

CoDA Service Conference 2024

Annual Report

Hospitals and Institutions

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 Chair currently
doing
- James K. PA. Sponsorship Coordinator
- david a. NY. Member at large
- Gillian A. UK. Member at large
- Danira T. WA Member at large
- Beverly P.GA. Member at large
- Lou L. IL. Member at large
- Steve S. FL. Board Liaison
- Tina R. GA. Board Liaison (back up)

Hospitals and Institutions Books (H&I Books)

Formerly Books for Inmates and Institutions (BFII)

We have chosen to change the name of our book program because there had been more donations in the past than were needed to meet half of the cost of the program. The Board has instructed us to use the money, so we are now funding all the expenses of the H & I committee's programs. The cost of travel related to attending the CoDA Service Conference and face-to-faces will still come out of the general budget of CoDA. Expenses for our sponsorship and books programs and other opportunities to reach the codependent who still suffers in restricted settings will come from our escrowed funds and current donations. If donations are used up, the CoDA general budget will continue to fund the H&I programs.

	2023/24 (12 mo.)	2022/23 (11.6 mo.)
Letters received from		
Facility Residents	179	216
First time letters	86	151

emails	15	20
Representing institutions	59	43
First time institutions	28	23
Average per month	9.4	4

- From June 1, 2023, to May 31, 2024, vs July 1, 2022, to June 20, 2023.
- We are receiving more requests from rehabilitation centers than in previous years.
- When requests for in-person help from facilities-both from staff and residents-come to us, we have great difficulty finding CoDA groups or intergroups to send the requests to and, when found through the local meetings contact listings on the CoDA website or the intergroup or voting entity website, we rarely receive any responses to our emails.
- From January 2017 to December 2023, we have received 1,757 letters.

Literature Distribution

We sent:

Literature	6/23 -5/24	6/22 - 5/23
Co-Dependents Anonymous Books	145	132
Co-Dependents Anonymous Books in Spanish	8	6
Twelve Steps & Twelve Traditions Workbooks	134	100
Twelve Steps & Twelve Traditions Workbooks in Spanish	8	7
Standard Packets	58	55
Standard Packets in Spanish	3	4
Institutional Meeting Handbooks	29	30
In This Moment	4	1
Institutional Libraries	1	2
Institutional Libraries in Spanish	0	2
Cost (Literature and postage)	\$2,193	\$1,954

H&I Books Program

Donations can be made using forms from the Link found on the [H & I page](#).

We have spent the past year investigating digital literature, which is in hand-held tablets that inmates can access every day, in over 700 prisons and local jails where they are housed. We get a report on how much activity our material generates, and our mailing and email address are still on the material. If they want to write, or need a sponsor we are here to support them.

Seventh Tradition Donations

- The treasurer reports that in 2023 we received \$447 in donations to H&I Books (formerly Books for Inmates and Institutions.) Expenses for that period are reported to be \$1,281.28. This compares to what we reported last year for 2022, \$1,684., and \$553 for the first 5.5 months of 2023. From 2023 we do not have accurate information.

H&I, Sponsorship Program was established in 2010. Finding sponsors has always been challenging, and the connection does not always go through. The number of inmates we are helping is very small compared to the number who could use our support. We have found sponsors for five inmates, but we still have fourteen waiting 9 males, and 8 females. Most sponsees wait three to six months for a sponsor.

Committee Goals and Action Plans

Goal	Action Plan
Maintain the H&I Books, formerly known as Books for Inmates and Institutions (BFII) Program and inmate correspondence through the US mail and Sponsorship Program in the USA.	Continue H&I Books, adding a digital library for inmates to include; 25 CoDA literature items and 2 mp4 items
Maintain the Database from the H&I Surveys on our website.	Corresponding with members interested is serving H&I committee and programs.
Review the H&I Policy and Procedure (P&P) Manual.	Update P&P to reflect changes to H&I Books from the Books for Inmates and Institutions (BFII). Correct links and forms to reflect current practice.
Update Web Site	Update information for H&I Books, provide information for digital literature for incarcerated members,

	and update links to H&I forms and literature.
<p>Attract Members near prisons, jails and facilities to take meetings and literature to those who cannot leave their facility.</p> <ul style="list-style-type: none"> • Members to assist the Sponsorship Coordinator and Corresponding Secretary. • Members to revive the H&I Newsletter. • Members to respond to requests that come by regular US mail and email, • communication with the CoDA community (through the H&I, General Contact lists, and email subscription list) 	<p>Participate in Chairs Forum panel discussion at ICC 2024 to recruit committee members.</p> <p>Send requests for participation through the H&I and General Contact lists.</p> <p>Respond to inquiries from H&I survey on our web site and emails.</p>
<p>Develop a presentation package</p>	<p>CoDA members can use it when contacting institutions and facilities to facilitate access to prisons, jails and treatment centers. We welcome any input from members who have experience taking meetings and literature into institutions.</p>
<p>Develop Grant Proposal Process to encourage distribution of literature to recovery, addiction treatment, and correctional facilities in Countries outside of the USA.</p>	<p>We are developing our guidelines.</p>

Accomplishments

- Maintained H&I Books.

- Maintained regular and prompt correspondence with facility residents who write to us (179 letters this past year).
- Continued to grow the Inmate Sponsorship Program. In the process of putting our literature and a few mp4s on a digital platform. Approved in June 2024.
- Regular communication with the CoDA community. We received and responded on average (2) to email queries from Fellowship groups or members each month.
- Recruitment of members, using the General and H&I email subscription list we have sent out announcements asking for help with sponsoring inmates in institutions and attracting new members. Provided information to interested members during CSC and ICC.
- We have maintained 9 members on our committee this year.
- Continued to build our database through those responding to the H&I survey that is offered to all new email subscribers: The survey data collected sends out automatic responses depending on answers to survey.
- We held 11 regular meetings and numerous special meetings via videoconference.
- 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.
- We helped to guide one of our members from the United Kingdom to develop a similar H&I program.
- We welcomed a new Fellowship Service Worker (FSW)

Thanks to:

- Very responsive Board liaisons: Steve S. & Tina R. (Backup Board),
- Members of the CoRe Board who support our literature distribution.
- Sam H&I Fellowship Service Worker and Geff R. (email list Coordinator)
- And all those who have contributed to the Hospitals & Institutions H&I Books.
- 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.

Please contact the committee at hosp@coda.org if interested in participating locally, as a sponsor, or on the committee.