

**Eastern Region ACPE Minutes  
October 26, 2007  
Dallas Texas, National ACPE Conference**

Beth Glover opened the meeting at 10:40 AM with prayer and special prayers for John Valentino, formerly of Lehigh Valley Hospital, Allentown PA and the CPE program there; for Bill Reynolds who is experiencing health problems.

The minutes of the last meeting, April 24, 2007, were approved. Thirty-seven people were in attendance.

Visitor, Sabeeha Kazmi, Parkland Hospital, Dallas, TX was welcomed.

The **agenda** was adopted with an addition of Ray Cooley to speak regarding Ethics Committee.

The **Regional Directors' Report** was received. New supervisors to the region were welcomed: Scott Davis, Lancaster General; Jeff Hoppe, Geisinger; Tammy Wolliver, Christiana Care; as well as seminary reps Lori Knapp, Princeton Theological Seminary and Leonard Hummel, Lutheran Theological Seminary at Gettysburg.

The **Budget and Investment** report was given by Nancy Anderson and David Stickley, Chair-elect, in Al Lumpkin's absence. Working checking balance: \$52,484.; other holdings; \$99,125.; total assets: \$151,609.

A motion was made and seconded to increase the stipend for regional Accreditation and Certification Chairs from \$1200 to \$1800 each in recognition of the intense commitment required by these positions. It was noted that the regional student unit fees were increased at the last meeting to \$75. per student effective 2008. The B&I increased the Regional Co-Directors' stipend from \$18,000 to \$25,000 as recognition of the increased duties placed on them and to bring the region more in line with other regions. This was based upon the findings of the Personnel Committee chaired by Kathleen Davis. Ted Trout-Landen moved to accept the budget and was seconded by Gloria Fish. **The budget was approved by the membership.** David Stickly moved that the national GBLT Network monies be processed by Nancy Anderson as a subset of the ER budget to facilitate this process as opposed to a more complex and costly system for this group. The expense account line was 9522 and The income line was 4000. This was seconded and approved by the region.

It was noted that the deadline for ERACPE Grants will be Dec 15, 2007. If a center plans to submit a proposal but will not have it completed by then, please contact the Review Committee to let them know you are working on it. Guidelines are being mailed to all centers. The Review Committee is comprised of: David Stickly, Carl Yusavitz and Kathleen Davis.

The **Certification Committee** report was given by Ted Trout-Landen in Ken Hayden's absence. The following people were certified in November, 2006: Catherine Garlid –CPE Supervisor; Naomi Kalish – Associate Supervisor; Lead Wald – Associate Supervisor; in May, 2007: Tammy Wooliver – Associate Supervisor; Rhoda Toperzer – Associate Supervisor; Patrick Buza – Associate Supervisor; Carolyn Fleming-Sawyer – Associate Supervisor; James (Jay) Cooke – Associate Supervisor; in October, 2007: Ramona Cecile – CPE Supervisor; Leah Wald – CPE Supervisor; Alfred Kambaki left the Region and is in the SE Region.

It was noted that all SITs **must be registered at an accredited center and unit fees be paid for them.**

The **ER Certification meeting is March 5- 7, 2008 @ Mt. Bethel, PA. The deadline for declaration is January 4, 2008.** (MONEY & POSTMARKED) – PAYABLE TO “ACPE – Eastern Region”. **The deadline for submission of materials to the sub-committee is February 5, 2008.**

The **Accreditation Committee** Report was given by Steve Dutton, Chair.  
5-Year Reviews: Granted Re-accreditation to Hospital of University of Pennsylvania and postponed two centers; Albany and Boggs. Ten-Year reviews: two postponed – Thomas Jefferson, Philadelphia and Christ Hospital, Jersey City, N J. Three satellites were added: Kingsbrook Hospital to HCC; Diakon to Reading; Bryn Mawr to Thomas Jefferson. Three withdrawals of center with regrets: Jeannes, Valley and Philhaven.

