financial Statements (Dec 2018 - Mar 2019)

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	Karen C
General Co-Chair	Jeff L
Treasurer	Kelly B
Secretary	Melody T
Major Institutions Chair	Carl P
Finance Committee Chair	Ken M
NCCAA Conf. Coordinator	H.E. N
Literature Chair	Lorraine M
Pink Can Coordinator	Peter M
Policy Chair	OPEN
Tape Librarian	Joe B
Historian	Jeffrey N
Public Information Chair	Vikki R, pending confirmation
Grapevine Chair	Bob F, pending confirmation
Publisher	Rich G
Website Chair	Thom H

Committee Business

- 2019 Policy Manual Updates – 1st vote
- Third Legacy Election General Chair
- Third Legacy Election Finance Committee members (2)
- New business from floor

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	Mark M
Region 20 - Northern Coastal	Jess Y
Region 30 - Northern Interior	Bob F
Region 40 - Central Interior	Terry D
Region 50 – East Bay, North	OPEN
Region 50 - East Bay, South	Lisa B
Region 60 – West Bay	Julio B
Region 70 - Southern Coastal	Raymundo L
Region 80 - Southern Interior	OPEN
Region 90 - Far Southern Interior	Joe G
Region 140 – Spanish North Interior	Joe C
Region 160 – Spanish North Coastal	Jose Luis Ca / Roberto S
Region 170 – Spanish South Coastal	Rogelio B
Region 180 – Spanish Central Interior	Enrique R
Region 190 – Spanish South Interior	Jesus B

Major Institution Coordinator Reports (3-minute limit)

ASP Avenal	Doug G
CCC Susanville	Emory B
CCWF & VSP Chowchilla	Miki S
CHCF Stockton	Melody T
CMF Vacaville	Ken M
CTF Soledad	Peter O

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
SOL Solano
SQ San Quentin
SVSP Soledad
USP Atwater

Liaison & Service Committee Reports

VATF
H&I Liaison to CNCA
H&I Liaison to CNIA
Bridging the Gap - Coastal
Bridging the Gap - Interior
NCCAA
SoCal H&I Liaison
H&I Conference Chair

Kevin W
Lisa B
??
Rodney L
Andy B
OPEN
Mike K
John G
Tony T
Peter S
Lynne D
Tommy R
John C
Bill H
Jason C
John D
Bob W
Alison G
Dawn T

Carl P
Karen B
Vikki R - temp
John O
Cindy A
Shaun G
David B
Cindy L

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: 021, 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

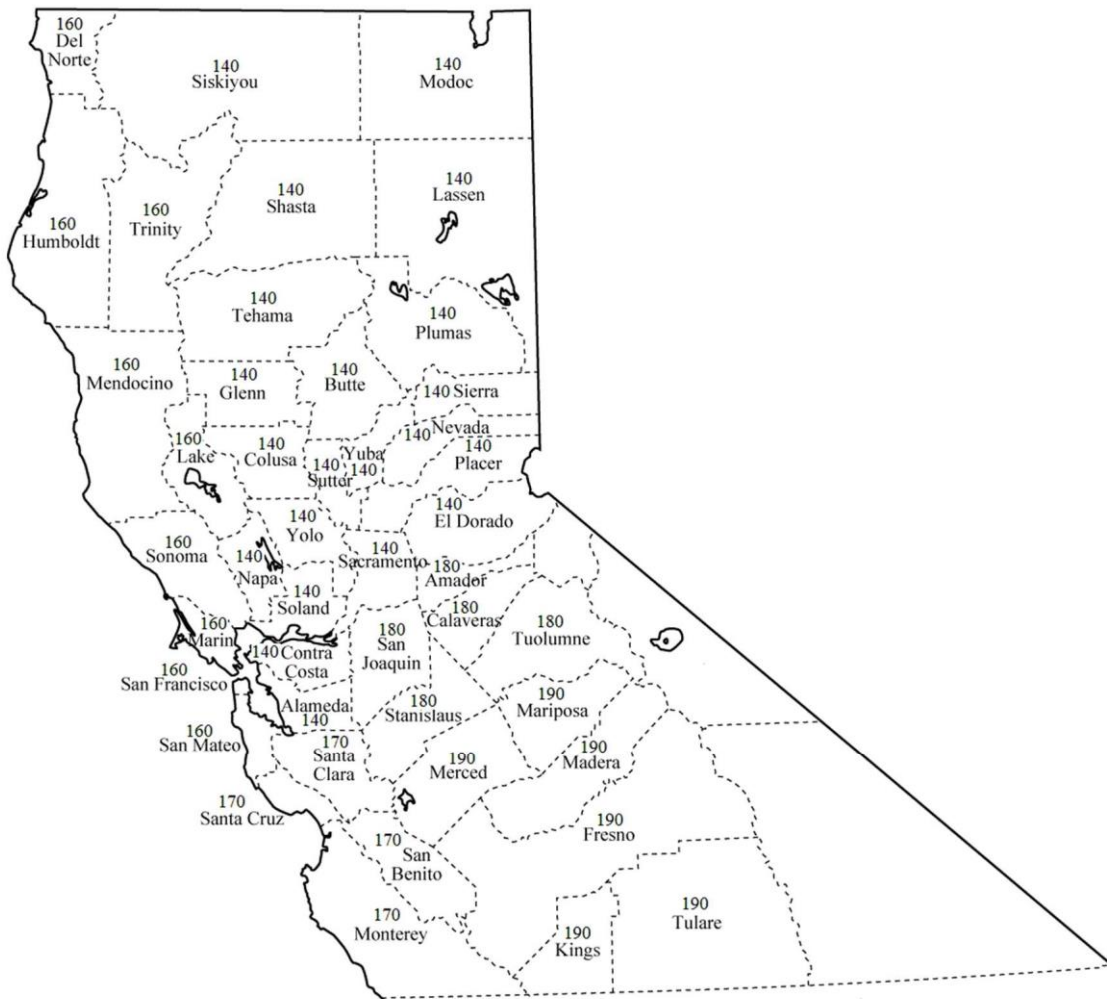
Region 80 - Southern Interior

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 –

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 –

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 2018-19 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

1. **Confidentiality:** Sec 1, p.1, (STATEMENT OF PURPOSE), second item #2, add "Respect full anonymity **and confidentiality** of inside members at all times."
2. **Financial Policy:** Sec 1, p.3 and Sec 2, p.2, (FINANCIAL POLICY), revise paragraph to read "...in the event that our committee ~~ever~~ accumulates **ongoing** funds in excess of reasonable operating expenses (**equal to three months prior year's expense**) plus our Prudent Reserve (**equal to three months prior year's expense**) the committee will distribute..."
3. **Singleness of purpose:** Sec 1, p.6, (GENERAL GUIDELINES), item 8, add "refer to themselves only as alcoholics **and adhere to our singleness of purpose** when carrying the message of A.A..."
4. **Facility Meeting Attendance:** Sec 1, p.6 (GENERAL GUIDELINES), add item #16: "H&I meetings are provided to inmates/residents of the facility; they are not open to the general fellowship." (**prevents outside groups from taking over the meeting and ensures literature is only going to the confined alcoholic**)
5. **Regional Chair:** Sec 1, p.13 and Sec 2, p.13 (REGIONAL CHAIR) add as item 5, **informs General Chair and Secretary about any changes for Area Chairs in their Region.**
6. **Add Procedure for Electing the Regional Chair** (**so someone can't essentially self-appoint to the position**) Sec 1, p.16 after **Procedure for Starting an H&I Meeting** & Sec 2, p. 15 before **Contribution Collection Procedures:**
 - a. The General Chair informs appropriate Areas when an opening occurs in their Regional Chair position.
 - b. When an Area has a potential candidate for the position, they notify the General Chair.
 - c. The General Chair informs other Area Chairs in the Region about the potential candidate.
 - d. The potential candidate visits the Area meetings and makes him/herself available for questions.
 - e. Area Chairs inform General Chair directly with their vote. Regional Chairs are elected by a simple majority of Areas voting.

SECTION TWO CHANGES

7. **Secretary:** Sec 2, p.8 add/insert as item #7: "**distributes updated Pink Can letter to NorCal central offices**".
8. **Finance Committee Chair procedures:** Sec 2, p.13 (FINANCE COMMITTEE CHAIR) – item #5 change to "**Updates annual PC letter by the first General Committee meeting of the year mid-Dec for inclusion in next newsletter and posting on website; forwards to Publisher and Website Chair**".
9. **Travel expense** Sec 2, p.16 (TRAVEL EXPENSE REIMBURSEMENT POLICY) under **Lodging, Meals and Other**, add/insert as second bullet item: "**Lodging at Conferences required as part of performing duties of position will be reimbursed at full cost of group rate at host hotel.**"
10. **Travel expense** Sec 2, p.16 (TRAVEL EXPENSE REIMBURSEMENT POLICY) under **Coverage**, delete all bullet items and substitute: "**Travel necessary to perform duties of position – all Steering Committee members**"
11. **FC Procedures:** Sec 2, p.17 (FINANCE COMMITTEE PROCEDURES) – **DELETE** "~~Make arrangements to have the financial record audited.~~" **Note:** Never been done, so shouldn't be included; our CPA says outside audit very expensive, unnecessary and he reviews our financials for anomalies when he does the yearly taxes.
12. **Remove old Form 1:** Sec 2, p.22 (**nobody uses it & it's confusing**)

MANUAL DE POLÍTICA DE H&I DE 2018-19 REVISIÓN

TEXTEN ROJO SON LAS ADICIONES /CAMBIOS PROPUESTOS;

