

**Eastern Region ACPE Administrative Board Retreat
Stony Point Retreat Center, Stony Point , NY
July 16-17, 2009**

Present: Paul Steinke, Chair-Elect; Board of Reps- Greg Stoddard; Certification Com.- Maureen Mitchell; Annual Conference Com.- Carolyn Fleming Sawyer; Regional Strategic Planning –Martin Montonye (Thursday only); Standards – Keith Espenshade; Clinical Members – Claudia Landau; Nominating Com.- Jay Cooke; REM Rep – Carlos Alejandro; Secretary- Angelina Van Hise; Regional Co-Directors- Jo Clare Wilson and Nancy Anderson

Excused: Board of Reps - Ken Hayden; Accreditation Com. – Steve Dutton; Ethics Com. - Ray Cooley; Treasurer, Budget & Investment - David Stickley

On July 16, 2009 at 1:30 Chair-Elect Paul Steinke called the meeting to order. Jo Clare led the group in a reflection on “What have we been born into? How does our faith cradle us?” and prayer. The agenda was amended.

1. Budget and Investment - The first item for discussion was the region’s financial situation led by Nancy in David’s absence. Due to recent economic crisis in America, we were relieved to learn that the region’s investments were hardly impacted by the national crisis. We did learn that the region is facing financial concerns due primarily to two reasons – 1) consistent reduction in centers in the region over the past several years and 2) six centers who fail to send in their unit fees. Nancy expressed her concern that after many reminders these centers remain in arrears. After much discussion, the following motion was unanimously passed.

Motion: Beginning January 2010 ERACPE centers will be invoiced for student unit fees at the time the student unit reports are received in the regional office. In September, the Center Accreditation fee will be invoiced. Moved by Greg and seconded by Martin.

The Regional Directors and the Accreditation Chair will discuss a plan to have centers in compliance with the payment of fees and will present the outcome of their discussion at the regional meeting in October 2009.

2. Strategic Planning – Martin. In response to this Boards request to study the following areas – diversity in the region, the future of Supervisory Education in the region, our relationships with seminaries – Martin made the following report.
 - a) Diversity: Changes in application for foreign students to ACPE in US since 9/11 and the Home Land Securities regulations make it more difficult for foreign students to attend ACPE training in US reducing our diversity statistics. Carlos reported a lack of diversity statistics on the national level.
ACTION: After discussion of several sites in the region where diversity numbers are high, Carlos agreed to contact them to begin to develop statistics to help gain clarity on this issue.
 - b) Future of SES in ER: Strategic Planning suggested the development of a task force to collect pertinent data. A 2009 ER grant would be used to develop more resources for SES in ER.
ACTION: the Strategic Planning Committee would continue to be involved with this topic.
Greg shared that the 2010 Standards will contain criteria for supervisory centers and a feasibility study is under discussion on national level to look at possibility of making this a degree program.

ACTION: It was decided to hold this as an open question in the region while the Board of Reps pursues this so we can be ready to respond when the time comes.

- c) Seminary Relations: Greg noted that this was also under consideration of the Board of Reps and that ER had made some contacts that he inadvertently duplicated since he was not aware that the Strategic Planning Committee was also making some of the same contacts. Nominating Committee and centers were reminded to consider asking seminary reps to be on committees and PAC

ACTION: Make a coordinated effort with the national endeavor.

3. Board of Reps Report – Greg. In addition to other discussions noted above regarding the work of the Board, Greg reported that
 - a) they were looking at costs of operation in regard to fees charges as part of need to save money
 - b) urged all members to support the FCPE Annual Fund drive which is necessary to keep this fledgling endeavor active
 - c) noted for those who hadn't heard of the flooded (due to a burst pipe) national office and their courage in working through this difficult situation
4. Certification –Maureen. Note the upcoming changes in regard to Supervisory Education in 2010 Standards for students as well as supervisors. Kitty Garlid needs to be replaced on this committee due to recent move out of the region. Applications for next Certification meeting is July 31, 2009. Projected student numbers for the meeting: 3 Readiness, 7 Candidacy, 3 extensions, 2 paper extensions.
5. Standards – Keith. Keith is the Chair-Elect for Standards Commission and will need to be replaced on regional level so the region is properly represented. The new Standards will be effective 1/2010. Will be available on line early August 2009. Cautioned group to be attentive to **definitions of terms** as these will be important moving forward. They will include more specific standards for Supervisory Education programs. There will be an added *Level II Outcome -312.8 Demonstrate awareness of the Spiritual Care Collaborative Common Standards for Professional Chaplaincy*. The Commissions future focus will be on helping members understand the changes in the 2010 Standards.
6. Nominating Committee – Jay. Jay was welcomed as a new member to the Administrative Board. He reviewed upcoming vacancies in order to begin preparation of slate for fall regional meeting.

The meeting adjourned at 5:15 PM for dinner.