Steve reported a lot of excitement regarding the recommendation to the Board of Reps to develop an Accreditation Site Visit Chair Pool who will receive a stipend to lead/chair the site visits. Also talk about enhancing the Annual Report so that at the Five-Year Review a center would submit their Annual Reports and their Handbook to complete the review. A proposal was going to the National ACPE membership at this conference to increase the fee for Postponement of reviews from \$500 to \$1000 as a deterrent to this practice.

The **Board of Reps** report was given by Greg Stoddard and Jeffery Silberman.  
In a move prompted by long term economic concerns, the Board met for two days and not for 3 ½ days as in the past. The effort was to reduce expenses by 10%.

In an effort to make our time more efficient, we used a consent agenda for all regular reports that were submitted in advance by Regional and Committee Representatives.  
The Certification process seems to be working effectively as 18 out of 21 candidates seen in Dallas were granted certification as Associate or Full Supervisors.  
There are significant changes coming for Accreditation. The intention is to make the process more efficient and to reduce the number of steps (and consequently, the time frame) for the process.

Our outstanding Treasurer and one of our own, Paula Teague, will present a balanced budget for 2009. The overall finances are stable, even as there are some concerns about the futures sources of revenue.

At the same time the Board has initiated the Foundation for Clinical Pastoral Education, a development campaign with a goal of raising \$10 million to support new programs and the organization’s future.

Also in terms of the present, there are approximately 20 centers without any supervisor and another 20 centers that are short a supervisor. This is a serious concern and many discussions are underway to plan a course of action to address the need.

During this past year, Executive Director Teresa Snorton had a very productive three month study leave. Due to the support and work of many people, there were no administrative issues created during her absence from the office.

The number of both clinical members and student members is on the decline. There was an exciting new proposal to initiate an educational leadership program, something that might be called Level III CPE for training in ministry.

The joint ACPE-APC Ethics Committee has been initiated. Members from both organizations have been trained and are ready to begin

In 2009 the Spiritual Care Collaborative is hosting a joint conference with the other pastoral care cognates in Orlando, Florida. APC, ACPE, NACC, NAJC and CAPPE will take part.

Greg Stoddard agreed to create a timeline for the Eastern Region to help plan as the National meeting will again return to the spring in 2010. It is as follows: **Fall 08** – October 22-25, 2008 – Richmond, VA; **Winter 09** – February 1-4, 2009 – Orlando, FL ( pre-meetings Jan 28-Feb 1); **Spring 2010** – South Central Region Sometime between April 10 – May 9 to be finalized spring Board meeting 08; national meetings continue in spring from then on.

The **Standards** report was given by Cathy Bickerton. There will be many changes due to **requirements of the US Dept of Education. One is the establishment of a threshold that over a ten year period 75% of students who complete orientation will complete a CPE unit.** Even though we have a professional ethics complaint process we also need to have an educational complaint process. The policies are written and will go to the Board for acceptance in December. (These policies were approved and distributed to the membership by the webmaster December 10, 2007.)

Cathy indicated this was her last meeting as a member of Standards Commission. She will be happy to turn the role over to Keith Espenshade, commissioner-elect.

The **Nominating Committee** reported by Harlan Ratmeyer that there was nothing to report at this time.

There was no **Strategic Planning** report. Feedback from the floor was that the seminaries are looking forward to a report on the surveys they completed for the committee.

The **Ethics Committee** report was given by Ray Cooley at the request of chair Emily Jean Gilbert. Both Ray and Emily Jean were trained at this national meeting in the new procedures regarding addressing ethics complaints by both APC and ACPE. This new procedure will be posted on the ACPE website November 1, 2007.

The **Clinical Members** report was given by David Stickley who will be replaced by Claudia Landeau as David will be chairing ER B&I. David completed a database of all clinical members and will forward to Claudia, JoClare and Nancy with the hope of looking at how to bring clinical members more fully into the organization.

Carolyn Sawyer reported for the **Annual Conference Committee** that Maureen Walker will be the speaker.

Nancy and JoClare passed out a list of Association fees in preparation for the national meeting later in the afternoon.

They gave recognition for out going Leadership to Maureen Mitchell for her service on national and regional Certification and to Cathy Bickerton for her service on Standards.

Beth Glover adjourned the meeting at noon.

Respectfully submitted:

*Angelina Van Hise*  
ER-ACPE Secretary.