

Association for Clinical Pastoral Education (Eastern Region)
Administrative Board Meeting
Healthcare Chaplaincy, Inc., New York City
October 5, 2001

Present: Paula Teague, Jack Gleason, Harlan Ratmeyer, John Pumphrey, Paul Steinke, Kathleen Ogden-Davis, Glenn Jantzi, Cornel Rempel and Al Lumpkin

The meeting began at 10 a.m. with Paula Teague presiding.

OPENING

Denise Haines was at the meeting to update the Board on what was going on in New York in reference to chaplaincy activities and the World Trade Center disaster. A prayer was said on the behalf of the victims and the recovery workers.

AGENDA

The agenda was approved with the addition regarding a discussion of over spending in the budget and how the decision is made to take that action.

MINUTES

M/S/C to accept minutes as presented.

REGIONAL DIRECTOR'S REPORT

1. Pastoral Concerns

Jack spent some time in New York City on September 17th visiting with chaplains in six different hospitals and HCC as a way of giving support to those involved at the World Trade Towers disaster and to those not as directly involved. He asked us to keep in prayer those in the Region who have experienced a death in their family's, illness, scheduled surgery or are otherwise going through a tough time.

2. Centers

The Eastern Region now has 48 centers with the recent addition of Westchester in New York City and Gettysburg in Pennsylvania. One center has had its accreditation suspended and four of them are without supervisors.

3. Supervisors

In addition to several people who have gotten certified as Associates and Supervisors several NACC supervisors have come to the Eastern Region. We have also said goodbye to supervisors who have taken jobs in other places or retired.

4. Cultural Analysis

Jack's paper called "A Cultural Analysis of the Eastern Region, with Implications for the Future" will be published in the next issue of the *Journal of Supervision and Training in Ministry*, along with a response from Ray Lawrence.

5. Regional Conference

The upcoming fall conference will focus on multi-cultural issues in supervision. Next year's conference will also take place at Pawling in light of costs and accessibility from October 16-18. Jack would like us to discuss the best way to transition back to fall national conferences in 2003, with particular attention to the six-month interval between regional meetings.

6. Pre-Conference Activity

Activity prior to conference has increased this year. Taking place will be peer reviews, peer support group meetings, a meeting of the ExNE 2004 ACPE Conference planning committee and a meeting of those who are interested in discussing supervisory education.

7. Resignation

Carl Towley has resigned as the Regional Director for the Northeast Region effective October 19, 2001.

8. Possible Funding Source

Jack raised the possibilities of receiving faith based funding from the government and was wondering who had the expertise to get money for CPE programs.

BUDGET AND INVESTMENT COMMITTEE

1. The chairs of committees received a form so that they could give some input regarding the budget process. In the future the Region might have to be more prudent regarding spending. John noted that this is the time of year when accounts look full but the Certification Committee's upcoming meeting will change this.
2. The Region has a CD that will be coming to term soon. It will be rolled over. In light of the fact that no one in the country is making money in terms of investments, the Region will probably lose some money.
3. Some discussion took place regarding certification fees and how much the Region is subsidizing SOS. The following motion was made in this regard.
M/S/C To increase all certification fees by \$50. All readiness consults whether held at a Certification Committee meeting or separate from the Certification Committee meetings will cost \$150. All other appearances will be \$200.
4. Grants for special educational activities in the Region have been reduced to \$5, 000 in light of the economy.

SEMINAR ON SUPERVISION

1. The Northeast Region is cutting back its contribution to \$1,000 based on participation of the students from its region. In light of concern regarding the increasing cost to run SOS and increase to \$60 for travel and registration was instituted. Supervisors choosing to attend this conference would be reimbursed only if there was a hardship.
2. Jim Jeffrey requested that he receive reimbursement for care of his dogs in light of the fact that he was asked to serve at the last minute for a Certification Committee meeting. The e-mail that he sent said that he was promised that this expense would be taken care of.

M/S/C To reimburse Jim Jeffrey \$100 for the Certification Committee on which he served in light of the fact that he had the understanding he would be reimbursed.

Harlan suggested that a pastoral letter gets sent to Jim apologizing for the misunderstanding and also includes a statement asking him to make every effort to find someone to care for his dogs in the future. Jack Gleason will write the letter.

ETHICS

1. Two people took the training for Ethics. They were Meigs Ross and Israel Kestenbaum. Jo Clare Wilson was supposed to serve as alternate but had to drop out. There is no alternate at this time.
2. Glenn reported that supervisors who have had ethics difficulties in their denominations or elsewhere are supposed to self-report. This will be Glenn's last report as the chair of the Ethics Committee. He was thanked for his work.

REM

1. Robin reported that this year's REM conference will take place in Washington DC from February 6-9 at the Washington Plaza Hotel. This information appears in the most recent ACPE Newsletter. This REM meeting will also be the first time that supervisory education students can appear at REM for associate supervisor. Those who are interested have to declare by November 7, have their fees in by December 7 and the papers are due to presenters by December 21. Reviews will take place February 5th and 6th. The following motion was made regarding financial assistance from the Region to go to REM 2002.

