

**Eastern ACPE Region Administrative Board Meeting
Healthcare Chaplaincy, 307 East 60th Street
New York, New York
March 15, 2002**

MINUTES

Chair Al Lumpkin convened the meeting at 10:30 am with a word of welcome and devotional thought, and invited each member present to give a brief update on her/his life and work. This was done.

The agenda was approved with the addition of a possible contract with Arabella Young.

Secretary Robin Franklin distributed copies of the October 5, 2001 meeting minutes. **M/S/C** to accept minutes as presented.

Executive Committee members reported on the ExNE joint executive committees retreat of January 24-25, 2002. There was a broad discussion on the NE merger proposal, including disproportionality, finances, critical mass, the need to cooperate in C & A activities, and the two regions' similarities. Plans for the ExNE annual conference in October were firmed up, to include hospitality details and a joint regional meeting early in the conference.

Jack Gleason gave the Regional Director's report. After reporting on pastoral concerns and routine functions, he reviewed the ExNE relationship and lifted up the need for new ways to manage and develop financial resources in light greater commitment to scholarships and grants, the stock market decline, and an unexpected conference deficit. In pursuit of strategic plan goals Jack recommended the writing of grant proposals and the establishment of a regional endowment fund. In this vein he is recruiting supervisors with specific knowledge of currently unserved areas to coordinate the development of new centers.

Treasurer John Pumphrey, in his report, further elaborated the financial needs and options available to the Region. He provided data on income and expenses to date, and led a discussion on what is a reasonable financial cushion for the Region.

Israel Kestenbaum, Ethics Representative to the PEC, said that he, Meigs Ross, and Glen Jantzi had received the most recent PEC panelists training. One situation will likely proceed to the level of a review and possibly a hearing panel.

In her capacity as REM Network Representative Robin Franklin noted that more than 20 persons from the Eastern Region participated in the last REM Conference. The next conference will be February 6-8, 2003 in Birmingham, Alabama. An annual membership fee of \$30 has been instituted. An editor for the twice-per-year newsletter is being sought.

There was no Clinical Members report.

Chair Meigs Ross of the Annual Conference Committee discussed program plans, including the need for 25 participants in a pre-conference assessment of their leadership skills. Problems around getting tasks communicated and accomplished across regional lines were aired.

Chair Emily Jean Gilbert reported that the Nominating Committee was just beginning its work toward completing a ballot for the fall annual business meeting.

For the Certification Committee, Chair Paul Steinke noted that ten persons just met subcommittees at Tuscarora, five met with the Commission in November, and four will go to National in Pittsburgh. Five NACC Supervisors were grand-parented into ACPE during the window of opportunity period. Committee consultation with training supervisors and problems with the theory papers process were discussed. Paul asked that appearances for Readiness be tried locally to cut costs. Peer review is on track.

Kathleen Ogden Davis, Accreditation Chair, noted that though a number of annual reports were late, all but one finally came in and those have been recommended for approval. Four centers were reviewed, several changes were noted, and centers up for review in 2002 were announced (three for five year review and seven for ten year review).

Cornel Rempel and Harlan Ratmeyer reported for the Board of Representatives. ACPE recognition by the US Department of Education has been continued through 2005, but loan deferment is not included; that would require Title IV approval involving meeting formidable requirements. The Distinguished Service Award will go to Cameron Byrd. A new Helen Flanders Dunbar Award has also been created. ACPE is doing well financially, with the office loan almost repaid. The CPE program in Syracuse has received a grant from the ACPE Endowment Fund.

Under New Business, **M/S/C** that Arabella Young be reimbursed up to \$300 for services rendered to seek a location for the Spring 2004 ExNE Annual Conference. Chair Lumpkin asked for items from the committees to come to him for the annual business meeting agenda, and got consensus on his proposal to teleconference for the next Executive Committee meeting. In light of the financial policy discussion it was agreed to put on the annual business meeting agenda a recommended \$10 per student unit fee increase to begin with the September 2003 billing. **M/S** to establish a regional endowment fund. Motion was tabled. If the idea of development coordinators for unserved areas proves workable, the need for a Development Task Force will be diminished. The need to appoint someone to the vacancy on the Regional Director Consultation Committee was referred to the Executive Committee for action.

Chair Lumpkin adjourned the meeting at 2:35 pm.

Minutes Reconstructed by
Al Lumpkin & Jack Gleason
November 2, 2002