

**MINUTES OF THE REGULAR COMMITTEE MEETING OF
THE WORLD SERVICE CONFERENCE HOSPITAL AND INSTITUTIONS
COMMITTEE OF NARCOTICS ANONYMOUS
DALLAS, TEXAS, NOVEMBER 11 - 13, 1988**

FRIDAY, NOVEMBER 11, 1988

The meeting was called to order on November 11, 1988 at 6 p.m. by Barbara J., WSC H&I Chairperson, with a moment of silence followed by the Serenity Prayer. The Traditions were read by Pete C. Roll call was taken. There were 13 voting members present and 8 pool members present.

Voting Members: Barbara J. (WSC H&I Chairperson), Stuart S. (WSC Vice-Chairperson), Patty H. (WSC H&I Secretary), Bob McD. (BOD Representative), Randy J., Pete C., Fred S., Mary H., Mary Dawn E., Donald F., Zena L., Bean L., Diane L., Jim M.

Pool Members: Sandra R., Dale S., Joe K., Timmy S., Steve F., Dave H., Dave A., John E.

Secretary's Report: The minutes were to be addressed on Saturday morning to allow the committee members the opportunity to peruse them.

Pool Members: Two new pool members, Valerie A. and John H., were welcomed.

Barbara J. noted that the assigned Trustee would not be available to H&I during this Quarterly, due to her assignment to the Special Interest ad-hoc committee.

Debbie C., who had desired to remain a pool member previously, asked to withdraw her membership to the pool due to serving as the Vice-Chairperson of the Special Interest Ad-hoc.

Behind the Walls Booklet: A report was given as to the status of this work. A draft was distributed and all committee members were asked to review this and give input as to the direction that the booklet needs to take.

With no further business, a motion was presented to proceed into open forum. M/S/C "I move to start the open forum session" (Pete C., Bean L.)

**SATURDAY, NOVEMBER 12, 1988
SESSION ONE**

The meeting was called to order at 9:00 a.m. by Barbara J., WSC H&I Chairperson, with a moment of silence followed by the Serenity Prayer. The Traditions were read by Mary Dawn E. There were 13 voting members present.

Secretary's Report: The committee minutes were reviewed.

Corrections: Page 2, under Committee Special Projects, second paragraph, change Mary C., to Mary H. M/S/C "Move to accept the minutes as corrected" (Stuart S., Mary H.).

Behind the Walls Correctional Pamphlet: A report was given addressing the potential problem areas of this piece. It was felt by the Ad-hoc Chairperson that this piece needed a common adhesive bond and a clear explanation of the authorship being from recovering drug addicts, as opposed to non-N.A. members or using N.A. members.

The committee congratulated her on all her work and that of the ad-hoc committee.

Reaching Out: A mock issue was mailed to all committee members following the Detroit Quarterly. It was the consensus of the committee to: have recovery articles first and service-oriented articles second; introductory headings for direction and content; maintain the same size (folded 8 1/2" X 11"); the number of topics should remain flexible; no signatures or names excluding that of an ASC or RSC - should be deleted prior to printing; the "bars" within the masthead are to be omitted; leave the "hand" in the masthead; leave the editing process intact; and change the printing process to webb form in-house photocopying.

It was desired to have a package of all motions and the editing process in writing for the *Reaching Out*.

M/S/C to accept "*Reaching Out*" as amended (Bean L., Mary H.)

Special Projects: A report was given addressing an additional concern within the TWGSS.

M/S/C To accept the deletion of the sentence "Addicts who cannot attend regular meetings are served through the RSC H&I Subcommittee" (located on page 11 of the 8 1/2 X 11" version of the TWGSS) and to change "third" to "another" in the following sentence. (Randy J., Pete C.)

WCC Input: The letter was read to the committee that was written based on the committee's directive to the Special Projects Ad-hoc concerning our desire to hold learning sessions at the World Convention. It was found acceptable by the committee.

H&I Starter Kit: The topics that are being addressed within this package of information are: what is H&I; formats; topics, i.e. how to deal with problems with inmates or staff, relationships with long-term facilities; Do's and Don'ts; Panel Coordinator's responsibilities; a registration form and an additional resource section.

The Starter Kit is to address areas where there is no H&I and will be referenced within our report to the Fellowship at the WSC.

Panel Discussion Tapes, aka Transcripts: The treatment section of the taping process was more successful than the correctional section. There appears to be a need for a script to follow, particularly in regards to the question/answer section, to allow for a clear and concise taping process.

It is also prudent to work with other conference committees for consistency in terminology.

The methodology to be utilized is to get a transcript, review it and mail to all committee members (voting and pool) within 3 weeks. An Ad-hoc will be appointed for scripting. When this script is finalized, the results will be forwarded to the other conference committees for consistency in language.

