

**The Association for Clinical Pastoral Education
North Central Region
Business Meeting Minutes
Chula Vista, October 9-11, 2011**

Attendees: Members signed in. A quorum was declared.

Materials distributed: [proposed Budget for 2012](#) and the Profit and Loss Statement through September 2011, the [Proposed Revision of the Governance Manual of the North Central Region, Regional Director's Report](#), reports from the [Certification](#), [Accreditation](#), [REM](#), and [Standards](#) Committees, the [ACE Board of Director's Report](#), the [Ethics Commission Report](#), and the [Nomination Slate](#).

Call to Order: Jo Ann O'Reilly called the meeting to order at 4:30.

Membership Approved the agenda.

New members were introduced: Sandra Chmielewski from Methodist Hospital in Minneapolis, and Michael Adamson from Marshall, Wisconsin.

Approval of Minutes

The minutes of the October 10-12, 2010 Business Meeting were approved with the following changes. Remove Kristin Langstraat's name from the list of attendees and from the motion made to accept minutes of the October 2010 meeting. Add Kim Goodman's name to the list of attendees.

Governance Manual Revisions

Allen Dundek walked the members through the proposed changes and opened the floor for comments. The discussion focused primarily on concerns about the proposed elimination of the Standards Committee and the addition to the board of a "member of a minority community of the region." (Section 5.2)

Section 4.1 Barbara Sheehan proposed that the manual state that Annual Business Meeting be held *annually*, rather than in the fall. *The change was amended by acclamation.*

Motion was made by Michele Oberwise-Lacock and seconded by Susan Klein to restore Standards as a Standing Committee. The motion failed by a vote of 35 to 36.

Motion was made by Tim Thorstenson and seconded by BJ Larson "to adopt the revised Governance Manual." The motion passed by a vote of 55 to 17.

Dave Rumbold requested that the board appoint a task force to address issues facing currently Standards and the transition to a standing committee.

Nominations: Dixie Potratz Lehman

Dixie Potratz Lehman presented the Nominations Slate and informed members that the slate would remain open for additional nominees until the Monday morning session.

Bill DeLong presented the Certification Committee's rationale for having co - chairs for their committee and implications for the Nominations Slate.

The meeting was recessed until Monday at 8:30AM

Nominations and Elections

The floor was open for additional nominations then closed.

The meeting was recessed until 11:30AM, after the plenary speaker.

Ballots were passed and voted on.

Budget

Beth Burbank presented the 2012 and 2013 budgets.

Motion was made by Tim Thorstenson and seconded by Roger Ring to accept the 2012 and 2013 budgets as proposed. The motion passed by acclamation.

Committees and Commissions

Accreditation Bob Green

(See written report) Bob commended the NCR for the good work centers are doing in maintaining high quality programs. Most of the notations across the regions have been due to clerical errors in the reporting of units to the national office. Under reporting creates financial hardship to the regions and national office.

Certification Bill DeLong

(See written Report) Bill was happy to announce that there was a 100% grant rate for this meeting. Those who met committees were celebrated:

- Willia Brown - Candidacy Extension
- Jeni Porche - Candidacy
- Lori Kaufman - CPE Supervisor
- Janet Maclean - Candidacy Extension
- Patricia Thresher - Candidacy Extension
- Karen Hutt - Candidacy Extension
- Angela Keith – Candidacy Extension

Bill further clarified the “pre certification “ process. The report of this consultation will follow the candidate through the whole process.

Bill reported the following NCR Board decisions.

The fee for meeting a regional Certification Committee is non-refundable and due at the time of declaration of intent to meet a committee. An exception on the basis of hardship will be determined by the chair of the certification committee. Withdrawal of intent can have negative financial and resource implications.

The NCR fee for meeting a certification committee for CPE Supervisor at a regional meeting will be \$150. The purpose of this action is to offset regional expenses for bringing in a Certification Commission member to serve on the committee.

Next regional Certification Committee meeting: March 8-9 in Chicago.

Strategic Planning - Judith Roska

Judy encouraged each of us to complete the ACPE strategic planning survey.

Standards - David Rumbold

(See Report) Dave spoke to the important work being done at the national level. All were urged to read his report that highlights crucial issues being addressed by the ACPE Standards Commission. Comments and concerns to Dave are encouraged.

Gary reported that the Board has appointed Dave Rumbold as chair of a Standards Task Force. Additional members will be chosen by the Board at a later date.

REM

Gary informed the membership of the request from the organizers of the REM 25th Invitational for sponsorship of the 2012 REM Invitational. The Board is recommending that the region contribute at the Supporting Sponsor Level. There are funds available from the 2011 REM budget.

Motion was made by Roger Ring and seconded by Steve Corum to "contribute \$2500 to support a speaker at the REM 25th Invitational in 2012." The motion passed by unanimous acclamation.

The meeting was adjourned until Tuesday at 10:00AM

Elections:

The election results were announced. The following persons were elected.

NCR POSITIONS

Administrative Board

Chair - Elect - Steve Corum

Members at Large - BJ Larson

Minority Representative - Brenda Jackson

Accreditation Committee

Chair - Robert Green
Members: Janet Lutz, Larry Shostrom, Stephan Brunelle, Kim Goodman,
Meg Lybeck-Smoak

Certification Committee

Members: Laura Kelly, Barbara Sheehan, Joann O'Reilly, Mark Tabbut

ACPE COMMITTEES AND COMMISSIONS

Accreditation Commission: Robert Green
Certification Commission: Osofo Atta, Robert Petite
Ethics Commission: Dixie Potratz Lehman
Representation and Nominations: Janet MacLean
Board of Representatives: Mark Tabbut

ACPE Board of Representatives - Tim Thorstenson

(See report) Tim reported that the board is very closely divided on the proposal to change the composition of the Board to one member from each region and three ex-officio members. A vote on the revised structure will take place at the Board's November meeting.

ACPE Operating Costs. There were questions and concerns raised about the cost of doing the business of ACPE. Some expressed frustration for their lack of voice in major decisions of the organization.

Executive Director. The job search has been suspended until the Strategic Plan and a job description for the Executive Director is created.

FCPE. the campaign for the building and vision for its use in in the "quiet phase". FCPE is soliciting funds from external donors. The importance of contributions from ACP members was stressed.

APCE Website. There were many critical comments about the functionality and appearance of the ACPE Website.

Motion was made by Bill DeLong and seconded by Larry Shostrom " to request the national office to move, as soon as possible, the website home page statement about filing complaints to an appropriate section. And we ask that, when time permits, a complete review and assessment of the functionality, appearance, and content of the website be undertaken." The motion passed by unanimous acclamation.

Tim encouraged members to send Derrick Durston an e-mail expressing support for him as he shoulders additional responsibilities as Interim Executive Director.

Nominating Committee. The following were elected.

Janet MacLean IL
Sandra Chmielewski MN
Lyle Greiner IA
Michelle Oberwise Lacock WI

2011 Annual Conference Dates: October 14-16, 2012.

Passing of the “gavel”

Joann presented Roger Ring with a Bob Dylan badge as a symbol of our support as he assumed NCR Board leadership beginning January 2011. Joann also expressed a gracious and heartfelt “thank you” to all for the collaboration and support she experienced during her tenure as Chair of the NCR. The members responded with a standing ovation.

The meeting was adjourned at 10:50AM.

*Respectfully Submitted,
Janet Labrecque*