

CoDA H&I Committee meeting, Sunday, December 14, 2014

Time 7:00 pm Eastern, 6 pm Central, 5 pm Mountain, 4 pm Pacific for one hour

Minutes

- Dial-in Number: (712) 775-7031, Playback Number (712) 775-7029
- **Meeting ID: 874-326-85**
- URL: freeconferencecall.com/wall/874326850 Dial-in Number: (712) 775-7031, Playback Number (712) 775-7029
- **Meeting ID: 874-326-850; please note this is a new number!**

Attending: Lou, Kathy, Linda, Mary

CoDA Opening Prayer:

In the spirit of love and truth, we ask our Higher Power to guide us as we share our experience, strength, and hope. We open our hearts to the light of wisdom, the warmth of love, and the joy of acceptance.

Check-in: share for one minute on how he/she is doing/feeling.

Review agenda

Minutes will be taken by Linda

Unable to record meeting

Review minutes of meeting on November 16, 2014

Activity report(s):

Books Ordered in November

CoDA Blue Book	Workbook	Workbook - Spanish	Standard Packet	Standard Packet - Spanish	Other
28	9		2	1	3 In This Moment
					1 Spanish Meeting Starter Packet

Correspondence Received and Answered in November

Snail Mail	Email	Sponsorship	Books for Inmates
21	2	5-6 threads	3 contributions***
From 12 different facilities, 2 of them new	Individuals interested in working with H&I at the intergroup level*	Re: H&I services and how to do things**	Individual - \$136 2 CA groups - \$381, \$507

***Develop checklist of activities** to show intergroups how to develop their own H&I outreach programs, and convey the H&I experience of other intergroups, as a resource. In San Diego H&I, for instance, they are seeing change in people's lives: that would be an important part of such a checklist. This is long term work that produces results, but that will mean a lot of work in the short term.

Comment [L1]: Sorry, this isn't quite what was said; I lost the thread there.

**** Requests to send a CoDA meeting into a prison**

- If the Institutional Meeting Handbook were developed, we'd be able to distribute it to counselors or to individuals interested in setting up a meeting in a prison.

*****Separate fund to track Books for Inmates donations is needed**, as it is unclear at present how that money is credited to H&I. There is to date around \$4000 unspent in the H&I fund.

- A **Motion** from H&I is needed to direct the bookkeeper to establish and keep track of this type of income. Donors have a right to request how their donations were allocated. This matter will be discussed at the face to face.

Old business:

Update to revision of H&I Operations Manual – Mary's instructions about placing orders were followed; some modifications will be made to improve the process.

Comment [L2]: Sorry! Not sure I followed this exchange!

Face to face meeting tentatively set for Thursday, February 5th – Saturday 7th, to return home on the 8th. Preferred location would be St. Louis. Other options include Denver, North Carolina/Charlotte, NC; Dallas or Las Vegas.

- H&I will follow up with Lisa to see whether she'll be available on that date, for that venue.

New business:

Email accounts as they relate to inmate sponsorship:

1. Problems of anonymity. Use of a sponsor's email could be left up to individual sponsors. Does H&I need to stress to sponsors that they're dealing with people who are, for some reason, in prison and so may not want to divulge all of their information?
2. Email for sponsor communication may require a multi-step vetting of sponsors, to make them aware of the risk that they take in not preserving their anonymity, as well as absolving H&I of any responsibility for such trespasses.
3. San Diego jail does not allow letters: only a metered postcard or an email.
4. H&I has two reasons in requesting its **own email account**: regular correspondence with prisoners requesting books or info as well as sponsorship done by email (already a possibility in some facilities). Would sponsor's anonymity be maintained with such accounts? Some sponsors have no qualms with that; other do.

- a. Use a gmail account with a common password for sponsors. However: one's correspondence would be visible to everyone.
 - It is unclear who would be the owner of such an account, to receive notice of any security breach (as with contact information)?
- b. Create a GoDaddy domain such as CoDAH&I.org, cost presently unclear
- c. Codependents.org is able to have emails!

Correspondence with inmates requires one to log in, but one must not receive email that gets forwarded to anyone else. An individual email account would have to be given to the sponsor. To sponsor from coda.org, each sponsor could be, say, **sponsor001**, **sponsor002**, etc., to protect the sponsor's identity. Some programs require the sponsor to buy stamps or email units at 50 cents per letter and to use their credit card to buy those stamps.

Comment [L3]: Sorry, I'm unclear on this point.

H&I could do a panel (with San Diego) for the 2015 International CoDA Convention.

Matters not yet addressed:

Compilations of CoDA material for use in institutions (re: email from John R, Dec. 6)

In the case of book requests by inmates whose institution requires that they be informed ahead of time about any such mail to a prisoner, e.g., the South Dakota request for In This Moment, H&I must not only **call ahead of time** to alert the facility, it must also find a way to **add further detail into the spreadsheet and into the order system**.

Create one question per meeting for a future survey of the subscribers to the H&I Lights mailing list, to better know who H&I is talking to on that list.

- For example: 'Why did you sign up for this email list? What is your interest in H&I? How can we serve you? Are you a resource for H&I? Are you a CoDA member or professional? Who are you?

Next meeting: 3rd Sunday of January (the 18th) at 6PM Central/4PM PST, **unless** the face to face occurs in early February

Meeting was closed with the 'we' version of the Serenity Prayer