General: There were concerns regarding the Table of Contents. Anthony E, WSO H&I Project Coordinator, and Fred S. volunteered to work on this to address the concerns. Some slight concerns were expressed regarding the introduction within the handbook. This was deferred until Sunday morning, November 13th.

SESSION TWO

The meeting was re-opened by Barbara J. at 1:30 p.m. with a moment of silence, followed with the Serenity Prayer. There were 11 voting members present. Two of the voting members were working on the *Behind the Walls* correctional pamphlet.

Treatment: Some slight changes were presented. There was a concern about the Prayer of Choice in the format suggestions and the possible ramifications of this.

M/S/C to leave Prayer of Choice as is (Randy J., Fred S.)

Corrections: A report was presented. Slight modifications were adopted by silent affirmation.

Structure and Function: There were changes to the guidelines presented.

M/S/C to delete the phrase of WSC H&I Working Guidelines on page 54 of the Dallas Draft, Paragraph 1: "Just as the WSC as a whole does not make policy," (Mary H., Stuart S.) This was unanimously carried.

Learning Days & Workshops: A report was presented by the ad-hoc chairperson. The section was accepted as presented.

Appendices; Resource Section: There were some concerns presented regarding language in Sample 1. The committee gave the Chairperson a vote of confidence in regards to changing the wording.

Committee accepted the various forms after minor discussion.

Glossary: Minor changes made.

Index: Minor additions and changes made.

Fred S. presented the proposed Conclusion, to be inserted at the end of the Handbook, for committee consideration.

The committee adjourned at 4:20 p.m.

SUNDAY, NOVEMBER 13, 1988

The meeting was opened by Barbara J. at 9:00 a.m. with a moment of silence, followed by the Serenity Prayer.

A new pool member, Doug M., was welcomed.

Resource Section Concerning Sample Letters: The WSC P.I. Chairperson, Biff K., presented some insight on the experience of the P.I. committee. For sample letters using generic terms such as, John Doe of Anywhere, U.S.A., has been helpful; being cautious of N.A. terminology that is meaningless outside of the N.A. community, i.e. drug-free rather than recovery. The committee reviewed the package of letters and clearer, more concise communication was adopted.

A Sample Letter for maverick meetings to be sent to facilities will be drafted and included in the Resource Section and a piece of generic letterhead may be enclosed as well.

The Table of Contents was presented.

M/S/C/ to add to the Table of Contents, subheadings under Types of Correctional Facilities. (Randy J., Mary Dawn E.)

The Introduction and Conclusion were presented. Discussion ensued. The committee gained a consensus on the introduction and conclusion after changes were made.

Barbara J. asked for a vote of confidence based on the handbook and the approval process of the WSC and the possibility of editing from the floor. It was the unanimous consensus of the committee to grant her a vote of confidence.

M/S/C/ to approve the Hospitals & Institutions Handbook as amended. (Stuart S., Randy J.) The vote was unanimous.

At this point new assignments were made:

Starter Kit ad-hoc: Randy J., ad-hoc chair; Donald F.; Barbara J.; Brian W.; Valerie A.; Joe K.

Behind the Walls ad-hoc: Mary H., ad-hoc chair; Pete C.; Mary Dawn E.; Dale S.; Timmy S.; Dave H.; Patty H., in an advisory capacity

Reaching Out ad-hoc: Patty H., ad-hoc chair; Ivan F.; Dave A.; Rim B.

Tape Scripts ad-hoc: Bean L., ad-hoc chair; Fred S.; Zena L.; John E.; Becky M;

Guide to Service Input ad-hoc: Stuart S., ad-hoc chair; Dave B.; John H.; Jeannie B.; Mario T.

Article Assignments:

Phil K.:	Smaller areas, problems and solutions
Tom C.:	Isolated Areas
Jim M.:	Learning days and workshops
Diana L.:	Working with others
Sandra R.:	Attracting renegade meetings
Rudy S.:	The panel system
Steve D.:	(to be clarified later), alternate - working with adolescents
John S.:	H&I in Australia, problems and solutions
Joe S.:	Getting people involved
Steve F.:	Answering tough questions
Terry R.:	Traditions and facilities

Discussion ensued about the way articles would be handled. It was mentioned that the articles, after being approved, would be utilized as input to *The N.A. Way* and/or *Reaching Out*.

The committee was reminded that they were all assigned to review and provide input to the *Behind the Walls* project, as this had become the primary project with the completion of the Handbook. There was some discussion about the possibility of having a meeting with the World Lit. Committee, in February, to discuss this project. However it was stated that the project would not be handed over to the WLC at that point.

There being no further business, the committee adjourned at 12:00 p.m.