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12-Step Work

Local Napa Hospitals and Institutions

(Northern California H&I Committee, Group/Area 51)

The Napa Hospital and Institution Committee/Area 51 is a service board created **to carry the AA message of recovery to people who are confined** in nearby hospitals, penal institutions and alcohol treatment centers (12th Step Work.)

Napa H&I Committee is a self-controlled entity and a part of the Northern California Council of Alcoholics Anonymous Region. The activities of this Committee are based on, and governed by, the Twelve Traditions of AA.

The Napa Area H&I Committee conducts a Business Meeting on the first Friday of the month at 5:45 PM. We meet at the Sea Scouts Building, located at 402 Riverside Dr., Napa, CA 94559. In the monthly business meeting attendees share with each other the problems and solutions created by “carrying the message.” This can result in suggestions, procedures, or policies to increase the H&I effectiveness and avoid pitfalls which have occurred in the past.

Over twelve Napa Valley institutions are currently being served with weekly AA meetings. There are over **eighty four** people doing local H&I service work - and more are needed. There is an ever-growing demand of AA's in service work because of new meetings being added and rotation of other H&I volunteers.

Area Service Position Descriptions

General qualifications:

Many AA Members are needed for 12-Step work. Persons who have a longer period of sobriety are better able to give practical application of the 12 suggested steps and the principles upon which our program of recovery is founded. AA's eligible for this type of 12-Step work need to have achieved some degree of maturity in sobriety and participation within the fellowship. Volunteers need to be willing to carry the message of Alcoholics Anonymous without reservation, without restitution or we fail in our mission to reach the suffering alcoholic who is confined.

Length of sobriety varies between 6-months, one year, and three years. Requirements are not standardized. See Facility qualifications for specifics.

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Region 50 Chairman: Ron H.

Tel: 415 999 1744

E-mail: ronhowe@sbcglobal.net

Hildred (H.E.) N.

The Regional Chair is elected by the Area Chair within a given region and functions as the elected representative of the areas to the Steering Committee and General Committee.

Term: Two years (may succeed themselves once.)

Qualifications: It is suggested that the Regional Chair have a minimum of five years of current and continuous sobriety, three years of active committee work in H&I and have a full understanding of the responsibilities of all assignments at the area level.

Duties: Acting as the direct communications link between the areas you serve and the NorCal General Chair; informing other areas in your region of problems or interest which could affect them. Attends all Napa area committee meetings, NorCal Steering Committee and General Committee meetings, reports on activities and decisions within the region's areas.

Acts as a filter for problems and policy matters arising within the region.

Works closely with the Area Chairs and the General Chair to assure communications at all levels.

Handles limited public relations

Acts in an advisory capacity to the Area Chair.

Assists the Major Institution Coordinators in the completion of "Facility Schedule Forms."

With the agreement of the Area Chair, may initiate periodic or occasional regional meetings to facilitate communication and cooperation among areas within the region.

Area Chairperson: Michelle M.

Tel: 707 254 0470

E-mail: NapaWorkshop@sbcglobal.net

Chairperson is nominated and elected by the local H&I Group. As soon as a Chairperson is elected, the group should provide the Northern CA District and area committees, with the name address telephone number and e-mail address of the chairperson and the previous chairperson's name (so it can be removed from the mailing and insurance list.)

Term: Chairperson serve for two years and may serve a second consecutive two years.

Qualifications: Usually Chairperson has a minimum of three years of current and continuous sobriety, including one year of active committee participation. Chairperson has time available for monthly business and area meetings. Active in AA service, able to solve problems using the 12 Traditions. Chairperson has the confidence of the group and ability to listen to all points of view. Has firsthand knowledge of the Facility Coordinator's responsibilities.

Duties: Chairs H&I business meetings on the first Friday of the month.

Designates responsibility in order that all meetings at facilities in the Napa area are covered.

Ensures that all local officer positions are adequately filled.

Serve as the main contact for the local area Napa H&I and area groups.

They are listed in the A.A. directories for the Local H&I group.

They are knowledgeable about H&I service work and the Pink Pamphlet.

Are responsible for passing information on to the groups and Regional Chairs. Serving as a filter for local issues and engages in limited public relations involving H&I within the Napa area.

They are familiar with the 12 Traditions and Twelve Concepts.

They encourage the group to support the local AA district committees and intergroup.

They make report Group Representatives with timely information for their groups; in conjunction with Regional Chairs, communicates information and issues occurring at General Committee level.

Provides "Facility Schedule Forms" (H&I Form #1, or reasonable substitute) to the Facility Coordinators in the Napa area.

At least once year, submits a report listing all meetings in the Napa area to the General Chair.

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Area Recording Secretary & Treasurer: John C.

Tel: 707 477 0422

E-mail: john@curnutt.org

Term: No specific time limit.