TEXTO EN NEGRO SON LAS PALABRAS EXISTENTES; TEXTO EN NEGRO CRUZADO ES LA ELIMINACIÓN PROPUESTA

TEXTO EN AZUL ES RACIONAL

CAMBIOS SECCIÓN UNO

13. **Confidencialidad:** Sec. 1, p.1, (DECLARACIÓN DE PROPÓSITO), segundo punto # 2, agregue "Respetar completamente el anonimato **y la confidencialidad** de los miembros internos en todo momento".
14. **Política Financiera:** Sec 1, p.3 y Sec 2, p.2, (POLÍTICA FINANCIERA), revise el párrafo para que diga "... en el caso de que nuestro comité alguna vez acumule fondos **continuos** que excedan los gastos operativos razonables (**igual a tres meses del gasto del año anterior**) más nuestra Reserva Prudente (**equivalente a tres meses del gasto del año anterior**) el comité distribuirá ... "
15. **Propósito Primordial:** Sec. 1, p.6, (DIRECTRICES GENERALES), punto 8, agregue "refiérase a sí mismos solo como alcohólicos **y adhiérase a nuestro propósito primordial** al llevar el mensaje de A.A....".
16. **Asistencia a la Reunión de la Instalación:** Sec. 1, p.7 (DIRECTRICES GENERALES), agregue el artículo # 16: "**Las reuniones de H&I se proporcionan a los reclusos / residentes de la instalación; no están abiertos a la comunidad general**" (evita que grupos externos se apoderen de la reunión y garantiza que la literatura solo vaya al alcohólico confinado)
17. **Coordinador Regional:** Sec 1, p.13 y Sec 2, p.13 (COORDINADOR REGIONAL) agregue como punto 5, **Informa al Coordinador General y al Secretario sobre cualquier cambio para los Coordinadores de Área en su Región.**
18. **Agregar el Procedimiento para elegir al Coordinador Regional** (por lo que alguien no puede auto-designarse esencialmente para el puesto) Sec 1, p.16 después del **Procedimiento para Iniciar una Reunión de H&I** y Sec 2, p. 15 antes de los **Procedimientos de Colección de Contribuciones:**
 - a. El Coordinador General informa las Áreas apropiadas cuando ocurre una vacante en su posición de Coordinador Regional.
 - b. Cuando un área tiene un candidato potencial para el puesto, le notifican al Coordinador General.
 - c. El Coordinador General informa a los otros Coordinadores de área en la Región sobre el candidato potencial.
 - d. El candidato potencial visita las reuniones del Área y se pone a disposición para preguntas.
 - e. Los Coordinadores de Área informan directamente al Coordinador General con su voto. Los Coordinadores Regionales son elegidos por mayoría simple de las áreas votantes.

CAMBIOS SECCIÓN DOS

19. **Secretaria:** Sec. 2, p.8 agregar / insertar como punto # 7: "**distribuye la carta actualizada de Botes Rosa a las oficinas centrales de NorCal**"
20. **Procedimientos del Coordinador del Comité de Finanzas:** Sección 2, p.13 (COORDINADOR DEL COMITÉ DE FINANZAS) - punto # 5 cambiar a "**Actualiza la carta anual de PC para la primera reunión del Comité General del año a mediados de diciembre para su inclusión en el próximo boletín y publicación en el Sitio Web ; reenvía al Editor y al Coordinador del Sitio Web**".
21. **Gastos de viaje** Sec 2, p.16 (POLÍTICA DE REEMBOLSO DE GASTOS DE VIAJE) bajo **Alojamiento, Comidas y Otros**, agregue / inserte como segundo punto: "**El alojamiento en las Conferencias requerido como parte de los deberes de la posición se reembolsará a costo total de Tarifa de grupo en el hotel anfitrión**".
22. **Gastos de viaje** Sec. 2, p.16 (POLÍTICA DE REEMBOLSO DE GASTOS DE VIAJE) bajo la **Cobertura**, elimine todos los puntos con viñetas y sustitúyalos: "**Viaje necesario para realizar tareas de la posición: todos los miembros del Comité Directivo**"
23. **Procedimientos del Comité de Finanzas:** Sec 2, p.17 (PROCEDIMIENTOS DEL COMITÉ DE FINANZAS) - BORRAR "~~Haga los arreglos para la auditoría del registro financiero~~". **Nota:** Nunca se ha hecho, por lo que no debe incluirse; nuestro CPA dice que la auditoría externa es muy costosa e innecesaria, y revisa nuestras finanzas en busca de anomalías cuando realiza los impuestos anuales.
24. **Elimine el Viejo Formulario 1:** Sec 2, p.22 (**nadie lo usa y es confuso**)

Northern California Hospital and Institution Committee
Steering Committee Meeting
January 12, 2019 Fairfield, CA

Opening: Karen C opened the meeting at 1102 a.m. with a moment of silence followed by the Serenity Prayer.

Purpose Statement: Julio B read the H&I Purpose Statement.

Twelve Traditions: H.E. N read the Twelve Traditions.

Introductions:

Present:

Karen C	Melody T	Joseph B	Mark M	Rafael F
Adrian V	Eduardo P	José C	José Luis C	H.E. N
Bob W	José	Bob F	Jeffrey N	Lorraine M
Bob	Terry D	Peter M	Lisa B	Kelly B
Kevin W	Cindy L	Peter O	Ken M	Jeff L
Karen B	Rich G	Julio B	Raymundo L	Dawn T
Cindy A	Juan T			

Karen C welcomed everyone, especially welcomed new members to the Steering Committee

Approval of the September 8, 2018 Steering Committee Meeting Minutes: Jeff L moved and Julio B seconded a motion *to approve the minutes of the September 8, 2018 Steering Committee as submitted.* The minutes were approved unanimously.

Committee Chair Reports

General Chair, Karen C: Karen C reported the following:

- Financial Review – Karen thanked all the members who helped disseminate accurate information regarding H&I finances over the past year. Contributions were 10% over budget, which allowed the Committee to purchase an additional \$40,000 in AAWS literature.
- 2018 Pink Can Letter – Ken M has completed the Pink Can Letter and it is included in the first *Newsletter* of the year. It will also be sent to the Central Offices throughout northern California. This is an important component of maintaining communications and will be completed every year.
- Literature Usage Report: Karen reviewed the Fiscal Year 2018 Literature Usage by Area Report. The Cost Per Meeting figure formula is the total literature purchased by the Area divided by the number of yearly meetings conducted per the 2017 Form 2's. Areas are encouraged to review the report for unusually high or low literature usage. For 2018 the Committee budgeted total AAWS literature usage of \$13.40 per meeting. The actual average used was just under \$15 per meeting.
- Online Contributions – The small labels for the Pink Cans regarding the online contribution option were sent to all the Areas. These should be attached to all Pink Cans. Everyone should carry a supply of these small labels to every meeting attended, to be placed on any Pink Cans which do not have a label. Online contribution is easy for the Groups and Areas, and eliminates the occasional bounced check problem.
- Progress on Pilot Program for Visiting Sponsors – Karen explained that the pilot sponsorship program involves having an H&I volunteer who does *not* go into an institution as a cleared volunteer to bring in AA meetings, go in simply as a visitor with the possibility of providing 'outside sponsorship' to the inmate. The proposal is posted on the H&I website, and Thom will include it in the website banner so it will be easy to find. The first orientation is scheduled for January 24 at the East Bay Central Office. If 15 to 20 volunteers are oriented, the Committee will obtain a Post Office box and print brochures. These will be given to the inmates who attend meetings in San Quentin. The first inmate visitation is targeted for the end of March. Julio B asked how long the program would run as a pilot. Karen responded that 2019 will be the test year, with the Policy Committee developing the policy to be put forward in the 2020 *Policy Manual* revisions for vote.
- Sample Area H&I Brochures: A tri-fold example brochure describing H&I service work is available in the meeting packet and Thom will be posting it online on the Resources page. Areas can customize it and put it in meeting literature racks. More Areas are using it to help garner interest in getting volunteers. Cindy L inquired about funding for printing; Karen responded that Areas are responsible for print costs.
- Rotation of General Chair & Officers in June – Every Steering Committee member should prepare a written job description and task timeline for the next person taking their position. These should be submitted to the Recording Secretary for the Committee's records. This will be an important part of an informed pass-it on.
- Request From GSO – The Trustees CPC Committee is looking for shared experience in working with various aspects of the Armed Services. Regional Chairs should bring copies of this request to the Areas so they can participate. H&I serves alcoholics in veterans' facilities. The deadline is the end of February.
- Upcoming General Committee Meetings:
 - a. February 10, 2019: Area 16, Shasta (Redding). The location is posted in the newsletter and online.
 - b. June, 2019: in conjunction with NCCAA; Area 34, Placer (Rocklin).
 - c. October, 2019: in conjunction with NCCAA Area 52 (Contra Costa)

General Co-chair, Jeff L: Jeff noted the increase in contributions due to the correct financial information being transmitted to the Groups. He reported that he attended the National Corrections Conference in Maine. This Conference provides opportunity to interface with Corrections professionals. Hearing the experience of other Committees prompted the Committee's pilot Visiting Sponsorship Program, which he was able to introduce to the participants. It was very well-received. He observed that taking an entire year to work out the program before becoming a part of the *Policy Manual* was beneficial. Next year, the Corrections Conference will be held in Huston. Karen C reiterated that this Conference is very helpful and much needed.

Treasurer, Kelly B: Kelly reported the following figures for December:

Contributions:	\$32,760.06
Literature Expenses:	\$27,182.78
Total Expenses:	\$30,641.42
Cash at the end of the Period:	\$188,610.40

She reported that her car was broken into in October. Among items stolen were the stamped checks to be deposited into the bank. Region 50 and up were affected. She contacted the Treasurers and Area Chairs in those Regions, and the problem has been dealt with. The best way to resolve the problem going forward is to have the Groups contribute online. She also reported that the Premium Forward service is inefficient and is being delivered every other week now, and the Committee pays for this poor service. If she does not get the Premium Forward mail, she drives to San Francisco to get it. She asked that she be reimbursed for her travel, and this was confirmed.

Secretary, Melody T: (present, report inadvertently skipped) Melody reported that everything is going well. She thanked everyone who sent an electronic report, and Kevin W for bringing the September meeting recording back to Stockton while she was on vacation. She asked that everyone please check the roster for any needed corrections. As reported, a Pink Can Letter mailing to the Intergroups and Central Offices is in progress. The Committee will be maintaining a complete list of these service centers to facilitate communications. She thanked Kelly B for passing along the most recent mailing list, and the CNIA Registrar and CNCA Liaison for their assistance in the compilation. She received a request from the H&I website for information in Farsi. Thanks to Vikki for the referral to an AA member who speaks Farsi and will follow up.

