

**ASSOCIATION FOR CLINICAL PASTORAL EDUCATION
NORTH CENTRAL REGION
2004 GENERAL MEMBERSHIP MEETING**

MINUTES

DATE of Meeting: November 12, 2004
PLACE: Portland, Maine.....National Conference
ATTENDEES: 54 members signed in
(secretarial minutes holds lists)

Call to Order and Prayer:

Chair Tim Thorstenson called the meeting to order at 9:00 a.m. November 12, 2004.

Newly certified Supervisor Emilie Wolf led the opening prayer

Introductions:

Tim Thorstenson introduced and welcomed new members to the NCR region including Judy Roska (Abbott Northwestern, Mpls.) and Larry Brandon (Lincoln, IL). Kathy Turner was welcomed back from her Paris “year of duty” with her husband. Jeff Billerbeck shared a piece of his most recent journey with request for care.

Minutes of the May Annual meeting were distributed and approved by the body.

Report of Chair:

Tim expressed his appreciation for Board members, R.D. Gary Sartain, and the entire NCR Region. Identified the Region as “healthy, wealthy and wise.”

- Centers are relatively stable.
- we need to “spend down some of our reserves.”
- Top quality education is happening
- Reminded everyone of the Certification Pilot Project---- that begins post Candidacy and pre-papers through Associate. Anyone entering into this project is expected to have their papers ready within 30 days of entrance.
- Presidential Task Group – to study best practices of supervisors
- Some supervisors met with Lutheran group to assess and evaluate learning issues and outcomes.....recommendations are expected to enhance greater integration. Goal: to connect more effectively between seminary and CPE.....Randy Nelson is working thru a grant at Luther Seminary on interviewing students.
- Need to deepen our process of education while we broaden it

Newsletter reminders—in general check the Newsletter for Board actions

- Peer Review – is about our own process and collaboration --- 2001-2004 is year range
- Strategic Planning--- encouraged everyone to respond to questionnaires around Mission statement rewrite. BE CREATIVE and use e-mail for responses.

There was some discussion and confusion within the members about the quick move on the Council on Collaboration ----to be discussed later in new business.

Regional Director Report

Gary began by expressing his appreciation for the support he has received and has been blessed by sharing in continuing education events and consultation for new programs in the Region. Mention was made of the most recent at ACTS Urban CPE Conference and referral made to the Newsletter articles on it.

- People are beginning to make use of the bulletin boardadvised all to sign on – instructions are in the Newsletter
- Announced openings at Aurora Health, Village Manor, Urbana, and Mendota Mental Health
- Encouraged members to think about rural areas – also need creative ways within regional to help finance Centers where money is not available.

Finances: Gary reported on the finances in the absence of Treasurer Laura Kelley. The Balance Sheet as of October, 2004, Profit and Loss January through October, 2004, and Budget information from 2000 through 2005 (proposed) were distributed to all members and are part of these minutes on file. Gary explained some investment considerations the Board is considering....around lowering cashmore on this as Board continues deliberations of options at a January 2005 meeting.

- Members focused on sub-regional monies.....some sub-regions have used their money, some are still planning events or have just had events not recorded.
- Question arose for the membership regarding the 20% surcharge for income – has it served its purpose? Clyde Burmeister offered the historical background: the surcharge was established as a way of equality of centers to pay and the need for income in the Region at the time.
- After discussion it was decided that **the Board, taking the member input seriously, is to take under advisement consideration of the options to delete, continue, or alter the surcharge to Centers. The Board's decision is to be reported back to the membership.**

Board of Representative Report: Steve Pohlman, Edith Finsadahl

Reported on

Council on Collaboration agreeing to Four Common standards for Six Pastoral Care Organizations;

Manual Writing Project completed with new documents to be in use January 1, 2005; Grant Committee Report funding 14 grants totaling \$30,000.00, several in the North Central Region; Multi Cultural Task Force Report and Recommendations;

Relationship of ACPE to the Regions which clarifies financial liability of officers; Relationship of ACPE to the Islamic Society of American

Future of the Journal of Pastoral Care and Counseling

New Strategic Plan for ACPE to be formed in April 2005

Acceptance of the North Central Region changes in the Governance Manual

Initiation of a Development Fund Office for ACPE allowing a committee \$3000 to begin such efforts

Accreditation: Nancy Wigdahl

A written report was distributed (included in these minutes on file)

Certification Commission: Steve Corum reported on the general results of certification at the Annual Meeting. There will be two January Committees in the Region. These dates have been announced and published on the web site. No written report submitted.

