

TASK FORCE TO STUDY CHURCH LEADERSHIP AND COMPENSATION

Membership

Ms. Diane B. Pollard, <i>Chair</i>	New York II	2018
Mr. David Quittmeyer, <i>Vice-Chair</i>	Central Gulf Coast	2018
Ms. Barbara Miles, <i>Secretary</i>	Maryland	2018
Canon Bonnie Anderson	Michigan	2018
The Rev. Canon Stephen Carpenter	California	2018
Canon Judith Conley	Arizona	2018
The Rt. Rev. Carol Gallagher	Montana	2018
Mr. Scott K. Haight	West Tennessee	2018
The Rt. Rev. William Klusmeyer	West Virginia	2018
The Rev. Ellen Tillotson	Connecticut	2018
The Rt. Rev. James Waggoner, Jr.	Spokane	2018
The Most Rev. Michael Bruce Curry, <i>Ex-Officio</i>	North Carolina, IV	
The Rev. Gay Clark Jennings, <i>Ex-Officio</i>	Ohio, V	

CHANGES IN MEMBERSHIP

There were two (2) changes in the membership of the Task Force during the triennium: the resignation of the Rev. W. Frank Allen, and the addition of the Rt. Rev. James Waggoner, Jr.

Mandate

The Task Force was established by Resolution D013 of the 78th General Convention, meeting in Salt Lake City in July 2015. The Resolution called for the President of the House of Deputies (“PHoD”) and the Presiding Bishop jointly to appoint a Task Force to consider the duties and compensation of the leadership of the General Convention, given the following:

- that the structures of The Episcopal Church are evolving;
- that there are increased demands on the time and energy of the President of the House of Deputies;
- that the President serves as Vice President of the Domestic and Foreign Missionary Society [DFMS] and as Vice-Chair of the Executive Council, among other duties;
- that the Convention considers it important that the House of Deputies be able to choose a President without regard to financial circumstances of the candidates for office;
- that the House of Deputies has affirmed the desirability of compensation for the President; and
- that the House of Bishops understands and appreciates the cogency of, and fairness issues inherent in the position of the House of Deputies.
- Recommendations of the Task Force are to be reported to the 79th General Convention.

Summary of Work

The initial Task Force meeting took place on November 18 – 21, 2015 at the Maritime Institute in Linthicum Heights, Maryland. The meeting was an orientation gathering for all Interim Bodies and gave the Task Force an opportunity to interact with colleagues of other Interim Bodies. The Task Force used this meeting time to craft the agenda for the work in the triennium and began to seek input from other Interim Bodies, leadership, Deputies and Bishops, and other individuals of all orders of ministry about the history and range of responses to D013. A number of archival investigations and writings relevant to the history and development of the public duties and visibility of the PHoD were also assigned for study. The Task Force met three (3) additional times; twice in-person and once electronically.

Through its interviews and study of the roles and duties of previous PHoDs, the Task Force confirmed that there are significant barriers to the ability of the House of Deputies to choose its leadership freely. In particular, the lack of any monetary compensation is a limiting factor in choosing a PHoD based on gifts and skills, as opposed to being restricted by the age and personal economic circumstances of potential candidates. This is not good stewardship of the human resources that are available to us as potential leaders. Further, there may be a lack of a comprehensive understanding of the negative implications of these circumstances to the governance of the church from both a historic and contemporary perspective.

Based on these findings, the Task Force set out to assemble from governing documents of The Episcopal Church a comprehensive description of the actual work and duties of the PHoD. We also ascertained that the work required such time as to forestall any gainful employment by the incumbent. Indeed, we learned that no PHoD has held regular paid employment since the election in 1985 of the Very Rev. David Collins, who retired early at age sixty-two (62) from his position as Dean of the Cathedral in Atlanta in order to adequately carry out his duties as PHoD.

In reviewing and preparing the job description, the Task Force also noted that the PHoD is a Vice President of the Domestic and Foreign Missionary Society [DFMS], and the only such officer not to be paid. As an officer, agent, and fiduciary of the DFMS, the PHoD is responsible for the assets of The Episcopal Church and must undergo certain required background and financial checks.

