

**SOUTHWEST REGION ACPE
MEMBER MEETING
Saturday, February 23, 2008
9:00 – 12:00 noon**

I. Call to Order

The meeting was called to order by Carlos Bell at 9:00 am.

II. Welcome and Introductions

All attendees introduced themselves. Carlos welcomed Bill Scrivener, ACPE President, who offered greetings from ACPE and the national office.

III. Regional Director's Report—Bill Carpenter

Bill presented updates from the Development Committee including the hiring of Myerberg/Shane with the CPE Foundation effort. From the Regional Directors' meeting in January, gifts/pledges to the Foundation were reported to be over \$750,000. There was discussion of raising money for the (1) ACPE Endowment--to raise \$3-7 million for future growth such as funding Supervisory CPE, assisting Centers in underwriting funding, CPE in Africa and (2) Facilities Fund--ACPE needs a new office facility. The current facility is overcrowded and inadequate. The funds could be used to create a Conference/Retreat Center to possibly invite other Cognate Groups. In order to move forward, a Cabinet has been created of CPE Supervisors and philanthropic people not connected to CPE. A smaller Board will be created. The Foundation is called FCPE (the Foundation of Clinical Pastoral Education) to support the efforts of ACPE.

The minutes from the Fall Southwest Region (SWR) meeting at the Adolphus Hotel, Dallas, October 26, 2007 were reviewed and approved with changes. Paul Robertson made a motion to approve the minutes and Cindy Graber seconded. Melissa added John Teer's name as an ad hoc member on the Accreditation Committee. Spell correction on page 1 on Gene Huffstutler's name. ["There are currently no complaints in the Region." To be restated.] There was a suggestion made to get meeting minutes out a day ahead. The motion passed.

The upcoming regional meeting dates will be tough meetings to accommodate because of changes to the national ACPE conference from a Fall to a Spring meeting. There will only be 110 days between the Richmond and Orlando national meetings. REM comes to SWR in 2010. A year from Orlando, the SWR will host REM. The Leadership Council needs to set the date for the next regional conference, probably in Fall 2009. The following SWR meetings will continue to be in each Fall after that for time immemorial. Budget accordingly in your Centers.

Regional changes: Sam Naidoo left VITAS and has gone to Columbus, GA. Deborah Whisnand is currently at BAMC and will be transferring to VITAS.

VITAS is the largest hospice center in San Antonio. Bruce Messinger will be joining BAMC in Fall, 2008. Cam Holzer to be leaving New Orleans and is looking for a Center to continue her training.

There is a need to increase the number of Centers and SITs in the Region. The number of SITs has exploded here in the SWR. We are close to 20 SITs up to Candidacy in the SWR thus far.

IV. Strategic Planning Task Force Report—Lerrill White

Lerrill made the invitation for Strategic Planning ideas to come forward. Funding this year included the following: assistance given with SITS in continuing their training, the bringing on of a Supervisory Coach (Kelton Rotrock) for an SIT meeting a committee and financial help for travel for SITs. Also the planting of new Centers is in the works. Underwriting the cost for local Supervisors involved in the Supervisory Summit to continue to attend future summits is also being considered.

V. Board of Representatives Report—Jenny Lannom and Mark Hart

The Board will meet in Memphis before the REM meeting in April so there is no new business to report and the minutes here will still reflect the same business as reported at the Fall 2007 meeting. The SWR Leadership Council did approve (on Feb. 21, 2008) a \$5,000 one-time contribution from the Region to the CPE Foundation. Mark and Jenny encourage any feedback or comments from regional members for them to take to the Board in April.

The Board shortened business by a day for the Fall meeting, doing much business by consensus so that we could attend the pre-conference Multi-Cultural Workshop. There was 100% of Board participation with the CPE Foundation which resulted in somewhere in the neighborhood of \$350,000. RANC can't co-op someone who is not on the Leadership Roster because of insurance purposes. It may be wise to increase Leadership to have more folks to draw from when additional committee members are needed. We need to explore the option of having seminary representatives as Leadership members. The seminary representatives were contacted by the ACPE Board members with 80% to 90% success. Seminary Reps asked for more complete final evaluations from Supervisors because they do use them in the judicatory processes. There was an issue raised regarding some students paying both the ACPE Center and their seminary, getting hit twice for tuition. This is not practiced everywhere. The Seminary representative on the ACPE Board will be bringing this issue for further discussion with other seminary representatives in an effort to support a consistent practice of only charging the student tuition from the Center.