Qualifications:

Duties: Transcribe thoughts, speech, or data of the H&I Business Meeting into written or printed form. Keep and update phone lists. Collect and record Seventh Tradition monies collected at the H&I Business Meeting.

Recording Secretary: Records and compiles minutes from Napa Area Business meetings, keeps area lists and other records as decided by local area committee.

Treasurer: Collects Seventh Tradition funds at monthly meetings; pays authorized Area expenses for rent, printing, etc. Keeps record of financial activity at the Napa area level, regularly provides copy to Area Chair and makes report at area meetings.

Area Literature Chair: Kerrie R.

Tel: 707 320 8074

E-mail: pekk@att.net

Term: No specific time limit.

Qualifications: Appointed by the Napa Area Chair.

Duties: With approval of Napa Area Chair, orders, stores, stamps and distributes literature in accordance with approved H&I Literature Policy. Maintains the Literature Cabinets at the Napa Sea Scouts Building. Attends Area H&I Business Meeting once a month.

Intergroup Liaison: John C.

Tel: 707 477 0422

E-mail: john@curnutt.org

Term: No specific time limit.

Qualifications: Desire to serve; have been active in group, intergroup, or other service, have encountered situations in which the Twelve Traditions have been called upon to solve problems. Have at least two years of current and continuous sobriety. Have time available for district meetings and area assemblies.

They have the confidence of the group, and an ability to listen to all points of view.

Duties: Provide Pink Cans to the monthly Intergroup meeting. Provide a "one pager" on "Why The Pink Cans" from the handinorcal.org website. H&I Liaison is an informational conduit for connecting perspective volunteers with the appropriate H&I facility coordinator. Generate a monthly written and oral H&I report to Intergroup. Bring a monthly Intergroup report to the H&I Business Meeting.

AA Bridging the Gap Liaison: Doug M.

Tel: 707 320 8700

E-mail: dm_consulting@yahoo.com

The primary purpose of AA Bridging the Gap is to introduce newly released inmates, residents of treatment facilities and hospitals, to AA on the outside "real world."

Term: No specific time limit.

Qualifications: One year current and continuous sobriety.

Duties: Supply H&I volunteers with "White" and "Blue" cards for distribution to alcoholics who are confined and will be released shortly. Educate H&I volunteers on the procedure and process of Bridging the Gap. Write a monthly report of Bridging the Gap activities and submit it to the District.

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District 11 General Service Representative: Michael M.

Tel: 707 299 9999

E-mail: michaelmorganjets@yahoo.com

The general Service Representative (G.S.R.) has the job of linking his or her group with A.A. as a whole. The G.S.R. representative represents the voice of the group conscience, reporting the group's thoughts to the district committee member and to the delegate, who passed them on to the Conference. This communication is a two-way street, making the G.S.R. responsible for bringing back to the group Conference Actions that affect A.A. unity, health, and growth. Only when a G.S.R. keeps the group informed, and communicates the group conscience, can the Conference truly act for A.A. as a whole

Term: G.S.R.s serve for two years and the term frequently runs concurrently with those of committee members and the delegate. They represent their home group and are nominated and elected by group members.

Qualifications: Desire to serve; have been active in group, intergroup, or other service, have encountered situations in which the Twelve Traditions have been called upon to solve problems.

Have at least two years of current and continuous sobriety.

Have time available for district meetings and area assemblies.

They have the confidence of the group, and an ability to listen to all points of view.

Duties: G.S.R. attends district meetings and area assemblies meetings. G.S.R.s serve as the mail contact with the General Service Office, and they are listed in the A.A. directories as contacts for their groups. They receive the G.S.O. bulletin Box 4-5-9, and keep their groups abreast of A.A. activities all over the world. They serve as the mail contact with their district committee member and with the area committee. They supply their D.C.M.s with up-to-date group information, which is relayed to G.S.O for inclusion in the directories and for G.S.O. mailings. They pass new literature, guidelines, bulletins, videos, tapes, kits, etc., - and they are responsible for passing such information on to the groups. They learn everything they can about the Twelve Traditions and Twelve Concepts and are familiar with this manual, the books *Twelve Steps and Twelve Traditions* and *A.A. Comes of Age*, Twelve Concepts for World Service, and the pamphlets "the A.A. Group," "A.A. Tradition - How It Developed," "The Twelve Traditions Illustrated," and "The Twelve Concepts Illustrated." They usually serve on group steering committees. They work with group treasurers to develop practical plans for group support of G.S.O., such as the Regular Contribution Plan and the Birthday Plan. They participate in district and area service meetings, and often help with planning for are get-togethers and conventions. following these events, they make reports to their groups for the benefit of those who could not attend.

Current Service Position is up in December 2014

NAPA COUNTY JAIL

The Napa County Department of Corrections is dedicated to providing professional correctional services to the citizens of Napa County. The facility housed both sentenced and pre-sentenced inmates. The Department is responsible for the coordination of all programs and services related to the institutional punishment, care, treatment and rehabilitation of inmates, including intake screening, diagnosis, classification and programs that deal with sentencing alternatives.