The Task Force observed in the course of its study that the Canons of The Episcopal Church already call for the Executive Council to fix a salary for all officers, agents and employees of Executive Council and for all agents and employees of the DFMS (Canon I.4.5(c)). Under this provision, the PHoD, as Vice President of Executive Council and Vice President of the DFMS, is canonically entitled to a salary. The Task Force considered that this canonical provision resolves the question entirely. After further consideration, however, in light of the way the question came up in D013 as a resolution of General Convention, the consensus of the Task Force was that it would be prudent to clarify and affirm the

salary issue in a direct way by resolution recommended for adoption by the 79th General Convention in 2018.

The Task Force also considered other matters related to the Office of the PHoD, some of which might require canonical changes and some of which might be addressed adequately through either Rules of Order or by action of Executive Council. These matters include:

A formal process for nominating candidates for the Office.

Because there is at present no formal process for screening or “vetting” candidates for the Office of PHoD, the required background and financial checks were performed for the incumbent PHoD after election.

The Task Force feels strongly that individuals who are candidates for positions – volunteer or paid – should be subject to the normal background checks as prescribed for employees of organizations who will have fiscal and fiduciary responsibilities. The Task Force met with the Joint Committee on Nominations to share this finding with them and to ascertain what might be needed to develop such a process. Subsequently, the Task Force learned that the House of Deputies could set up an internal process to screen potential candidates for PHoD, and that no canonical changes are required to adopt such a process.

The Task Force also discussed the desirability of a periodic “ministry review” process specifically for the PHoD, which might be directed by Executive Council in the course of its business.

The Task Force believes that these process issues should be addressed within current structures.

Therefore, the Task Force on Leadership and Compensation recommends that this General Convention request that the Executive Council exercise its existing canonical mandate to establish and begin compensation for the President of the House of Deputies. It further recommends that the incumbent PHoD consider establishing a Committee of the House as an experimental way to educate and conduct some preliminary screening of potential candidates for the office in the future.

The Task Force has requested the Finance for Mission Committee of Executive Council to make provisional allowance for a PHoD salary in the draft budget that it will submit to the Joint Committee on Program Budget and Finance for action at General Convention. The Task Force is not recommending a specific amount, but believes that the amount should be determined through the methods currently used by Executive Council in proposing compensation for officers and staff.

Proposed Resolution

RESOLUTION A028 SALARY FOR THE PRESIDENT OF THE HOUSE OF DEPUTIES

Resolved, The House of _____ concurring, that this General Convention recognize that The Episcopal Church's governing documents require the President of the House of Deputies to perform numerous duties that are specified and those that are normally appropriate to the office; and be it further,

Resolved, That this General Convention recognize the continuing evolution of The Episcopal Church and the increased demands on the time and energy of the President of the House of Deputies; and be it further,

Resolved, That this General Convention recognize that there exists a great barrier in identifying and recruiting qualified candidates for President of the House of Deputies because of the lack of compensation for this position, which forecloses other full-time employment; and be it further,

Resolved, That this General Convention recognize that in Resolution D013 the 78th General Convention of The Episcopal Church (2015) affirmed that "the House of Deputies considers it important that [it] be able to choose a President without regard to the financial circumstances of the candidates, [and that] the desirability of compensation for the President of the House of Deputies is a fairness issue," and that "the House of Bishops understands and appreciates the cogency of, and fairness issues inherent in, the position of the House of Deputies"; and be it further,

Resolved, That this General Convention recognize that to have a compensated President of the House of Deputies shows The Episcopal Church's recognition of the importance of the laity and the clergy in the governance of The Episcopal Church; and be it further,

Resolved, That this General Convention recognize that the Canons of the General Convention of The Episcopal Church require that the President of the House of Deputies serves as the Vice-Chair of the Executive Council of the General Convention and as the Vice-President of the Domestic and Foreign Missionary Society [DFMS]; and be it further,

Resolved, that whereas Canon I.4.5(c) provides:

“Members of Executive Council shall be entitled to reimbursement for their reasonable expenses of attending meetings, in accordance with procedures established and approved by Executive Council. Except as determined by Convention, the salaries of all officers of the Council and of all agents and employees of the Council and the Domestic and Foreign Missionary Society shall be fixed by the Council.”,

that this General Convention authorize and direct its Executive Council to fix a salary for the President of the House of Deputies as an officer and agent of the Council and as an agent of the Domestic and Foreign Missionary Society [DFMS].