The Board voted to approve and fund the Accreditation Task Force Project to simplify and streamline the accreditation process. When this new project goes into effect, there will be no regional reviewers anymore.

VI. Standing Committee Reports

A. Accreditation—Melissa Walker-Luckett

There are 34 Accredited Centers in the Region. This year, the Committee is doing one five-year review and two ten-year reviews. There is one Candidacy Center up for review and one Satellite in the DFW Metroplex with Huguley in Killeen. The Accreditation Committee is recommending accreditation for Supervisory CPE to be granted at Christus Spohn in Corpus, Harris Methodist in Ft. Worth, and Covenant in Lubbock. Regarding the proposal around changing the scheduling of ten-year reviews, it was decided that there would not be enough pay off in the end and so the schedule will remain as it is currently. Tom Daugherty, Karrie Oertli, David Johnson, Jap Keith, and Derrick Durston serve on the Intentional Interim Task Force. Jap and Derrick presented the proposal to the Regional Directors and it was well received. Would retired Supervisors be willing to relocate for a little longer period of time given the particular Center's needs? The Task Force and the Accreditation Commission will determine the qualifications of Interim Supervisor possibilities. Regional Directors will be asked to recommend Supervisors from their Regions to the Task Force and Commission. Preparation of the Intentional Interim to the local, administrative Center is essential. Another issue is around contract supervisors not providing an Annual Center Report and being out of compliance with Accreditation. Please document any improvements in your programs in the annual reports. Check the website for the PowerPoint presentation from this SWR Spring Meeting 2008 regarding improving your advisory committee.

B. Budget and Investment—Michael Doane

The Treasurer's Report and the budget is listed online on the SWR website. For the first time in a long time, we budgeted for a loss but made 11k more. The 2008 budget is for a 20k loss (explained in the budget). Total assets continue to grow. In 2007, we had a 7% gain on investments. The rationale for a "loss budget" is because we have the assets we do, we continue to make money AND we have designated initiatives; therefore, we don't expect to "make" money for the Region. Historically, we spend less than we say we will and we make more than we say we will. The B&I Committee added a segment on "Memorial Gifts" to the SWR governance manual summarizing the procedure for designating \$100 per member for a family death. It is as follows, "In the event of the death of children, parents, or spouse of Supervisors, Retired Supervisors, Clinical Members, or Candidates in SWR-ACPE, a Memorial Gift in the amount of \$100 will be made to the organization designated by the member's family. In the event that the member's family does not make such a designation, the memorial gift shall be given to the ACPE Endowment. The gift will be sent to the Regional Director so that s/he may submit it on behalf of the Region."

C. Certification—Kofi Adzaku

Cindy Graber was acknowledged as having been granted Associate Supervisor at the national ACPE meeting in Dallas in Oct. 2007. There were four appearances at this meeting. Two candidates were granted, one denied and one granted for Extension.

- Jim Duke was granted an Extension of Candidacy.
- Steve Saunders was granted Candidacy.
- Pat Spelling was denied Candidacy.
- Angela Obu-Anukam was granted Candidacy.

Jennie Thomas and John Opiyo will be meeting the Commission in Memphis for Associate Supervisor. Ken Ramsey and Jose Cedillo will be meeting in Memphis for ACPE Supervisor.

The Certification Commission is recommending that the regions commit to making an ongoing financial commitment to Supervisory Education. Many Centers are interested in doing Supervisory education but their hospitals are not willing to support it. The Certification Committee explored the use of technology in the Certification process. The Certification Committee wants to encourage publication of “Best Practices” from the Supervisory Education process, i.e. utilize SIT or Candidate material for publication possibly on the regional website for examples. We need an orientation process for new Certification Committee members. The Committee discussed initiating “Post Committee” conversations with the applicants who met a committee 2 weeks to 30 days previously or after 30 days for those not granted their request in order to clarify any questions from the committee or to discuss the Committee Action Report.