Napa County Jail Clearance Requirements:

1. Department of Corrections (DOC) application form (request for a security clearance) filled out and signed: No sexual charges on their criminal history. No violence in their criminal history. No police arrest within five years.
2. Registration with Napa County Jail Human Resources (HR) (keeps account of all volunteers.)
3. Fingerprinting at Napa County Sheriff's Department (must clear FBI and DOJ) and issuance of an Identification Card (I.D.)
4. "Orientation Meeting" (policies, dress code, conduct requirements) with the Napa County Jail Staff.

NAPA JAIL Men's Facility:

Facility Coordinator: Ken R.

Tel: 707 320 8098

E-mail: rutherfordken.17h_i@yahoo.com

The Men's Jail Facility Coordinator is selected by the Area Chairman with the advice of the Meeting Volunteers serving in that institution.

Term: Two years (may succeed self once.)

Qualifications: It is suggested that the coordinator have three years of current and continuous sobriety, including one year of H&I committee activity.

Duties: The Facility Coordinator for the Napa Mens' Jail Facility, is responsible for the distribution of clearance forms and orchestrates the clearance process for volunteers. Informs volunteers of the procedures for the Napa Jail facility. They are to keep meeting volunteers informed of any change in conditions at the facility. Educate and problem - solve as related to actual H&I service. Oversees all AA Meetings being taken into the West Block and Work Furlough areas. They may also serve as a Meeting Volunteer. Selected by and responsible to the Area Chair. Directly responsible to the facility for all volunteers who go into the facility and for each meeting being properly and adequately covered. Trains new volunteers to fill open positions. Maintains Facility Schedule/Rosters for all meetings, fills openings and replaces volunteers as needed. Regularly provides up-to-date information and reports to Area Chair and appropriate inside Facility staff members about any problems - real, imagined, or potential - in a timely fashion. Attends area H&I Business meetings for reports (if unable to attend, may send a representative.) Serves as the main point of contact with facility inside staff members. Ensures that adequate H&I literature is available for all meetings. Does not replace themselves, but may suggest a replacement to the Area Chair.

NAPA JAIL Meeting Volunteers: Person responsible for carrying the AA meeting into the facility with a partner, usually once a month on a given week of the month. Selected by and responsible to the Facility Coordinator.

Term: No specific time limit.

Qualifications: Suggested minimum sobriety requirement: two years of current and continuous sobriety, plus previous H&I experience. Not have been a inmate of the facility for 6 months. Not knowing an inmate currently in the facility. Not a current employee of the facility.

Duties: Bring the AA meeting into the correctional facility. Makes sure that adequate H&I literature is available for your meeting. Comply with all regulations and recommendations of the facility. Notify Facility Coordinator of your inability to keep your date as scheduled or exchange it with one of the other meeting volunteers or alternates.

Meetings: Module 105 - Sundays 7 - 8 PM
Work Furlough - Tuesdays 8 - 9 PM

Open Positions: All meetings could use help/replacement/rotation

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NAPA JAIL Womens' Facility: Facility Coordinator: Terri M.

Tel: 707 255 8442

E-mail: tdblue48@yahoo.com

The Women's Jail Facility Coordinator is selected by the Area Chairman with the advice of the Meeting Volunteers serving in that institution.

Term: Two years (may succeed self once.)

Qualifications: It is suggested that the coordinator have three years of current and continuous sobriety, including one year of committee activity.

Duties: The Facility Coordinator for the Napa Womens' Jail Facility, is responsible for the distribution of clearance forms and orchestrates the clearance process for volunteers. Informs volunteers of the procedures for the Napa Jail facility. They are to keep meeting volunteers informed of any change in conditions at the facility. Educate and problem - solve as related to actual H&I service. Facility Coordinator for Women's Jail Facility oversees all AA meetings brought into the women's facility. They may also serve as a Meeting Volunteer. Selected by and responsible to the Area Chair. Directly responsible to the facility for all volunteers who go into the facility and for each meeting being properly and adequately covered. Trains new volunteers to fill open positions. Maintains Facility Schedule/Rosters for all meetings, fills openings and replaces volunteers as needed. Regularly provides up-to-date information and reports to Area Chair and appropriate inside Facility staff members about any problems - real, imagined, or potential - in a timely fashion. Attends area H&I Business meetings for reports (if unable to attend, may send a representative.) Serves as the main point of contact with facility inside staff members. Ensures that adequate H&I literature is available for all meetings. Does not replace themselves, but may suggest a replacement to the Area Chair.

NAPA JAIL Meeting Volunteers: Person responsible for carrying the AA meeting into the facility with a partner, usually once a month on a given week of the month. Selected by and responsible to the Facility Coordinator.

Term: No specific time limit.