Major Institution Chair, Carl P: (Absent, electronic report submitted) Carl reported that he has been in contact with most of the prison Community Resource Managers as well as the Institution Coordinators. He attended the Volunteer Advisory Committee meetings at Soledad and Folsom. He participated on a panel at the Bridging the Gap Forum on November 17. Jim V has stepped down from being coordinator at Folsom, and Andy B is the new Facility Coordinator. He thanked Jim for his service. AA's presence is expanding at some facilities, while finding enough volunteers continues to be a problem in some areas. Communication and clearance delays are ongoing issues at some facilities. He reported for the Institution Coordinators as follows:

- **ASP Avenal:** No coordinator, no report
- **CCC Susanville:** (Emory B) Currently there is no volunteer activity at CCC.
- **CHCF Stockton:** (Melody T) A troublesome volunteer's behavior has been resolved. A persistent issue is how staff handles AA meetings when H&I is not there: a staff member takes over and the AA meeting becomes a class or group counseling session. Melody is working with the CRM and Warden to make the meetings conform to the *Policy Manual's* format.
- **CMF Vacaville:** (Ken M) More volunteers are needed to cover twenty-four meetings per month at the facility. Literature has been delivered and distributed. There is a new 24-page volunteer application, and an online training is required. Two meetings were cancelled in December due to lack of staffing; Ken is inquiring how advance cancellation notice can be given to volunteers.
- **CTF Soledad:** (Peter O) There are five new meetings, including two in Spanish. Spanish-speaking volunteers are needed. Recent lockdowns have affected the schedule but as of December 26th, all yards but one are up and running. As of January, all orientations and clearance applications will be online. Peter is working to add a Saturday night speaker meeting.
- **DVI:** (Kevin W) DVI has moved to LiveScan and online training for Beige Card Holders. DVI is going well and all meetings are covered.
- **FCI DUB:** (Lisa B) There are no changes and no new volunteers are being cleared. 10 volunteers serve four meetings per month at the Main Facility, and seven volunteers serve three meetings per month at the Camp. The institution canceled many meetings due to staff coverage issues. January will only have one meeting in each facility due to staff escort's schedule.
- **FCI Herlong:** (Currently covered by Reno) No report
- **FCI Mendota:** (Rodney L) No response to emails or phone calls
- **FSP Folsom:** (Andrew B) Jim V has resigned from being coordinator and Andrew B, one of the volunteers, has agreed to step in. There is a serious need for more volunteers as many meetings are not being covered.
- **HDSP Susanville** (Emory B) HDSP and Antelope Camp have one meeting per week. There are no meetings at the County Jail. Shortage of volunteers and lack of communication from the staffs are ongoing issues.
- **MCSP Mule Creek:** (Bill H) No response to emails or phone calls.
- **Napa State Hospital:** (John G) All meetings were covered by volunteers for Wednesday 7:30p.m. to 8:30p.m. All meetings were covered in the daytime program on Fridays from 9:30 a.m. to 10:30 a.m. at Napa State Hospital.
- **NCYC Stockton:** (Tony T) All is good at NCYC.
- **NorCal Firecamps:** (Peter S) The past six months have been chaotic because of communication problems with staff and changing clearance application procedures. Clearances are seriously bottlenecked. One facility has not been served for five years because of lack of volunteers. There is now some resolution on how to go forward but it will be slow and some meetings will probably go uncovered.

- **PBSP Pelican Bay:** (Lynn D) The status of AA at the prison is the same; however, a Crescent City AA member, new volunteer Cindy B. has been recruiting local AA's to volunteer. She has facilitated the clearance of six additional volunteers so coverage at the prison will be expanded greatly. Lynn reports this is good news.
- **PVSP Coalinga:** (Tommy R) There are currently five meetings on third Thursday of month. Tommy could use more volunteers as only three are cleared currently. He needs Spanish speakers as well.
- **CSP Sacramento:** (John C) Most of the meetings are on weekends and John needs more volunteers. The application process is daunting. The CRM is helpful with specific issues but not necessarily responsive to suggestions to change the system.
- **SATF & Corcoran:** (Bill H) SATF is going strong. Bill reports the exciting news that the Corcoran facility adjacent to SATF will be having meetings and new applicants to cover the meetings are in process.
- **SCC Jamestown:** (Jason C) No response to emails or phone calls.
- **SOL Solano:** (John D) The prison has twenty-three meetings per month and all is going well. A new clearance policy is in place which is slowing clearances down. More volunteers are needed.
- **SQ San Quentin:** (Bob) AA has had no uncovered meetings but there was a two-week lockdown in December. There is ongoing tension because the facility wants H&I volunteers to be more involved in tracking attendance. Bob has told the CPM that AA cannot and will not violate AA traditions to accommodate them. Another 100-inmate outpatient mental health unit has opened in the minimum security yard.
- **SVSP Soledad:** (Allison G) Meetings continue on six yards, ranging from Level 1 to Level 4. Primarily, the meetings are book studies. Because of a shortage of volunteers, there are some unserved meetings, but never two in a row. Lockdowns occur with some regularity. More volunteers are needed.
- **USP Atwater:** (Dawn T) There are four active volunteers and three pending clearance applications. Dawn is having trouble getting responses from the re-entry affairs coordinator and the prison has had many lockdowns in the past several months.

VATF Liaison Report, Carl P: (absent, electronic report submitted) There have been no VATF meetings since the last general committee meeting.

Finance Committee Chair, Ken M: Ken reported that he started his new position on December 1, and he thanked Rich G, Karen C and Kelly B for their help during rotation. He has now been activated as a signer on the H&I bank account. He expressed appreciation for the work that the H&I Treasurer's position requires. The Pink Can Letter has been updated to reflect the 2018 final financial numbers, and passed along for distribution. It appears in the most recent newsletter and is on the Nor Cal H&I website. He highlighted the following from the Final Year End report:

- Contributions rebounded well in 2018 starting in February, which allowed for more literature purchases.
- Not all Steering Committee members are making use of the travel reimbursement policy.
- The Pink Can order will be placed in 2019.

NCCAA, H.E. N: H.E. reported that nothing has changed for the Foster City panel and table since the General Committee Meeting in October. The panel is set and Area 65 has volunteers for the H&I table. He will be at the NCCAA Steering Committee Meeting in Stockton on January 27th and will meet with Joe G. of Fresno who will be taking over for the Rocklin NCCAA Conference in June of 2019.

Literature Chair, Lorraine M: Lorraine reported that the H&I inventory in storage unit in Paradise survived the Camp Fire. Only about \$400 in literature was unusable due to ash damage. H&I distributed literature in one of the Red Cross Shelters, which housed some AA members. AA members from all over the country have been donating books, and the supply in the Paradise environs is sufficient; they are asking that no more books be donated. Lorraine will complete the inventory and she will be adjusting the literature usage. There have been no problems with ordering or receiving AAWS orders. She reminded new Area Literature Chairs that all the books (not pamphlets or *Grapevines*) need to be stamped with the H&I donation stamp; call or email Lorraine for literature stamps or ink pads.

Pink Can Coordinator, Peter M: Peter reported that there are about 300 Pink Cans currently in inventory. He has also been slotting lids. He fills requests as they come in.

Policy Chair, OPEN: Lisa B reported that she would have to rotate out of the position of Policy Chair. Karen C reported that the Policy Committee would meet after the Steering Committee and would be forwarding new changes to the *Policy Manual* to the Steering Committee in May.

Audio Media Chair, Joseph B: Joseph reported that at the last meeting he discussed having someone help him with the Spanish portion of his position, but this has not been resolved. A catalog of the CD's is available, and he can email the .pdf file. Some institutions allow the CD's. Joseph stated he has a special three-CD collection of Bill, Dr. Bob, and Bill D, the "man on the bed" available.

Archives, Jeffrey N: Jeffrey reported that all is going well. I received a call last week from the California Northern Coastal Area (CNCA) General Service Alternate Archives Chairperson, Patrick B, who is compiling the *CNCA History Volume II*. Patrick wants to interview him and anyone from the H&I Committee who might be able to provide information on the Committee's relationship with CNCA General Service. *CNCA History Volume I* covers 1942 through 1983. Anyone with any information concerning the time period from 1984 forward should contact him. One idea was compile the names of the Chairmen and Chairwoman from 1984 to Present. On February 1st – 3rd 2019, Jeffrey will attend the History Symposium "The Broad Highway" in Los Gatos, CA with Jackie B. He will present the history of carrying & I inside San Quentin Prison. He will also have a display at the event. Please contact Jeffrey with archival information, additions, or suggestions.

Public Information Chair, OPEN: Karen reported a candidate will be put before the General Committee for confirmation.

Grapevine Chair, Bob F Bob reported that he is reviewing the list of chairs to insure it is current and *Grapevine* materials are being delivered to the correct addresses.

Publisher, Rich G: Rich reported that the redacted version of the *Newsletter* will be up on the website. He has also updated the H&I informational flyers. He will also work with the H&I Conference coordinators to insure that the next Publisher receives the H&I Conference flyer in a timely manner.

Website Chair, Thom H: (absent, electronic report submitted) Thom reported that the site is up to date pending one home page change for the pilot sponsorship program which he will complete. Please contact him with any other changes. Karen C noted the AA webpage on YouTube, where the video "A New Freedom" can be viewed. H&I could provide a link on the H&I website.

Committee Business:

Vote on Permanent Location for Steering Committee: The Steering Committee reviewed the two possible sites for the Steering Committee Meetings. Costs, space, consistent availability and parking were considered. After discussion, the question was called: Martinez: 9, Fairfield: 16. Fairfield will be the new permanent location. It was confirmed that the Audio-Media Chair would have early access to set up the sound and recording equipment.

Appeal from A61-Marin Member:

The volunteer who would make the appeal was not in attendance.

New Business from the Floor: There was no new business.

7th Tradition: The baskets were passed to pay rent on the facility.

Birthdays:

Lisa B	24	Julio B	14
Ken M	21		

Regional Reports

Region 01 – Far North Coastal, OPEN: (no report)

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

Region 15 – Lower Far North Interior, Mark M: Mark reported that in Area 16, all meetings covered. They are considering adding service to a mental health facility. In Area 17-Red Bluff the Fire Camp and Men's Jail are covered, but there are no meetings in the Women's Jail. In Area 18, the Women's Jail needs volunteers. Meetings in the Fire Camps and Juvenile Facility are going well.

Region 20 – Northern Coastal, Jess Y: Jess reported that Area 21-Mendocino continues to have a regular business meeting. They are trying to get new people interested and cleared for the County Jail. Area 22-Sonoma coordinates meetings in 18 facilities and serves two other facilities outside the Area. A treatment facility has approached the Area about re-instating AA meetings. Area 22 offers a jail visitation program, "Behind the Glass," in which an inmate can request a visit from two AA volunteers. This clearance is much easier than volunteering to bring AA meetings into the facility. Volunteers for full clearance are requested to participate in "Behind the Glass" first. Attendance at the Jail meetings is down; the cause is uncertain. In Area 23-Lake about 50 inmates per month are served at the County Jail. The Area is concerned about expiring clearances at the Fire Camps, since they are not able to get clearance renewals at this time.