The group reconvened at 7:30 for a presentation of a personality theory and test from book Personality: What makes you the way you are? by Daniel Nettle, Oxford Press. The group enjoyed the exercise and lively discussion that followed. The intriguing concept flavored the meeting the following day as well. The group adjourned to relaxation together before retiring.

July 17, 2009 – The Board came together at 9 AM to resume its work together. Paul opened with prayer. Martin was excused. The agenda of reports from committees continued.

1. Ethics Committee – Ray Cooley new chair was not present at this meeting. Jo Clair reported that one incident of a student claiming the supervisor plagiarized is unresolved and there is another issue currently pending.

2. Annual Bi-Regional Conference – Carolyn. October 12-14, 2009 at Stony Point, NY. Carolyn was grateful for the team effort and great support that is bringing the conference together. Jo Clare and Steve Dutton are co-chairing the program. The topic is “understanding and working in the midst of alcoholism and addictions”. The keynote address will be Tuesday morning by Dr. Helen Demartis. There was a concern expressed by the committee that due to national financial situation travel budgets have been cut in centers with the worry it might impact attendance. A pre-conference email will be sent out to try to get a close number before we have to commit a number to Stony Point who will expect payment for the number we submit.

3. Clinical Members – Claudia. Claudia engaged the Board in a very significant interactive presentation by taking a poll of the Board’s understanding of various aspects associated with clinical members and their connection to ACPE. She was encouraged to share this with the region at the next regional business meeting. She also reported that clinical members met as a group at the ACPE National Conference in Richmond at the invitation of the Board of Rep who want to know more about our clinical members as well such as how to tap into them, what they would like to offer us and how we might support their continuing education needs. Claudia suggested going to the ACPE website to find out who are clinical members in our areas.

4. Accreditation – Due to Steve’s absence there was no report.

5. CO-RD report – Jo Clare and Nancy.
 - a) Taking care of finances takes a lot of time and energy
 - b) There has been a reduction in centers over time which contributes to this
 - c) Regional newsletter will be mailed quarterly (hopefully) including regional clinical members (Thanks, Claudia!)
 - d) Deleted land phone line to office as cost cutting measure – available by cell phone, fax and internet
 - e) Keeping up with pastoral concerns as arise
 - f) Raised questions about nominees for Distinguished Service Awards and Emeritus. To qualify for Emeritus one has to supervise for a minimum of ten years and retire from full time supervision. Names are submitted through Regional Reps to the Board of Rep for processing. A list for Emeritus was beginning to be generated at this meeting to include: Kathleen Davis, Cornel Rempel, Robert Anderson, Ray Cooley, Emily Jean Gilbert, Glenn Jantzi, Richard Bennick, Jack Gleason, (Randy Jones ?), Al Lumpkin, Denise Haines.

Motion : These names, (Kathleen Davis, Cornel Rempel, Robert Anderson, Ray Cooley, Emily Jean Gilbert, Glenn Jantzi, Richard Bennick, Jack Gleason, (Randy Jones ?), Al Lumpkin, Denise Haines and other viable candidates) be submitted to Eastern Region Board Reps as recommendations for Supervisor Emeritus once cleared by CORD’s to be certain they meet the requirement. Moved by Keith and seconded by Carolyn.

Approval: Unanimous
 - g) Reminded that ACPE National Conference will be April 21-24 at the Marriott in Kansas City.
 - h) Raised financial concern and suggested postponing the issue of any grants until 2011 due to current financial condition of the region.

Motion: Postpone awarding any grant money in 2010 due to recessionary pressures on the regional budget. Moved by Greg and seconded by Maureen. Approval: Unanimous

6. Future planning – Paul

- a) The scheduled Administrative Board conference call for Oct 9 was changed to a meeting at the beginning of the regional Annual Conference at 3PM Monday October 12, 2009 at Stony Point to take any necessary actions before the regional business meeting that will occur during the annual conference.
- b) It was noted that the recent changes to our By-Laws have not been posted on our website. *ACTION: Jo Clare will contact Kathleen to make sure that happens. Greg will determine if By-Laws need to be approved by National Board of Reps before posting.*
- c) A conference call will be set to conduct business before the spring regional meeting in Kansas City.
- d) Current CORD's term of office ends in 2010. The Personnel Committee, developed by the Chair Elect, Paul Steinke, consists of Bob Anderson, Robin Franklin and Carolyn Sawyer, will meet with Jo Clare and Nancy before October 12, 2009 regarding extending the contract for another 5 years. The start date of the current term was 2/25/05
- e) After discussion provoked by personality didactic of previous night and comments from a book Open Minded found by Greg in a Gilmore-Sloane House bookshelf, it was decided that Greg, Jay and the CORD's would work together to share these ideas in an article in the regional newsletter.

The meeting adjourned for lunch at 11:30 and farewells following the meal.

Respectfully submitted,

Angelina Van Hise

Angelina Van Hise, ACPE
Recording Secretary