Qualifications: Suggested minimum sobriety requirement: two years of current and continuous sobriety, plus previous H&I experience. Not have been a inmate of the facility for 6 months. Not knowing an inmate currently in the facility. Not a current employee of the facility.

Duties: Bring the AA meeting into the correctional facility. Makes sure that adequate H&I literature is available for your meeting. Comply with all regulations and recommendations of the facility. Notify Facility Coordinator of your inability to keep your date as scheduled or exchange it with one of the other meeting volunteers or alternates.

Meetings: Tuesdays 8-9 PM

Open Positions: There are eight Meeting Volunteers and two alternates. All meetings could use help/replacement/rotation.

NAPA JAIL Mens Jail Spanish Facility:

The Men's Jail Spanish Facility Coordinator is selected by the Area Chairman with the advice of the Meeting Volunteers serving in that institution.

Facility Coordinator: Rafael Q.

Tel: 707 318 9017

E-mail: none

Term: No specific time specified.

Qualifications: It is suggested that the coordinator have three years of current and continuous sobriety, including one year of H&I committee activity.

Duties: The Facility Coordinator for the Napa Mens' Jail - Spanish Facility, is responsible for the distribution of clearance forms and orchestrates the clearance process for volunteers. Informs volunteers of the procedures for the Napa Jail facility. They are to inform Area Chair of any reported or potential problems, as well as informing your meeting volunteers on any change in conditions at the facility. Educate and problem-

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solve as related to actual H&I service. Facility Coordinator for Mens' Jail Facility oversees all AA meetings in the facility. They may also serve as the Meeting Volunteer. Selected by and responsible to the Area Chair. Directly responsible to the facility for all volunteers who go into the facility and for each meeting being properly and adequately covered. Trains new volunteers to fill open positions. Maintains Facility Schedule/ Rosters for all meetings, fills openings and replaces volunteers as needed. Regularly provides up-to-date information and reports to Area Chair and appropriate inside staff members about any problems - real, imagined, or potential - in a timely fashion. Attends area H&I Business meetings for reports (if unable to attend, may send a representative.) Serves as the main point of contact with facility inside staff members. Ensures that adequate H&I literature is available for all meetings. Does not replace themselves, but may suggest a replacement to the Area Chair.

NAPA JAIL Meeting Volunteers:

Term: No specific time limit.

Qualifications: Suggested minimum sobriety requirement: two years of current and continuous sobriety, plus previous H&I experience. Not have been a inmate of the facility for 6 months. Not a current employee of the facility.

Duties: Person responsible for carrying the AA meeting into the facility with a partner, usually once a month on a given week of the month. Selected by and responsible to the Facility Coordinator. Makes sure that adequate H&I literature is available for your meeting. Comply with all regulations and recommendations of the facility. Notify Facility Coordinator of your inability to keep your date as scheduled or exchange it with one of the other meeting volunteers or alternates.

Meetings: Sunday 7 - 8 PM
Tuesdays 8 - 9 PM

Open Positions: All meetings could use help/replacement/rotation

NAPA STATE HOSPITAL

Napa State Hospital is a 1,367 bed mental health treatment facility. It is the oldest state hospital facility in California with original buildings erected in 1872. We rotate weekly English speaking meetings through five unit areas within the moderate security area. The English speaking meetings serve over 120 regular attendees. Participation is very good with meeting attendance from 12 to 45 Patients per meeting.

Facility Clearances: Valid California Drivers License or California ID.

NSH Institution Coordinator (English Speaking): Ron T.

Tel: 707 738 9093

E-mail: Dronster222@yahoo.com

The Napa State Hospital Institutional Coordinator is selected by the General Chair with the advice of the Major Facilities Chair and the Regional and Area Chairs serving in that facility. A Major Facility is defined as any facility where activities may affect facilities or activities in other areas or the committee as a whole; ANY State or Federal Institution is usually considered to be a Major Facility.

Term: Two years (may succeed self once.)

Qualifications: It is suggested that the Napa State Hospital Coordinator have three years of current and continuous sobriety, including one year of committee activity; where feasible, previous experience as a volunteer in the facility is desired.

Duties: Institutional Coordinator for Napa State Hospital oversees all AA meetings in the facility. They may also serve as a Meeting Volunteer in the facility. Selected by and ultimately responsible to the General Chair. Directly responsible to the facility for all volunteers who go into the facility and for each meeting being properly and adequately covered. Trains new volunteers to fill open positions. Maintains Facility Schedule/ Rosters for all meetings, fills openings and replaces volunteers as needed. Regularly provides up-to-date information and reports to Area Chair and appropriate inside staff members about any problems - real, imagined, or potential - in a timely fashion. Attends area H&I Business meetings for reports (if unable to attend, may send a representative.) Serves as the main point of contact with facility inside staff members. Ensures that adequate H&I literature is available for all meetings. Does not replace themselves, but may suggest a replacement to the Area Chair.

