

III.

CORRECTIONS

AGENDA

Conference Committee on Corrections

Sunday, April 18, 2021, 6:30 p.m. – 8 p.m.

Monday, April 19, 2021, Noon – 3:15 p.m.

Via videoconference

Chairperson: Debi K.

Secretary: Brenda B.

Conference Committee Members

Panel 70

Debi K.
Cheryl S.
Ramona B
Terry H.
Michael P.

Panel 71

Monica F.
Mario L.
Glenn N.

- ◆ Discussion and acceptance of trustees' committee report.
- A. Consider request for a review of all correction related literature to replace terms such as "inmate" and "offender" with less stigmatizing language.
- B. Discuss innovative ways of carrying the message to alcoholics in correctional facilities/programs.
- C. Review contents and format of Corrections Kit and Workbook.

NOTE: 1989 Conference Advisory Action

Each Conference Committee carefully consider their agenda items and strive to make their recommendations for Advisory Actions to the Conference at the policy level. To be more financially responsible, when a Conference Committee recommendation involves a substantial expenditure of money, an estimate of cost and its impact on the budget be part of that recommendation.

CONFIDENTIAL: 71st General Service Conference Background

2021 Conference Committee on Corrections

ITEM A: Consider request for a review of all correction related literature to replace terms such as “inmate” and “offender” with less stigmatizing language.

Background notes:

At their January 31, 2021 meeting the trustees Corrections Committee

Agreed to forward to the 2021 Conference Committee on Corrections a proposed agenda item “that the Conference Committee on Corrections review corrections related literature intended for use by members in corrections facilities and take action to remove the words 'inmate' and 'offender' from A.A.W.S. literature and replace these words with more inclusive terms.”

Background:

1. Letter and Motion from BC Yukon, Area 79

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CORRECTIONS
Item A
Doc. 1

BC Yukon Area 79

www.bcyukonaa.org
General Service Committee

PO Box 42114 • Vancouver, BC V5S 4R5 • Tel (604) 435-2181

October 9, 2019

Conference Committee on Corrections.

My name is Steve C. and I am the Corrections Committee Chairperson for British Columbia/Yukon, Area 79, Panel 69.

I am writing this letter in support of a motion (attached), which was passed at our Voting Assembly held last weekend.

There are 9 federal institutions in Area 79 and the majority of members of Alcoholics Anonymous in these institutions feel strongly about the word "inmate" and "offender". It is seen as a "correctional services" or administrative term and not something used by the members to describe themselves. They have confided in me and other volunteers that they tend to shun literature which describes AA members incarcerated in federal institutions as inmates or offenders. I found literature, aimed at members of Alcoholics Anonymous serving time in correctional facilities is to be helpful, our references to them needs to address them as members or potential members of Alcoholics Anonymous.

We have provided some alternative terms that we hope will help the trustees and delegates in their deliberations regarding our motion. We are not particularly attached to any specific term only that the words "inmate" and "offender" be eliminated in recognition of the fact that our inside members view them as offensive, derogatory and linked to prison administration.

Obviously different terms will be useful in different contexts when replacing the words "inmate" and "offender". We also note that many of our pamphlets have eliminated the use of derogatory terms when referring to other groups of people who have found, or we hope will find, a solution to their disease in Alcoholics Anonymous.

When this motion was discussed in Area 79 a member who is doing a practicum with the John Howard Society pointed out the fact that the John Howard Society uses the term "client" rather than "inmate".

It is our sincere hope that the Areas, Districts and Groups in Canada and the US who carry the A.A. message inside the walls will talk to our inside members and ask them how they feel about our suggestion as presented in this motion. Our inside members have very limited access to electronic communication including cell phones and as such we suggest that the A.A. prison service workers are a vital link in this process.

Thank you for your kind consideration of this motion.

Yours in love and service.

Steve C
Corrections Chair
Area 79, Panel 69

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BC Yukon Area 79

www.bcyukonaa.org

General Service Committee

PO Box 42114 • Vancouver, BC V5S 4R5 • Tel (604) 435-2181

Motion:

MOTION #6

That the Conference Corrections Committee review Corrections related literature intended for use by members in correctional facilities and take action to removing the words "inmate" and "offender" from AAWS literature and replace these words with more inclusive terms.

History or Current Practices:

Feedback from members in correctional facilities in Area 79 indicates that there is a need to review the literature and consider more appropriate language to describe A.A. members in these facilities. The terms "inmate" and "offender" are primarily used by the judicial system and are not used by A.A. members in correctional facilities nor are they used by volunteers attending A.A. meetings in these facilities. Currently the book, A.A. In Prison: Inmate to Inmate and the pamphlet Memo to an Inmate Who May Be an Alcoholic, are generally not used by AA members in correctional facilities because the titles and or language used is considered to be offensive, derogatory, and linked to the facility administration.

If passed:

Some barriers to our literature would be removed and A.A. members in correctional facilities would be more likely to read the A.A. literature intended to aid their recovery. AA literature would be more inclusive and respectful of members regardless of their situation. Offensive terminology would be removed from A.A. literature intended for use by members in correctional facilities.

If not passed:

Literature intended for members in correctional facilities will continue to go unused. Members in these facilities may be at risk of exclusion from full participation in A.A. and inside A.A. members leaving correctional facilities and attending outside meetings may lack a sense of belonging.

For further consideration:

Area 51, North Carolina, no longer uses the word inmate in any reports or communications.

A polling of members in correctional facilities in Area 79, BC Yukon revealed a distaste for the term "inmate". These members avoid the book A.A. In Prison: Inmate to Inmate and the pamphlet Memo to an Inmate Who May Be an Alcoholic because these titles use administrative language. During A.A. meetings in correctional facilities they consider themselves A.A. members.

The Corrections Committee of Area 79 has made the following alternative wording suggestions for consideration:

"Inmate **and/or Offender**" to be replaced by: "inside member" or "inside AA member". Other suggestions include: "members on the inside", "A.A. members on the inside", "incarcerated member", "alcoholic", "corrections Inside member", "corrections resident", "A_A inside the walls", and "convict", (although convict may be more acceptable to medium and maximum facility residents than minimum security members)". Other replacement language to the words "inmate and offender" can be developed depending on the application. For example: "AA In Prison: Inmate to Inmate" should be changed to "A.A. in Prison: Breaking Barriers".

It is hoped that by resubmitting this motion, with language suggestions, that enough interest will be generated

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across the Conference that changes will be made to our Corrections literature and make it more acceptable to our inside members.

Motion submitted by: BC/Yukon Area 79 Corrections Committee

Please ensure that the motion submitted to the Chair no later than 11:00am on Saturday. Thanks.

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2021 Conference Committee on Corrections

ITEM B: Discuss innovative ways of carrying the message to alcoholics in correctional facilities/programs.

Background notes:

At their January 31, 2021 meeting the trustees Corrections Committee:

Agreed to forward to the 2021 Conference Committee on Corrections a proposed agenda item to “request sharing from the Fellowship to assist A.A. groups in finding innovative ways of carrying the message to alcoholics in correctional facilities/programs” for consideration and discussion.

Background:

1. Proposed Agenda Item from a Tuesday Night Concept Study
2. Excerpts from Request for Sharing (Activity Report) 11/23/2020
3. Shared experience from H & I committee members

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December 15, 2020
General Service Office of Alcoholics of Anonymous
Attention: Conference Coordinator, Patrick C.
Grand Central Station, P.O. Box 459
New York, New York 10163

Dear Patrick,

We are members of Alcoholics Anonymous who belong to various Home Groups across the United States. We have been meeting on a weekly conference call for over ten years to share our experience, strength and hope in the study of applying our A.A. Traditions and Concepts in our daily lives and service work. We serve and have served our A.A. Fellowship in various service positions from the Group to the corporate board levels of our A.A. service structure. Through our in-depth discussions about our principles, the following has come to our attention as a result of the rapid and widespread changes brought on by the global pandemic.

We unanimously agree and humbly request the inclusion of the following item on the 71st General Service Conference agenda in order to allow for full Fellowship discussion and an informed Conference to offer spiritual guidance and direction to the Trustees and staff to lead us through these worldly times:

Request sharing from the Fellowship to assist A.A. Groups in finding innovative ways of carrying the message to alcoholics in correctional facilities/programs.

Because each correctional facility and program is unique, there are challenges for Groups who want to carry the message into them. Although this year may have created global issues for communication, it has also revealed new opportunities to access the message. As Groups have been finding new ways to hold meetings, work with alcoholics, and participate in the service structure, we have also been finding new ways in which we might reach alcoholics in corrections facilities and programs.

For example, one Group that we know of has meetings in person (when mandates allow) as well as through a teleconference call. An inmate from a state penitentiary called a member of the Group during a meeting and the member hit the speaker button. This allowed one alcoholic from “behind the walls” to start attending that meeting. As there were other members already attending the meeting via teleconference, the addition was most welcomed! When he was released, he became a member of that Home Group.

Gathering sharing from the Fellowship could give Groups ideas on how they might carry their A.A. message in correctional facilities. There needs to be updated information about possible solutions and resources with which the Groups are finding success. While it is still important to have coordination performed at the district or area level, using the tools that have emerged during this difficult time can help more Groups participate in this vital Twelve Step work.

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Additionally, if sharing could be collected and compiled for sharing with the Fellowship, reliance on outside workshops could be minimized.

Our experience indicates that this item would most probably be considered by the Conference Committee on Corrections, and we will attempt to share this with the chair of that committee.

Godspeed,

A Tuesday Night Traditions and Concepts Study

Cc: Mike L., West Central Regional Trustee
Jimmy D., Southwest Regional Trustee
Mark E., East Central Region Trustee

Excerpts from Request for Sharing (Corrections Activity Report) 11/23/2020

VIDEO

- A local correction committee created a video combining their public service announcement, "Sobriety in AA: Opening Doors to a Life Without Drinking" with the 3:57 minute version of "A New Freedom". The video was broadcast throughout the facility.

LITERATURE

- Female inmates were given access to the Grapevine issues that were available for free during the pandemic.
- Administrative staff allowed literature to be dropped off.
- A Large quantity of books was purchased for when the facilities re-open.
- The Correction Chairs have supplied all chaplains with literature.
- Packets of GSO pamphlets with meeting resources (local directories, website information, and Meeting Guide information) were prepared for inmates once the facility re-opens.

TABLETS FOR INMATES

- The Corrections department provided female inmates tablets in order to access approved A.A. stories.

ZOOM MEETINGS

- In Area 36 Southern Minnesota the Administrative Staff assisted in establishing video conference A.A. meetings (jails and detention centers.)
- The jail in Franklin County has begun video conference meetings for inmates.

