

Council
South Central Region ACPE
March 18, 2016
Kansas City, Missouri

Welcome – Marc Giedinghagen

Adoption of Agenda-Approved by consensus

Approval of Minutes – October 16, 2015- Shelia moved, Rob seconded the motion and all approved.

Reports –

- Chair – Marc Giedinghagen – Thanked everyone for their work.

- Board of Reps – Sheila Hammond submitted written report in advance. She highlighted that there is considerable effort at national office to improve efficiencies. She also highlighted the importance of participation in the National Conference to be held in Denver this year. Please participate to make your voice heard. (See report for more details.)

- Accreditation – Jeffery Scheer- Jeff noted 5 year reviews that were approved. He also reported on some notations that were removed and currently there are no outstanding notations in the region. No 10 year reviews. Live Text is the biggest change and we all need to figure out how to make it work. Appendix 7 D1 is a new face sheet that needs to be used for all evaluations. ACPE web site: www.acpe.edu is where you go to get the 2016 Standards and forms. (See Jeff's report for the details and he will forward to council members after the meeting).

- Certification – Janet Barriger –We have 3 members going up in the fall meeting. Full is a consultation. See Janet's report for more details and below are the results from this meeting:
 - Todd Strickland was granted an Extension of his Candidacy
 - Benjamin Hayden was granted his request for Candidacy
 - Crystal Schmalz's request for Candidacy was denied
 - Janise Randall's request for Candidacy status was granted

- Ethics – Cristina Stevens – Report was sent in advance. 2016 Manual includes some changes that you may review on the ACPE web site. Now the regional representative will be notified when a case is initiated. New chair Olen Grubbs is replacing Mary Ann Poythress who was very engaged in the role and collaborated with other Commissions. New 2016 members include Brenda Green, Garrett Starmer and Marianne Robbins. There is a new form and process for Certification or Accreditation to make referrals to another Commission when issues regarding

Standards are discovered in the context of each committees work. (You may see the report for more details.)

- Standards – Renita Heinzl – New Chair is Jim Taylor from the VA. See submitted report. Looking at making changes to Level I and Level II Outcomes. The Manual revisions task force work continues with Renita and Mari representing the SCR in this national work. More changes coming with respect to competencies with specific behaviors that demonstrate the competencies. See Task Force report below for more information.
- REM – Inba Inbarasu – Report submitted in advance. REM invitational took place on February 3-6, 2016 in Albuquerque, New Mexico. They offered more opportunities for SES consultations and a variety of workshops were offered for supervisors and students who are in process. (More information is available in Inba’s report).
- Clinical Member – Rob Hartmann – Annual fee reduced to \$110. Rob still working to be able to accurately identify clinical members. Currently SCR has 15 clinical members and the SWE has 30. Rob has expressed an interest in serving on the ACPE Board. Rob is going to check with Trace to explore this interest further. Shelia and Alan both advocated for the use of the national conference as a way to help create a future direction for clinical members. Tom noted the value added of having clinical members on Accreditation site visits. There was some discussion around identifying the value ACPE brings to clinical members as well as identifying the value that clinical members bring to ACPE and to their ministry sites. Perhaps developing a specialty where they could serve as mentor was suggested. Rob will send some follow up notes for us to use in the World Café in Denver at the conference. Alan and Renita volunteered to work with Rob. Rob agreed to send out the work of the Think Tank to Council members and those present will advocate within the World Café at national for clinical members.
- Regional Director – Stu Plummer – Report sent in advance. Stu highlighted some elements including a break down in student unit reports at national with a shortfall of \$4,500 in fees for last year. Stu now gets a daily update on student unit reports. New model for National Conference planning is now coordinated through national office for logistics and the program will be under the guidance of the Academy Advisory Committee. Student fee is now \$150 beginning January 1, 2016 for SCR. Our reserves are approximately \$45,000. (See RD report for more details).
- Task Force updates – Christina reported 2 parts:
- Professional Development – Cristina Stevens reported:
 - How to provide resources for Supervisors for SES process – six roles and categories of curriculum are being developed. Watch ACPE News and web site for updates.