Explanation

At the end of the 78th General Convention (2015) a Task Force was appointed by the Presiding Bishop and the President of the House of Deputies to consider the issues of leadership and compensation of the President of the House of Deputies, with this Task Force to report its recommendations to the 79th General Convention in 2018.

The Task Force conducted extensive interviews with the Presiding Officers, other officers, former Presidents of the House of Deputies, and long-serving Bishops and Deputies; studied the Canons and other governing documents of The Episcopal Church; and reviewed the circumstances and service of Presidents of the House of Deputies over the past forty (40) years. After much prayerful reflection and discussion, the Task Force came to the conclusion that providing a salary for the President of the House of Deputies is not only a good thing, but also essential for the growth of The Episcopal Church. Moreover, it is demanded by good stewardship of the human resources entrusted to us in those who would devote their full-time service to The Episcopal Church.

The Episcopal Church, at its General Conventions of 1997, 2000, and 2015 attempted to establish and secure by resolutions, as considered and adopted by the House of Deputies at each of these Conventions, a stipend for the President of the House of Deputies. As our church has evolved in many areas, it is now time to compensate the only unpaid Executive Officer in a way that is commensurate with the vital duties performed. The canonical basis and authority directing compensation for the office is already contained in Canon I.4.5(c) regarding the leadership role of the President of the House of Deputies in the Executive Council and in the Domestic and Foreign Missionary Society [DFMS].

This resolution does not attempt to change the position or powers of the President of the House of Deputies, the scope of which is described extensively in the governing documents of The Episcopal Church, but rather intends to compensate for the full-time work that the position demands from the individual who agrees to serve in this role.

Supplemental Materials

Duties and Responsibilities of President of the House of Deputies, Vice Chair of the Executive Council, and Vice President of the Domestic and Foreign Missionary Society [DFMS]

The elected position of President of the House of Deputies includes the additional canonical offices of Vice Chair of Executive Council of General Convention and Vice President of the Domestic and Foreign Missionary Society [DFMS], the nonprofit corporate entity through which The Episcopal Church owns property and does business. These three (3) positions are canonically established and are not divisible. The required duties of these offices are established by governing documents of The Episcopal Church, namely, the Constitution & Canons of The Episcopal Church; the Joint Rules of Order of the House of Bishops and the House of Deputies; the Rules of Order of the House of Deputies; and the By-laws of the Executive Council of General Convention and the Domestic and Foreign Missionary Society.¹

I. Canonical Bases

A. President of the House of Deputies: There shall be a President of the House of Deputies, who shall perform the duties normally appropriate to the office or as set forth in the Canons. (Canon I.1.1(b)).

B. Vice-Chair of the Executive Council/Board of Directors of the Foreign and Domestic Missionary Society: The President of the House of Deputies is the Vice-Chair of the Executive Council of the General Convention. (Canon I.4.2(b)). The Executive Council of the General Convention also serves as the Board of Directors of the Domestic and Foreign Missionary Society [DFMS]. (Canon I.3, Constitution of the Domestic and Foreign Missionary Society, Article II).

C. Vice President of the Domestic and Foreign Missionary Society: The President of the House of Deputies is a Vice President of the Domestic and Foreign Missionary Society [DFMS]. (Canon I.3, Constitution of the Domestic and Foreign Missionary Society, Article III).