PROGRAM DESCRIPTION - INSIDE VISITING SPONSORSHIP SERVICE

PURPOSE: For Corrections Committees to provide a system to connect prisoners (with at least a year remaining inside) who wish to avail themselves of **outside in-person sponsorship** with outside volunteers willing to perform that service on a continuing and, at minimum, monthly basis. Volunteers for the Inside Sponsorship Service are classified for entry into the institution as visitors, not as Program Volunteers, and CANNOT also go into that institution as meeting volunteers.

Since sponsorship, like providing A.A. literature and meetings, is an essential component of carrying the message, the Inside Visiting Sponsorship Service operates in addition to, but entirely separate from, inside meeting activities. **The key difference is that these volunteers enter the institution through Visiting Services rather than through Program Services.**

We do not “manage or organize sponsorship” – volunteers are free to use whatever methods work best for them and both sponsor and sponsee are free to end the relationship at any time. It is merely an attempt to provide a safe and viable structure within which outside in-person sponsorship can be provided within the unique prison environment.

CURRENT APPROACHES TO SPONSORSHIP FOR CONFINED ALCOHOLICS: currently existing approaches to sponsorship of prisoners, while sometimes highly effective, may be inadequate to optimally provide this vital component of recovery and SOME COULD ENDANGER THE EFFORTS OF CORRECTIONS COMMITTEES AS A WHOLE.

1. Cleared Program Volunteers: In some areas of the country sponsorship is provided by cleared Corrections Committee volunteers who bring A.A. meetings into the facilities they serve. While well-intended, this approach conflicts with how most State Departments of Corrections view overfamiliarity, and it can also lead to issues of favoritism or bias in the meetings. Additionally, cleared Program Volunteers are required to sign PREA agreements, which require reporting of certain sensitive information. Importantly, in most States, cleared Program Volunteers aren't allowed to be on the visitors list of any inmate currently in the facility, so time spent providing sponsorship is limited to a few minutes before or after the meeting. These factors prevent the performance of adequate sponsorship by regular Corrections meeting volunteers. Furthermore, it puts the entire efforts of the committee at risk when members fail to follow the regulations of the institution.
2. Corrections Correspondence Service: While this is an outstanding program which has benefitted many alcoholics, *monitoring of all written communication* (including J-Pay email system) by prison administration may discourage full disclosure. Also, experience has shown that in-person sponsorship, providing the intimacy of face-to-face visits, is invaluable whenever possible.
3. Prisoner to prisoner sponsorship: While prisoner-to-prisoner sponsorship offers an excellent solution for inside members, many may feel a reluctance to reveal ALL their story to another prisoner, as the rigorous honesty required could put them in jeopardy. Alliances can change on the inside and the consequences of revealing information could be far greater than on the outside.
4. Sponsorship by individual local groups: The logistics of protecting anonymity and maintaining ongoing reliable service are usually too complicated to achieve long-term, sustainable consistency over time. If key members leave the group, there may be no system to keep the service in place. However, when operated by an established Corrections Committee, this system provides prison administrators with the accountability of an established service committee with a proven track record, whose sole purpose and experience is to carry the message of A.A. to the alcoholic *who is confined*.

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IVSS PROGRAM LOGISTICS:

- Create a Sponsorship Service Coordinator for each institution, working in cooperation with the current Institution Coordinator.
- Recruit volunteers from local Corrections Committees, Area Intergroups, General Service districts and A.A. meetings who wish to sponsor “inside” A.A. members.
- Distribute pamphlets to prisoners who attend A.A. meetings on the inside, informing them of the service and providing a PO Box address where they can send a request for visitation. Prisoners must attend inside A.A. meetings to be eligible.
- Upon receipt of a request, the Sponsorship Service Coordinator contacts a volunteer who then completes a request for visitation clearance. This simple review process involves no PREA forms, no TB tests or lengthy clearance procedures and, unlike the clearance for regular Program Volunteers, does NOT classify the volunteer as “unpaid staff”, thus removing them from prohibitions against overfamiliarity.
- Once the volunteer is approved for visitation, the first visit is scheduled. After the initial visit, the inside member and the volunteer will decide if they want to continue working together. Neither the sponsee nor the sponsor is under any obligation to continue the relationship – like all sponsorship, it is entirely voluntary on both sides.

BENEFITS OF VISITING SPONSORSHIP SERVICE:

- CONFORMS TO PRISON COMPLIANCE REGULATIONS. Since “visiting sponsors” don’t need “staff clearance” as Program Volunteers do, they don’t sign PREA agreements and are not subject to CDCR staff regulations, so no legal concerns about disclosure issues or overfamiliarity.
- Enables one alcoholic working directly with another – a cornerstone of our program of recovery. We suggest to every newcomer on the outside: “get a Big Book, get a sponsor, go to meetings, work the steps” – can we make this a reality for those on the inside as well?
- Prisoner’s private business is confidential from the prison population.
- Volunteer’s anonymity is protected.
- No hierarchy either at meeting level or on the yard – we remain a society of equals.
- Offers an opportunity for the prisoner to talk about outside sponsorship at parole hearings.
- When operated by an established Corrections Committee, the program can be sustainable over the long-term due to wide ranging access to volunteers over different geographic areas. Procedures will be consistent throughout the system.
- Many prisoners have expressed a desire for outside sponsorship and A.A. members have indicated they wish to sponsor members on the inside – this service could benefit both while enhancing Corrections Committee’s ability to carry the message to the alcoholic who is confined.
- Minimal Committee costs involved: po box, stamps, brochure & other printing.

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2021 Conference Committee on Corrections

ITEM C: Review contents and format of Corrections Kit and Workbook

Background notes:

Kits and Workbooks for Corrections, C.P.C., Public Information, Treatment Facilities, and Accessibilities are reviewed by the corresponding Conference committee during each General Service Conference.

Between Conferences, ideas for changes to a Workbook or to the contents of a Kit may be received. These may be reviewed by the appropriate trustees' committee and implemented.

Alternatively, the trustees' committee may choose to forward an idea to the Conference committee for review. Members of the Conference committee then have an opportunity to review proposed changes to a Workbook or Kit during the next General Service Conference.

The Corrections Workbook (M45I) is contained in the Kit. The content list of the Corrections Kit is available on G.S.O.'s website (www.aa.org) with hyperlinks to most items listed.

Note: Workbooks and Kits are service pieces, and suggested changes to their content do not become recommendations; rather, they are put forth as Additional Committee Considerations.

Background:

1. Corrections Kit Content List (F-68)
2. National Corrections committee suggestions to Kit/Workbook
3. Other items for possible inclusion in the Kit/Workbook
4. Memo on Digital Service Kits
5. Meeting Guide App
6. Corrections Kit (Mailed to committee members only)

The contents of this kit list are also available on your G.S.O. Service Committee Page at www.aa.org/pages/en_US/corrections-committees

List of Kit Contents (this page) (Rev. 10/18)	(F-68)
BOOKS:	
Corrections Workbook m-45i-corrections-workbook	(M-45)
A.A. in Prison: Inmate to Inmate (in pocket) (Rev. 07/14)	(B-13)
A.A.-in-Prison-Inmate-to-Inmate	
DVD (in pocket):	
A.A. In Correctional Facilities https://www.aa.org/#video-player	(DV-02)
Carrying the Message Behind These Walls carryingthemessagebtwalls.jpg	(DV-06)
A New Freedom (www.aa.org/pages/en_US/a-new-freedom)	(DV-18)
PAMPHLETS (in pocket):	
Carrying the Message into Correctional Facilities f-5-carrying-the-message-into-correctional-facilities	(F-5)
Carrying the Message Behind the Walls	(F-108)
N/C item PDF provided upon request	
Memo to an Inmate Who May Be an Alcoholic p-9-memo-to-an-inmate-who-may-be-an-alcoholic	(P-9)
A Message to Corrections Professionals message-to-corrections-professionals	(P-20)
A.A. in Correctional Facilities p-26-aa-in-correctional-facilities	(P-26)
How A.A. Members Cooperate with Professionals p-29-how-aa-members-cooperate-with-professionals	(P-29)
It Sure Beats Sitting in a Cell p-33-it-sure-beats-sitting-in-a-cell	(P-33)
The Twelve Traditions Illustrated p-43-the-twelve-traditions-illustrated	(P-43)
The Twelve Steps Illustrated p-55-twelve-steps-illustrated	(P-55)
Many Paths to Spirituality p-84-many-paths-to-spirituality	(P-84)
A.A. for Alcoholics with Mental Health Issues – and those who Sponsor them p-87_AAforAlcoholicswithMentalHealthIssues.pdf	(P-87)
A.A. GUIDELINES:	
Cooperation with Court, DWI and Similar Programs (Rev. 11/18) mg-05_coopwithcourt.pdf	(MG-5)
Corrections Committees (Rev.11/18) mg-06_corrections.pdf	(MG-6)
Relationship Between A.A. and Al-Anon (Rev. 03/18) https://www.aa.org/assets/en_US/mg-08_relationshipbet.pdf	(MG-8)
A.A. Members Employed in the Alcoholism Field (Rev. 07/18) mg-10_foraamembers.pdf	(MG-10)
Accessibility for All Alcoholics (Rev. 12/16)	(MG-16)
The God Word p-86-the-god-word-agnostic-and-atheist-members-in-aa	(P-86)

SERVICE MATERIAL:

Information on Alcoholics Anonymous information-on-alcoholics-anonymous	(F-2)
About AA Newsletter: The A.A. Program - Spiritual but Never Religious (Fall 2003) f-13_fall03.pdf	(F-13B)
The Role of Prerelease and Bridge the Gap Letter f-222_TemporaryContactVolunteer.pdf	(F-222)
Suggestions for Using <i>Grapevine</i> or <i>La Viña</i> as Tools in Corrections Service (Rev.11/13)	(F-70)
Using the DVD: A.A. in Correctional Facilities – to carry the message to professionals	(F-71)
Engaging A.A. members in Corrections Work	(F-198)

PUBLICATIONS:

About AA f-13_fall03.pdf	(F-13)
Current Box 4-5-9 box-4-5-9-news-and-notes-from-gso	(F-36)
Sharing From Behind the Walls Newsletter sharing-from-behind-the-walls	(F-97)

CATALOGS/ORDER FORMS:

Literature Catalog (includes A.A.W.S. and AA Grapevine material)	(F-10)
Corrections Discount Packages (Rev. 01/12)	(F-52)
Literature Order Forms (Rev. 10/14)	(F-60)

PRERELEASE CONTACT PROGRAM:

Prerelease Contact Information for A.A.s on the Outside (in pocket) f-162-aa-corrections-prerelease-contact-information-outside	(F-162)
Prerelease Contact Information for A.A.s on the Inside (in pocket) f-163-aa-corrections-prerelease-contact-information-inside	(F-163)

OTHER:

