**Hospitals & Institutions
Committee**

Annual Report

July 2022 – June 2023

Members

* Terry D.  CT.           Chair
* Kathy L.  IL.       Corresponding Secretary for US Mail
* Vacant            Email Corresponding Secretary
* Carrie B.  OK.     Literature Distribution Coordinator (LDC)
* Vacant            Recording Secretary
* James K.  PA.      Sponsorship Coordinator
* david a.   NY.          Member at large
* Gillian A. UK.      Member at large
* Kate F.     UK.      Member at large
* Lou L.      IL.      Member at large
* Sherry A. OK.         Member at large
* Faith J.    CA.          Board Liaison
* Katherine T. AZ. Board Liaison (back up)

**2022-2023 H&I Committee Goals**

* + **Maintain** the Books for Inmates and Institutions Program and inmate correspondence through the Sponsorship Program in the USA.
	+ **Maintain** the Database from the H&I  Survey from the website and Institutions contacts from emails and U.S. mail.
	+ **Review** the H&I P&P Manual.
	+ **Respond** to requests that come by email, regular communication with the CoDA community (through the H&I email subscription list).
	+ **Attract** members to assist the Sponsorship Coordinator.
	+ **Develop** a Presentation package for members to take into Institutions.
	+ **Assist** other Voting Entities outside the USA in developing H&I Committees.
	+ **Rotate** Positions.
	+ **Revive** Newsletter.
	+ **Attract** more members.

**Accomplishments**

* Maintained Books for Inmates and Institutions Program (details below).
* Continued to grow the Inmate Sponsorship Program.
* Regular communication with the CoDA community.  We received and responded on average (2) email queries from Fellowship groups or members each month.  Using the H&I email subscription list we have sent out a few announcements asking for help with sponsoring inmates in institutions and attracting new members.
* Recruitment of members.  We have maintained  8 members on our committee this year with interest from potential recruits.
* Continued to build our database through those responding to the H&I survey that is offered to all new email subscribers:  Perhaps 25% of new subscribers who do complete it could use a response from us, but, due to overloaded schedules of committee members, only a fraction of them do.  The survey data collected sends out automatic responses depending on answers to survey. We will continue to offer this.
* Had 11 regular meetings via teleconference.
* We discussed the development of an H&I Presentation Package to guide members taking literature and meetings into institutions.  We depend on local members to conduct panels and assist in starting meetings in institutions and make literature and information available to them. We are receiving experience from the San Diego area members who have been of service to prisons in their area to develop our presentation package.  Prisons are now opening to visitors after the pandemic.
* We continue to work with two of our committee members to explore starting H&I service in the United Kingdom. We sense a need to outline the process of starting the Books for Inmates and Institutions Program and correspondence services, to model it for voting entities outside the USA.
* Since April, a committee member has handled the corresponding postal mailings and posting of data on our spreadsheets.  This was previously done by our Fellowship Service Workers.

**Books for Inmates and Institutions**

* From July 1, 2022, to June 16, 2023, we received letters from 216 individuals, 151 new initial contacts and 20 emails. We heard from 43 different institutions, 23 are new to us.
* We are receiving more requests from rehabilitation centers than in previous years.
* We have kept records of these contacts since 2010.

**We sent:**

* 132 Co-Dependents Anonymous Books (224)\*
* 6      Co-Dependents Anonymous Books in Spanish (28)\*

\*  Last year’s amounts are in (parentheses)

* 100  12 Steps & 12 Traditions Workbooks  (89)\*
* 7      12 Steps & 12 Traditions Workbooks in Spanish (17)\*

**We also sent:**

* 55 Standard Packets (47)\*
* 4   Standard Packets in Spanish (3)\*
* 30 Institutional Meeting Handbooks (20)\*
* 1   In This Moment (16)\*
* 2   Institutional Libraries (13)\*
* 2   Institutional Libraries in Spanish (12)\*

**Seventh Tradition Donations**

* In 2022 we received  $1,684.00 (**$2,642.29** )\* in donations to BFII (Books for Inmates and Institutions) from January to December 2022.  We received $553.08 from January to June 17, 2023.  Donations are down by almost $1,000.00 and costs are up.
* \*  Last year’s amounts are in ( )

**Books for Inmates and Institutions Program**

Donations can be made using forms from the Link found on the Donation page.

[Books for Inmates & Institutions Donation Form](https://coda.org/bfii-donation-form/)

And on the Hospitals & Institutions Page [BFII Form.](https://coda.org/bfii-donation-form/)

**2024 H&I Committee Needs**

* More committee members to take the following roles:
	1. Corresponding Secretary Coordinator and an assistant.
	2. Members to read letters and emails and determine appropriate responses (1-3 people).
	3. Recording Secretary to take minutes.
	4. Newsletter Coordinator.
	5. Members to support Sponsorship Coordinator (1-2 people).
	6. A Fellowship Service Worker to sort mail to appropriate members.
* CoDA members willing to be sponsors of inmates by U.S. Mail.
* Passionate, creative individuals willing to help reach those who are locked in their codependency.

**2023-2024 H&I Committee Goals**

* + **Maintain** the Books for Inmates and Institutions Program and inmate correspondence through the Sponsorship Program in the USA.
	+ **Maintain** the Database from the H&I  Survey from the website and Institutions contacts from emails and U.S. mail.
	+ **Review** the H&I P&P Manual.
	+ **Respond** to requests that come by email, regular communication with the CoDA community (through the H&I email subscription list)
	+ **Attract** members to assist the Sponsorship Coordinator and Corresponding Secretary.
	+ **Attract** members near prisons and facilities to take meetings and literature to the codependent who cannot attend meetings outside their institution.
	+ **Develop** a presentation package that CoDA members can use when contacting institutions and facilities.
	+ **Assist** other Voting Entities outside the USA in developing H&I Committees.
	+ **Develop** a grant program to assist Voting Entities outside the USA to develop Books for Inmates and Institutions Program.
	+ **Rotate** Positions, especially  a new Chair.
	+ **Revive** Newsletter
	+ **Attract** more members.

**Thanks to:**

* Very responsive Board liaisons: Faith J. & Katherine T.(Backup Board),
* Members of the CoRe Board who support our literature distribution.
* Joan O. & Brenda M. former H&I Fellowship Service Workers and Geff R. (email list Coordinator)
* And all those who have contributed to the Hospitals & Institutions Books for Inmates & Institutions program.
* Our amazing and wonderful inmate sponsors.
* For the institutions and the codependent willing to reach out for our services.

**Special thanks to:**

Members of the Fellowship who serve locally in carrying the message into institutions.  These are the people who make a difference in codependents' lives who cannot attend meetings outside an Institution.