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English Speaking Meetings: Wednesdays 7:30 - 8:30 PM

NSH Meeting Volunteers:

Term: No specific time limit.

Qualifications: Suggested minimum sobriety requirement: six months of current and continuous sobriety. Not have been a inmate of the facility for 6 months. Not a current employee of the facility.

Duties: Person responsible for carrying the AA meeting into the facility with a partner, usually once a month on a given week of the month. Selected by and responsible to the Facility Coordinator. Makes sure that adequate H&I literature is available for your meeting. Comply with all regulations and recommendations of the facility. Notify Facility Coordinator of your inability to keep your date as scheduled or exchange it with one of the other meeting volunteers or alternates.

Open Positions: All meetings could use help/replacement/rotation

NSH Facility Coordinator (Spanish Speaking): Rafael Q.

Tel: 707 318 9017

E-mail: none

Term: No specific time limit.

Qualifications: It is suggested that the coordinator have three years of current and continuous sobriety, including one year of committee activity.

Duties: Institutional Coordinator for Napa State Hospital oversees all AA meetings in the facility. They may also serve as a Meeting Volunteer in the facility. Selected by and ultimately responsible to the General Chair. Directly responsible to the facility for all volunteers who go into the facility and for each meeting being properly and adequately covered. Trains new volunteers to fill open positions. Maintains Facility Schedule/ Rosters for all meetings, fills openings and replaces volunteers as needed. Regularly provides up-to-date information and reports to Area Chair and appropriate inside staff members about any problems - real, imagined, or potential - in a timely fashion. Attends area H&I Business meetings for reports (if unable to attend, may send a representative.) Serves as the main point of contact with facility inside staff members. Ensures that adequate H&I literature is available for all meetings. Does not replace themselves, but may suggest a replacement to the Area Chair.

NSH Meeting Volunteers:

Term: No specific time limit.

Qualifications: Suggested minimum sobriety requirement: six months of current and continuous sobriety. Not have been a inmate of the facility for 6 months. Not a current employee of the facility.

Duties: Person responsible for carrying the AA meeting into the facility with a partner, usually once a month on a given week of the month. Selected by and responsible to the Facility Coordinator. Makes sure that adequate H&I literature is available for your meeting. Comply with all regulations and recommendations of the facility. Notify Facility Coordinator of your inability to keep your date as scheduled or exchange it with one of the other meeting volunteers or alternates.

Spanish Speaking Meetings: Tuesdays 10 - 11 AM

Open Positions: All meetings could use help/replacement/rotation

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CRESTWOOD MANOR, DEERPARK

Crestwood Center is a Mental Health Rehabilitation Center located in Angwin. The facility provides a versatile array of classes for clients to participate in during their recovery program and encourages active participation in treatment planning from the moment of admission. The facility also exemplifies Crestwood's commitment to providing mental health consumers with the kind of care that puts them on the road to recovery. A Crestwood Staff member is present at the AA meetings.

Facility Qualifications: Crestwood Deerpark is a locked psychiatric facility. A "Confidentiality Agreement" must be completed prior to entering the unit. The signer agrees not to disclose the identity, conditions, etc. of the clients in the facility.

Facility Contact Chairman/Meeting Volunteer: Grace J.

Tel: 707 967 0967

E-mail: gracej@saber.net

Term: No specific time limit.

Qualifications: Facility Contact Chairman two years of current and continuous sobriety. Second speaker: suggested minimum sobriety requirement: six months of current and continuous sobriety. Not have been a inmate of the facility for 6 months. Not a current employee of the facility.

Duties: Facility Coordinator for Crestwood Manor, Deerpark, oversees all AA meetings in the facility. They may also serve as the Meeting Volunteer. Selected by and responsible to the Area Chair. Directly responsible to the facility for all volunteers who go into the facility and for each meeting being properly and adequately covered. Trains new volunteers to fill open positions. Maintains Facility Schedule/Rosters for all meetings, fills openings and replaces volunteers as needed. Regularly provides up-to-date information and reports to Area Chair and appropriate inside staff members about any problems - real, imagined, or potential - in a timely fashion. Attends area H&I Business meetings for reports (if unable to attend, may send a representative.) Serves as the main point of contact with facility inside staff members. Ensures that adequate H&I literature is available for all meetings. Does not replace themselves, but may suggest a replacement to the Area Chair.

Big Book Study Meetings: 1st & 3rd Thursdays of the month 4 - 5 PM

(Facility would like a meeting every Thursday.)

Open Positions: Coordinator/Meeting Chair. 2nd & 4th Thursday Meeting Volunteer

CRESTWOOD BEHAVIOR CENTER, VALLEJO

Crestwood's programs in Vallejo are based on a commitment of providing mental health to consumers (inpatients) - a continuum of care that puts them on the road to recovery. They include Crestwood Recovery and Rehabilitation Center, Crestwood Manor and Crestwood Hope Center. As with other Crestwood programs, many of our consumers participate in the innovative Wellness Recovery Action Plan (WRAP) treatment model and Dialectical Behavioral Therapy Skills (DBT) Training.