Central Office/Intergroup Directory (in pocket)	(F-25)
Corrections Correspondence Flyer for the outside A.A. member (in pocket) (Rev. 07/16) f-26correctcorrespondence.pdf	(F-26)
Corrections Correspondence Service Form for the A.A. member in prison (Rev.11/11) f-73-ccs-2_InsiderRequestForm.pdf	(F-73)
New A.A. Correctional Facilities Group Information Form (Rev.1/09)	(F-79)
A.A. Correctional Facilities Group Information Change Form (Rev. 06/96)	(F-77)
History & Actions: Trustees' Committee on Corrections	(F-75)*
History & Highlights of Actions: General Service Conference Committee on Corrections	(F-89)**

AA GRAPEVINE RESOURCES

AA <i>Grapevine</i> magazine – special inmate issue (in pocket)	(F-41A)
La Viña magazine special issue for members in correctional institutions	(SF-41A)
AA Grapevine Today/La Viña Hoy (one page flyer)	(F-188)***
Audio Post Card	(F-196)***
AA Grapevine Books	(F-301)***
How to Support Our Grapevine & Carry the Message	(F-304)***

**This document may be requested in electronic or paper format from the staff member on the assignment. Available in English only.*

*** This document may be requested in electronic or paper format from the staff member on the assignment. Available in English, French and Spanish.*

****Available through the AA Grapevine website on their resources page at www.aagrapevine.org/resources*

* Service Material Kits are updated annually in October of each year F-68 Rev. 10/20

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REPORT OF THE AD HOC COMMITTEE ON THE AA CORRECTIONS WORKBOOK

INTRODUCTION

The Ad Hoc Committee was tasked with reviewing the AA Corrections Workbook in order to identify items that might require updating or correction. The procedure we followed was to ask each committee member to review and comment on five-page sections of the book. The reviewers' reports were presented at two consecutive committee meetings followed by ample discussion and additional comments from the entire committee. Based on these discussions, several reviewers modified their reports to reflect these additional thoughts. The individual reports were then merged into this final report, which has been reviewed and approved by the Committee.

As the report reflects, a few common themes emerged from the committee's comments and observations. Among them, is the need for a greater acknowledgment of our diversity, both of the outside AA members as well as those inside correctional facilities. In this regard, the committee recommends including more references to AA publications that are available in other languages. Additionally, the committee recommends using terminology that is more inclusive, such as "Inside AA Member" and "Outside AA Member." Another theme involves adding references to new media technology, such as teleconferencing services, web applications, websites, web links, and other digital sources of information.

Finally, the committee members offered a range of additional considerations for the Workbook. These are appended at the end of this report under Other Observations. Since the discussions of the individual reports were recorded to preserve the scope of comments and observations, those two recordings are available to the Trustees should you wish to review them as well. Please let us know and we will send them to you.

The committee's final report is hereby submitted to the Trustees for your consideration. Thank you for the opportunity to review and suggest changes to the Alcoholics Anonymous Corrections Workbook. We hope you find our final report useful.

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REPORT OF THE AD HOC COMMITTEE ON THE AA CORRECTIONS WORKBOOK

Scotty B. Area 49 – Chair

Kris F. Area 30 Co-chair

Stacy C. Area 27

Rito V. Area 67

Sherri P. Area 65

Eddie D. Area 49

Roy E Area 67

Lucas O. Area 49

Roland R. Area 67

Joe W. Area 11

Bahiyyah W. Area 67

Dave L. Area 44

Barbara B. Area 51

Dave A. Area 81

Kelly M. Area 49 - Secretary

Committee comments by page.

Cover Page: No suggested change or addition.

Page 3 - Table of Contents

- Prerelease Contacts Program (For Inmates) page 39.
Please consider replacing title with the following: Prerelease Contact Programs (*for Inside AA Members*). The reason is that the use of “Inside Members” and “Outside Members” represents inclusivity.
- Prerelease Contacts Program (for A.A. Members) page 41.
Please consider replacing title with the following: Prerelease Contacts Program (*for Outside AA Members*). Same reason as above. The use of the terms “Inside Members” and “Outside Members” represents inclusivity.

Page 5 - First full sentence

- “Local corrections committees have been established throughout the years, most of them working in collaboration with local intergroups or central offices, and within the organizational structure of local institutions committees.”
- The last part of the sentence is confusing. It is unclear what “organizational structure of the local institutions committees” is referring to.

Page 6 - Under Forming a Corrections Committee.

- The first sentence says “The A.A. Guidelines on Corrections Committees...”
- Please consider inserting a link to the AA Guidelines on Corrections Committee because many people only get the Corrections Workbook and not the full kit, which contains the guidelines.

Page 7 - Under How Local AA Service Committees Can Help AA Volunteers

- It references page 10 for the Four Step Process. However, the Four Step Process is on page 11, not page 10.
- Under Ideas to Stimulate corrections twelfth Step Work:
Please consider using links in addition to or instead of DVD’s because links to these videos are easier to access and more likely to be viewed.

Page 8 - Guidelines for AA Presentations to Corrections Personnel

- The 13th bullet point: Suggest adding La Vigne to the listed publications, as follows: “Suggest groups collect past Grapevine, La Vigne and La Viña magazines for delivery into facilities. Some older copies may contain staples, if this is the case, groups may consider holding a ‘stitching party’ to remove those staples for the purpose of increasing the chance that the magazines will be allowed into facilities.”
- Suggest changing the last paragraph on the page as follows: “Like many endeavors in AA, all it takes is a few dedicated AA members willing to launch these types of efforts. It is important to keep lines of communications open with Cooperation with the Professional Committee (CPC)/ Public Information (PI) Committee/ Hospital and Institutions Committee, (H&I and Treatment Facility Committee), to avoid misunderstandings. It is helpful to hold some sharing sessions for interested members of intergroup/central offices as well as H&I, CPC, TFC, and PI for this purpose. (See service piece “How to Conduct a Sharing Session” SMF-111, pages 14 -15).” Please note that the reference to page 13 is incorrect, the correct page reference should be 14-15.

Page 11 - *The Four Step Process Approach to Starting or Restarting AA Meetings in Correctional Facilities*

- In first sentence under *Some Suggestions for Using the 4- Step Process*, please consider adding provinces. Example: “Some states and provinces.....”
- Paragraph 1, item 2: ***Meet with AAs to develop the AA program:*** Suggest adding “see example page 31” or “see NOTE page 12,” and add a link to the referenced document.
- Paragraph 2: Suggest replacing identified AA committees with “Identified AA committee representatives.”
- Paragraph 3: Suggest changing page references for sample letters to “see pages 21 through 24 and NOTE on page 12” and also add a link to the referenced document.
- Paragraph 6, sentence 3: Suggest correcting page reference for fact sheet and add link or refer to NOTE page 12 using an asterisk.

Page 11 - *Under Some Suggestions for Using the 4- Step Process*

- In first sentence please consider adding provinces. Example: “Some states and provinces.....”

Page 12 - *Four Step Process (continued)*

- Top Paragraph – line 2: Please reference correct page the document is located on or add an asterisk to previous note. Or better yet, add a link to the document. Under *Note* – last paragraph under this section: Either use asterisks (*) to reference *Note*, or add links to/or

corrected page reference for all referenced documents. Such as a sample letter, sample Correctional Facility Fact Sheet, or sample AA Program Plans are available from GSO's Corrections Desk upon request. May want to consider putting all documents /samples in one section and pamphlets in another section with appropriate links or reference page numbers.

Page 13 - *Open Meetings and/or Special Breakfast Meetings*

- Fourth line: "This is done in area and/or provinces." Consider using *areas* only (provinces not necessary.) Some areas include more than one province other areas are split in fours.

Page 14 – *Under Working with Other Corrections Committees*

- Please consider adding province to the second line. Example: "... within states, provinces and within geographic regions."
- Please consider adding province to the third line. Example: "One tool for implementing communication is to hold state, province or regional conventions...."

Page 15 – *Suggested Ways of Conducting AA meetings in Youth Detention and Short-term Facilities*

- Please consider having AA youth who are former offenders read this section (pages 15-16) and give their perspectives.
- Please consider adding links to the Grapevine and other pages on the AA website that are directed toward young people in AA, such as ICYPAA.
- "Ask-It-basket" may not be appropriate for this age group.

Page 16 - *Additional Challenges in Carrying the Message into Youth Detention Facilities*

- Under this section please consider adding stories of young AA members that are published in the Grapevine as a topic, in all media formats. For example: Young & Sober Stories from AA Grapevine (SKU: GV27).
- Under "The Transition to AA on the Outside for Juveniles," please consider assisting newly released juveniles by adding links in the last paragraph on page 16 to YPAA and other related youth-oriented groups. For example, links to the following "Young and Sober YPAA or Bust":
<https://www.aagrapevine.org/magazine/2019/sep/ypaa-or-bust>; or "Further Resources for Young People Where to go From Here":
<https://www.aagrapevine.org/magazine/2011/apr/more-information-0>

- Also, please consider adding **other** Grapevine stories and/or links from Grapevine archives such as the September 2020 Living Sober Group Off to Portland by: Sasha P. Seattle, Washington. “She once thought drinking was the only way to have a happy life. Discovering YPAA events changed all that.”

Page 18 – Overview of Area 10 (continued from page 17)

- Since Area 10 information is not current, suggest using another Area’s information.
- Pink Can seems to have originated in 1957. Our Corrections Workbook says 1985. Consider checking **Pink Can** Information. Please refer to Box 4-5-9 News and Notes from the GSO of AA Vol. 52, No. 5/October-November 2006.
- Under **Ways Committees Fund Literature for Inmates**, please consider adding information from a larger area like NYC, which has an annual fundraiser to supplement the Pink Can contributions. In fiscal year 2020, corrections and treatment literature cost \$25,177. Also, please consider including Canadian examples.

Page 20 – Ways to Use Audiovisual Material to Carry the Message

- Suggest adding links like <https://www.aa.org/#video-player>. It has a lot of helpful videos and audio PSA’s under the section entitled “View More Videos and Audios.”

Page 21 – Under A.A. Bulletins

- Please consider adding more letter excerpts, from Canadian inmates, in the bulletin Sharing Behind the Walls. Very seldom have we seen a Canadian letter published; only twice in the past 18 years or more.

Pages 21 - 22 – Samples of Telephone Contacts, Guide Letters, and Letters of Credential and Sample Letter to Warden/Sheriff/Chief of Police About Starting an AA Group in a Prison, Jail, or Youth Detention Center section.

- Please consider adding “email” as an option in these sections because they only refer to telephone and letter.

Page 22 – Sample Telephone Contact (To Warden/Sheriff/Chief of Police).