Region 30 – Northern Interior, Bob F: Bob reported that many H&I volunteers have left Area 31-Glenn-Butte due to displacement by the Camp Fire. A lot of AA books were donated to the Area for the AA members in evacuation centers. Getting into the County Jail has become an issue. A homeless shelter needs volunteers. There has been no contact with Area 32, which may be served by the Reno Intergroup. In Area 36-Nevada-Sierra there is a large homeless population, and volunteers go into a shelter with several meetings per week.

Region 40 – Central Interior, Terry D: Terry thanked the Areas in Region 40 for the opportunity to serve in his new position. He reported that the fires that devastated Paradise, Magalia, and Butte County resulted in two evacuation shelters in Area 45. The Area collected books for distribution to many of those confined in this way. A local Group also provided transportation to community AA meetings. He has received several phone calls requesting clarification on the Pink Can role, ordering literature, and the fire evacuee situation. Information in Karen's letter of clarification to an Area 42 member, and the Financial Fact Sheet have been helpful in providing answers. He will begin attending Area business meetings, and Group business meetings if requested.

Region 50 – East Bay, North, Cindy L: All meetings are going well, and all Form 2's have been submitted.

Region 50 – East Bay, South, Lisa B: Lisa B reported that Area 52 elected all new officers and all positions were filled. Area 53 has a new Secretary, Treasurer and Literature Chair, but still has many unfilled positions; volunteers are needed. The Area is completing the Form 1's to make sure the roster is correct. They have also begun using the H&I trifold brochure.

Region 60 – West Bay, Julio B: Julio reported that Area 61-Marin serves 15 meetings per week. The Area recently received request from a Jail inmate who cannot attend regular meetings due to his classification. The Area will work with the facility to get an H&I volunteer in to help this inmate. The Intergroup and General Service sponsored a safety conference at a facility where a shooting occurred. Julio advised coordinators to work with facilities in knowing correct emergency protocols in a crisis. Area 62-San Francisco serves 72 meetings per week. A proposal to add facility-specific literature instructions to each meeting roster will be considered this month. This roster will include information on how literature

is obtained, the procedure for bringing literature into each facility, where it is stored, how to order more literature, and the contact to notify when the process does breaks down. Area 65-San Mateo serves 34 meetings per week. The Literature Chair is asking for support in carrying a request to the Conference Literature Committee for publication of a large print edition of *A.A. in Prison: Inmate to Inmate*. Jose Luis C previously reported frustration with a San Mateo County Jail repeatedly delaying and changing times of Spanish language AA meetings. The Area has attempted to help the Spanish Region, but to date, the situation is unchanged. The Area will bring this to the attention of the Jail administration. An H&I volunteer was removed from her position due to discussing other addictions. Karen C added that this removal had resulted in the potential business item on the agenda regarding an appeal to the Steering Committee.

Region 70 – Southern Coastal, Raymundo L: Raymundo reported that lack of volunteers is the most serious problem. He has attended workshops and got a volunteer for Soledad. He has inquired about a conference call with the Areas once per month as the collective experience can be very useful. Area 74 will be submitting its Form 2.

Region 80 – Southern Interior, (OPEN) Kevin W reported that he will be rotating out as Area 82 Chair in June and will be available for Region 80 Chair at that time. In Area 82, there was an issue with a volunteer going into CHCF; this volunteer was also a coordinator at a faith-based facility. Kevin met with the facility regarding H&I dependability and deportment, and learned there was also a separate women's meeting there. There has been a long-standing issue with clearances at the County Jail. The new Sheriff will attend the next business meeting and clearances will be discussed. The Committee served a homeless shelter for veterans; the VA has since changed the charter for the facility and it does not include AA. If the VA changes the charter again, the facility would like to have AA back. Karen C asked that the Area communicate with GSO and provide information on serving veterans in these types of facilities.

Region 90 – Far Southern Interior, Joe G: (absent no report)

Region 140 – Spanish Northern Interior, José C José reported that the Region has a full crew of volunteers that are carrying the message into the Yuba City Detention Center. He has submitted applications to CMF Vacaville, and there are some returning volunteers. Volunteers are needed for Folsom, however applications are on hold due to changes in the application. The Region also serves the Martinez County Jail, and will begin serving the Glenn County Jail. The next bi-annual Inter-Regional H&I Meeting will be held on February 3rd in Redwood City.

Region 160 – Spanish Northern Coastal, José Luis C: José reported that the Region serves San Quentin, the Correctional Facility in Redwood City, and the North County Detention Center and Main Adult Detention Facility in Santa Rosa. Currently, meetings are suspended in the Redwood City facility due to long waits at the entrance, facility double-scheduling with inmate chores, or meeting cancellation without notice. The Region is awaiting resolution of the problems.

Region 170 – Rogelio B: (absent, written report submitted) Rogelio provided the days and times of the meetings in facilities served, including the Santa Cruz County Jail, the Buena Vista Medium Security Jail in Watsonville, and Soledad State Prison.

Region 180 – Spanish Central Interior, Enrique R: Enrique provided the days and times of the meetings in facilities served including DVI State Prison, USFP Atwater, Jamestown, the San Joaquin County Honor Farm, and the California Health Care Facility. The Region meets every first Tuesday of the month in Modesto. The Region is striving for contributions from the Groups, both in volunteers and funds. He has been reporting that translation equipment is available. By creating a Translation Committee, more Spanish-speaking members will become involved. He asked that H&I address the perception that Spanish-speaking members cannot attend the General Committee meetings. He was concerned that some long-time volunteers were not familiar with the *Policy Manual*. Karen C stated that the Committee purchased translation equipment to assist in communication with Spanish-speaking members. There is no conflict with the separate Inter-Regional meetings; these are not instead of the General Committee, but in addition to them. The Committee welcomes any efforts to get the Spanish-speaking and English-speaking working together. Cindy L inquired whether there was a request being made to form a separate committee within H&I. Enrique responded that the English-speaking volunteers understand the Spanish-speaking volunteers are willing to work together. But no one can expect to see Spanish-speaking people attend Area meetings if they cannot understand. Jeff L stated that when the H&I Committee bought the translation equipment for the H&I Conference it was so everyone could participate and understand. At the time, the Spanish-speaking had low to no participation at the NorCal meetings. Interested and concerned members need to attend so the Committee can address these issues. Jose Luis C reported that members are not coming, because people who speak Spanish may not have an interest in learning English. Or they do not continue in service. Some Spanish-speaking members want to volunteer, but are unwilling to attend the business meetings. Juan T volunteered for the Spanish audio-media responsibilities Joseph B was describing in his report. Eduardo P requested that the website be translated to facilitate more communication. Lorraine M reminded everyone that AA literature was available in Spanish; contact her if needed.

Region 190 – Spanish Southern Interior, Jesus B: Jesus reported that the Region serves the Fresno County Jail, Chowchilla State Prison Women's Facility, West Care Facility and Nuestra Casa Recovery House.

Liaison Reports

VATF: see above

CNIA, Victoria R: (absent, no report)

CNCA, Karen B: Karen reported that in November she attended the CNCA Election Assembly in Livermore, where new officers were elected. Teddy B. is the new Delegate. She will be attending the first area meeting of the new panel on January 19. The Conference for Spanish-speaking women was a great success; more than 150 women attended. She was approached by the CNCA Bridging the Gap Chair regarding a joint meeting in this year and she asked that they be mindful of the H&I calendar when proposing dates. She will attend the International Women's Conference in LA. in February.

BTG, CNCA, George X: (absent, no report)

BTG CNIA, Cindy A: Cindy reported that BTG is moving slowly forward. There are a few new representatives. They are changing the address on the white cards to the Area PO Box. All mail will be forwarded and answered. The Hilton West has been reserved for the International BTG Conference in Sacramento September 6th -8th. H&I will be contacted for a panel at the Conference.

SoCal H&I Conference, David B: (absent, no report)

NCCAA: Shaun G: (absent, no report)

NorCal H&I Conference, Cindy L: Cindy reported that the H&I Conference will be held May 3-4-5 in Vallejo. There will be great speakers. Ken M is the Program Chair. She is trying to coordinate with General Service for input and the CNCA Delegate is interested. The host hotel is \$134 per night. The Conference committee is interested in sponsorship for newcomers, and they are offering discount tickets for group homes if they provide volunteers. They are requesting the use of the translation equipment, and Juan will translate. Registration is now open. Ken M stated the line-up of professionals includes past Class A Trustee, Judge Rogelio Flores.

Closing

Karen C reminded everyone of the next General Committee in Redding, February 10. The meeting adjourned at 1:50 with the Responsibility Declaration.

In love and service,

Melody T, Recording Secretary

**Northern California Hospital and Institution Committee
General Committee Meeting
February 10, 2019 Redding, CA**

Opening: Karen C opened the meeting at 11:01 a.m. with a moment of silence followed by the Serenity Prayer.

Purpose Statement: Renee P read the H&I Purpose Statement.

Twelve Traditions: Heather G. read the Twelve Traditions.

Introductions:

Karen C	Melody T	Joseph B	Rich G
Jeff L	Kelly B	Bob F	Monica G
Peter M	Renee P	Todd T	Theresa W
Ivy N.	Fran F	Robin M	Gregg G
Andy C	Heather G.	Jim B	Jeffrey N
Mark M	Joel S	Sam K	Becky D
Judi F	Marc P	Nancy H	Cindy L
Jennifer B	Ken M	Mike	Michael W
Carl P	Andy B	John	Bonnie O
Lisa K	Julio B	Ron H	Tommy J
Michael V	Fran C	Ann R	Juan C
Jesus B	Rafael	Eduardo P	Al L
Bill R	Bob W	Dave B	Charlene H
Shaun A	Stacey W	Vikki R	Tom A
Terry D			

Karen welcomed all in attendance, especially those new to H&I. She reported that the Spanish translator had been in an accident and was unable to attend. The Committee wishes him well. Eduardo P volunteered to translate. The Committee thanked Area 16 for hosting the meeting.

Approval of the October, 2018 General Committee Meeting Minutes:

Kelly B moved and Rich seconded a motion *to approve the minutes of the October 14, 2018 General Committee meeting as submitted.* Vote: Unanimous in favor.