II. Required Duties and Responsibilities

A. General Convention:

1. Serves as an *ex-officio* member of every Commission of the General Convention or may appoint a personal representative (Canon I.1.2(e)).
2. Is an *ex-officio* member of and appoints a member of the Joint Standing Committee on Planning and Arrangements for General Convention with duty to fill vacancies (Joint Rules I.2(e), Joint Rules I.2(b)).
3. Appoints Lay and Clerical members of Standing Commissions and fills vacancies should such arise (Canon I.1.2(c)).
4. Appoints one (1) Lay Person and one (1) Presbyter or Deacon to the Joint Standing Committee on Planning and Arrangements (Joint Rules VI.16(a)).
5. Sets, with the Presiding Bishop, a different date and/or length of General Convention, upon the recommendation of the Joint Standing Committee on Planning and Arrangements, and with the advice and consent of Executive Council (Canon I.1.14(e)).
6. Refers proposals for legislative consideration to the proper Standing Committee or Special Committee of the House of Deputies (Joint Rules III.11).
7. Assigns, by joint action with the Presiding Bishop, responsibility to the House of Deputies or the House of Bishops for initiating legislation as the House of Initial Action (Joint Rules III.13(a)).
8. Makes referrals to Provincial Synods within sixty (60) days after General Convention, with the Presiding Bishop, such subjects as the General Convention directs or the presiding officers (Presiding Bishop and President of the House of Deputies) deem advisable (Canon I.9.11).
9. Appoints Priests and Deacons and Lay Persons to Task Forces created by General Convention according to the provisions of the Joint Rules and subject to the enabling resolutions (Joint Rules IX).

10. Is an *ex-officio* member and appoints Lay and Clerical Deputies to the Joint Standing Committee on Program, Budget, and Finance (Joint Rules II.10(a)) and fills vacancies should such arise (Joint Rules I.2(b)).
11. Appoints Lay Persons and Presbyters to the Joint Standing Committee on Nominations and fills vacancies should such arise (Joint Rules VII.18, Joint Rules I.2(c)).
12. Appoints two (2) youth representatives as members of the Joint Nominating Committee for the Election of the Presiding Bishop (Canon I.2.1(a)).
13. Appoints Clerical and Lay Deputies to the Joint Nominating Committee for the Election of the Presiding Bishop when vacancies arise (Canon I.2.1(c)).
14. May appoint Clergy or Lay Members or staff of the Executive Council, or other experts, to consult with Joint Legislative Committees and Joint Committees (Joint Rules I.2(d)).
15. Jointly appoints, with the Presiding Bishop, a Treasurer of the General Convention in case of vacancy by death, resignation or otherwise (Canon I.1.7(b)).
16. Appoints, with the confirmation of General Convention, Clergy and Lay Members to the Board of the Archives of The Episcopal Church and fills vacancies should such arise (Canon I.5.3(c)).
17. Appoints, with the confirmation of General Convention, Clergy and Lay Persons to the Board for Transition Ministry and fills vacancies should such arise (Canon III.16.1(c), Canon III.16.1(e)).

B. Duties specifically concerning the House of Deputies:

1. Serves as presiding officer of the House of Deputies (Canon I.1(a)).
2. Appoints a Secretary *pro tempore* of the House of Deputies should there be a vacancy during the recess between Conventions (Canon 1.1.1(i)).
3. Appoints one or more Parliamentarians and Vice-Parliamentarians (HOD Rules V.D.).
4. Appoints and specifies the duties of one (1) or more Chaplains to the House (HOD Rules V.E).
5. Appoints Sergeant-at-Arms and necessary assistants (HOD Rules V.F).

6. Appoints Legislative Committees for the work of the House at General Convention (HOD Rules VIII.A(1)(i)).
7. Appoints Special Legislative Committees for the work of the House at General Convention (HOD Rules VIII.A(1)(iii)).
8. Appoints Officers and Assistants of each Legislative Committee (HOD Rules VIII.A(3)(i)).
9. Appoints Legislative Aides to assist Legislative Committees (HOD Rules VIII.A(3)(iii)).
10. Appoints other Committees and Conference Committees for the work of the House of Deputies as deemed necessary (HOD Rules IX.A(1)(i)).
11. Designates Special Committees for the work of the House of Deputies at or between sessions of the General Convention as deemed necessary (HOD Rules X.A).
12. May submit a Resolution or Memorial to the House of Deputies (HOD Rules VII.D(2)).
13. Appoints an Advisory Council for consultation and advice in the performance of the duties of the Office of President (Canon I.1.1(b)).
14. Appoints the Chancellor to the President of the House of Deputies as counselor in matters relating to the discharge of the responsibilities of the President (Canon I.1.1(b)).