- Please consider changing title to: “Sample Phone Call with Facility Officials or Facility Leads.”
- Under “Sample Letter to Warden/Sheriff/Chief of Police About Starting an AA Group in a Prison, Jail, or Youth Detention Center” please consider adding to the title: Program Coordinator/Re-Entry Coordinator or Drug Abuse Program Coordinator. A committee member commented that he was able to start a first time AA meeting at a Federal facility through the Drug Abuse Program Coordinator.
- In the Sample Letter Section, please consider adding sample letters describing the orientation, security training and the clearance process from one or two different areas.

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Each area is different. For example, see the orientation and security training letter for the NYC area, below. Please consider using part or all of this letter.

A Sample Letter for AA Members about Orientation and Security Training – the Clearance Process

Thank you for your interest in taking meetings into (Rikers Island). The Corrections and Treatment Facilities Committee (CTFC) suggests that all AA members who want to chair meetings in correctional facilities should have at least one year of continuous sobriety and take the commitment for two years. In addition, all speakers going with you should have one year of sobriety.

The NYC Department of Correction (DOC) has recently announced that it prefers volunteers to obtain a DOC Identification Card. However, for the time being, DOC will grant clearance up to six times a year if you file a Volunteer/Service Provider Application each time you want to enter a facility. Since DOC prefers the use of the ID card, this letter will outline the process.

As per DOC Guidelines, all applications will be considered, *except applicants who within the past three years:*

- Have a conviction for a violation, misdemeanor or felony
- Have been under probation, parole, or post release supervision
- Have served any jail or prison time
- Have any criminal charges pending
- Fail to disclose previous or current criminal justice involvement

To apply for the DOC Identification card, please complete the attached application and email it back to the undersigned. Please be sure to fill out the lower portion of the first page in detail. If you have any charges, please list them to the best of your ability. DOC is more concerned with us being completely honest than with our backgrounds.

The entire *clearance process* can take anywhere from several weeks to months and will require two trips to the DOC headquarters in East Elmhurst, Queens. Your first trip will be for orientation and fingerprinting. This should take about two hours on a Monday or Wednesday at 9:00 a.m. After you have cleared the background check, you will attend a security training on a Monday morning for about four hours, at the end of which you will be given your DOC ID card. Additional trainings on PREA (Prison Rape Elimination Act) are required every other year.

After you have completed the application, please scan it and email it back to me. If

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you do not have a scanner, bring it to our next CTFC monthly meeting—third Thursday of the month, 6:30 p.m., at the NYC Inter-Group office. I will submit

the form to the appropriate DOC staff member and copy you on that email. Thereafter, you are responsible for responding to any follow up inquiries or instructions from DOC.

As you may already know, this service is both fulfilling and challenging. As a result of your participation, sick and suffering alcoholics are hearing AA's message within the walls of most New York City correctional facilities. Personally, serving AA members behind the walls has been one of the most rewarding experiences in my sobriety.

Thank you for your service,

CTFC

Page 23 – *Sample Letter Inviting Prison Officials to a Corrections Workshop*

- The reference to the number of correction facilities housing AA members should be updated. We believe the number of facilities should be higher than the 2,527 mentioned in the workbook. In the United States and Canada there are 1,719 state prisons, 102 federal prisons, 942 juvenile facilities and 3,283 local jails, and Canada has 53 facilities.

Pages 26 and 27 – *Sample Letter of Credentials*

- Please consider changing the name of this sample letter to Sample of Credential Letters to Prison Officials.

Page 28 – *Sample Letter of Introduction*

- Please consider adding the phrase “or Designee” as the addressee on the sample letter to be consistent with the four-step process outlined on page 11.
- Please consider adding an accurate count of the number of registered meetings in the US and Canada in this sample letter.

Page 29 – *A Sample Correctional Facility Fact Sheet*

- Please consider adding to Schedule Options samples of the types of activities, such as time

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for the count, church, meals, recreation, etc.

Page 32 – *Speaker*

- Please correct the spelling of the word corrections in this paragraph.

Page 33 – *Transition to the Community*

- Please consider referencing the Pre-Release program pamphlet under “transitioning to the Community” section and mentioning that copies can be made available to the institution.
- Please consider adding a title to the memo found at the bottom of the page. Ex: Sample Letter of “ .” Also consider moving it to the Sample Letter section.

Page 34 – *AA Program Activities in Correctional Facilities*

- At the ninth bullet point, please consider the following:
 - a. Adding reference to the availability of Spanish/French language versions of Living Sober and Came to Believe.
 - b. Including La Viña and La Vigne Magazine to the list. Spanish translation of workbook does not mention it as well.
 - c. Adding a printed local meeting directory to the list.
 - d. Consider adding reference of Meeting List Application.
 - e. Adding information about reading “blue card” explaining our singleness of purpose.
- At the tenth bullet point, consider adding a website or hyperlink to videos available online and removing “video cassettes/audiocassettes” and replace with DVD’s.
- At the 14th bullet point consider including additional information about prepaid CCS envelopes from Canadian facilities for initial GSO contact correspondence.

Page 35 - *AA Program Activities in Correctional Facilities* (continued)

- Please consider adding item that provides information about the different types of corrections facilities within the United States and Canada. City, County, State, Federal and that each one requires different levels of communication with administrators and clearance for volunteers to visit.
- Consider referencing existence of GSO’s AA Meetings Directory within Correctional Facilities.
- Consider suggesting to Area Corrections Committees to access, and become familiar with

directory/map of all correctional facilities in their area. As an example, please see attached map of Correctional Facilities in New York State. (Made available by Carl B. Area 48 Correction's Chair)

- Under "Guidelines for Prerelease AA Contacts," please consider adding suggestion for all "prerelease" volunteers to attend at least one corrections workshop when first signing up as a volunteer. Also, please consider adding suggestion for all volunteers to attend at least one corrections conference at the local, regional or national level.

Page 36 - *How Prerelease AA Contact Works*

- Please consider referencing Suggestions/Procedures listed on pamphlet F162.
- Please consider adding suggestion asking outside members to report success/failure to contact inside member upon release. Statistics can then be shared with prison officials during presentations, highlighting success and recidivism.

Page 37 - *Example 2*

- Consider adding line requesting volunteer to record "Area and District Number."

Page 38 – *Example 4*

- Please consider changing all references to inmate to "Inside AA Member" and all references to AA member to "Outside AA Member" because these terms reflect inclusivity.
- Please consider replacing the word "inmate" with "Inside AA Member" at line 1 because Inside members and Outside members terminology represents inclusivity.
- Please consider replacing "Dear (Inmate) with (Inside AA Member).
- Please consider replacing "The A.A. members in this area wish you well..." with "*The Outside AA Members in this area wish you well.*" Inside members and Outside members terminology represents inclusivity.
- *Information Letter About Prerelease AA Contact.* Wherever the word 'inmate' is mentioned, i.e., six times throughout the letter, as stated above in Example 4 it is respectfully suggested that we use the term *inside AA member*.

Page 39 – *Corrections Prerelease Contact Program*

- The hyperlink:
https://www.aa.org/assets/en_US/f-162_AA Corrections PreRelease_Outside.pdf;
is defective due to the semi-colon at the end of the first link. Please consider removing the semicolon and replacing it with the word "and" between the two links. The semi-colon

needs to be removed after 'pdf' from the link in the Workbook. The link for the 'AA's on the Outside' pamphlet leads the reader of the online Workbook to an empty site-page. This link works – if clicked above it will go to the correct pamphlet because MSWord does not recognize the semi-colon (highlighted) but if we go into the Workbook – in Adobe or online - that link will be incorrect because it uses the semi-colon.

Page 40 – Brochure: “For AA’s on the Inside. AA Corrections Prerelease Contact Information”

- Please consider changing “Dear AA Member” to “Dear Inside AA Member” because this terminology represents inclusivity.
- In the sentence that reads: “You will hear suggestions for sobriety and will be introduced to basic recovery tools – like sponsorship, a day at a time, AA literature and AA’s Twelve Steps. Please consider: Elaborating on or removing “a day at a time.” This term is vague and unclear to someone totally new to AA and probably not what an inside AA member wants to read - unclear, vague references to days and time.

Page 42 – Brochure: “For AA’s on the Outside. AA Corrections Prerelease Contact Information”

- To reduce redundancy – please note that ‘Inmate’ and ‘Inside AA member’ or ‘newly released AA’ are used interchangeably in the section - as stated above in this document it is respectfully suggested that the consistent use of the term *inside AA member or newly released inside AA member* be used. Inside member terminology represents inclusivity.
- Please consider replacing the word “temporary sponsor” with “interim sponsor” *because* Interim is a more responsible term than ‘temporary’ and implies that the work will continue.
- In the section entitled “A.A. Corrections Prerelease Contact Procedures” the terms “outside AA”, “Inmate”, “inside AA” and “Inside AA member” or “newly released AA” are used interchangeably. As stated throughout this document it is respectfully suggested that the consistent use of the term *inside AA member or newly released inside AA member* be used. Inside member terminology represents inclusivity.

Page 43 - Remember that

- This form is essential to the pre-release contact program. This is for alcoholic inmates to complete 60 days before expected release. F-162 is also available in Spanish sf-162.
- Under Suggested Reading, please consider adding the AA pamphlet entitled “The God Word.”

Page 44 – Corrections Correspondence Service – “Introduction and Description”

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- First paragraph, please consider updating the number of letters received daily by the General Service Office.
- Please consider replacing “GSO staff on the Corrections assignment” to “GSO Corrections Desk.”
- Please consider adding reference to the following forms f-73 sf-73 f-162 and sf-162 after AA literature, AA contacts for interim sponsorship correspondence.
- Second paragraph, first sentence: please consider adding “without AA groups” after the word prisons because alcoholics have to get on a waiting list to attend an AA group.
- Second paragraph, please consider adding: “correspondence volunteers need only write at the most six letters per year and it is usually less.”
- Third paragraph: please consider adding a specific number of AA correspondent volunteers. At the end of the paragraph, consider adding “once GSO receives f-26 or sf-26 from AA prospective volunteers, who need not be active in a local AA group.
- Fifth paragraph, consider adding: “Groups do well with correction correspondence chairs.
- Seventh paragraph, at the end, please consider adding “or in fact have no inside AA groups or meetings.”
- Eighth paragraph, please consider adding at the end: “hold area and or district virtual workshops on a regular annual or semiannual basis.”
- Ninth paragraph starting with Any AA member, please consider deleting the word “Assignment.” Also, please consider adding reference to the AA website aa.org where “search our site” for forms f-26 or sf-26.
- Tenth paragraph, please consider adding an item referencing your strength and hope with sobriety. Alcoholic inmates want to know how we got and stayed sober not how we got drunk.

Page 44 – 45 – *Guidelines on Correction Correspondence Service*

- In Guideline number four, please consider adding a reference to district PO box. Also, consider adding matching up correspondents from different regions and not states.
- Guideline number 5, suggest adding AA form f-73 or sf-73.
- Guideline number 10, using f-162 or sf-162. Also available from GSO correction desk is f-68w. It is not showing availability for sf-68w on aa.org.