Approval of Financial Statements

Lisa K moved and Carl P seconded a motion *to approve the financial statements from September -December 2018 as submitted.* Vote: Unanimous in favor.

General Committee Reports

General Chair, Karen : Karen reported the following:

- **Contributions & Current Financial** – The Committee's financial situation is solid as noted on the financial analysis sent out with last month's financial report. The system for managing the budget based on expenses to contributions is working exactly as planned.
- **Progress on Pilot Program for Visiting Sponsors** – The Visiting Sponsorship Program and Volunteer Descriptions are available. The objective of the program is to help provide the vital element of sponsorship to those confined in corrections facilities. This involves having an H&I member who does NOT go into a facility to bring H&I meetings, go in simply as a visitor with the possibility of providing 'outside sponsorship' to the person who is incarcerated. Since the pilot program has been initiated in San Quentin, the Committee has been looking for volunteers mainly from the Bay Area. The first Orientation was held on Jan. 24th at the East Bay Central Office where 21 volunteers signed up. The PO box has been set up and the brochures and application forms have been printed. Once San Quentin's Carry Form permission is approved, the H&I volunteers will bring the brochures into the inside meeting for the inside AA members to take. The goal is for this to begin the third week of February. The second Orientation will be held in late April. Once a request for a visiting sponsor is received, the Committee will start getting visitors approved. The visiting clearance process will take four weeks; hopefully the first visit will be by the end of March. Progress will be reported in the Newsletter, the next General Committee meeting, and hopefully the National Corrections Conference in November.
- **New Steering Committee Location:** The Steering Committee voted to permanently move its meetings to Fairfield. Reminders will go out prior to the May meeting.
- **Rotation** – Elections for new General Chair & two new Finance Committee members will be held in June. Jeff L, the General Co-Chair, has made himself available for General Chair, but anyone else interested can make themselves available at the General Committee meeting.
- **Pass-it-on:** It is asked that every Steering Committee member develop a written timeline and list of tasks for an informed pass-it-on at rotation. Please send the descriptions to Karen and Melody for compilation and continued maintenance.
- **Upcoming General Committee Schedule**

June 10, 2019
October 13, 2019

In conjunction with NCCAA, Area 34, Placer (Rocklin). Address to be posted
In conjunction with NCCAA; Area 52, Contra Costa (San Ramon)

If anyone attends a meeting without a Group Rep, encourage them to get one, or volunteer yourself.

General Co-Chair, Jeff L: Jeff acknowledged Karen C, Carl P, and Bob W for their work on the Sponsorship Program. He reported that sponsorship of persons who are incarcerated was discussed at the first National Corrections Conference. The current NorCal H&I Program for Visiting Sponsors was born out of that discussion. Progress was presented at the second Conference. The concept of sponsorship through the visitation clearance process is a way to provide the vital service of sponsorship and still remain in compliance with prison protocols.

Treasurer, Kelly B: Kelly provided the following report for the month of January, 2019:

Area Contributions	\$83,486.96
Online Contributions	\$6,306.42
Literature expenses	\$51,109.62
Total Expenses	\$51,530.43
Cash at the end of the period	\$220,359.05

Kelly noted that Area contributions were unusually high because the Premium Forwarding from Santa Clara County was not being delivered in a timely manner. The current contributions figure reflects the recent large deposit. Online contributions were the highest they have ever been. The on-line process is simple, and a written receipt is provided.

Secretary, Melody T: Melody thanked everyone who sent in an electronic report. Steering Committee members who are going to be absent should have electronic reports submitted by 8:30a.m in order to have the report read into the minutes. The mailing of the Pink Can letter has gone out by snail mail to all the known English-speaking Intergroups and Central Offices in northern California. The letter and Karen's cover letter are being translated, and those will go out to the Spanish Intergroups shortly. In order to facilitate communication among the service entities, the Committee is developing a master list of all Intergroups and Central Offices. The list will be maintained as part of the Recording Secretary's registrar duties.

Major Institutions Chair and VATF Report, Carl P: Carl P reported that he is working with the Institution Coordinators to sort out the LiveScan and on-line training procedures, which seem to be different at each facility. The CDCR only accepts fingerprints from a CDCR office or prison. Printing for the Fire Camps is particularly difficult. Finding volunteers continues to be a common problem, especially in outlying areas. There were issues at the Federal prisons due to the government shut-down. He has received an email from the Nevada Corrections Committee, which is taking meetings into Susanville.

Finance Committee Chair, Ken M: Ken reported that he started the position December. He is now a signer on the bank account. The Pink Can Letter has been updated. Contributions rebounded in 2018 starting in February. This allowed for purchase of more literature. Steering Committee members are not making use of the mileage reimbursement. A review of the first two months' financials of the current fiscal year reveals that contributions are up about 7% and expenses are down about 7%.

NCCAA Conf. Coordinator, H.E. N: (absent, no report)

Literature Chair, Lorraine M: (absent) Karen reported that \$7,000 to \$8,000 in literature was stored in a storage unit in Paradise, the location of the devastating Camp Fire. The literature survived with only about \$400 damage to pamphlets stored there. Lorraine is working hard from her temporary home to fill literature orders.

Policy Chair, OPEN: Karen reported that the position is currently open. However, the subcommittee is actively working on the new *Policy Manual* revisions. These will be forwarded to the Steering Committee in May, and then to the General Committee in June for the first vote.

Audio-Media Coordinator, Joseph B: Joseph reported that the Committee has a library of recordings that are available, including a CD of Bill Wilson, Dr. Bob Smith, and Bill Dotson. There are many more cassettes of AA speakers which can be made into CD's for alcoholics who are confined.

Historian, Jeffrey N: Jeff reported that things are going well. He received a call from the California Northern Coastal Area (CNCA) General Service Alternate Archives Chairperson, Patrick B, who is putting together CNCA History volume II. Patrick would like to contact anyone from the H&I Committee who might be able to provide some background of the Northern California Hospital and Institution Committee and the Committee's relationship with CNCA General Service. He was able to provide some missing names and dates, including the list of Chairpersons from 1984 to the present. On February 1st through the 3rd 2019, he attended the History Symposium, "The Broad Highway" in Los Gatos with Jackie B. He gave the introduction to Jackie's talk about the history of carrying H&I inside San Quentin Prison. He also brought Archive materials to the symposium for display.

Public Information Chair, Vikki R (pending): Vikki reported she will be attending PRAASA and will report to the Committee.

Grapevine Chair, Bob F (pending): Bob reported that there have been a lot of changes in the *Grapevine* orders. The Committee purchases 4,100 *Grapevine* and *La Viña* subscriptions per year and is the largest single purchaser of those. The Committee is at 85% of budget for *Grapevine* and 79% of budget for *La Viña*. Please contact him with any order changes. He is also trying to determine if all *Grapevines* are being delivered to the correct addresses; there may have been rotation and Grapevines are being delivered to persons who are no longer involved.

Publisher, Rich G: Rich reported that the current newsletter was redacted and posted on the website. He thanked all the local Area volunteers present and asked that they contact him if they needed information to take back to their Areas.

Website Chair, Thom H (absent) Karen C reported that Thom has been maintaining the website that was updated two years ago. It is now very user-friendly and interactive.

Pink Can Chair, Peter M Peter reported that he had Pink Cans available. Part of his job is to put the slots in the lids. He sends the Pink Cans out in the mail.

Committee Business

Housekeeping-New Committee Chairs/Coordinators:

Grapevine: Bob F was put forward for new Grapevine Chair and approved unanimously.

Public Information: Vikki R was put forward for Public Information Chair and approved unanimously.

New Business - NONE

Open Forum

- Ron H, Coordinator for Sugar Pine Fire Camp, stated he is very concerned about the requirement that volunteers must go to Susanville for fingerprinting. He stated that for some volunteers, the distance is too great, and he was probably going to lose volunteers. He spoke to Peter S, who was going to contact CCC Susanville and see if something could be done about fingerprinting options. Karen C responded that Peter had done so; the response was that the fingerprinting had to be done through the prison itself. Carl P reported that the CRM at CCC Susanville quit and perhaps the new CRM will be amenable to some solution. Karen suggested getting a carpool together and going for fingerprints as a group.
- Melody T stated that directly related to this problem is the fingerprinting situation with the Custody-to-Community Transitional Programs (CCTRP's) operated by the CDCR. She inquired how many Areas have one of these facilities, and how were the fingerprints being handled there. Currently at the CCTRP in Stockton, volunteers must front the \$80 for the fingerprints, and can request reimbursement after 40 hours of service. David B stated he would research this for any facilities in SoCal. Karen requested Carl Price take this up at a VATF meeting and see what could be done.

7th Tradition

The baskets were passed in observance of the 7th Tradition. Karen C stated that monies collected would reimburse H&I Area 16 for expenses incurred for hosting the meeting and providing lunch.

Anniversaries

Julio B	14	Kelly B	10	Stacey W	9	Cindy	11
Jennifer B	16	Ken M	21				

Regional Reports

Region 01 – Far North Coastal, OPEN: (no report)

Region 10 – Far North Interior, OPEN: (absent, phone report submitted) Ryan H reported that Area 11 is working with Peter S on getting more volunteers to serve Devil's Garden. The target is to fully serve two meetings a month. There are five volunteers. The Fire Camps are now requiring fingerprinting, and this is causing some confusion. In the County Jail, there are four meetings per month on the women's side, and eight meetings per month on the men's side. The Committee also maintains a kind of "traveling meeting" that is on-call with Surprise Valley Hospital and Modoc Medical Center. The hospitals put chronic alcoholics in a bed and there is a mental health evaluation. When appropriate, AA is called and volunteers go in and bring a meeting.

Region 15 – Lower Far North Interior, Mark M: Mark thanked Area 16 for hosting the meeting. Area 16 has a new Chair and coordinator for the County Jail. The Area has begun serving a new residential facility in addition to the six facilities already served. There is much concern with the fingerprinting for Sugar Pine Fire Camp; volunteers do not want to travel to Susanville. Area 17-Tehama has a new coordinator for the County Jail women's side. The men's side is doing well. The two Fire Camps in the Area are doing well. Area 18-Trinity serves Trinity Fire Camp, the County Jail, and the Juvenile Hall. All meetings are going well.