Professional Ethics: Mary Ann Weigel

Reported that the committee met for three days followed by a workshop training for Ethics Panelists lead by Anne Underwood, esq.

Identified several changes in the new Professional Ethics Commission Manual:

- 1) If in an investigation of a complaint elements are discovered that could be addressed better by Certification or Accreditation Commissions, those issues may now be referred to the appropriate Commission for action.
- 2) Mediation which has always been offered by the RD is now one of the options the Regional Review Panel has at its disposal. Mediation is now offered later in the process.
- 3) 120 days is now the time limit for a Regional Review and Hearing Panel together, rather than 60 days for each one.
- 4) The list of Panelists training is now a national pool. Other regions may call upon candidates trained for Hearing Panels. Only the Chair of the Regional Review Panel is required to be a member of the Region in which the complaint originated.

The Commission dealt with two cases. One case sanctioned a supervisor on the level of reprimand. The second case, the Commission removed the last half of a year-long Reprimand.

A Heads-up on complaints against Supervisors who are overworked, exhausted and overwhelmed as well as complaints addressing religious diversity....that these student be treated with respect Complaints are forthcoming on lack of supervisory availability, evaluations, etc. and on lack of respect for religious diversity.....both are against Standards.

RANC—Michelle Obserwise-Lacock

RANC met via phone, looked at the mix of men and women, and ethnic persons. Standards is till mostly men and we are in need of ethnic representation.

Standards – David Rumbold

Completed 1st full revision of all Manuals

- Checked for consistency throughout
- Integrated recommendations of the Multicultural Task Force (MTF): gentle judgment and patience 1st years or so of the implementation of the new Standards. Treated MTF work as a new value versus a new competency.
- All Manuals went through a thorough review.
- VERY grateful and give THANKS to the MTF and the Manual Revision Steering Committee for a hard task done well and completed.

The Task of soliciting feedback for Quality Assurance was designated for the Certification process for the past year. We felt this task was insufficiently completed and so extended the period of review until the Spring meeting.

Membership Mtg. November, 2004

Discussed the need for an Orientation Manual process for new committee/comission members. Assigned the task for further study and development.

Discussed exploring the need for Standards regarding Supervisory Training Supervisors ...this is an agenda item for the year ahead.

Budget and Investment – Clyde Burmeister

Members were distributed the budgets..... Clyde gave an overview

2005 Budget is over 1,000,000.00. Monies in escrow should be about 1/3. Hawaii meeting increases air fare.

Strategic Planning ----Peter Holland, Roger Ring

Distributed to all members Mission Statement Questions with request that each member complete this and send back to Peter Holland.....same is on the NCR web site.....

No reports were given from the History and Research, Clinical Members, or REM

Nominations and Elections --- Hemmen

Motion was brought forward by Gary Sartain: **“To Rescind action to revise section 5.3 and section 7.4 of the Regional Governance Manual changing the date that newly elected regional board and committee members take office. Date will begin Jan. 1 of the year following election.** This motion was offered to better coordinate regional and national positions timeline of office. **Motion was seconded and passed unanimously.**

1. *Board of Representatives:* Steve Pohlman eligible to be reelected for 2 years --- no other name was submitted, nomination closed and Steve was elected by acclamation
2. *Certification Regional Chair:* Committee recommended Peter Strening to replace the position held now by Steve Corum. – no other names were submitted, nominations closed, and Peter Strening was elected. He will also sit on the National Certification Commission.
3. *ACPE Certification Commission:* The names of Bill DeLong, Michelle Oberwise Lacock, and Bill Tevervast were placed in nomination. Nominations were seconded and a written ballot was taken. Michelle Oberwise Lacock was elected for a three year term.

New Business:

1. Discussion of concerns about Council on Collaboration document et cetera.....discussion and references to information disemminated
2. Surcharge fee.....see above under finances –Board to take into advisement.
3. Hawaii ACPE Conference – how to collaborate on this – what collective options, how to support persons financially, etc.....after discussion and suggestions.....
Suggestions: pay for those elected to serve, pay for certification persons; subsidize supervisors-in-training.

Motion: That the NCR subsidize trip for all members including clinical members at \$300.00.....amended to: **That the Board take under advisement to subsidize**

Membership Mtg. November, 2004

membership for the 2005 Conference in Hawaii taking members concerns into consideration and bring a proposal to the membership.” Seconded and passed.

The meeting was adjoined.

Submitted by:

Barbara Sheehan, SP , Secretary