Page 46 – *Under AA In Institutions*

- Please consider adding “T” to Clinton Duffy’s name.

Page 47 -- *Under AA In Institutions*

- Please consider updating data on 1974 GSO survey.
- Please update 2011 data: US inmate population is currently 2.5 million before pandemic

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releases.

- Suggest adding data about the illiteracy rate exceeding 50% in all correctional facilities in USA and estimates are 70% functional illiteracy for the same.

Page 48 – *Carrying the Message into a Women’s Prison*

- Wonderful story but maybe consider updating.

Page 49 -- *Experiences with AA from Inside and Outside the Prison Walls*

- Wonderful story but please consider updating.

Page 51 – *Press Release*

- Please consider adding media technology in the first sentence.

Page 51 – 52 - *AA Works Behind Prison Walls*

- In the first paragraph under AA Works Behind Prison Walls, please consider including Canadian content. Example: (Dorchester oldest prison group registered with GSO June 22, 1949)
- Please consider adding data on the recidivism rate for inside AA members.
- In first full paragraph on page 52, please consider updating the number of programs established behind prison wall.

Page 52 - *It Sure Beats Sitting in a Cell*

- This video was discontinued and replaced in 2016 by “A New Freedom”. Much of the content in the section describes the old video and should be updated to reflect the current new video material. However, some of the material is still relevant and should be reviewed for content accuracy.

Page 53 - *It Sure Beats Sitting in a Cell* (continued from page 52)

- Third paragraph, last line, fourth word. Please consider updating the word “prisoner.” Example: Incarcerated person, offender or inmate.
- Fourth paragraph, first line (DVD) (DV-08). This DVD is discontinued. Please add “A New Freedom (DV18)” when updated.

Page 53 - *Cooperation Among Public Information, etc.*

- Under Introduction, second bullet point, second line (newspapers, magazines, radio, televisions, etc.). Consider adding a referral to new media technology without the use of brand names such as Facebook, Google or Instagram since it affiliates and technologies change over time.

Page 54 - *Working Together*

- First line, please consider adding reference video/DVD material and/or links that may be sent or given to corrections professionals.

Page 55 - Non-AA Resources

Called or searched websites for accuracy. Here are the results found:

- (NCADD) – No answer. Not sure if it is correct.
- Association of Halfway House Alcoholism Programs of North America – No longer valid. The phone number now connects to The Illinois Certification Board.
- Narcotics Anonymous – Phone answering service, website checks out.
- Al-Anon – Information is current.
- (NIAAA) – Information is current.
- Gamblers Anonymous - Changed address to 4981 Irwindale Avenue, Suite 700, Irwindale, CA 91706. Toll free number changed to 1-855-222-5542. Other numbers still correct.
- Sex Addicts Anonymous – Information correct.
- American Corrections Association – Information is current.

Page 55 - All resource reference material are US agencies only. Please consider adding the following Canadian resources.

- Correctional Services Canada (CSC): 340 Laurier Avenue West Ottawa, Ontario K1P 0P1 (Federal Headquarters) Ph. (613) 992-5891. Website: www.csc-scc.gc.ca
- John Howard Society of Canada: 809 Blackburn Mews, Kingston, Ontario K7P 2N6 (Works with adults, children & youth to rebuild their lives.) Ph. (613) 384-6272; Fax (613) 384-1847. Email: national@johnhoward.ca
- Canadian Association of Elizabeth Fry Society: 190 Bronson Avenue, Ottawa, Ontario (Works with women, girls or gender diverse people in the justice system.) Ph. (613) 238-2422; (800) 237-4606; Email: admin@caef.ca.
- Parole Board of Canada: 410 Laurier Avenue West, Ottawa Ontario K1A 0R1. Ph. (613) 954-7474. Website: www.info@pbc-clcc.gc.ca
- Pardons Canada: 400-135 Queens Plate Drive, Etobicoke, Ontario M9W 6V1 (Necessary to volunteer in correctional facilities and US border crossing.) Ph. 800-543-2137; Email: pardonsandwaivers.com
- Please confirm accuracy on all US and Canadian organizations and agencies before publishing next version of the workbook.

Page 56 - 57 - Literature Guide

- Please consider adding additional terms to title since there are many references materials on DVD's and CD's.
- **For AA Corrections Committee Workers** - On first line please consider adding (DV02)

“A.A. in Correctional Facilities” (P-26).

- **For Professional Staff** - Please consider adding “A Video for Legal and Corrections Professionals”. There is no number available in the catalogue but it is on aa.org website.
- Please consider adding consider adding (P-87) large print version to Questions & Answers on Sponsorship (P-15).
- Consider adding service material - Information on Alcoholics Anonymous (F-2).
- Consider adding reference to large print material in A.A. pamphlets and books.
- DVDs section: Young People/Animation Video (DV-16) not in catalogue. What is in catalogue is (DVD-15) which is a set of 4 Young People's “Animation”

Page 57 – *Histories by Members* section

- Consider adding Older Alcoholic (P-22) pamphlet and Memo to an Inmate (P-9). Although it is mentioned in For Inmates section.
- Grapevine Magazines subsection: Consider adding French version La Vigne – Bimonthly. Could be controversial. Conference does recognize magazine but may not want to publish as an AA resource.
- Grapevine CDs subsection: Classic Grapevines, Vols. 1,2 & 3 (CD-02,03, 04) 04 is not listed in GV catalogue.
- Also, Pathways to Spirituality (CD-01) seems to be discontinued, can't find in GV catalogue.

Page 57 – *Other Useful Audiovisual Material* section:

- Grapevine CDs subsection: Suggest adding Emotional Sobriety (CD-18) and/or Language of the Heart (CD-23)
- There is no mention of the Grapevines 28 E-Book titles, audio books or accessible material available. This may be worth considering since some facilities are aiming for tablet use or tablets only, in some facilities.

OTHER OBSERVATIONS

- In addition to all the Canadian considerations, it may be helpful to add a bullet point on Page 8 concerning ***escorted absences*** where offenders receive warden approved passes and brought outside the walls into community Alcoholics Anonymous meetings, District or Area service gatherings as well as AA roundups and conventions by AA members or corrections officers to help integrate offenders to society and in turn, society with current inmates.
- There is very little reference to ***security clearance procedures*** throughout the entire workbook document. Although there are various methods and procedures across North America, this is one of the most significant challenges most Corrections Committees face

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upon gaining access to enter corrections facilities. Perhaps this could be addressed in a general way to acknowledge it as a major part of face to face corrections service activity.

- Update language throughout the workbook to include references to digital media which is prevalent and currently used as a resource inside and outside the walls. E.g., links to publications on the AA website, apps, etc.
- Please consider exploring a section about ***New Technology Opportunities in Correctional Facilities***. In the “Sample Letter Section” (Pages 21-30) consider adding a section/discussion about how to use new technologies such as Zoom, WebEx or other teleconference services to carry the message into correctional facilities. These teleconferencing services can be used to conduct AA meetings with inside members or to hold one-on-one support visits. Also, include a description of JPay. Having discussions with the facility leads or program coordinators about these technology options might encourage them to be more receptive to authorizing AA meetings and services at their facility. In addition, please consider adding a section discussing how to encourage outside

AA members to utilize technology resources to carry the message to inside AA members, such as by teleconferencing and email.

- Please consider talking about the new California program called ***Inside Visiting Sponsorship Service (IVSS)***.
- Please consider adding a pamphlet in the Corrections Kit and/or section in the workbook about sponsorship for inside members.
- As a general suggestion for the entire workbook, we feel it is important to include information about the existence of parallel Spanish language Corrections Committees in the United States. Primarily in large urban settings and states with high population of Spanish speaking members. Please consider highlighting an area where English/Spanish corrections committees collaborate successfully and share resources, such as in Northern California.

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**NATIONAL CORRECTIONS CALL MEETING
AD HOC COMMITTEE ON REVIEW OF THE GSO CORRECTIONS KIT**

PURPOSE

The purpose of the National Corrections Call Ad Hoc Committee's Review of the General Service Office Corrections Kit is to offer observations and make recommendations about the kit's usefulness, while identifying possible deletions or additions to maximize its effectiveness. We recognize that registered area corrections chairs receive the kit from GSO. Therefore, we focused on the kit's use by area corrections chairs.

COMPOSITION OF THE AD HOC COMMITTEE ON REVIEW OF THE CORRECTIONS KIT

Following are the members of the Ad Hoc Committee on Review of the Corrections Kit:

Barbara B., General Service corrections experience includes serving as current Area 51 District 33 Corrections Chair.

Bryan B., General Service corrections experience includes serving as former Area 92 Corrections Chair. Twelve Step service in facilities includes taking meetings into state facilities. Other corrections service includes current member, National Corrections Conference Advisory Board.

Clifford T., General Service corrections experience includes serving as current Area 79 District 45 Corrections Chair, Corrections Chair for multi-district corrections committee, and GSR for an inside group. Twelve Step service in facilities includes experience taking meetings into federal and provincial facilities.

Joseph S., General Service corrections experience includes current Area 36 District 15 Corrections Chair. Twelve Step service in facilities includes experience taking meetings into state and county facilities and a state locked treatment facility. Other experiences in facilities include participation in prison transitions/prerelease events.

Roy E., General Service corrections experience includes current Area 67 Corrections Chair, Chair, Area 67 Corrections Conference, and Alternate GSR for inside groups. Twelve Step service in facilities includes taking meetings into prisons. Other corrections service includes Chair, Third Annual National Corrections Conference, current member, National Corrections Conference Advisory Board.

Selena WO., General Service corrections experience includes current Group Corrections Representative and Area 51 District 32 Alternate Corrections Chair. Twelve Step experience in facilities includes taking meetings into county facilities and serving as facilitator and trainer for AA volunteers going into facilities.

Stacy C., General Service corrections experience includes past Alternate District Corrections Chair and District Corrections Chair, current Area Corrections Chair. Twelve Step service in facilities includes taking meetings into county and state facilities. Other corrections service includes past Alternate Intergroup Corrections Chair and Intergroup Corrections Chair, current member,

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National Corrections Conference Advisory Board and creator of and Chair, National Corrections Call Meeting.

Thornton S., General Service corrections experience includes current Area 57 Corrections Chair and GSR for inside AA group. Twelve Step experience in facilities includes taking meetings into state and county facilities.

Tim C., General Service corrections experience includes current Area 58 Corrections Chair. Twelve Step experience in facilities includes taking meetings into state and county adult and juvenile facilities and serving as an outside sponsor for inside groups.

