

Association for Clinical Pastoral Education (Eastern Region)
Administrative Board Meeting
The HealthCare Chaplaincy, New York City
April 2, 2004

Present: Al Lumpkin, Jack Gleason, Carl Yusavitz, Ray Cooley, Cornel Rempel, Harlan Ratmeyer, Denise Haines, Sue Asher, David Stickley, John Pumphrey, Beth Glover and Robin Franklin

OPENING

The meeting began at 10 a.m. with Al Lumpkin presiding. Al began with prayer concerns.

MINUTES

M/S/C To approve minutes for the September 2003 meeting.

AGENDA

The agenda was approved.

REGIONAL DIRECTOR'S REPORT

1. Pastoral Function

Jack continues to keep updated on and share the concerns of the membership.

2. Consultation in Regional Function, etc.

He participated in various functions across the region. These activities included the RD consultation in San Diego, participation on Certification, Accreditation, and a teleconference call for Strategic Planning. He has been involved in mid-year consultations for Residents at two centers and is now providing Electronic Newsletters to the Eastern Region since Denise Haines' resignation as Newsletter Editor. Carlos Alejandro and Johnny Bush are planning to bring REM to the New York and want an opportunity to speak at the regional business meeting in Portland.

3. Consultation in Education and Development

He has been in conversation with Jewish Family & Children's Services of Philadelphia, Jersey City Medical Center, Inter-American University School of Theology and the Malvern Institute about starting CPE programs and in the interest of the Region's goal to diversify our center's base. Consultations have taken place in relation to difficult student situations and in other areas. He has also been offering guidance to two to three CPE inquirers a week.

4. Complaints and Grievances

No formal complaints have surfaced during this period. He continues to offer informal mediating interventions with potential complaints.

5. Financial Resources

The Susan E. Lyon Endowment Fund has a total of \$690 and at this point \$185 has been contributed in 2004. Jack raised the question whether the money should be invested at this point. Charles Orth, who is the ACPE auditor, is the region's new auditor.

6. ExNE Relationship

The ExNE executive committees will meet during the Portland Conference in May. At this stage there does not seem to be interest in combining the regions' administrative functions under one RD.

7. Joan Hemenway for ACPE President-Elect

Joan is campaigning for ACPE President-Elect. Ralph Ciampa and John DeVelder are her campaign managers. Board members were encouraged to support her in this effort. The following motion was made as a means of supporting her.

M/S/C To endorse Joan Hemenway's nomination as President-Elect for ACPE and recommend the endorsement to the Region at the spring meeting.

8. RD Search

Jack's term as RD will end on December 31, 2004. The committee, chaired by Beth Glover and comprised of Margaret Dougherty, Keith Espenshade, Bob Morgan and Jeffery Silberman are hoping to speak to perspective candidates.

FINANCIAL REPORT

John Pumphrey reported. The 2004 audit is complete. Changing auditors helped the region save money and positioned us to be more responsive to changes in ACPE financial requirements for Regions. There appears to be an increase in income. This may be due to higher income from centers, lower expenses because the newsletter is not being printed and lower than expected costs associated with committees. He has had trouble getting folks from REM to collect reimbursement for expenses.

BOARD OF REPRESENTATIVES

Harlan Ratmeyer and Cornel reported. The Board of Representatives will meet in Dallas April 22-25. The meeting will be held prior to the APC Convention to facilitate a joint meeting with the APC board. Harlan and Cornel want to recommend to the Board Angela Felin, Jack Gleason and Al Lumpkin for Supervisor Emeritus status with the approval of the Eastern Region's board. The National office is in good financial shape. The Board will be reviewing the legal relationship between National and the Regions. There are several questions that are being considered in this regard. Harlan will send the questions to the membership eliciting feedback to take with him to the meeting in Dallas.

M/S/C to confer Supervisor Emeritus status on Angela Felin, Jack Gleason and Al Lumpkin.

ACPE CONFERENCE REPORT

Joan Hemenway sent a written report. The speakers are set, the workshop slots are filled, and the pre-conference workshops are taking shape. Overall the conference is in good shape. The biggest concern right now is publicity. John Pumphrey has put together a six-

month plan and Ute Schmidt and Mary Beth Hayes are working with him to see that the plan is implemented. The announcement about the conference should be on the ACPE website soon. The committee is also working on getting the pre-conference program brochure written, designed and printed. The committee will be working with Arabella Young on these details. A Bi-Regional reception has been added for Thursday evening.

ExNE CONFERENCE REPORT

Bill Gaventa sent in his report. The name of the title of the conference is “At the Heart of Our Stories: Meeting One Another as Persons and Professionals”. Arrangements with the hotel are in good shape. He needs to know if committees or groups need meeting rooms so that arrangements can be made with the hotel. The program is shaping up and the committee is looking for more effective ways to utilize Anne Underwoods skills. Registration was over 30 a few days before this meeting. His secretary is handling registration using Boggs Center’s database. The committee has been pleased by the response from individuals and centers for pledges or paid sponsorships of \$1,800. Plans for the next few weeks include sending those who have registered confirmations. Some workshops have size limitations so the committee will be keeping tabs on this. Members will also receive an e-mail to clarify the number of resource and ministry exhibits being planned for the first night. Martin Montonye is coordinating AV needs. Members are being asked to bring portable equipment if they have it since renting the equipment is expensive. Two concerns were raised in relation to planning. There was lack of clarity about role in collaborating with the Northeast and the committee was hoping that the time designated for the joint business meeting could be reduced. The committee wanted to make a second presentation time for Anne Underwood.