Region 20 – Northern Coastal, Jess Y: (absent, electronic report submitted) Jess reported that Area 21-Mendocino continues to have a regular business meeting. Creating enthusiasm for volunteers for the Jail is difficult. Area 22-Sonoma serves 18 facilities coordinated by Area 22 and 2 other facilities outside the Area. Recently, a six-month treatment facility has requested H&I service be re-instated. Prospective volunteers interested in Jail clearances are asked to first do Behind the Glass. Behind the Glass requires two volunteers to visit someone who is incarcerated and has requested a visit from AA. Behind the Glass is a much easier clearance and helps the jail system have good evidence to clear people for the more intensive application packet to get jail clearance. Attendance at the Jail meetings is down, with cause unknown. In Area 23-Lake about 50 attendees per month are being seen at the Jail. One issue is that the clearances for Fire Camp volunteers are expiring. When clearances expire, they are not being renewed at this time.

Region 30 – Northern Interior, Bob F: Bob reported that Area 31 Plumas is taking meetings into FCI Herlong. The Area is trying to get Jail meetings going. They are working with the Nevada Intergroup. Area 32-Glenn/Butte is re-organizing after the Camp Fire; over half the volunteers were displaced. Both County Jails require a hard credential, and a lot of these were destroyed in the fire. Volunteers are needed for all facilities. He thanked everyone for their caring and literature; the Area may have to rent a storage unit. Area 34-Placer is an urban/foothill community. The Placer County and Auburn County Jails split, with a lot of meetings going in. The Group Reps are responsive and active. The Area has picked up two new facilities and was approached by another. Area 36 Nevada/Sierra is more organized now, and a new facility is on board. Bridging the Gap is active in both Areas 34 and 36.

Region 40 – Central Interior, Terry D: Terry reported that Area 45 will hold a workshop on February 19th. Area 42 has been discussing on the Area's high literature usage. This has generated many questions about the money in the bank account, the prudent reserve, and actual literature expenses. He was invited to the CCF Intergroup meeting to answer financial questions. Terry will use information from the Form 2's to help explain the literature usage. It was noted that some past volunteers had large stockpiles of literature in their homes, and a clear policy should be developed on returning books when rotation occurs. Terry has stressed that literature usage is dependent on the number and type of facilities in the Area, how many attend these meetings, what the turn-over is and how much money is available based on the total contributions from the Groups in northern California. It is not distributed according to the contributions per Area.

Region 50 – East Bay, North, Cindy L: Cindy reported that in Area 54, there are several applications submitted for the County Jail, men and women. The application itself is now 16 pages. CSP Solano needs volunteers. The non-clearance facility in the Area has three new volunteers and there is a new 12x12 study. All meetings in Area 51 are covered. The Area is creating a new banner for use at Unity Days and other AA events. A very thankful AA member formerly from behind the walls presented a moving story and expressed gratitude for the AA meetings brought inside corrections facilities. Cindy thanked the Committee for the privilege of being Regional Chair. She stated she is rotating from the position since she is moving out of the area.

Region 50 – East Bay, South, Lisa B: (absent, electronic report submitted) Lisa reported that Area 53 is seeing a very unusual number of unfilled positions. They have asked all Group Reps and attendees at the Area meeting to make announcements at their Groups that volunteers are very much needed. There is a new secretary, literature chair and treasurer. The new literature chair is a released member of Alcoholics Anonymous from San Quentin who is staying involved and giving back what was so freely given to him. Area 52 has a full panel of new officers who took office in January.

Region 60 – West Bay, Julio B: Julio reported that Area-61 Marin County serves 15 meetings per week. He has been encouraging participation in the Inmate Visitation Sponsorship Program. In November there was a shooting at an area recovery center with one person killed and two seriously injured. It is an H&I supported facility, but there were no H&I volunteers on site at the time of the shooting. The incident and similar situations were discussed at length during the business meeting. Meeting coordinators were encouraged to discuss emergency response plans with inside sponsors or facility administration. Area 65-San Mateo serves 34 meetings per week. The literature chair asked for support in carrying a request to the GSO literature committee for publication of a large print edition of *A.A. in Prison: Inmate to Inmate*. CNCA Area delegate, Teddy W, will ask the AAWS Publications department make the format change. José Luis C previously reported frustration with a San Mateo County jail repeatedly delaying and changing times of Spanish language AA meetings. In November the Area 65 co-chair began working with administration at the County to resolve the problem, which is happening with other programs as well. He will meet with the Captain in the near future. Area 62-San Francisco serves 72 meetings per week. The Area is developing facility-specific literature handling instructions to assist all volunteers in keeping literature available in all facilities. The Area co-chair is working with Jail No. 5 in San Bruno to start Spanish-speaking meetings there.

Region 70 – Southern Coastal, Raymundo L: (absent, electronic report submitted) In Area 71, there are four new facilities. The Jail needs more volunteers, and the training is now online. Area 72's priority is serving the County Jail. The women's side needs a coordinator and volunteers; there are not enough volunteers to bring in AA meetings currently. Eight to 10 volunteers are needed on the men's side as well. There are applications in process. In Area 73, Raymond met with the Program Director for Santa Cruz County Corrections. They discussed ways to ensure AA serves all the meetings listed on the County schedule, including rotating contact chairs on a monthly basis, or cancelling meeting time-slots until AA had consistent volunteers to fill the times. There is a new procedure in place for literature in which AA members in the Jail request and check out books. Volunteers may bring in staple-free pamphlets and printouts. Spanish-speaking meetings are held on the first and third Saturday of the month, but the volunteers would like to expand to fill the entire month, if enough volunteers come forward. In Area 74 there are one-hour meetings in the women's side of the Jail on the first and third Saturdays, and the men meet two hours on the second, fourth and fifth Saturdays.

Region 80 – Southern Interior, OPEN: Melody reported that the newly-elected Sheriff and the Community Partnership Manager addressed the Area 82 business meeting in January. This allowed for serious discussion on the County clearance process. It was enlightening to learn that the department that issues the volunteer clearances is also responsible for the clearances for every county employee and every vendor that enters the facility. This is the major reason volunteer clearances are taking so long. Additionally, only four volunteer applications are processed per month; this includes all organizations, not just AA.

Region 90-Far Southern Interior – Joe G: (absent, no report)

Region 140 – Spanish Northern Interior, José C: (absent, electronic report submitted) José reported that Region 140 is doing well. They are still trying to get volunteers cleared in Folsom Prison and at CMF Vacaville. The Yuba City Detention Center is back on the H&I schedule and has a new coordinator. Napa State Hospital has volunteers, and there are volunteers and a new coordinator to serve the Glenn County Jail.

Region 160 – Spanish Northern Coastal, José Luis C: (absent, electronic report submitted) José reported that the Region serves San Quentin, the Correctional Facility in Redwood City, and the North County Detention Center and Main Adult Detention Facility in Santa Rosa. Currently, meetings are suspended in the Redwood City facility due to long waits at the entrance, facility double-scheduling with inmate chores, or meeting cancellation without notice. The Region is awaiting resolution of the problems.

Region 170 – Spanish Southern Coastal, Rogelio B: (absent, written report submitted) Rogelio provided the days and times of the meetings in facilities served, including the Santa Cruz County Jail, the Buena Vista Medium Security Jail in Watsonville, and Soledad State Prison.

Region 180 – Spanish Central Interior, Enrique R: Enrique reported that the Region meets every first Tuesday of the month in Modesto. The Region carries the AA message to DVI Tracy, USFP Atwater, SCC Jamestown, CHCF Stockton, and the San Joaquin County Honor Farm,

He provided the days and times of the meetings. The Region continues to visit A.A. groups to inform them about the H&I Committee activities and to motivate new volunteers.

Region 190 – Spanish Southern Interior, Jesus B: (absent, written report submitted) The Group Reps meet monthly on the first Monday. The Region serves CCWF and VSP in Chowchilla, Nuestra Casa Recovery in Fresno, Westcare Facility, and the County Jail. Jesus provided the days and times of the meetings, and the names of the Region's officers.

Major Institution Coordinator Reports

ASP Avenal,: (OPEN) Carl reported that the position is still open.

CCC Susanville, Raymond L: (absent) Carl reported that he had not received a report.

CCWF and VSP Chowchilla, Miki S: (absent) Carl reported that he had not received a report.

CHCF Stockton, Melody T: Melody reported that the new DOM regulations have caused confusion among facility staff and the meager crew of volunteers. Responsibility and protocol for tracking volunteer hours for Brown Card applications, the dynamic password for the online training portal, the new form for the TB testing, and appointments for fingerprinting have all caused issues in the application process. Currently, she is holding all application files until she has all documentation on file before submitting the app.

CMF Vacaville, Ken M: Ken reported 10 volunteers serve 24 meetings per month at CMF. There is an ongoing need for more volunteers both for the existing meetings and the additional meetings requested by the facility. In December, meetings were cancelled without prior notice, due to staffing issues. A recent literature order has been received and distributed to the AA members in the facility. The new volunteer application is now longer, and now requires a TB test and online training. Two prospective volunteers have now declined to complete the application.

CTF Soledad, Peter O: Carl reported the facility is having difficulty implementing the rehabilitation achievement credit program. They are working with the CRM to get more people on the list.

DVI Tracy, Kevin W: Carl reported that DVI is going well with a couple of new volunteers. Approximately 90 attend meetings in the Main facility and approximately 12 attend meetings at the Ranch.

FCI Dublin (DUB), Lisa B: (Absent, electronic report submitted) Lisa reported that attendance varies in the Low Security Facility, due to inconsistency of meetings. In the Camp, seven to eight women attend each week. There was only one meeting in January due to government shutdown and our escort being redirected to another facility. She received a same-day notice of an opportunity to take a meeting into the facility, but due to the short notice she was unable to staff it. She was notified that the Refresher Trainings will now take place during the week during the day. This could possibly have very negative consequences on the availability of the volunteers, and the future of H&I service at FCI. The institution is still not allowing any new volunteers.

FCI Mendota (MEN), Rodney L: (absent) Carl reported that one meeting was cancelled due to the government shut down.

FSP Folsom, Andrew B: Andrew reported that he rotated in as the new coordinator in January and has received the current roster. There are currently 44 meetings per month across the 3 facilities: Old Folsom, the Men's Minimum-Security Facility ("Camp"), and the Women's Facility. There are 28 cleared volunteers, of which 11 will expire this month. 20 prior volunteers have expired clearances, and 15 new recruits have started the application process. The facility now requires an online training, TB testing, and fingerprinting. The Community Resource Office has moved to a quarterly clearance cycle of all new and renewing applicants so volunteers can experience up to 6 months wait times between submitting clearance documents and getting to take meetings in. He clarified that there are now additional meetings at Folsom.

