

MINUTES

Hospitals and Institutions Committee

Date: Tuesday, July 13th 1:30pm-3:00pm

In attendance:

Yumi M. (chair)	Concord, CA	expressopenme@yahoo.com	925-787-5422
Barbara D.	Redwood City, CA	southbaycoda@yahoo.com	650-814-1084
Annie S.	Belchertown, MA	annstephan@yahoo.com	413-320-1615
Kathy L.	Champaign, IL	stokerkathy@gmail.com	217-979-2847
Lou L.	Champaign, IL	codalou@gmail.com	217-898-2847
Lesa G.	San Diego, CA	lesaG2010@gmail.com	619-244-2289
Sandra C.	Lakewood, WA	sandra.c2001@gmail.com	253-468-7420
Nancy M.	San Diego, CA	outreach@sdccoda.org	858-270-6951

1. Definition

A. What is defined as an institution?

Hospitals, Jails, Rehabilitation Centers, Schools, Libraries

*Discussed history and definition of schools as institutions. CoDA Teen has dissolved.

Now- focus is on adults (18 and over). College level students are included in "school" definition. Also, teachers in schools may be included.

B. Committee Description: Need for a clear definition of committee to be utilized in FSM.

Hope to accomplish this during this week.

C. Operations Manual: As described in Board's motion. Procedures utilized b committee and institutional memory. More detailed description would be included here.

D. Purpose: Current proposal- "The H&I Committee services as committee to carry the message of CoDA to codependents that still suffer specific to institutions i.e. hospitals, penitentiary, rehabilitation centers and other institutional facilities."

2. Report on current status of H & I Committee

(Sandy reported)

A. Database has been created but there are gaps.

B. Many books have been sent out this year. 2 orders totaling 200 books were sent to jails.

C. Some procedural issues- procedure must be followed to receive books but not always followed so then book order "Frozen."

D. Sandy no longer will chair committee. She is unable to participate actively until at least January 1, 2011. Yumi will now serve as chair.

The committee acknowledged Sandy's service and dedication to H & I and her "one woman committee" for the past year as she sustained the committee.

3. Goals for 2010-2011

A. Our 2010 Goals are:

1. Update and expand the H&I committee description for FSM

2. Create an "H&I Service Manual"

3. Service as a resource to institutions as a vehicle to Literature, starting meetings and sponsorship.

4. Track and document contact and literature
5. Establish a communication network between delegate/intergroup/VE

4. Meeting members/ Committee Service:

- A. Chair: Yumi
 - a. Schedule monthly conference calls and create agenda
 - b. Primary monthly communication with CoDA Board Liaison prior to their monthly Board meeting and QSR
 - c. Create and maintains budget
 - d. Oversees functions of committee
- B. Secretary: Barbara
 - a. Minutes
- C. Literature Management: Kathy L.
 - a. Inmates for Books
 - b. Reports monthly invoice of literature and expenditure
- D. Correspondence: Lesa G.
 - a. Responds to email and distribute mail to be answered
 - b. Put together communication to send to fellowship via "CoDA Announcements "
- E. Carrying the Message (outreach) to Institutions: Annie
 - a. Brainstorms outreach position to institutions
 - b. Coordinates strategic planning of the committee, proposing programs to extend the availability of CoDA information to those in institutions.

5. Update Assignments: (for those members who met on 7-12-10)

Notes (Kathy):

H & I involved

Help gain awareness of codependency issues and

Operations manual

Available information on CoDA website

Starting meetings and sponsorship

Notes (Sandy):

Transition of CoDA over the past few years impacted H & I

H & I important arm of CoDA- inmates are important members of CoDA & need our support

No difference between those in institutions and those out "except the got caught" (old quote)

In codependency we are often emotional prisoners

Goals for last year not met

Committee Information available on the website (with access code)

6. Timeline for Week:

Report to be made Thursday morning

Meet again tomorrow (Wednesday, 7-14-10) after the meeting (4:30-6:00)