Laura S., Chair, Ad Hoc Committee on Kit Review. General Service corrections experience includes serving as former Area 36 District 7 Corrections Chair, former Area 36 Alternate Corrections Chair and Area 36 Corrections Chair, and current Area 36 Corrections Temporary Contact Coordinator for Bridging the Gap. Corrections Twelve Step service in facilities includes taking meetings into county facilities, serving as a presenter for state prison treatment classes, and coordinating federal and state transitions/prerelease events. Other corrections service includes current member, National Corrections Conference Advisory Board and current Bridging the Gap Workshop Weekend Organization's Alternate Coordinator.

BACKGROUND

During the September 13, 2020 meeting of the National Corrections Call, Debi K., Delegate Area 16, Chair, Conference Committee on Corrections; Nancy McCarthy, Class A Trustee, Chair, Trustees' Committee on Corrections; and Trish L., Trustee at Large, Canada, Co-Chair, Trustees' Committee on Corrections sought assistance from the meeting's participants to identify ways to maximize the effectiveness of the Corrections Kit. As a result, the National Corrections Call established two ad hoc committees: One to review the Corrections Workbook and the other to review the Corrections Kit.

SUMMARY

The Ad Hoc Committee on Review of the Corrections Kit convened on September 28, 2020 and met seven times between September 28, 2020, and December 7, 2020.

The committee reviewed four documents provided by Debi K., Chair, Conference Committee on Corrections. The documents are as follows:

1. A memo from the Corrections Desk to the Trustees' Committee detailing some, but not all, of the changes the Conference Committee recommended.
2. A memo dated July 24, 2020, from the Corrections Desk to Malini Singh, David Rosen, and Jeff Wine regarding the Corrections Kit update.
3. A document detailing the 70th GSC Corrections Committee's observations and concerns.

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4. A document written by Debi K., Chair, Conference Committee on Corrections that details how the Ad Hoc Committee can be helpful.

The ad hoc committee reviewed the September 13, 2020 minutes of the National Corrections Call meeting attended by Debi K., Nancy McCarthy, and Trish L.

The committee made observations and recommendations in the following areas:

Observations

1. The video, "AA in Correctional Facilities".
2. The video, "Carrying the Message Behind These Walls".
3. The book, *AA in Prison: Inmate to Inmate*.
4. "The Role of Prerelease and Bridging the Gap".
5. Items without revision dates.
6. The corrections FAQ sheet.

Recommendations

1. Update terminology used for inside alcoholics and members of AA.
2. Add additional Service Material on use of corrections videos.
3. Add content about *The Correctional Facility AA Group Handbook* and a hyperlink linking it to its location on the AAWS website.
4. Add content about the use of technology in corrections service with reference to conference calls, internet, and intranet platforms.
5. Add shared experience related to sponsorship of inside AA members by inside AA members and outside AA members.
6. Add content about facility requirements AA volunteers may need to comply with to serve in corrections facilities.
7. Additional pamphlets for inclusion in the kit.
8. Format changes to the kit that may make it more user-friendly.

CONFERENCE COMMITTEE ON CORRECTIONS AND TRUSTEES' COMMITTEE ON CORRECTIONS SUGGESTIONS, CONCERNS, AND OBSERVATIONS

The ad hoc committee reviewed the Conference and Trustee's Committees on Corrections' suggestions, concerns, and observations. The ad hoc committee made comments as noted.

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ITEM	CONFERENCE/TRUSTEES COMMITTEE SUGGESTIONS, CONCERNS, OBSERVATIONS	AD HOC COMMITTEE COMMENTS
Front Pocket: Contents Page	▪ Add the pamphlet "The God Word." ▪ Add content page to the front of kit—three-hole-punched. ▪ Add revision date to the kit when assembled to reflect the date of the materials in the kit. ▪ The contents page states, "Corrections Correspondence Flyer for the outside AA member"; the flyer states "Corrections Correspondence—A Special Kind of Service." ▪ Not in the same order as in the Guidelines section of the kit. ▪ The "History and Actions Trustees' Committee on Corrections" and the "History and Highlights of Actions: General Service Conference Committee on Corrections" are listed on the contents page as not available on the website. Not in the kit either. ▪ The contents page is behind DVDs. Suggestion: Three-hole punch the contents page and insert it in the front of the kit.	The ad hoc committee received these documents promptly by requesting them from GSO.
"AA in Corrections Facilities" and "Carrying the Message Behind These Walls"	Make it available as MP3 so GSO can post a link on LinkedIn (for professionals) and add the videos to the AAWS YouTube Channel.	
AA Guidelines Service Material	Not in the same order as the contents page. Some sheets are trifold, and then then-hole punched. Do not trifold.	
Publications	Grapevine and La Vina are in this section but not listed on the contents page. Suggestion: Move the Grapevine and La Vina Resource Section on the contents page to the Section for Publications.	
Catalog/Order Forms	The catalog is not in the kit.	Kits received in September 2020 by the ad hoc committee contained the catalog.
Other		
CCS for the Outside	The contents page states, "Corrections Correspondence: Flyer for the Outside AA	Ad hoc committee members think of the

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	Member"; on the flyer , it states "Corrections Correspondence—A Special Kind of Service."	"flyers" as forms (that outside AAs complete).
Central Office, Intergroups and Answering Services for US and Canada	▪ Hole punching cuts out information. The option is to remove hole punching or respace. ▪	
Remove staples. (Directory)		
Back Pocket	▪ Remove staples from pamphlets. ▪ Add "The God Word." ▪ "It Sure Beats Sitting in a Cell," "Memo to an Inmate Who May be an Alcoholic," and "A Message to a Correctional Professional" each has a list of what AA does not do, and each is different. ▪ "AA in Correctional Facilities" has the Preamble bulleted, yet it states it is copyrighted.	
Other suggestions, comments, and recommendations	Update Box 459—quarterly, not bimonthly	

The Conference and Trustees' Committees advised the ad hoc committees to disregard punctuation and spelling errors and errors in links as they have been considered.

AD HOC COMMITTEE OBSERVATIONS

General Observations

1. The ad hoc committee observed that the Corrections Kit and its contents are available in English, Spanish, and French.
2. The ad hoc committee sees the Corrections Workbook as essential to the kit.

Additional Observations

1. "AA in Correctional Facilities"
 - a. The video is dated, and it is not likely to be used in presentations to professionals. It is recommended that it be replaced it with the CPC video for legal and corrections professionals.

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- b. The video has a statement indicating meetings end in prayer. The committee see that as problematic and recommends leaving the statement out or adding "...for those who wish."
- c. The video glossed over our message that soon to be released alcoholics and AA members attend an AA meeting as soon as possible after release, in keeping with language in "AA Corrections Prerelease Contact Information: For the AA on the Inside."
- 2. "Carrying the Message Behind These Walls"
 - a. The video is dated.
 - b. The message is on point. It provides volunteers with an idea of what to expect when serving in a facility.
- 3. *AA in Prison: Inmate to Inmate*
 - a. Most committee members take the book into facilities or would if they had funding.
 - b. The book is helpful to corrections trusted servants.
 - c. Some would like to see updated or new stories.
 - d. The book is more effective in jails/detention centers than in prisons because it lends itself to discussion meetings.
 - e. Oregon DOC will not allow the book because it uses the term "inmate."
- 4. Consider adding "The Role of Prerelease and Bridging the Gap" (F-222) to the kit in a separate section with the prerelease forms.
- 5. The following items do not have revision dates.
 - a. Corrections Workbook
 - b. All pamphlets
 - c. Information on AA (Service Material)
 - d. Using the DVD: AA in Correctional Facilities—to carry the message to professionals (Service Material).
 - e. Engaging AA Members in Corrections Work (Service Material).
 - f. Literature Catalog
 - g. "Prerelease Contact Information for AAs on the Outside"
 - h. "Prerelease Contact Information for AAs on the Inside"
 - i. Central Office/Intergroup Directory
 - j. All Grapevine Resources

AD HOC COMMITTEE RECOMMENDATIONS

Update Terminology Used for Inside Alcoholics and AA Members

Many outside AA members are not comfortable with terms used by professionals. The ad hoc committee suggests that the Conference and Trustees' Committees consider alternative terminology that AA volunteers can use when serving inside alcoholics and inside AA members.

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Background

The Trustees' Committee agreed to forward to the 2019 Conference Committee on Corrections a request to review all corrections-related literature to make the language more modern and inclusive. In 2019, Brenda B., GSO Corrections Assignment, requested shared experience about terminology used for alcoholics and AA members in corrections facilities. The Conference and Trustee's Committees on Corrections have looked at terminology for inside alcoholics and members of AA in the past and have taken no actions because the fellowship has not offered acceptable alternatives.

Committee members reported they have asked inside AA members what they would like to be called by AA volunteers. For the most part, the term "inmate" was not an issue. Alternative terminology has been the subject of meetings of the National Corrections Call, whose participants serve in facilities throughout the US and Canada. The majority of the call's participants also report that having asked inside alcoholics and members, "inmate" is acceptable.

The Oregon Department of Corrections will not allow literature containing the word "inmate". We are not aware of other facilities that restrict AA literature containing the term "inmate".

Alternative Terminology

While the committee recognizes a need to update current language used to refer to inside alcoholics and members of AA, a consensus could not be reached about what terms might be used.

The committee noted there was a need to distinguish "inside" from "outside." The committee also noted that all AA members are alcoholics. However, not all alcoholics refer to themselves as members of AA. We carry the message to inside alcoholics regardless of whether they are AA members. For that reason, "inside AA member" may not be inclusive.

Two committee members prefer using terms more commonly used by professionals when speaking to inside alcoholics and members of AA (e.g., "client" and "resident").

We recognize the need to use the same terms the professional community uses when working with them.

Chart of Terminology Used in the Kit

Terms used for inside alcoholics and inside AA members are not used consistently throughout the kit.¹ The following chart details which terms are used and where:

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ITEM IN KIT	TERMS
"AA in Correctional Facilities" DVD	Prisoners Offenders Inmates
"Carrying the Message Behind the Walls" DVD	People/person/individual Inmates Suffering alcoholics
"AA Video for Legal and Corrections Professionals" DVD—NOT IN KIT	Offenders Clients (those seen by court professionals) Inmates
<i>AA in Prison: Inmate to Inmate</i>	Inmate
AA Guidelines: Corrections Committee	Alcoholics behind the walls Alcoholics behind bars Inmate Inmate who is an AA member Incarcerated alcoholics
Information on Alcoholics Anonymous	People who may have a drinking problem People who have or are suspected of having a problem
Engaging AA Members in Corrections Work	Alcoholics behind the walls Alcoholics Alcoholics inside Prisoners Inmates Incarcerated (person) Guys
Suggestions for Using <i>Grapevine</i> and <i>La Vina</i> as Tools in Corrections Service	Inmate AA Member "On the Inside"

ADD SERVICE MATERIAL ABOUT USING VIDEOS IN CORRECTIONS SERVICE

The committee recommends that additional Service Material about the use of videos in corrections service be added to the kit. The committee recommends the addition of the following videos:

¹ Terms used in the pamphlets are not included in the chart.