- Peer review process revision – adding some teeth to the process. There will be an evaluative component and it is intended to be a resource that is both supportive and substantial. A report will be submitted in May for Board approval.
- Certification Reform Process – Renita Heinzl reported that this task group hopes to have their work done by end of this calendar year.
 - Renita shared a high level overview of the new process that is unfolding. The process is intended to be dialogical with a developmental process with more than one check in point including theory papers. It will focus on Level I and II for future supervisors. Current full supervisors will be grandfathered in for SES but will also be expected to complete the process that the Professional Development Task Force is creating.
 - The update of the new work will be available to membership for review and input after it goes to the Board for approval.
- Some discussion with the difficulty of staying current with Standards as they continue to change in a fluid way. Members suggested more communication and perhaps quarterly updates to all supervisors. Currently, it is very difficult for people to keep up with the changes. Sheila suggested that the communication take into consideration the various learning methods/styles we use in CPE supervision and that it often takes 7 learning attempts to really integrate new learning.
- Action Items –
 - Gift to 2016 ACPE Annual Fund – Stu Plummer Stu reviewed the following percentages of student unit fees based upon the prior year (prior years council approved a 2% gift of student unit fees):
 - 2% = 1,225
 - 3% = 1,837
 - 4% = 2,450
 - 5% = 3,063
 - Possible Sponsorship for ACPE National Conference in Denver – Stu Plummer - This year’s conference is unlike any we have had and it is an opportunity to shape our future including our name and what we call ourselves as ACPE Supervisors. Logistics are now handled by the National Office. Program is managed by the national Academy Advisory Committee. Regional role is hazy. Stu sent out a request to all supervisors in Colorado with a list of needs from the national office. Stu got no responses until last week from an SES who knows the Governor. We have a draft letter and a connection. Janet has consented to serve as a contact person regarding local arrangements. Good news the new railway will begin service April 22 and it is \$9 one way with access to free 16th mall shuttle which will take you to the hotel. Partial list of current sponsors for the conference include: Live Text 5k, PNC \$2,500, Centura Health \$2,500 Denver Seminary (equivalent of \$1,500 in donated gift bags and items) SWR \$5,000, ECR \$3,000, St. Anthony North \$2,500 and St. Anthony

Foundation \$2,500. Others are also pending. SCR is also invited to be a sponsor along with all of the regions.

- Update on ACPE National Conference in Denver, May 14 – 21, 2016 – Stu Plummer – Hope to make use of local students to assist with registration and other needs.
- Annual Meeting Program Planning Update – Jeffery Scheer & Renita Heinzl –
 - Renita handed out flyer on speaker and topic she will address (see attached for additional information) Rev. Kristen Leslie, Ph.D. Professor of Pastoral Theology and Care, Eden Theological Seminary (explore how moral injury can extend beyond veterans into other professions and other aspects of society). She is available and is being recommended as a speaker. In past we have spent \$800 on speaker and \$400 on entertainment. Council members suggested the creation of a list of places to visit for entertainment. Be certain to alert members to safety concerns going out into the community.
 - *A motion was made to accept the topic of moral injury and speaker Kristen Leslie by Janet and seconded by Shelia and supported by all present. Also approved using \$1,000 to \$1,200 max for the speakers including adding a person of diversity as well as Chief Chaplain Robert B. Collingwood.
- Revised Transitional Regional Director Position Description – Rob Hartmann
 - Rob thanked members of the task force for their work and Council broke for lunch. After lunch Rob provided copies of the new position description. Please see attached for the updated copy. He briefly reviewed the new additions to the RD position description. Stu noted the importance of supporting Centers as well as supporting SCR Supervisors. The following revisions were included:
 - To first dot point to now read “Provide collegial and spiritual support for SCR membership including supervisors, centers, seminaries, students at all levels, clinical members, institutional entities, and others in keeping with the mission of ACPE.”
 - Under “Education and Experience Required” delete (Master’s level preferred)
 - After (3) years of experience in the field of professional pastoral care add “including CPE”
 - Under Knowledge and Skills Required: Delete “Excellent” from the first line.
 - Note the recorder also added pagination and approval date to the document.