CRESTWOOD Facility Coordinator: John G.

Tel: 707 655 0463

E-mail: Johnnyglaser1958@gmail.com

Term: No specific time limit.

Qualifications: It is suggested that the coordinator have three years of current and continuous sobriety, including one year of committee activity.

Duties: Facility Coordinator for Crestwood Manor, Vallejo, oversees all AA meetings in the facility. They may also serve as the Meeting Volunteer. Selected by and responsible to the Area Chair. Directly responsible to the facility for all volunteers who go into the facility and for each meeting being properly and

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adequately covered. Trains new volunteers to fill open positions. Maintains Facility Schedule/Rosters for all meetings, fills openings and replaces volunteers as needed. Regularly provides up-to-date information and reports to Area Chair and appropriate inside staff members about any problems - real, imagined, or potential - in a timely fashion. Attends area H&I Business meetings for reports (if unable to attend, may send a representative.) Serves as the main point of contact with facility inside staff members. Ensures that adequate H&I literature is available for all meetings. Does not replace themselves, but may suggest a replacement to the Area Chair.

CRESTWOOD Meeting Volunteers:

Term: No specific time limit.

Qualifications: First Speaker - one years continuous sobriety
Second Speaker - six months continuous sobriety

Duties: Person responsible for carrying the AA meeting into the facility with a partner, usually once a month on a given week of the month. Selected by and responsible to the Facility Coordinator. Makes sure that adequate H&I literature is available for your meeting. Comply with all regulations and recommendations of the facility. Notify Facility Coordinator of your inability to keep your date as scheduled or exchange it with one of the other meeting volunteers or alternates.

Meetings: Mondays 7 - 7:45 PM or 8 - 9 PM?

Open Positions: None

NAPA SOUTH SHELTER

The South Napa Shelter, a facility for clean and sober individuals 18 years and older has two primary goals for it's guests - increasing income and securing sustainable housing. The South Napa Shelter helps them achieve these goals through weekly coaching/case management, requiring that they volunteer at the center and in the community, and providing the tools and encouragement to succeed.

NAPA SOUTH SHELTER Facility Coordinator: Russ F.

Tel: 707 266 4858

E-mail: russum59@att.net

Term: No specific time limit.

Qualifications: It is suggested that the coordinator have three years of current and continuous sobriety, including one year of committee activity.

Duties: Facility Coordinator for Napa Homeless Shelter oversees all AA meetings in the facility. They may also serve as the Meeting Volunteer. Selected by and responsible to the Area Chair. Directly responsible to the facility for all volunteers who go into the facility and for each meeting being properly and adequately covered. Trains new volunteers to fill open positions. Maintains Facility Schedule/Rosters for all meetings, fills openings and replaces volunteers as needed. Regularly provides up-to-date information and reports to Area Chair and appropriate inside staff members about any problems - real, imagined, or potential - in a timely fashion. Attends area H&I Business meetings for reports (if unable to attend, may send a representative.) Serves as the main point of contact with facility inside staff members. Ensures that adequate H&I literature is available for all meetings. Does not replace themselves, but may suggest a replacement to the Area Chair.

Open Position: Facility coordinator position is up for rotation.

NAPA SOUTH SHELTER MEETING VOLUNTEER: Corey W.

Tel: 707 337 8888

E-mail: grygrneyeyes@gmail.com

Term: No specific time limit.

Qualifications: **First Speaker/Secretary** - One year minimum length of sobriety
Second Speaker - six months continuous sobriety

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Duties: Person responsible for carrying the AA meeting into the facility with a partner, usually once a month on a given week of the month. Selected by and responsible to the Facility Coordinator. Makes sure that adequate H&I literature is available for your meeting. Comply with all regulations and recommendations of the facility. Notify Facility Coordinator of your inability to keep your date as scheduled or exchange it with one of the other meeting volunteers or alternates.

Speaker/Discussion Meetings: Tuesdays 7 - 8 PM
Saturdays 7 - 8 PM

Open Positions: Saturday night Meeting Volunteers and Facility Coordinator

VALLEJO DETOX

Solano County Substance Abuse Division is dedicated to providing a continuum of care that benefits the clients and providers. Utilizing a combined administrative, clinical and preventative services approach, Vallejo Detox delivers coordinated services to the diverse populations of Solano County who are impacted by alcohol, tobacco and other drugs (ATOD), and related issues such as domestic violence.

VALLEJO DETOX Facility Coordinator: Pete P.

Tel: 707 644 4756

E-mail: none

Term: It is suggested that the coordinator have three years of current and continuous sobriety, including one year of committee activity.

Qualifications: It is suggested that the coordinator have three years of current and continuous sobriety, including one year of committee activity.