HDSP Susanville, Peter K: Carl reported that the coordination position is now filled by Peter K. He will follow up on more information. He also reported he spoke with a member of the Nevada Corrections Committee, which is serving the prison once per month.

MCSP Mule Creek, (OPEN): Bill H is no longer the coordinator. The volunteers are working on putting forward a nomination, and Carl follow-up.

Napa State Hospital (NSH), John G: (absent) Carl reported that all the meetings are covered.

NCYC Stockton, Tony T: Carl reported that everything is going well.

Norcal Fire Camps, Peter S: (Absent, electronic report submitted) Peter reported that only nine renewals and initial clearances have been granted between October 2018 and February 2019. This is due to staff and procedure changes at CCC Susanville. As of January 1, 2019, the entire clearance application system has radically changed. There are many expired clearances that have not been renewed, and many renewals due for the first quarter of 2019. These latter volunteers will have to resubmit under the new system. The renewal and clearance process will take longer due to all the new required forms. Social Security numbers are required, as well as a TB test on the official CDCR form. Volunteers should complete and sign the entire Volunteer Application Packet and any ancillary material and return the packet to him and he will send it on to Susanville. Fingerprinting at a CDCR facility is also required. The following camps are currently not staffed due to either a lack of volunteers or expired clearances: Antelope, Ben Lomond, Chamberlain Creek, Konocti and Parlin Fork. There are also other camps with minimum service due to only 1 or 2 volunteers. Peter asks that all Regional and Area Chairs please be sure all the Camps in the respective Areas are staffed.

PBSP Pelican Bay, Lynne Dt: (absent) Carl reported that with the help of the volunteers in Crescent City, all meetings are covered during the week and the weekends.

FCI Herlong (HER), (Currently served by Reno)

PVSP Coalinga, Tommy R: (absent) Carl reported that three volunteer applicants were cleared. Tommy needs 15 volunteers to help.

CSP Sacramento, John C: (absent) Carl reported that all is going well. John needs more volunteers. Most meetings are on weekends. Staff members fill in when AA is not there. This allows inmates to continue going and getting the credits.

SATF and COR, Bill H: (absent) Carl reported that in the Treatment Facility five panels are going in. The gate-cleared volunteers must volunteer for a year before applying for a Beige Card. The two facilities have different clearances. In both facilities, staff cover all the meetings.

SQ San Quentin, Bob W: Bob reported that the meetings are healthy. There were a couple of lock-downs. He attended the VATF meeting in December. The administration is very appreciative of AA serving 36 to 40 meetings per month. The prison is short-staffed; if AA does not go in, the meeting is cancelled. This creates problems with the attendees and their credits. AA will only monitor the attendees signing in and out of the meeting, but that is the extent of AA's involvement. The warden and CPM are aware that AA will not be responsible for reporting on who is not showing up. He is working to get Beige Cards for more cleared volunteers, which will allow more flexibility.

SCC Jamestown, Jason C: (absent, no report) Carl reported that there are only two volunteers going in currently. Some meetings were cancelled due to weather.

SOL Solano, John D: (absent) Carl reported he had not received a report.

SVSP Soledad, Alison G: (absent, electronic report submitted) Alison reported that all meetings are going well at the prison. More volunteers are needed. The meetings, averaging about 30 confined men on each of 6 yards, are AA literature studies, which includes the video "A New Freedom" and the pamphlet "Memo to an Inmate Who May Be an Alcoholic." Carl reported that he attended a VATF meeting there and the administration is extremely supportive of AA.

USP Atwater, Dawn T: (absent electronic report submitted) Dawn reported that lots of meetings were cancelled because of lockdown or an escort being unavailable.

Karen C stated that efforts at Corcoran and Pelican Bay have paid off and there is now a lot of activity. The Norcal Committee was responsible for bringing almost 34,000 meetings to confined alcoholics in 2018. Thanks to everyone who helped make it happen.

Liaison Reports

VATF- Carl P: Carl reported that there have been no VATF meetings since September. All the various volunteer programs in the prisons attend. There is a new Secretary. The CDCR is very supportive of AA.

H&I Liaison to CNCA –Karen B: (absent) Jennifer B, CNCA Alternate Delegate, reported that the new CNCA delegate, Teddy W, has been assigned to the Treatment and Accessibilities Committee. He sees this is a great opportunity to increase cooperation between General Service and H&I. He will be following up on the request to the Publications Department at AAWS for a large-print version of *A.A. in Prison: Inmate to Inmate*. He has also been assigned a secondary Committee of International Conventions and Regional Forums, and will serve on the Committee for the 2020 Convention in Detroit. Teddy welcomes feedback on the agenda items for this year's General Service Conference.

Some items of interest include: requests from multiple areas to develop a fifth edition of the Big Book; a request for a review of all corrections related literature in order to make the language more modern and inclusive; a request that the General Service Office establish and help maintain a database of Correctional Facilities in each service area in the U.S. and Canada and the status of meetings held therein; and a request to consider revising the pamphlet "Bridging the Gap" to include related corrections activities.

H&I Liaison to CNIA – Vikki R: Tom A, the alternate delegate, described the Conference process and the responsibility of AA members to become active and voice their Group consciences. The final agenda items are available. There is a growing interest in PI/CPC. CNIA holds a joint committee meeting between General Service, H&I BTG and PI/CPC. He looks forward to attending PRAASA.

Bridging the Gap – CNCA – John O: John noted that H&I and BTG can work together. CNCA sponsors a localized pre-release contact program. This is designed to address the needs of inmates about to be released within a year. There is a long wait-time for the GSO Corrections Correspondence service. The BTG letter-writers could be available to answer questions on the 12 steps, and the AA literature. In December the pilot program ended and the Area voted to continue the program. The Area wants to make H&I aware of this program which has received 1,700 requests for the service. H&I is the face of BTG because H&I volunteers carry the information to the alcoholics who are confined.

Bridging the Gap - CNIA – Cindy A: Cindy A reported that she presented BTG to the Fresno districts. She encourages H&I Reps to become familiar with BTG. The white card address has been changed from the CNIA District 21 post office box to that of the Area's. CNIA will host the BTG International Workshop September 6th -8th at the Hilton Arden-West in Sacramento. GSO will be sending someone to attend.

NCCAA Liaison to H&I – Shaun G: (absent, no report)

SoCal H&I Liaison – David : David referred everyone to the SoCal H&I website: socalhandi.org. for information regarding activities and Committee business. The SoCal H&I Conference will be April 5th -7th. The Committee sponsors a Contact Upon Release Program, similar to BTG. The SoCal Committee meets once per month on the fourth Sunday. The Spanish ??? meets on the third Sunday of the month. The Spanish-speaking meeting directory is available. The Spanish-speaking Groups can come to the English for a draw for literature.

NorCal H&I Conference Committee-Cindy L: Cindy reported that 46th NorCal Conference would be held May 3rd-5th at the Solano County Fairgrounds in Vallejo. The Conference is self-supporting; no Pink Can monies are used and there is no co-mingling of funds. There are packets with flyers for the Area Chairs. All the information is on the H&I website. She advised everyone to secure their hotel room, as they will go fast. Al-Anon will have a room at the Marriott. Eduardo P is encouraging Spanish-speaking involvement. The planning committee meets fourth Sunday of the month at the Vallejo Fellowship. Volunteers are welcome. She expressed hope that an Area will step forward to host a subsequent conference.

Adjournment

Karen reminded everyone to submit a written report. The Policy Committee will discuss what happens when a Steering Committee member does not report. The meeting adjourned at 2:31 with a moment of silence followed by the Responsibility Declaration.

In love and service,
Melody T, Recording Secretary

	Dec 18	Dec 18
02, Del Norte	190.94	190.94
03, Siskiyou	152.36	152.36
04, Humboldt	210.77	210.77
140, Spanish North Int	122.00	122.00
16, Shasta	877.50	877.50
17/18, Tehama/Trinity	130.00	130.00
180, Spanish Central Int	14.34	14.34
21, Mendocino	327.15	327.15
22, Sonoma	1,922.93	1,922.93
23, Lake	196.86	196.86
31, Butte/Glenn	1,261.24	1,261.24
34, Placer	2,074.94	2,074.94
36, Sierra/Nevada	646.43	646.43
42, Sacramento/Yolo	1,270.36	1,270.36
43, El Dorado	1,063.32	1,063.32
44, Amador	270.93	270.93
45, Sutter/Colusa/Yuba	23.00	23.00
51, Napa	797.35	797.35
52, Contra Costa	3,648.15	3,648.15
53, Alameda	3,438.97	3,438.97
54, Solano	810.09	810.09
61, Marin	3,605.70	3,605.70
62, San Francisco	2,117.62	2,117.62
65, San Mateo	1,833.19	1,833.19
71, Santa Clara	1,759.96	1,759.96
72, Monterey	570.60	570.60
74, San Benito	570.70	570.70
81, Stanislaus	590.29	590.29
82, San Joaquin	277.40	277.40
83, Tuolumne	697.27	697.27
84, Calaveras	155.15	155.15
86, Merced	130.66	130.66
91, Mariposa/Madera	163.37	163.37
92, Fresno	669.65	669.65
93, Tulare	168.87	168.87
	32,760.06	32,760.06

NorCal H&I Committee
Financial Statement
January 2019

	<u>Jan 19</u>	<u>Dec '18 - Jan 19</u>
Income		
Area Contributions	83,486.96	116,247.02
Bounced Check fees	-12.00	-12.00
Processor Fees	-204.73	-284.47
Total Income	<u>83,270.23</u>	<u>115,950.55</u>
Income	83,270.23	115,950.55
Expense		
Bank Charges	44.00	44.00
LITERATURE EXPENSE		
AAWS, INC.	50,338.97	76,577.80
GRAPEVINE & LA VINA	621.40	621.40
Meeting Directories	149.25	1,093.20
Total LITERATURE EXPENSE	<u>51,109.62</u>	<u>78,292.40</u>
NorCal Committee	244.70	1,952.94
Office Supplies	0.00	6.99
Postage	0.00	3.66
Printing Costs	132.11	1,871.86
Total Expense	<u>51,530.43</u>	<u>82,171.85</u>
Net Ordinary Income	<u>31,739.80</u>	<u>33,778.70</u>
Other Income/Expense		
Other Income		
Interest Income	21.01	41.64
Total Other Income	<u>21.01</u>	<u>41.64</u>
Other Expense		
7th Tradition Distributions	172.35	172.35
Total Other Expense	<u>172.35</u>	<u>172.35</u>
Net Other Income	<u>-151.34</u>	<u>-130.71</u>
Net Income	<u><u>31,588.46</u></u>	<u><u>33,647.99</u></u>
OPERATING ACTIVITIES	31,588.46	33,647.99
FINANCING ACTIVITIES		
Wells Prudent Reserve Account	-12.16	-24.33
Net cash provided by Financing Activities	<u>-12.16</u>	<u>-24.33</u>
Net cash increase for period	<u>31,576.30</u>	<u>33,623.66</u>
Cash at beginning of period	<u>188,782.75</u>	<u>186,735.39</u>
Cash at end of period	<u><u>220,359.05</u></u>	<u><u>220,359.05</u></u>
 Prudent Reserve = \$143,241.42		
Value of Literature on Hand = \$8,671.29		