D. Representation and Nominations—Steve Goss

Steve distributed the proposed 2009 Leadership Roster for discussion and approval. Spellings of names were corrected. A motion was made by Doug Watts, seconded by Gene Huffstutler to approve the current roster. Motion carried. Jim Duke and Susan Nance have agreed to serve and are nominated for the 2 RANC positions. It was approved.

E. Racial/Ethnic Multi-Cultural—Jose Cedillo

The REM regional committee sponsored 13 students from different centers to attend the 2008 national REM network invitational in Memphis TN. It was the decision of the REM committee to award \$300.00-\$500.00 dollars scholarships to selected applicants according to their requested amounts based on their center’s additional sponsoring. A total of \$5000.00 has been awarded. All students awarded the scholarships are expected to attend the REM conference and submit a brief report of their experience along with the reimbursement forms to the REM chair according to SWRACPE guidelines.

The new regional REM chair Jose Cedillo will also attend the 2008 REM conference. The REM goal is for 250 registrants at the Memphis meeting. Promotion of REM attendance is encouraged. We will host the National REM Conference in San Antonio, TX in 2010. The SWRACPE Leadership Council has voted to provide \$15,000 in financial support to this event. We are already working with the SWRACPE REM Committee to form subcommittees to work with our national leadership to make this event happen. If you have suggestions about speakers or workshops please let the SWRACPE REM chair or any committee members know.

Finally, this regional REM committee would like to thank Carlos Sanchez and Sam Naidoo for their contributions, and to wish them well in their new places of ministry. We would also like to welcome our newest members Angela Obu-Anukam, Nina Sanyika-Bryant and Evans Mulima.

VII. National Offices

A. Standards—Leo Blanchard

How Standards and CPE policies relate to the Department of Education (DOE) requirements has continued to be an item of discussion for the Standards Committee. There are two primary areas of concern: 1) the complaint policy, 2) a completion rate of 75% is required by the DOE and of which ACPE has agreed to. A new report form will be coming in order to assist with both the Five Year and Ten Year Reviews. The Standards Committee welcomes feedback and want to remain in dialogue to members in order to assist the membership with ongoing changes.

B. Professional Ethics—Mary Stewart

No report from Professional Ethics.

VIII. Old Business

A. National Meeting, Dallas, Fall 2007

The final financial report isn't in, yet. All the room blocks were sold. It was a very successful conference. The SW Region came out looking very well. Elizabeth Conde-Frazier could be considered in the future as a REM presenter as well.

B. Regional Meeting, Corpus Christi, Spring 2008

Eighty people attended the banquet with 70 to 80 members registered. Several student groups were represented but there were 48 students registered for the San Antonio event the previous year. Special thanks went to Michael Saxton for his important contribution not only with local arrangements but also with assistance for one of the presenters. Possible changes for future meetings could include reducing the meeting by a day. Mark Grace formally expressed thanks to Doug Watts, Karen (Office Administrator) at Children's Medical Center and Michael Saxton.

Fall 2009 will be our next formal SWR Meeting. It is being considered to possibly come together at some time before that for a short face-to-face meeting or continuing education event.

IX. New Business

A. Upcoming National Meeting Dates

- i. REM Invitational, Memphis, April 2-5.
- ii. ACPE National Conference, Richmond, Oct 22-25
- iii. Spiritual Care Collaborative Summit, Orlando, Feb 1-4, 09

B. Future Regional Meeting Sites

Future sites were discussed but not finalized.

X. Adjournment

Carlos shared a section from the Memorial Service this morning as a final devotional reading. Deborah Whisnand noted Carlos' running for ACPE President.

Motion for adjournment made by Bob Powell, seconded by Jennie Thomas and passed at 10:53 am.

Respectfully submitted,

Mark Hart