

SFV H&I GUIDELINES

S. ARCHIVES COMMITTEE

1. Shall be made up off 5 members of at least 5 years of sobriety and 3 years of committee service. The chairperson shall be elected and the other members appointed by the executive board.
2. They shall provide a proper facility for storage for all committee records turned over too them.

T. PANEL SCREENING COMMITTEE:

1. Co-director will be chairperson and be assisted by at least 2 committee members appointed by the executive board. Co-director and one committee member shall visit the new panel. The criteria form attachment A & B adopted by the board in 1993 shall be the criteria that will have to be met in order to establish a panel.
2. Any time a question is raised concerning an existing panel not meeting the criteria requirements it shall be reviewed by this Committee and a report in writing given to the executive board.

VII. DEPORTMENT:

- A. Any member of the Committee is automatically disqualified from Committee service and Panel participation when any of the following occurs:
 1. Loss of sobriety. Sobriety requirements will have to be re-attained for membership in the Committee.
 2. Willful refusal to abide by the rules and regulations of-the facility served.
 - a) If a willful violation of facility rules and regulations is reported to the Committee, it will be referred to the Policy Council for review and a decision as to possible disqualification from Committee service.
 - b) The member involved shall have the right of appeal to the Committee.
- B. DEPORTMENT: If an elected and/or appointed Board member is unable to fulfill a required commitment, (such as missing 3 or more Board meetings,) the Board of Directors will discuss, with the person(s), a solution to the situation. If there is to be a position vacated, action-using Paragraph V-B will be considered.

VIII. DRESS CODE:

Panel members shall dress appropriately for all panels, ever mindful that you are representing the San Fernando Valley Hospital and Institutional Committee, and Alcoholics Anonymous. Panel members shall not wear suggestive/provocative, clothing at any facility served. Examples of improper attire are:

Tank tops or T-type shirts Cut offs or shorts Mini—skirts or slit skirts Tight fitting blouses or sweaters.

Low-cut blouses or see—through blouses

Many of the prison facilities have different rules as to dress code, always check with panel leader as to what is permissible, never jeans of any kind.

IX. YOUR DRIVERS LICENSE:

Some institutions require all visitors (including H&I members) to display of surrender a valid California Drivers License or a valid picture ID while inside the institution These institutions may run a background check. .

Please do not go on a panel to a penal institution if you have outstanding warrants or other legal problems. You are not immune from arrest or detention — while on a panel.