

**Minutes - Business Meeting**  
**Northeast Region, ACPE**  
**September 24, 2008**  
**Andover Newton Theological School**

Attending: Claudia Blanchette, Michelle DeCoste, Kathleen Gallivan, Ron Hindelang, Charles Kessler, Peggy Kieras, Patrick McCoy, John Pearson, Ute Schmidt, Mary Martha Thiel, Jay Turner, Wilson Villamar, John Weagraff

In the absence of the chairperson, Patrick McCoy presided.

Approval of Minutes: postponed

Treasurer's Report:

- Peggy Kieras: motion to amend the budget: proposal to add \$200 scholarship for any CPE student interested in attending REM

Outcome of discussion: budget of \$1500 for REM scholarship. Guiding principle: support of expenses on a first come first serve basis following ACPE guidelines for airfare and lodging. Applications need to be supported by supervisor and submitted to regional director. Preference is given to those applying for the first time. Regional director decides over applications.

Conclusion: budget will be amended.

- Unanimous approval of proposed budget for 2009.

Committee Reports:

***Accreditation:***

- Commission recommended granting positive accreditation review (5-year accreditation) to Westborough State Hospital, Central Maine Medical Center, and Partners Healthcare Center
- Two centers are coming up for the 10-year accreditation review: New England Baptist Hospital, and Fletcher Allen Health Care.
- Caritas Christi Healthcare System will have its 10-year accreditation review
- Study document for standards of certification and accreditation: Inconsistencies and redundancies are being reworked.

***Certification:***

- Reworking the 2010 certification manual:

Questions addressed in the theory papers will be clarified and changed.

Definition of a common knowledge base for readers of theory papers

Increasing expectation for supervisors to get trained when becoming a training supervisor in supervisory education program.

- Jack Crabb and Michelle DeCoste will be meeting full certification committee. Vera O'Brien is in the early stages of candidacy
- Four persons have begun supervisory education in the Northeast region.
- Recommendations: supervisors should gain regional experience in certification before serving on a national certification committee. Two out of three committee members need to actively be involved in CPE supervisory education.

***Nominations:***

- Motion to nominate Michelle DeCoste for the conference committee was approved
- Seminary Representative: one slot will remain open.

Nomination Report was unanimously approved.

***Seminary Representative/ Faith Groups Committee***

Gratitude was expressed to Ron Hindelang and Jack Crabb for their work relative to the CPE Fair and the region's CPE directory.

Conference Committee: Bi-regional conference will take place in Saratoga Springs, Oct 12-14, 2009. The topic of the conference will be 'addiction'. Workshop proposals are being accepted.

Women Supervising Women is scheduled for June 12-13, 2009 at Mercy Center, Connecticut

**Other Business:**

1. Follow-up on questions related to accountability and liquidity if the region deposited funds in the Foundation for CPE.

Protection against being absorbed by the national organization: regional funds are already considered funds of ACPE, so any deposit with the Foundation for CPE would not change ownership of funds. Regional deposits with the Foundation would be in a restricted fund designated for the exclusive use of the region. Liquidity: when withdrawal is required region would supply a list of designated persons who are able to make such a withdrawal. Accountability: statements would be sent to specific persons. List provided by region. The group decided to defer a decision until the national ACPE confirms its own decision about moving deposits and the national economic situation resolves its current uncertainties.

2. Standards 2010: deadline for input relative to study documents for ACPE Standards and Accreditation/Certification materials 2010 is October 10, 2008. Members are encouraged to read and provide input.

Submitted by

Angelika Zollfrank