

APPROVED
Board for Church Deployment Meeting Minutes
Commissions, Committees, Agencies, and Boards Gathering
November 15-18, 2006
Marriott O'Hare, Chicago, Illinois

Present: The Rt. Rev. Barry Beisner, the Rt. Rev. Bruce Caldwell, the Rev. Canon Andrew Doyle, Canon Carter Echols, the Rt. Rev. Wendell Gibbs (chair), the Rev. Canon Gregory Jacobs, Canon Jill Mathis, Ms. Emily Peach, Ms. Lindsay Ryland, the Rt. Rev. Michael G. Smith, the Rev. Canon Matthew Stockard, the Rev. Canon Jenny Vervynck.
Staff: The Very Rev. Rebecca McClain, Ms. Pamela Ramsden.

WEDNESDAY, NOVEMBER 15TH:

Wendell Gibbs called the meeting to order. The members of the Board introduced themselves. We reviewed the handbook for Commissions, Committees, Agencies, and Boards (CCAB).

Jenny Vervynck was nominated and elected as vice-chair.

After brief orientation some initial questions arose: What does “oversee” mean within the Board’s canonical requirement to “oversee the church deployment office?” What decisions are the Board’s responsibilities? What are the parameters for the executive director’s solo decision making, and what constitutes the necessity for group decision making? Members of the Board expressed a desire expand the tactics present in the canons into strategies. Members of the Board named that the language we use needs to be a consistent mantra. This language can include changing the identified client from clergy or congregation to the system or part of the system to focus on growth.

THURSDAY, NOVEMBER 16TH:

The Board participated in the CCAB **dismantling racism seminar**. After the seminar the Board was asked reflect on the following questions:

Look at the members of the committee – are they fully representative of God’s creation – in what ways?
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No. However, the racial representation of the Board includes Caucasians, African-Americans, and Native-Americans.

Examine the procedures and policies that govern your committee. Are they oppressive or libratory?

The policies that govern the use of the online database are explicitly inclusive and equal opportunity. Pam Ramsden has attended minority groups’ conferences in order to register clergy as users of the online database. The current self-reporting setup of the

clergy profile is counter-cultural for some Asians and Native-Americans. Especially in this situation, a 360 instrument could help provide the information for the clergy profile.

Search Committees and Vestries need learning opportunities about discrimination within the calling process. The discrimination extends beyond race to include gender and other “isms.” In the 1990s the Board attempted to develop materials for search committees to talk about discrimination within the calling process. As is usual, transition ministers (deployment officers) need adaptable teaching tools for their “tool kits of best practices.” They don’t need rigid programs. An adaptable program will have several teaching pieces in small segments. The first level of the teaching pieces may focus on consciousness-raising. What does a process look like for changing the culture within congregations? What opportunities can we give congregations to experience other clergy beyond their congregational norms?

The Rev. Canon Elizabeth Geitz in the Diocese of New Jersey has setup a system of training search committees and vestries. The Rt. Rev. Barry Beisner in the Diocese of Northern California uses a curriculum called Diversity By Design, which encompasses a Friday evening through a Saturday afternoon. Canon Carter Echols uses an exercise called “In my heart of hearts I long for...” Ms. Lindsay Ryland shows search committees and vestries pictures of recent seminary graduates. She asks the committees what their ideal clergy person looks like. The Rev. Canon Andrew Doyle has created a cheat sheet of current clergy demographics using Matthew Price’s information from the Church Pension Group’s research. Canon Jill Mathis has a template of a letter from the bishop to the search committee which plainly states that there will be a diversity of candidates presented to the search committee.

Using the learnings from the sessions today:

--look at the tasks your committee has been given to do, what are the issues of racism, oppression and exclusion that are imbedded in those issues?
--What actions and decisions that you might take and make might be liberatory and which might be oppressive?
--At the end of this session and each session ask yourselves, How did our proceedings contribute to liberation and equity in this church and in the world?

Second-term Board members expressed appreciation for the multi-cultural training received during our May meeting in Hawaii with the Rev. Canon Robert Fitzpatrick, the Rev. William Allport, and others. From the training we heard that a successful “fit” between a congregation and clergy candidate will affirmatively answer the following questions: Will you love them? Do you envision a future with them? Can you talk-story with them? A desire to bring Fitzpatrick and Allport to the April Diocesan Deployment Officers Conference was expressed. It was suggested that the Board’s future training experiences be videoed and posted online for any transition minister to view. The powerpoint presentations or handout materials could also be posted.

The following question was asked: “What’s working and why in the calling process for women and minorities?” A discussion ensued which resulted in the following motion:

Moved /Seconded (M/S) Matthew Stockard/Jill Mathis, that we remove the checkbox that states “applications from women and minorities especially welcome” from the position profile search request form, and replace it with an affirmative statement reflecting the canonical values such as: “No person shall be denied access to the discernment process for any ministry, lay or ordained, in this Church because of race, color, ethnic origin, national origin, sex, marital status, sexual orientation, disabilities or age, except as otherwise provided by these Canons. (III.2.1)” or something like it after a chancellor has reviewed it.” The motion was approved unanimously.

FRIDAY, NOVEMBER 17TH:

The Board spent the morning in executive session. The Board identified the Church Deployment Office’s and the Board’s “Zen purpose” as

- Train and nurture transition ministers (deployment officers) and bishops to facilitate the connecting of professional ministers and congregations to enable life-giving and empowering mission and ministry.
- Equip clergy and congregations to discern the ministries to which they are called.