	<u>Jan 19</u>	<u>Dec '18 - Jan 19</u>
02, Del Norte	159.16	350.10
03, Siskiyou	206.89	359.25
04, Humboldt	499.47	710.24
11/12, Modoc/Lassen	278.98	278.98
140, Spanish North Int	116.30	238.30
16, Shasta	882.13	1,759.63
160, Spanish N Coast	105.00	105.00
17/18, Tehama/Trinity	100.00	230.00
170, Spanish S Coast	151.00	151.00
180, Spanish Central Int	77.50	91.84
190, Spanish South Int	367.00	367.00
21, Mendocino	758.37	1,085.52
22, Sonoma	6,758.14	8,681.07
23, Lake	276.78	473.64
31, Butte/Glenn	341.80	1,603.04
34, Placer	1,765.92	3,840.86
36, Sierra/Nevada	860.90	1,507.33
42, Sacramento/Yolo	4,033.06	5,303.42
43, El Dorado	1,609.29	2,672.61
44, Amador	159.33	430.26
45, Sutter/Colusa/Yuba	310.83	333.83
51, Napa	1,765.32	2,562.67
52, Contra Costa	9,518.42	13,166.57
53, Alameda	8,680.31	12,119.28
54, Solano	2,212.13	3,022.22
61, Marin	9,074.05	12,679.75
62, San Francisco	8,662.87	10,780.49
65, San Mateo	5,159.25	6,992.44
71, Santa Clara	9,400.61	11,160.57
72, Monterey	1,811.59	2,382.19
74, San Benito	131.51	702.21
81, Stanislaus	766.43	1,356.72
82, San Joaquin	1,703.80	1,981.20
83, Tuolumne	1,719.44	2,416.71
84, Calaveras	392.26	547.41
86, Merced	271.79	402.45
91, Mariposa/Madera	208.75	372.12
92, Fresno	1,487.14	2,156.79
93, Tulare	248.26	417.13
95, Kings	455.18	455.18
	<u><u>83,486.96</u></u>	<u><u>116,247.02</u></u>

**NorCal H&I Committee
Financial Statement
February 2019**

	Feb 19	Dec '18 - Feb 19
Income		
Area Contributions	49,271.26	165,518.28
Bounced Check fees	0.00	-12.00
Processor Fees	-96.43	-380.90
Total Income	49,174.83	165,125.38
Income	49,174.83	165,125.38
Expense		
Accounting	435.00	435.00
Bank Charges	12.00	56.00
LITERATURE EXPENSE		
AAWS, INC.	55,377.08	131,954.88
GRAPEVINE & LA VINA	551.08	1,172.48
Meeting Directories	64.35	1,157.55
Total LITERATURE EXPENSE	55,992.51	134,284.91
NorCal Committee	1,822.23	3,775.17
Office Supplies	85.35	92.34
Postage	8.15	11.81
Printing Costs	132.36	2,004.22
Total Expense	58,487.60	140,659.45
Net Ordinary Income	-9,312.77	24,465.93
Other Income/Expense		
Other Income		
Interest Income	19.82	61.46
Total Other Income	19.82	61.46
Other Expense		
7th Tradition Distributions	0.00	172.35
Total Other Expense	0.00	172.35
Net Other Income	19.82	-110.89
Net Income	-9,292.95	24,355.04
OPERATING ACTIVITIES	-9,292.95	24,355.04
FINANCING ACTIVITIES		
Wells Prudent Reserve Account	-10.99	-35.32
Net cash provided by Financing Activities	-10.99	-35.32
Net cash increase for period	-9,303.94	24,319.72
Cash at beginning of period	220,359.05	186,735.39
Cash at end of period	211,055.11	211,055.11
 Prudent Reserve = \$143,252.41 Value of Literature on Hand = \$7,424.98		

	Feb 19	Dec '18 - Feb 19
02, Del Norte	32.60	382.70
03, Siskiyou	124.40	483.65
04, Humboldt	434.43	1,144.67
11/12, Modoc/Lassen	70.10	349.08
140, Spanish North Int	61.00	299.30
16, Shasta	985.85	2,745.48
160, Spanish N Coast	0.00	105.00
17/18, Tehama/Trinity	20.80	250.80
170, Spanish S Coast	0.00	151.00
180, Spanish Central Int	37.32	129.16
190, Spanish South Int	190.00	557.00
21, Mendocino	421.11	1,506.63
22, Sonoma	3,701.43	12,382.50
23, Lake	572.63	1,046.27
31, Butte/Glenn	437.79	2,040.83
34, Placer	2,643.98	6,484.84
36, Sierra/Nevada	980.85	2,488.18
42, Sacramento/Yolo	2,281.99	7,585.41
43, El Dorado	534.30	3,206.91
44, Amador	255.46	685.72
45, Sutter/Colusa/Yuba	85.29	419.12
51, Napa	1,659.84	4,222.51
52, Contra Costa	3,843.86	17,010.43
53, Alameda	5,682.80	17,802.08
54, Solano	1,581.24	4,603.46
61, Marin	4,926.85	17,606.60
62, San Francisco	4,158.28	14,938.77
65, San Mateo	2,641.90	9,634.34
71, Santa Clara	4,856.49	16,017.06
72, Monterey	698.61	3,080.80
74, San Benito	89.93	792.14
81, Stanislaus	904.51	2,261.23
82, San Joaquin	936.03	2,917.23
83, Tuolumne	80.30	2,497.01
84, Calaveras	209.62	757.03
86, Merced	561.58	964.03
91, Mariposa/Madera	234.97	607.09
92, Fresno	1,570.78	3,727.57
93, Tulare	571.36	988.49
95, Kings	190.98	646.16
	49,271.26	165,518.28

NorCal H&I Committee
Financial Statement
March 2019

	Mar 19	Dec '18 - Mar 19		Mar 19	Dec '18 - Mar 19
Income			02, Del Norte	118.96	501.66
Area Contributions	41,393.18	206,911.46	03, Siskiyou	81.07	564.72
Bounced Check fees	12.00	0.00	04, Humboldt	257.52	1,402.19
Processor Fees	-193.36	-574.26	11/12, Modoc/Lassen	90.62	439.70
Total Income	41,211.82	206,337.20	140, Spanish North Int	44.00	343.30
Income	41,211.82	206,337.20	16, Shasta	628.90	3,374.38
Expense			160, Spanish N Coast	343.00	448.00
Accounting	0.00	435.00	17/18, Tehama/Trinity	170.21	421.01
Bank Charges	0.00	56.00	170, Spanish S Coast	268.07	419.07
LITERATURE EXPENSE			180, Spanish Central Int	14.00	143.16
AAWS, INC.	35,413.26	167,368.14	190, Spanish South Int	160.00	717.00
GRAPEVINE & LA VINA	37,253.88	38,426.36	21, Mendocino	317.30	1,823.93
Meeting Directories	100.00	1,257.55	22, Sonoma	2,929.60	15,312.10
Total LITERATURE EXPENSE	72,767.14	207,052.05	23, Lake	416.76	1,463.03
NorCal Committee	90.59	3,865.76	31, Butte/Glenn	1,073.13	3,113.96
Office Supplies	0.00	92.34	34, Placer	3,817.74	10,302.58
Postage	30.40	42.21	36, Sierra/Nevada	1,265.68	3,753.86
Printing Costs	0.00	2,004.22	42, Sacramento/Yolo	1,435.23	9,020.64
Total Expense	72,888.13	213,547.58	43, El Dorado	771.81	3,978.72
Net Ordinary Income	-31,676.31	-7,210.38	44, Amador	238.33	924.05
Other Income/Expense			45, Sutter/Colusa/Yuba	215.35	634.47
Other Income			51, Napa	816.35	5,038.86
Interest Income	21.83	83.29	52, Contra Costa	4,525.92	21,536.35
Total Other Income	21.83	83.29	53, Alameda	4,532.34	22,334.42
Other Expense			54, Solano	693.91	5,297.37
7th Tradition Distributions	0.00	172.35	61, Marin	2,744.98	20,351.58
Total Other Expense	0.00	172.35	62, San Francisco	3,321.14	18,259.91
Net Other Income	21.83	-89.06	65, San Mateo	2,085.32	11,719.66
Net Income	-31,654.48	-7,299.44	71, Santa Clara	4,755.52	20,772.58
OPERATING ACTIVITIES	-31,654.48	-31,654.48	72, Monterey	711.91	3,792.71
FINANCING ACTIVITIES			74, San Benito	28.00	820.14
Wells Prudent Reserve Account	-12.17	-12.17	81, Stanislaus	526.99	2,788.22
Net cash provided by Financing Activities	-12.17	-12.17	82, San Joaquin	530.50	3,447.73
Net cash increase for period	-31,666.65	-31,666.65	83, Tuolumne	366.89	2,863.90
Cash at beginning of period	211,055.11	211,055.11	84, Calaveras	105.55	862.58
Cash at end of period	179,388.46	179,388.46	86, Merced	0.00	964.03
Prudent Reserve = \$143,264.58			91, Mariposa/Madera	124.57	731.66
Value of Literature on Hand = \$7,058.20			92, Fresno	808.01	4,535.58
			93, Tulare	0.00	988.49
			95, Kings	58.00	704.16
			41,393.18	206,911.46	

PINK CANS

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

~

You can also now make your group's contribution by credit or debit card directly on our website at www.handinorcal.org/contribute; you will receive an immediate email receipt documenting the transaction.