- "A New Freedom". It lends itself to viewing by inside alcoholics and inside members of AA, especially during their orientation phase. The video in various lengths has been broadcast to inside members in some facilities.
- The CPC video for Legal and Corrections Professionals. This video is preferred over "AA in Correctional Facilities".

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- Some committee members recommended that the video "Hope" be added.

It was noted that there is a reference to using videos in the workbook, including suggestions for using videos in presentations to professionals, "Ideas to Stimulate Twelve Step work" and "Literature for Inmates." The kit contains Service Materials with suggestions for using "AA in Corrections Facilities".

ADD CONTENT ABOUT *THE CORRECTIONAL FACILITY HANDBOOK* AND A HYPERLINK TO THE CONTENTS PAGE LINKING IT TO THE AAWS WEBSITE

The "New AA Correctional Facility Group Information" form is behind the "Other" tab. We recommend that this form, along with content about *The Corrections Facility AA Group Handbook* (or the handbook itself) be grouped together behind a separate tab. In addition, we recommend a link to the handbook be included to its location on the AAWS website.

ADD FREQUENTLY ASKED QUESTIONS SHEET TO KIT

The 68th GSC Report includes a recommendation that sharing from local committees be gathered for the purpose of creating of a frequently asked questions (FAQ) sheet for area corrections chairs. The 69th GSC Report indicates the Publishing Department and the committee were to review it at their July 2019 meeting. The FAQ sheet was not included in the kit received September 2020.

ADD "A NEW FREEDOM" TO THE KIT

The 69th GSC Conference Trustees' Report indicates "A New Freedom" will be added to the kit. The video was not included in the kit received September 2020.

ADD LA VIGNE TO KIT

A Canadian committee member suggested adding *La Vigne* to the kit. The committee is aware that *La Vigne* is not a Grapevine publication.

CONFERENCE CALLS, INTERNET, AND INTRANET PLATFORMS IN CORRECTIONS SERVICE

Covid-19 related closures of facilities to visitors, including corrections volunteers, created interest in alternative ways to carry the message behind the walls. Various platforms are being explored as options for facilitating AA meetings, as well as prerelease events. These include conference call services, internet platforms (e.g., Zoom, Skype, Microsoft Teams), and intranet platforms (e.g., Microsoft SharePoint, Yammer, Simpplr, Blink).

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When Covid-19 is no longer a barrier, we anticipate that facilities will remain interested in exploring these alternative methods because they may eliminate many security and staffing concerns relative to movement and supervision of volunteers. Corrections service in remote locations may benefit from this technology because it removes travel barriers.

It is impossible to predict how technology may be used to carry the message in the future. As a result, we request that shared experiences with these platforms be gathered over time.

ADD SHARED EXPERIENCE ABOUT SPONSORSHIP OF INSIDE AA MEMBERS BY INSIDE AA MEMBERS AND OUTSIDE AA MEMBERS

The committee recognizes that areas and outside entities have developed processes whereby outside AA members can sponsor inside AA members. These methods rely on outside AA members being on visitor lists. The committee notes that sponsorship of inside AA members by inside AA members may be more complicated due to the nuances or relationships within facilities.

The committee asks that GSO request shared experience from area corrections chairs and registered prison group members or their outside GSR relative to inside sponsorship by inside members and outside AA members.

ADD SERVICE MATERIAL ABOUT REGULATIONS VOLUNTEERS MAY BE REQUIRED TO COMPLY WITH IN ORDER WITH TO SERVE IN CORRECTIONS FACILITIES

The committee recommends that service material be added to the kit containing information about regulations volunteers may be required to comply with if they are to serve in a corrections facilities. These regulations may require criminal background checks, fingerprinting, Mantoux/TB tests, and PREA² disclosures. (Sample background check and PREA forms follow this report.)

³ US legislation known as the Prison Rape Elimination Act of 2003. The purpose of the act is to analyze the incidence and effects of prison rape in federal, state, and local institutions and provide information, resources, recommendations, and funding to protect individuals from prison rape.

ADD MATERIAL ABOUT ELECTRONIC COMMUNICATION WITH INSIDE ALCOHOLICS AND INSIDE MEMBERS OF AA

Many facilities allow tablets (e.g., JPay, GTL, and Securis) that sync to kiosks. Outside AA members are communicating with inside AA members who have tablets, either by email or video visit. This is most common in sponsorship relationships and CCS correspondence.

ADD ADDITIONAL PAMPHLETS TO THE KIT

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The committee recommends that two pamphlets be added to the kit.

1. P-35 "Problems Other Than Alcohol" (or F-8). This pamphlet speaks to the need to focus on our Primary Purpose, while remaining aware that we serve many individuals who may not, or may not yet, identify as alcoholics.
2. P-16 "The AA Group". Some AA Corrections literature, such as the Corrections Workbook and "AA in Correctional Facilities", suggest that establishing AA groups, not simply meetings, be a goal of corrections committees, AA groups, and individual AAs interested in carrying our message into correctional facilities. The pamphlet explains how groups work effectively, how new groups can be started, and how each group can be linked to AA as a whole. Information on types of meetings is included.

MAKE THE FOLLOWING CHANGES TO THE FORMAT OF THE KIT

Consider grouping:

1. Prerelease forms with "The Role of Bridging the Gap and Prerelease."
2. CCS forms and information about CCS.
3. *AA Prison Group Handbook* and the prison group registration form.

These section pages could be in the form of tabs made up of a pocket-type folders so that forms can be inserted rather than three-hole-punched.

ADDITIONAL CONSIDERATION

Corrections trusted servants in the US and Canada participate in discussions facilitated by current technology (e.g., the weekly National Corrections Call meeting). There are also Ninth Tradition Committee websites, like NorCal H&I, Bridging the Gap Workshop Weekend's website with its bridging portal, and central office/intergroup websites. They contain information thought to be

helpful to many corrections trusted servants. Some ad hoc committee members would like to see the General Service Office maintain a catalog of these resources.

IN CLOSING, the ad hoc committee expresses our gratitude to both the Conference and Trustees' Committees on Corrections for this opportunity to share our observations and recommendations about the Corrections Kit. It is a great honor and privilege to have been asked. We are available to answer any questions you may have or to elaborate on our observations and recommendations.

PRISON RAPE ELIMINATION ACT DOCUMENTS

Minnesota DOC and Bureau of Prisons

THE MINNESOTA DEPARTMENT OF CORRECTIONS PREA ACT

A prior criminal conviction will not automatically remove you from consideration to participate in the volunteer services program. However, the MN Dept. of Corrections shall not enlist the services of any volunteer/contractor who may have contact with inmates who has engaged in sexual abuse in a prison, jail, lockup, community confinement facility, juvenile facility, or other institution; has been convicted of engaging or attempting to engage in sexual activity in the community facilitated by force, overt or implied threats of force, or coercion, or if the victim did not consent or was unable to consent or refuse; or has been civilly or administratively adjudicated to have engaged in the activities described previously. (Per PREA 28 C.F.R Part 115.17)

Have you engaged in sexual abuse in a prison, jail, lockup, community confinement facility, juvenile facility, or other institution; has been convicted of engaging or attempting to engage in sexual activity in the community facilitated by force, overt or implied threats of force, or coercion, or if the victim did not consent or was unable to consent or refuse; or has been civilly or administratively adjudicated to have engaged in the activities described previously? Yes No Initial _____

FEDERAL FACILITY PREA TRAINING FOR LEVEL 1 VOLUNTEERS

The Foundation of PREA

- PREA is the Federal law of 2003 that seeks to eliminate sexual assaults and sexual misconduct in correctional environments
- PREA sets mandatory standards for the detection, prevention, and punishment of sexual abuse in prisons
- The Bureau of Prisons (BOP) is compliant with PREA

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This is a sampling of sharing from members with experience in doing corrections work with incarcerated members

Belief About Corrections By Tom I And Harold L.

1. The recovery program of A.A. is precisely the same for those on the inside as those on the outside.
2. The people inside of the walls are much more like us than unlike us.
3. The challenges met in recovery are at least as great for those on the inside as for anyone.
4. All of A.A.'s 12 Traditions can be practiced 100% on the inside.
5. There are some decent, capable people confined to correctional facilities and some who are not so admirable.
6. Corrections staff are usually willing to offer full cooperation if they understand our primary purpose and function.
7. Sound business procedures contribute significantly to the spirit of our cooperative relationship with corrections staff.
8. We spend far too much time working on arrangements and routine operations.
9. We spend far too little time working on the quality and effectiveness of what we do.
10. A sound and well-implemented program of recovery works well with reliable results.
11. People are most willing to respond to specific requests for help, either service or material.
12. We can help someone in a correctional facility by merely showing up.
13. Our work is with fellow alcoholics who happen to be confined, not inmates, offenders, prisoners, convicts, etc.
14. Don't do anything for one person that you could not or would not do for everyone in the group.
15. Being an enthusiastic, good example of recovery is an outstanding contribution.
16. KEEPING COMMITMENTS IS EXTREMELY IMPORTANT. WE MUST WALK LIKE TALK.
17. Profane and vulgar language impresses no-one.
18. Speaker meetings, as an established frequency, should be a regular feature of groups in corrections.

19. Always remember that someone new to A.A. is present in most meetings in correctional facilities.
20. Our chief responsibility is to deliver an adequate demonstration of A.A. to the newcomer.
21. There is no type of service that is more rewarding than a long-term, regular commitment to an A.A. group in a correctional facility, where all parties are accountable to each other. This effort produces a powerful experience to be shared by everyone.
22. Encourage all members to attend A.A., and remember to stress that they take full ownership for why they're attending the A.A. group.
23. MAJOR POINT! If they are not working the A.A. program on the inside, make it clear that they will never work the A.A. program on the outside.
24. It is possible for A.A. members and groups on the inside to practice A.A.'s Seventh Tradition and be self-supporting through their own contributions. This spiritual discipline is highly encouraged and takes the efforts of all parties to make it work.
25. Providing A.A. literature for the members is imperative to help keep everyone informed and inspired.
26. Helping secure A.A. Grapevines, both new and old issues, is a great way to carry the A.A. message. Members on the inside are encouraged to submit their own stories to the A.A. Grapevine to be considered for future issues.
27. A.A. Correction Correspondence is an excellent way for members behind the walls and outside the walls. This service is provided safely and securely through the General Service Office.
28. Helping groups receive the Box 459 newsletter is an excellent way for members on the inside to stay informed about A.A. as a whole.
29. Help members understand that they can expel the compulsion to drink and live a life where they become happy and usefully whole, despite their past deeds and future outcomes.
30. Creating sound and efficient corrections committees at the area, district, and group levels is the most effective way to carry the message into correctional facilities.