M/S/C The region will contribute \$200 to help defray the costs of expenses for students.

2. Patricia Wilson-Robinson is running for president elect of ACPE. Pat has asked that anyone who has a womanist theology paper that they would like considered for publication send the paper to her through fax. The fax number is 253-968-4733.

CLINICAL REPRESENTATIVE REPORT

Janet Freed, who is the new clinical representative, sent a letter to clinical members encouraging them to get involved with the institutions and CPE programs within the region. Though she could not be at this meeting, she sent the letter to the Board. The effort she is making to encourage clinical members to be involved is appreciated.

ANNUAL CONFERENCE

Cindy Strickler sent a report regarding the annual conference, which is referred to under the Regional Director's report. Concern was expressed regarding the Northeastern and the Eastern conference committees working together in future endeavors. The report was received with gratitude for the committees' work.

NOMINATING COMMITTEE

Martin Montonye reported regarding the vacancy for the position of chair-elect. Robin Franklin had to withdraw her name due to institutional obligations. Jeffery Silberman's and Bob Anderson's names were suggested as possible candidates. Martin will follow-up on these suggestions.

STRATEGIC PLANNING COMMITTEE

Carl Yusavitz reported on the behalf of the committee. The report consisted of a review of the committee's work over the year and a revised/updated version of the goals initially set by regional members four years ago. Strategic Planning asked for feedback from the Board regarding the latter. The Board supported the report in principle and decided to have the report distributed during Annual Conference for feedback. Paula Teague will raise this issue in the fall meeting.

CERTIFICATION COMMITTEE

1. Paul Steinke reported for the committee. The committee reviewed people at the fall meeting. Four met for readiness and were encouraged to continue. Seven met for candidacy, four were granted and three were denied. Three met for extension of their status. One candidate was put on probation, one candidate was denied an extension and one associate was granted an extension. Other activity included a consultation and two paper reviews.
2. Nine people from the Region met the National Commission in Vail. Four were certified as associates and two were certified as supervisors. Five people from the Region will meet the National Commission in Atlanta in November. There are two going up for associate and three going up for full.
3. The Region has three new supervisors. They are NACC supervisors who were grandparented into ACPE.
4. There is discussion within the organization about including one of the papers at the Candidacy level and including something about group work in each position paper.
5. The next meetings of the committee will take place March 6-8, 2002 in Mt. Bethel, PA and September 26-27 at Stony Point, NY.

ACCREDITATION COMMITTEE

Kathleen Ogden-Davis reported for the committee. The committee has taken the following actions. Cooper and Penn Foundation will be reviewed at Accreditation Commission meeting in the fall, the

five-year review for Jeanes and Susquehanna were accepted and affirmed, Yale New Haven and The HealthCare Chaplaincy had satellite reviews and Robert Wood Johnson and Valley were recommended for extensions. Episcopal Health Services has not paid its fees for 1999 and 2000. The Administrative Board will also send a letter to the center requesting that students be informed about its suspension. The following motion was made in this regard.

M/S/C Paula Teague, in conjunction with Kathleen Ogden-Davis and Jack Gleason, will draft a letter to be sent to Episcopal Health Services.

BOARD OF REPRESENTATIVES

Cornel Rempel and Harlan Ratmeyer reported that after careful consideration it has been decided that the pastoral care organizations will not be coming together. Discussion will continue on how we can continue to work together.

EAST BY NORTHEAST

The regions continue to review what will happen in terms of the two working together. The Eastern Region will continue to offer support to Claudia Blanchette, who is the Regional Chair. The Northeast is looking for a new Regional Director.

REGIONAL DIRECTOR'S CONSULTATION COMMITTEE

Al Lumpkin reported on the current work of the committee. The committee's focus has been on the Regional Director's contract. The following motions were made in relation to the contract.

M/S/C The Regional Director's Consultation Committee will do an annual review and review the stipend.

M/S/C To accept the submitted contract with revisions around the duties of the Regional Director's Consultation Committee. This will be a written agreement between the Region and the Regional Director.

M/S/C The Regional Director's Consultation Committee meet at Pawling and come with recommendation to the Executive Committee regarding stipend.

SUPERVISOR EMERITUS

M/S/C To nominate Clarence Bruniga for supervisor emeritus.

DEVELOPMENT TASK FORCE

M/S/C To approve Development Task Force.

BUDGET

The Region is taking money from reserves to meet current expenses. There is a \$2,000 deficit.

M/S/C To accept the budget as presented.

ANNOUNCEMENTS

Dates for future meetings are set. The results of the connectedness survey will be put in the North by Northeast newsletter and on the website. The Board continued the meeting by discussing Jack

Gleason's cultural analysis paper.

Respectfully Submitted,

Rev. Robin Franklin
Secretary