C. Duties concerning the Book of Common Prayer:

1. Affixes signature to the copy of the Book of Common Prayer accepted by the General Convention of this Church which is considered authenticated by the signatures of the Presiding Officers (Presiding Bishop and President of the House of Deputies) and Secretaries of the two (2) Houses of the General Convention and thereby declared to be the Standard Book of Common Prayer of this Church (Canon II.3.1).
2. Jointly authorizes, with the Presiding Bishop, variations and adjustments to, or substitutions for, or alterations in, any portion of the texts under trial, which seem desirable as a result of such trial use, and which do not change the substance of a rite (Canon II.3.6(c)).

D. Duties required pursuant to Canon III (Ministry) and Canon IV (Ecclesiastical Discipline):

1. Appoints one (1) Presbyter and one (1) Lay Person to a committee convened by the Presiding Bishop in the case of irreconcilable differences affecting the pastoral relation between a Bishop and a Diocese (Canon III.12(c)(1)).
2. Receives copies of notices of Accords and Orders pertaining to a Priest or a Deacon (Canon IV.14.12(a)).

E. Duties required as Vice-Chair of Executive Council of General Convention:

1. Serves as Vice-Chair of the Executive Council of General Convention (Canon I.4.2(b)).
2. In the absence of the Chair (Presiding Bishop), presides and assumes the duties of the Chair for a meeting of the Executive Council (Canon I.4.2(e) and By-laws IV.2(c)).
3. Reports official acts and activities to the Executive Council (By-laws IV.2(b)(i)).
4. Serves as an *ex-officio* member of all committees of Executive Council established by resolution or By-law (By-laws IV.2(b)(ii)).
5. Serves as a voting member of the Executive Committee of Executive Council (By-laws VII.1(b)(ii)).
6. May call a meeting of the Executive Committee of Executive Council (By-laws VII.3(c)).
7. In the absence of the Chair (Presiding Bishop), presides at meetings of the Executive Committee of Executive Council (By-laws VII.3(e)).
8. Jointly appoints, with the Chair, the Executive Officer of the General Convention, subject to the advice and consent of Executive Council (Canon I.1.13(a)).
9. Jointly nominates, with the Chair, the Chief Operating Officer, subject to the consent of Executive Council (Canon I.4.2(f)).
10. Jointly nominates, with the Chair, the Chief Financial Officer, subject to the consent of Executive Council (Canon I.4.2(g)).

11. Jointly nominates, with the Chair, the Chief Legal Officer, subject to the consent of Executive Council (Canon I.4.2(h)).
12. Jointly nominates, with the Chair, members of all committees, *ad hoc* working groups, and task forces of the Executive Council (Canon I.4.4, By-laws VIII.2(c)).
13. Jointly appoints, with the Chair, Executive Council liaisons to each Standing Commission of General Convention (Canon I.1.2(d)).
14. Jointly appoints, with the Chair, the chairs of each Executive Council Joint Standing Committee (By-laws VIII.3(g)).
15. Jointly nominates, with the Chair, members of the Joint Audit Committee of the Executive Council and the DFMS for election by Executive Council (Canon I.4.3).
16. Jointly nominates, with the Chair, members of the Executive Council Investment Committee (By-laws VIII.4(b)(ii)).