- *Renita moved and seconded by Jeff and all approved the RD Position Description as revised above.
 - Publicity for TRD, see document sent prior to meeting dated 12 January 2016 “applicant transitional regional director” added to subject line.
 - Delete “(Master’s level preferred)”
 - Stu will have marketing posted.
 - Applications may be submitted through May 15, 2016.
 - *Council approved the Publicity document as revised (see attached)
- Transitional RD Search Process – Marc Giedinghagen as Chair– Will receive inquires and applications and will forward questions that come up to the Task Group members.
 - Possible Governance Manual Change to Allow TRD Search outside Region – Marc Giedinghagen Article 3, section 3.01 of SCR Governance Manual was discussed and not viewed as a limiting factor for hiring a transitional RD who may live outside the SCR while serving the SCR.
 - The council discussed and affirmed that the TRD would not be precluded from applying for the RD position.
 - All applicants need to use the process as approved by Council.
 - The final candidate(s) will be presented and interviewed by Council at it’s meeting in October in St. Louis.
- Update on Conversations between Southwest and South Central Regions – Marc Giedinghagen & Alan Bowman
 - Marc shared an update noting that it was a good conversation among regional representatives of both regions in Albuquerque in late January. No longer talking about sharing accounting resources. Marc and Mark Hart, Chair of the SWR sent out a joint communication to members of both regions. The document outlines the conversation about potential collaboration between the SCR and the SWR. One specific area of future collaboration is a joint conference in 2017. Another area of potential collaboration is joint SES work and potential shared committee work. Please reference Marc’s letter.
 - Does council want to support a joint 2017 conference? It would be good to rotate meeting in SCR the next time perhaps in St. Louis, Omaha or Kansas City next time. And then SWR again if we continue to do joint conferences.
 - *Renita moved, and Shelia seconded to have a joint conference with the SWR in 2017 that would be held in the SCR. All supported the motion.
 - *Shelia moved and Janet seconded that we propose Omaha as the site for the joint 2017 conference with SWR. All supported the motion.

- *Does council want to support continued dialogue and future collaboration. Council supports by consensus exploration of ongoing collaboration. Collaboration does not mean merger. We, council members need to keep communicating this! Collaboration may also depend on the results of the Denver National ACPE Conference.
- Proposed Accounting Arrangement with ACPE – Stu Plummer
 - Stu recalled that this was part of the initial conversation with the SWR.
 - The only financial policy for the SCR was established in 1997 for the payment of supervisors to attend annual regional meeting.
 - 2014 is the first consolidated audit of national and the regions.
 - Current effort is to ensure compliance with IRS and US Dept. of Education.
 - RDs are now paid out of national with the region making a wire transfer to the Wells Fargo account for RD salary plus a \$33 transaction fee. Then the RD is paid 2 times a month. The reporting relationship to the Region remains unchanged.
 - SWR moved their accounting to the national office and the RD reports that it is working very well for them.
 - A monthly financial report goes from SCR RD to national beginning with January 2016.
 - Stu has discussed possibilities of SCR transferring the accounting function, or designated parts of the accounting/financial reporting functions of the SCR to national. However, Stu as RD still has some concern regarding the accuracy of getting accurate student unit reports which has and could impact SCR finances.
 - VA student unit fees are paid in a unique way.
 - RD is not confident that all student unit fees are being reported to SCR
 - Council discussed some confusion on whether a student unit fee is collected when a student does not complete the unit.
 - Stu would like to see the SCR consider making use of accounting services of the national office. Time line and fee would need to be determined. It should be less than what the SWR is paying given that we are a smaller region with fewer transactions.
 - Discussion followed. It should be noted that we are not currently budgeted for an accounting function.
 - Region's laptop is also nearing the end of its usable life with the implication that the region may need to make a purchase of a new one.
 - SWR is paying \$650 a month for accounting services from national.
 - Stu suggest we request RD to go to national to seek a proposal from Trace on what services would be provide and the costs. How

does this fit in our current fiscal plan? Will the increased fees cover this additional costs?

- *Alan moved and Renita seconded a motion that the RD reach out to national to request a cost benefit analysis to manage SCR financial/accounting functions and the accompanying cost for those services. Council approved.
- Financial discussion:
 - *Jeff moved we approve \$1,225.00 for the Annual Fund, Shelia seconded and council approved.
 - *Janet moved \$1,000.00 for Annual Conference and Christina seconded. Council approved.
 - *Motion for TRD interview expenses \$1,500.00 Inba moved and Shelia seconded. Council approved.
 - Accounting arrangement \$4,800 (\$400 a month as a suggested maximum for SCR).
 - Marc alerted us to be very intentional in our budgeting process as we transition into the new accounting system.

* Denotes an action item.

- Adjourned 3:41 pm

Respectfully submitted: Alan Bowman

Calendar of Events –

2016 ACPE National Conference
Sheraton Denver Downtown Hotel
Denver, Colorado
May 14 – 21, 2016

South Central Region Annual Meeting
Drury Plaza Hotel at the Arch
St. Louis, Missouri
October 12 – 14, 2016