

North County Area Institutional Committee (NCAIC)
North County H&I
July 20, 2019 Minutes

Meeting Called to Order

Michael

9:45am

Attending Michael H., Jim R., Brigitte L., Paul, Don C., Chris S., Jack G., Evan

Minutes from June Meeting

Jack

Approved with minor change

Reports

Treatment

Jim

2 Facilities on hold. Shoreline is currently shutdown while the company is working on their financial position. Teen Recovery Center wants panels earlier during the summer and difficult to get daytime panel members. TRC also has some forms to be completed including background checks and TB screening.

New duties and responsibilities of Facility Champions to be discussed among the treatment team.

Presented a flyer for promoting Orientation going forward. The goal is for posting on the web site, Intergroup flyers, and meeting handouts. Well received among the board and the consensus is to continue development.

Considered adding the Meeting Guide Application flyer in the Newcomer Packet. Agreed that the flyer would be included in future packets.

New Member Liaison

Brigitte

5 members attended, 5 are looking for new panels. Most of the attendees are looking for Vista and Oceanside panels. There was some discussion on how to update the database with volunteer information acquired in orientation.

Treasurer

Chris

Income was about 2800 and expenses were about 1100 for June. Our balance is coming up to our prudent reserve. Contributions so far this month are around 1200.

Sent request to Grapevine and asked that the subscription gift be bundled. Because there was no response, will request the subscriptions be sent to her home.

With the logo, sample business cards will be emailed to the board for consideration.

Librarian**Brigette**

Current inventory has been completed with assistance. So far in July there have been no orders from the panels. Inventory report spreadsheet is updated through July. Future reports will include distribution and trends. Further discussion on the order process fulfillment.

Technology**Evan**

The website is almost done for review. Most of the data has been transferred from the old site. Working on the resource section and mobile view. Need some input for the color palette to be used on the website. The goal is to have the CRM portion complete by next month.

Firebase is free only for 10Gb of transfer per month. After that there is a \$0.15 per Gb. Motion made and approved for an overage of \$20 month.

So Cal H&I Intergroup**Dani**

Dani is out of town, we will miss this month.

Community Event Sub-Committee**Michael**

It was decided to not have an event this year.

Policy and Guidelines Sub-Committee**Michael**

Committee still needs to be formed.

Chair –**Michael H.**

Visited all the districts that cover our area. Distributed tri-fold flyers and green cans. Was able to answer questions from the various districts.

Area 8 – H&I Liaison**Paul**

Brought a copy of the Area 8 Events Master Calendar, available on the Area 8 web site. He stressed that there is an event every week through September.

Old Business

Database Update

Brigitte

The database is currently in an Excel spreadsheet relating to the Treatment Facilities and is in constant update. In the process of transferring it from Excel to Google Sheets. Will be meeting with the facilities team after the meeting.

New Business

Close

11:10am