Duties: Facility Coordinator for Vallejo Detox oversees all AA meetings in the facility. They may also serve as the Meeting Volunteer. Selected by and responsible to the Area Chair. Directly responsible to the facility for all volunteers who go into the facility and for each meeting being properly and adequately covered. Trains new volunteers to fill open positions. Maintains Facility Schedule/Rosters for all meetings, fills openings and replaces volunteers as needed. Regularly provides up-to-date information and reports to Area Chair and appropriate inside staff members about any problems - real, imagined, or potential - in a timely fashion. Attends area H&I Business meetings for reports (if unable to attend, may send a representative.) Serves as the main point of contact with facility inside staff members. Ensures that adequate H&I literature is available for all meetings. Does not replace themselves, but may suggest a replacement to the Area Chair.

VALLEJO DETOX Meeting Volunteers:

Term: No specific time limit.

Qualifications: First Speaker - two years continuous sobriety
Second Speaker - six months continuous sobriety

Duties: Meeting Volunteers are responsible for carrying the AA meeting into the facility with a partner, usually once a month on a given week of the month. Selected by and responsible to the Facility Coordinator. Makes sure that adequate H&I literature is available for your meeting. Comply with all regulations and recommendations of the facility. Notify Facility Coordinator of your inability to keep your date as scheduled or exchange it with one of the other meeting volunteers or alternates.

Meetings: Sunday 2 - 3 PM
Monday 7 - 8 PM
Thursday 6 - 7 PM
Friday 6 - 7 PM
Saturday 2 - 3 PM

Open Positions: none

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MCALISTER INSTITUTE

McAlister Institute Treatment & Education is a part of Napa County Department Of Mental Health. Programs provide a comprehensive range of substance abuse treatment and recovery services, including: individual and group counseling, individualized treatment planning, educational workshops, recovery topic-centered groups, job skills, parenting, recovery, addiction, relapse prevention and health. McAlister Institute is a Social Model Detox and Short-term Residential Treatment Services (30, 60, or 90 days on a case by case basis). Clients are referred through Napa County Alcohol and Drug Services ACCESS.

MCALISTER INSTITUTE Facility Coordinator: David B.

Tel: 707 259 1185

E-mail: bettinidavid@yahoo.com

Term: No specific time limit.

Qualifications: It is suggested that the coordinator have three years of current and continuous sobriety, including one year of committee activity.

Duties: Facility Coordinator for McAlister Institute oversees all AA meetings taken into the facility. They may also serve as a Meeting Volunteer. Selected by and responsible to the Area Chair. Makes sure that adequate H&I literature is available for your meeting. Comply with all regulations and recommendations of the facility.

MCALISTER INSTITUTE Meeting Volunteers:

Term: No specific time limit.

Qualifications: First Speaker - two years continuous sobriety
Second Speaker - six months continuous sobriety

Duties: Person responsible for carrying the AA meeting into the facility with a partner, usually once a month on a given week of the month. Selected by and responsible to the Facility Coordinator. Makes sure that adequate H&I literature is available for your meeting. Comply with all regulations and recommendations of the facility. Notify Facility Coordinator of your inability to keep your date as scheduled or exchange it with one of the other meeting volunteers or alternates.

Meetings: Sundays 7 8 PM

Open Positions: All meetings could use help/replacement/rotation

STATE PRISON SYSTEM

Facility Clearances: Application (2 page form) for "Community Volunteer Gate Clearance" or "Identity Card" must be completed by all volunteers, current and future. Application requires Social Security Number, Drivers License Number, Date of Birth, and contact information. Application with signature must be logged by Institutional Coordinator and input into the "VTrack" (Volunteer Tracking System) by CDCR.

STATE PRISON SYSTEM California Mens Facility (CMF) Vacaville

Institution Coordinator: Ron H.

Tel: 707 718 8905

E-mail: ronhowe@sbcglobal.net

Co-Coordinator: Margaret B.

Tel: 707 315 5341

E-mail: Mbuckley@gmail.com

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STATE PRISON SYSTEM CMF Facility Coordinator: Ron D.

Tel: 707 330 6260

E-mail: RonDennis@comcast.net

The California Men's Facility (CMF), Vacaville, Facility Coordinator is selected by the General Chairman with the advice of the Meeting Volunteers serving in that institution.

Term: Two years (may succeed self once.)

Qualifications: It is suggested that the coordinator have three years of current and continuous sobriety, including one year of H&I committee activity.