F. Corporate Officer Duties required as Vice President of the Domestic and Foreign Missionary Society [DFMS]:

1. Serves as Vice President of the Domestic and Foreign Missionary Society [DFMS] (Canon I.3.III).
2. Jointly nominates, with the Chair, members of the Joint Audit Committee of the Council and the DFMS (Canon I.4.3).
3. Serves *ex-officio* as a member of all committees of the Board of Directors of the DFMS (By-laws V.2(a)(ii)).
4. Performs and fulfills various legal and fiduciary responsibilities required of the position such as receiving service of process on legal proceedings; with other officers being approved under financial and background checks for federal contracting; serving as an authorized signatory of contracts, documents, financial instruments, and checks on behalf of the DFMS;
5. Participates in weekly meetings of the Officers of the DFMS.
6. Maintains a presence at the Episcopal Church Center on a regular basis, including attending such events as meetings of all staff.

7. Meets, communicates, and consults regularly with the President of the DFMS and other Officers of the corporation.
8. Maintains relationships and consults with various DFMS staff as appropriate.

G. Customary Duties “Normally Appropriate to the Office” (Canon I.1.1(b)):

1. Meets and communicates regularly with the Executive Officer of General Convention who historically (and currently) also serves as the Secretary of the House of Deputies.
2. Prepares for all aspects of the transaction of business in the House of Deputies.
3. Builds and maintains relationships with the various canonical or affiliated groups such as The Church Pension Group, Episcopal Relief and Development, the Episcopal Church Women, and the United Thank Offering.
4. Attends all meetings of Provincial Synods at the meetings immediately preceding the General Convention.
5. Provides orientation, information, and resources for Deputies and alternate Deputies before and during General Convention.
6. Subject to the budgetary process, hires and supervises the Executive Assistant to the President of the House of Deputies.
7. Subject to the budgetary process, hires and supervises other staff and independent contractors supporting the work of the President of the House of Deputies.
8. Communicates regularly with Deputies and alternate Deputies through communications from the President, the House of Deputies website, a monthly electronic newsletter, and social media.
9. Serves as preacher, keynote speaker, or presenter at a variety of conferences, programs, and events, when invited to do so to promote the goodwill and mission of The Episcopal Church.
10. Attends various church-wide events, conferences, and programs, when invited to do so to promote the goodwill and mission of The Episcopal Church.

11. Confers with deputations and visits dioceses, when invited to do so to promote the goodwill and mission of The Episcopal Church.

III. Legislative Qualifications

The President of the House of Deputies must be a member of the House of Deputies at the time of election to the office. The term is approximately three (3) years, beginning at the adjournment of the General Convention at which elected and ending at the adjournment of the following regular meeting of General Convention. A person may serve up to three (3) consecutive terms as President of the House of Deputies. (Canon I.1.1(b)).

IV. General Qualifications

The President of the House of Deputies should have considerable experience at all levels of governance in the Church. Critical abilities and competencies include:

- The ability to commit to a full-time position requiring frequent travel for a minimum of three (3) years;
- A strong knowledge of the House of Deputies Rules of Order;
- A strong knowledge or ability to become expert in parliamentary procedure;
- The ability to preside effectively and efficiently over a legislative body of approximately eight hundred and eighty-eight (880) people for eight (8) to ten (10) days;
- A deep knowledge of and respect for the polity and mission of the Church;
- Excellent presentation, oral and written communications skills;
- Demonstrated ability to engage in strategic planning with sensitivity to time constraints and resources;
- Demonstrated ability to develop relationships with and discern gifts and skills of church leaders to make the approximately seven hundred (700) required appointments as well as to fill the three hundred (300) “rolling” vacancies relating to those appointments;
- Demonstrated ability to empower individual volunteers as well as groups;
- Experience in collaborative leadership and ministry; and

- The ability to clear required criminal and background checks required for U.S. federal contractors.

Endnotes

¹ Constitution & Canons of The Episcopal Church (2015) (“Canon(s)”); Joint Rules of the House of Bishops and the House of Deputies (2015) (“Joint Rules”); Rules of Order of the House of Deputies (2015) (“HOD Rules”); and the By-Laws of the Executive Council of General Convention and the Domestic and Foreign Missionary Society (adopted June 17, 2011, and revised June 10, 2016) (“By-laws”). The Domestic and Foreign Missionary Society is a New York corporation and is sometimes referred to as the “DFMS.”