ACCREDITATION COMMITTEE

Sue Asher reported. The following were the results of the committee’s meeting in February. In relation to annual reports Valley Hospital was out of compliance in getting summer students evaluations done in 45 days. The center responded to the committee’s request that the students receive their evaluations by March 19. Overlook and Eger Health reported complaints. The rest of the centers were affirmed. Clara Maass has withdrawn from ACPE. Eger Health was granted an extension in its efforts to develop new programming. Cooper Health System and HCC are adding new satellites. HCC was given two commendations during its 10-year review. Eger Health has begun a new program. Some concern was raised in how the program is publicized since it is not yet accredited.

CERTIFICATION COMMITTEE

Ted Trout-Landen sent in his report. The committee reviewed nine candidates at the spring meeting. Two met the committee for readiness and was recommended not to continue. Four met the committee for extension of candidacy and all were granted. Two met the committee for candidacy and one was granted. One met the committee for consultation to maintain active status. No one from the Eastern region will be meeting the National Certification Commission in Dallas. The next meeting will take place from September 22-24 at Tuscarora. This date is later than originally scheduled and the location had to be changed. This change may cause a loss of 40% of the down payment

made to Stony Point. We are working with them to see if there is some wiggle room. Peg Lewis, who coordinates the peer review process, reported that currently all are in compliance. Ken Hayden, in coordination with Deryck Durston (ACPE) continues to coordinate the position paper process. Currently there are 25 SITs (10 readiness and 15 candidates) under the care of the Eastern region. There are four Associate Supervisors. APC requested that ACPE not use its process for MDiv equivalency. Tyler Dudley is working on this. The committee is developing a list of standards for extension for candidacy in conjunction with the National Commission.

ETHICS COMMITTEE

Denise Haines reported. There are two hearings coming up.

NOMINATING COMMITTEE

Ray Cooley reported. There are nominees for all committees except the ACPE Certification Commission. There are no nominees for chair-elect, secretary and treasurer. The committee will have a list of nominees by April 27. The committee will submit to the region a list of nominees that need to be voted on in Portland. As usual the members will be asked if there are nominations from the floor during the business meeting.

STANDARDS COMMITTEE

Cathy Bickerton sent in her report. The committee met during the national meeting in Lake Geneva. Don Breland will be stepping down as chair and Noel Brown has been chosen as the new chair. The committee recommended two changes to the Standards to the Board of Representatives. One change was that Standard 111.6 be added so that those expecting to do research get approval from an Institutional Review Board. The second change has to do with removing the word physical from standard 223.1. Other business included the committee's work around writing a procedure for interim changes to Standards. An on-going process has begun to conduct focus groups regarding Standards. The latter is an effort to get more involvement from various regions. There are other issues that the committee continues to work through such as the removal of the "face-to-face" requirement for formal hearings.

STRATEGIC PLANNING COMMITTEE

Carl Yusavitz reported. He noted that there is still a lot of energy among members to work. In testing out how useful their work is they tried the following. They used the regional website to pose questions and concerns to which people could respond. Attempts in this area have been unproductive. They have made a request to the Accreditation Committee to include the region's strategic goals in the pre-visit packet. Accreditation has been open to this. They are continuing to work on re-connecting with seminary and denominational representatives. Lastly they want to develop a five-year plan for the region and seek ratification of this in Portland. To increase the committee's visibility they will be doing a workshop in Portland aimed at students and clinical members.

CLINICAL MEMBERS REPORT

David Stickley reported. This was his first meeting as the clinical member representative and he is looking at the following concerns. He wants to get a clearer role of a clinical

member from the national office. He wants to continue to look at ways that skills of clinical members can be utilized. He also wants to look at how ACPE can be of helpful in the endorsement process as it relates to certification.

REGIONAL DIRECTOR SEARCH REPORT

Beth Glover reported. JoClare Wilson and Nancy McCormack have sent in a resume to serve as co-directors for the Regional Director position. The cut-off date for candidates who might be interested is June 1.

M/S/C Advise the Search Committee that the Administrative Board is offering a stipend of \$16,000 plus expenses with the newsletter and \$18,000 with check writing responsibilities.

NEW BUSINESS

M/S/C Affirm the candidate Carlos Alejandro as REM Representative.

HCC offered up to \$100,000 in matching funds for monies raised for the Council on Collaboration. This is a group put together to discuss issues that the various pastoral care groups have in common. A letter was written to the Pugh Foundation asking for financial help. Regions are also being asked to make a contribution.

M/S/C to postpone discussion about the Council on Collaboration until the Administrative Board can gather more information.

Dr. Jesus Rodriguez is putting a group together for a consultation regarding reviving CPE work in Puerto Rico April 22-25. Paul Steinke's name was suggested since he worked on this the first time.

Next meetings of the Administrative Board will be October 8, 2004 and April 8, 2005.

Meeting was adjourned at 2:30 p.m.

Respectfully Submitted

Robin Y. Franklin

Secretary