Duties: The Facility Coordinator for the California Men's Facility, Vacaville, is responsible for the distribution of clearance forms and orchestrates the clearance process for volunteers. Informs volunteers of the procedures for the CMF Vacaville facility. They are to inform your meeting volunteers on any change in conditions at the facility. Educate and problem - solve as related to actual H&I service. Oversees all AA Meetings being taken into the CMF Vacaville Facility. They may also serve as a Meeting Volunteer. Selected by and responsible to the General Chair. Directly responsible to the facility for all volunteers who go into the facility and for each meeting being properly and adequately covered. Trains new volunteers to fill open positions. Maintains Facility Schedule/Rosters for all meetings, fills openings and replaces volunteers as needed. Regularly provides up-to-date information and reports to Regional Chair and appropriate inside Facility staff members about any problems - real, imagined, or potential - in a timely fashion. Attends Regional H&I Committee and NorCal Area 51 H&I meetings for reports (if unable to attend, may send a representative.) Keep the Major Facility Chair and/or Meeting Volunteers informed of any problems and issues, especially those which could affect other facilities or the NorCal Committee as a whole. Serves as the main point of contact with facility inside staff members. Ensures that adequate H&I literature is available for all meetings. The CMF Vacaville Facility Coordinator does not replace themselves, but may suggest a replacement to the General Chair.

Meeting Volunteers:

Term: No specific time limit.

Qualifications: It is suggested that the Meeting Volunteer have one year of current and continuous sobriety.

Duties: Person responsible for carrying the AA meeting into the facility with a partner, usually once a month on a given week of the month. Selected by and responsible to the Facility Coordinator. Makes sure that adequate H&I literature is available for your meeting. Comply with all regulations and recommendations of the facility. Notify Facility Coordinator of your inability to keep your date as scheduled or exchange it with one of the other meeting volunteers or alternates.

Meetings: Wednesdays 7 - 8 PM

Saturdays 8:50 - 11:30 AM:

1st meeting: Step Study

2nd meeting: Big Book Study

3rd Meeting: Daily Reflections Meeting

Open Positions: All meetings could use volunteers, Spanish speakers are needed on Saturdays.

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DELTA 88 AKA NORCAL FIRE CAMPS

There are 18 Northern California camps which are administered by CCC Susanville (Major Institution Coordinated by Emory B., not a local Napa Area 51 Position.)

Facility Clearances: Application (2 page form) for Community Volunteer Gate Clearance or Identity Card must be completed by all volunteers, current and future. Application with signature must be logged by Institutional Coordinator and input into the "VTrack" (Volunteer Tracking System) by CDCR.

Institutional Coordinator: Peter S.

Term: Two years (may succeed self once.)

Qualifications: It is suggested that the coordinator have three years of current and continuous sobriety, including one year of committee activity.

Duties: Attend NoCal Area 51 H&I Committee Meetings.

Keep the Major Facility Chair and/or Meeting Volunteers informed of any problems and issues, especially those which could affect other facilities or the NorCal Committee as a whole.

Facility Coordinator Gary Stanton Facility, Fairfield, CA: Ron D.

Tel: 707 330 6260

E-mail: RonDennis@comcast.net

The Delta 88 aka NorCal Fire Camps Coordinator is selected by the General Chairman with the advice of the Meeting Volunteers serving in that institution.

Term: Two years (may succeed self once.)

Qualifications: It is suggested that the coordinator have three years of current and continuous sobriety, including one year of H&I committee activity.

Duties: The Facility Coordinator for the Napa Mens' Jail Facility, is responsible for the distribution of clearance forms and orchestrates the clearance process for volunteers. Informs volunteers of the procedures for the Napa Jail facility. They are to inform your meeting volunteers on any change in conditions at the facility. Educate and problem - solve as related to actual H&I service. Oversees all AA Meetings being taken into the West Block and Work Furlough areas. They may also serve as a Meeting Volunteer. Selected by and responsible to the Area Chair. Directly responsible to the facility for all volunteers who go into the facility and for each meeting being properly and adequately covered. Trains new volunteers to fill open positions. Maintains Facility Schedule/Rosters for all meetings, fills openings and replaces volunteers as needed. Regularly provides up-to-date information and reports to Area Chair and appropriate inside Facility staff members about any problems - real, imagined, or potential - in a timely fashion. Attends area H&I Business meetings for reports (if unable to attend, may send a representative.) Serves as the main point of contact with facility inside staff members. Ensures that adequate H&I literature is available for all meetings. Does not replace themselves, but may suggest a replacement to the Area Chair.

Meeting Volunteers: Person responsible for carrying the AA meeting into the facility with a partner, usually once a month on a given week of the month. Selected by and responsible to the Facility Coordinator.

Term: No specific time limit.

Qualifications: Suggested minimum sobriety requirement: one year of current and continuous sobriety. Not have been a inmate of the facility for 6 months. Not a current employee of the facility.

Duties: Bring the AA meeting into the correctional facility. Makes sure that adequate H&I literature is available for your meeting. Comply with all regulations and recommendations of the facility.

Notify Facility Coordinator of your inability to keep your date as scheduled or exchange it with one of the other meeting volunteers or alternates.

Meetings: Thursdays 7 - 8 PM (Speaker/Discussion)

Open Positions: "Meeting Volunteers" for the 3rd and 4th Thursday Night Meetings