31. The first 24-48 hours is the most critical time upon release from a correctional facility. Utilizing programs like Bridging the Gap to help ensure that nobody falls through the cracks is imperative for lasting sobriety for the members being released back into society. Volunteers in Corrections need to respect all lines of administration and communication inside the correctional facility.
32. Developing a strategy to engage the members on the inside with the 12 Steps will help them achieve permanent sobriety. This strategy must be tailored to the current context's needs and its members' average duration in a particular correctional setting.

Additional Suggestions For The Corrections Workbook Corrections Workbook

- **Page 5 Singleness of Purpose** Some professionals refer to alcoholism and drug addiction as substance abuse or chemical dependence.

**The professional community terminology is “substance abuse disorder or alcohol use disorder.”

- **Page 6 A.A. Volunteers in Correctional Facilities**

** The primary goal for correctional staff is the safety and security of the offenders, staff and volunteers who are behind the walls and the rules and regulations are designed to support the safety of all.

** A.A. Volunteers may not be allowed to place money on an offender account.

** A.A. Volunteers may be required to submit to TB testing or may be required to have vaccinations prior to entering the facility.

** A.A Volunteers may have to attend training on an annual basis.

**A. A Volunteers may need to undergo a criminal background check. A prior conviction may not disqualify a member from being an A.A. volunteer in corrections. This will be reviewed on a case -by -case basis.

** If an A.A. Volunteer is not able to enter a facility due to a criminal conviction, see if the facility would consider allowing the member to be a speaker at a virtual meeting if internet or intranet capability is available.

** The Corrections screening process often takes several months to complete. Do not be discouraged over the length of time this may take.

- **** Presentations –page 9**

5. If is suggested to explain the Twelve Traditions – as highlighted on page 5, focus on 5, 6, 11, 12.

7. Highlight the Meeting Guide App in addition to the availability of virtual meeting. This will be welcomed particularly for remote areas.

- **Page 9 Preliminary Considerations**

Consider adding administration of justice and social work programs as opportunities for presentations. There is a growing trend for the social work field to work in the areas of rehabilitation.

- **Page 11 Suggestions for Using the 4-Step Process**

** Be mindful there can be frequent changes with the facilities administration staff. The administration changes may require you to re-introduce A.A. to jail/prison staff.

- **Prison Rape Elimination Act (PREA)**

The Prison Rape Elimination Act (PREA) of 2003, is the first United States federal law intended to deter the sexual assault of prisoners. The following is excerpts from the Missouri Department of Corrections policy on PREA for volunteers. In Missouri, all volunteers are considered unpaid staff and are subject to the same rules and regulations as paid staff. This may be the same in other correctional systems.

It is important to note that our policy D1-8.13 Offender Sexual Abuse and Harassment states “The department has a zero tolerance for all forms of offender sexual abuse, harassment, and retaliation.” It is our responsibility to ensure that the offenders in our custody are free from sexual abuse and harassment and the department has introduced several methods to combat this crime from occurring in our facilities.

When sexual abuse occurs -- even within a correctional institution -- a crime has occurred. That crime has a victim and alleged perpetrator. The fact that the victim is an offender does not matter.

It is important to remember that PREA is not only about the response to sexual abuse of offenders, but it is also about prevention. It is important that you know and enforce the rules regarding the sexual conduct of offenders. Let us make it clear that sexual activity is not acceptable. Within your role as a volunteer, it is important that you understand the rules and that you know how to properly communicate any suspicious behavior.

Do not use female names or prison slang when referring to a male offender, follow appropriate reporting procedures, be mindful that offender sexual abuse is a very important and serious issue, and it must be dealt with immediately; be always professional. Do not laugh or joke about sexual activity or sexual abuse with or around offenders, staff, volunteers, or contractors.

You will be interacting with offenders in a very different way than the staff members who work daily with offenders do and at times you will develop a different type of relationship. While it is important to always maintain appropriate boundaries with these relationships, which will discuss further in this training, you may also pick up on red flags that could indicate abuse has or is occurring in a facility.

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Another key element of PREA is Reporting. Missouri State Statute 217.410 makes failure to report offender abuse against the law! We are all mandated reporters and will be held liable if we fail to make a report. All allegations are to be taken seriously, including anonymous and third-party reports. You as a volunteer have NO discretion on what to report!

Due to the reporting requirements of all staff members, contractors and volunteers the Missouri Department of Corrections has developed a Coordinated Response Process.

Those of you who are not serving in a “custody” role also have an obligation to keep the offender safe and report the event. Within your role you will ask the offender to stay with you and you will contact a custody officer within your immediate location. You must keep the offender with you until an officer takes them into their custody.

As a volunteer, if you are given information of an allegation from a victim, a third party or anonymously you must immediately report the allegation to the institution. The institution will determine which coordinate response they must follow based on policy and the allegation, but it is critical that all information shared with you is immediately reported to a DOC employee at the institution/CRC/CSC you are assigned to.

REVISED LETTER TO THE WARDEN: Presented by Trustees' chair Nancy Mccarthy

Dear Warden,

Alcoholics Anonymous is a fellowship of men and women who share their experience, strength and hope with each other that they may solve their common problem and help each other with their common problem of alcohol.

We are writing to you regarding the A.A. communities desire to work with you to create an A.A. program for your facility.

Currently we are:

Note: Any programs/groups which are currently operational in the jails and prisons in the area/town/city/state or federal facility which is nearby. Include a small synopsis of the current programs along with any supportive statements or comments from the jail administrators.

A four-step program is being used at two facilities in your state-an Adult Transition Center and at another Correctional Center. Our objective is to help provide you with an effective A. A program for the inmates who had problems with alcohol and might be alcoholic. Our role is to coordinate this process and help make this a successful program of recovery.

We would also like to highlight the other activities offered by A.A. which may assist your inmates during their incarceration and as they transition to the community.

- Correctional Correspondence Service
- Bridge the Gap /Pre-Release/Re-entry Programs (please note what is available in the respective area
- A.A. Literature (AAWS/GV-LV) on digital tablets
- A.A. Meeting Guide App

Often times, inmates may need a community of support to help them as they identify the issues and steps, they need to take to address alcoholism. Through the A.A Meetings, Correctional Correspondence Service and Bridge the Gap Program, we can be a part of the community of support for the alcoholic inmate.

We can be reached at

MEMO

To: Trustee Chairs who have Service Kits
From: Staff Coordinator
January 30, 2021
Subject: Discussion About Service Kits

At their January 29, 2021 meeting, the A.A.W.S. Board continued discussing the 2020 P.I. Committee Consideration which shared concerns on the relevancy of a print copy workbook and kit for P.I. Committees. The board also noted the P.I. Committee's suggestions to explore the development of an A.A. Service Committee app and the possible creation of a new digital PDF version of the P.I. Workbook.

The board noted that we tend to have a "print-first" approach to the service material we publish, and that approach can sometimes delay updates. We are forced to consider questions like "Do the number of changes warrant tossing out significant printed inventory? Do we make revisions and reprint in all three languages even though we may have lots of inventory in one or two of those languages?" Many feel that we should evolve to a digital or web-based approach as our publishing model.

Knowing that many Conference committees have standing agenda items to review the service kits and workbooks, the Board sees this as an opportunity for broader sharing on this topic. Rather than start with the notion of a kit needing to be a physical binder, perhaps the following questions could be discussed to generate wider sharing:

- Could web-based kits offer the ability to easily implement more up-to-date content?
- Should we consider the development of an A.A. Service Committee app?
- What is the role of the new website in making digital versions of workbooks and other service material more available?
- Could PDF versions of workbooks be more easily shared, and perhaps customizable by local committees?
- Could we offer options like a photocopied print-out on request to those without electronic access?
- What digital assets could be integrated into online workbooks to aid local service committee services. (Examples: Email templates, links to videos on aa.org or the A.A.W.S. YouTube Channel, links to the Meeting Guide app, C.P.C. and Accessibilities videos etc.)

Based on the recent experience of going digital-only for some of our publications – even if only temporarily due to the pandemic – there could also be financial savings. This is part of a broader discussion the A.A.W.S. Board is having, informed by several departments at G.S.O. including Publishing, Tech Services, and Staff Services. We welcome your experience and insight!

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A.A. Meeting Guide App

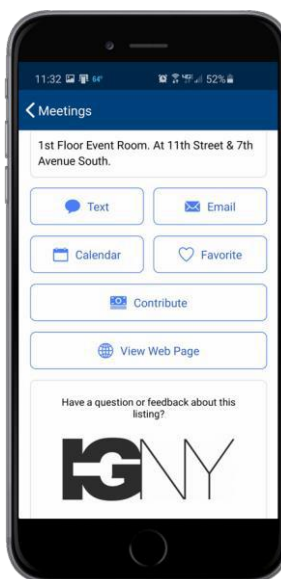
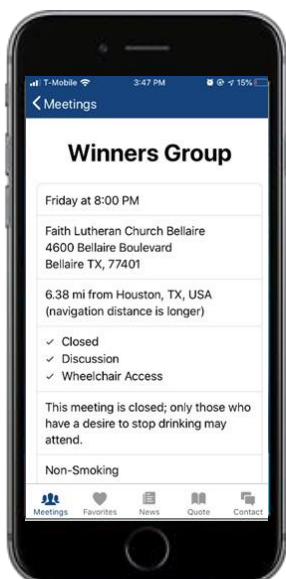
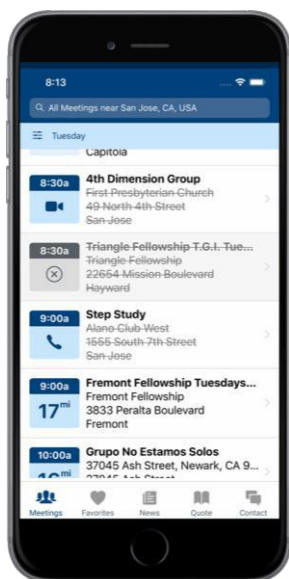
A free mobile app for iOS and Android. Designed to be simple, fast, and help you find A.A. meetings wherever you are

Local A.A.
Meetings

Meeting
Details

Share
Details

Connect with
Local A.A.



NEW FEATURES

- Search – users will now be able to search for meetings by name, location or meeting type (LGBTQ, transgender, secular, young people, dual diagnosis, Spanish-speaking)
- Daily reflections – a selection of reflections by and for A.A. members
- More accurate locations for access to local contact information
- News and alerts

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Description - The A.A. Meeting Guide App provides instant information regarding the time and location of local A.A. and A.A. meetings. If attendance is a part of a case management or transitional plan, the A.A. app can be easily downloaded onto a smart phone or tablet during a meeting with a client. The A.A. Meeting Guide app will identify the A.A. meetings which are near an individual's home or place of employment in addition to providing directions on how to get to the meeting and even placing it on the individual's calendar.

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