The Board’s tactics for accomplishing the “Zen purpose” are

- Facilitate networking between deployment officers
- Collaborate with others to achieve our “Zen purpose”
- Develop, identify, and offer connection to resources – tools & best practices
- Provide a standardized personnel document delivery and database
- Be available on a consultant basis

In order to accomplish the above “Zen purpose” and tactics, the Board subdivided into committees. The subcommittees will meet via teleconference between now and the April Board meeting. It is assumed that Rebecca McClain and Pam Ramsden will be resources to each of the subcommittees, as needed. In the future we would also like to occasionally meet with Bud Holland and Charles Fulton to collaborate.

The **purpose statement and strategic planning committee** includes Jenny Vervynck (chair), Barry Beisner, Bruce Caldwell, Emily Peach. This committee will build upon the above work and develop a cohesive purpose statement and strategic plan before the April 2007 meeting.

The **resource development committee** includes Matthew Stockard (chair), Gregory Jacobs, Lindsay Ryland, and Michael Smith. They will brainstorm resource ideas; name the tools needed; evaluate ongoing projects (including the Church Assessment Tool pilot project); and collaborate with other resource providers. The subcommittee will begin by reviewing two of the CDO’s printed resources to bring them up-to-date to PDF format for electronic publication.

The **National DDO Conference planning committee** includes Jill Mathis (chair) and Carter Echols. Thad Bennett, Jim Mathis, and Bill King have also been serving on this subcommittee. Kristi Phillip will be asked to join the planning committee. They will plan the DDO Conference, which is scheduled to take place April 15-17, 2007 in Seattle, Washington.

The **ad hoc administrative committee** includes Wendell Gibbs (chair) and Andrew Doyle. They will review and make recommendations regarding our administrative systems, including both the Board's and CDO's budgets, contracts, letters of agreement, and evaluation, support and role clarity for personnel. Rebecca McClain's current job description is from the executive director search process. Pamela Ramsden's current job description is from last year when her title was changed to associate director and her pay scale was increased. Role clarity for personnel includes evaluating and possibly changing staff's titles to better reflect what they are doing or what we desire them to do.

The Most Rev. Katharine Jefferts Schori met with us briefly to review and provide feedback to our purposes and tactics. Since the CDO and Board report directly to the Presiding Bishop's Office, Jefferts Schori clarified that the Board has freedom to define and provide full oversight to the CDO.

National DDO Conference – Jill Mathis

The Conference will take place April 15-17, 2007 at the Renaissance Hotel in Seattle Washington. The Board reviewed the conference schedule and budget. Jill intends to solicit workshop ideas from the DDO email list serve. The \$19,000 budget includes soliciting \$4,500 from sources other than registration fees in order to keep registration fees to an affordable minimum. *M/S Lindsay Ryland/Matthew Stockard, Wendell Gibbs will write a letter to Pat **Coller** to solicit \$5,000 from the Church Pension Group for the DDO Conference budget for the purposes of leadership development, passed unanimously.*

2007-2009 Triennium Budget

As of January 1, 2007 Fresh Start will move to CREDO's direct oversight. The current funding partners are CREDO, Episcopal Church Foundation, Church Deployment Office, and the Office for Ministry Development.

Executive Council has cut the staff position that the Board requested to be kept during its May meeting. The CDO needs a higher level of administrative support. In order to prepare for staffing changes, Lillie Davis, the current Administrative Assistant, has been notified that her temp contract will not be renewed.

M/S Carter Echols/Lindsay Ryland, Wendell Gibbs will write to PB&F to request the Fresh Start funding (from Line 105 of the Triennium Budget) to be relocated under the Office for Ministry Development budget, and to also request direct notification about any intended changes to the CDO or Board budget since Presiding Bishop Jefferts Schori has directed us to have full oversight of the CDO, passed unanimously. It is expected that these communications will be copied to the Presiding Bishop, Rebecca McClain, and the

new COO at the Episcopal Church Center. The Board will consider appointing a treasurer and/or a finance committee.

BACK AT THE RANCH

Church Pension Groups database projects delayed the synching of the UEID numbers between the CDO database and CPG's personnel database.

Rebecca McClain is working with Charles Fulton on developing an internal (Episcopal) congregational assessment tool. Rebecca is talking with Bill Craddock about an internal clergy assessment tool. Rebecca continues to evaluate what kinds of assessment tools are helpful to congregations and clergy. The board affirmed that clergy need a 360 assessment tool. Rebecca and the resource development committee will work with Bill Craddock to negotiate the initial stages of the development of this tool.

The Church Assessment Tool (CAT) pilot project will conclude in March. One-hundred congregations are being recruited to participate in the pilot project. Fifty-two people, representing forty-eight dioceses, participated in the CAT trainings. The resource development subcommittee will evaluate the CAT results.

ADMINISTRIVIA

Minutes from the May 8-10, 2006 Board meeting were approved with changes.

The next Board meeting dates will be April 14-15, 2007 in Seattle, Washington before the DDO Conference. The Board will meet November 5-6, 2007 in Detroit, Michigan, with travel days on November 4 and 7.

The Board met on Saturday morning. Another scribe took minutes for that portion of the meeting.

Respectfully submitted,
Emily Peach