

COMMITTEE ON MINISTRY
Transylvania Presbytery
September 12, 2006

INTRODUCTION:

The Committee on Ministry is now sub-divided into three regions (North, West, and South). Each region is in much closer contact with local congregation and works with Pulpit Nominating Committees during times of vacancies. In addition to Regional meetings, the entire COM meets regularly to conduct presbytery-wide business, and to take action on recommendations coming from the regions.

ACTIONS TAKEN BY THE COMMITTEE

COM approved the interim pastoral relationship between the Rev. Harry Daniel and 2nd PC, Lexington and granted Rev. Daniels permission to labor within the bounds of Transylvania Presbytery and to serve as moderator of the session. COM also approved his membership in Transylvania presbytery should Rev. Daniels chose to move his membership. The terms of the interim contract are summarized as follows: The term will be August 6, 2006 through August 5, 2007, renewable. Salary: \$55,337, Housing Allowance \$35,000, FICA \$6,633, Auto Allowance \$3,000, Pension dues at the prevailing rate, Continuing Ed \$1,000, Term Life Policy \$864, Medical reimbursement \$2,686, Moving expenses, Vacation 4 wks/yr, Continuing Ed 2 wks/yr.

COM approved that pending presbytery action and the vote of the congregation, and her ordination by Mid-Kentucky Presbytery, Vicki Poole be approved for membership in Transylvania Presbytery and that the following terms of call to serve as Pastor of First PC, Prestonsburg, be approved, effective October 1, 2006. Terms: Salary \$22,400, Housing \$11,280, Social Security \$2,576.52, Board of Pensions dues estimated to be \$10,440, Vacation 4wks/yr, Con Ed 2 wks/yr, Moving Expenses \$3,000, Travel @ IRS rate \$3,600, Continuing Ed allowance \$500.

COM approved the call of Rev. Phillip Pogue to First Presbyterian Church Stanton and approved his membership in Transylvania Presbytery. Motion carried. The terms of call are as follows: Salary, \$28,000; Housing, \$12,000; Supplement for Social Security, \$3,060; Full Medical, Pension, disability, and death benefit coverage under the Board of Pensions; Medical/Dental Reimbursement Allowance, \$331; Vacation 4wks/yr, Con Ed 2 wks/yr (cumulative up to 4 weeks); Moving expenses; Travel @ IRS rate; Continuing Ed allowance \$1,050 with Book Allowance \$500.

COM approved the renewal of contract for Susanne Martin as Stated Supply at Salem Presbyterian.

Approved the covenant for Susan Warren as Stated Supply for First Lawrenceburg. The terms are as follows: Salary, \$12,858; Housing, \$17,100; Deferred compensation, \$7,500; Social Security, \$2,482; Continuing Ed \$1,250 (two weeks per year reimbursed as used); vacation 4 weeks per year.

COM approved the transfer of the Rev. Bill Bailey from Transylvania Presbytery to the Presbytery of Arkansas effective August 14, 2006.

COM received the Rev. E.G. Clark into the membership of the presbytery, transferring his previous ordination to the PC(U.S.A.) and approved his call to the Guerrant Memorial PC, Jackson, effective September 17, 2006. Terms of call: Salary \$19,700, SS Supplement \$2,410, Housing Allowance \$8,800, Utilities Allowance \$3,000, Full Medical, Pension dues \$9,611, Travel & Business expense \$3,500, Continuing Ed \$500. Four weeks vacation and 2 weeks study leave.

COM approved the addition of Carol Stuart Grizzard to the Pulpit Supply List.

At his request the COM has removed the Rev. Dr. Cullen Story from the roll of the Presbytery of Transylvania as he has renounced the jurisdiction of the Presbyterian Church (U.S.A) per. G-6.0501

RECOMMENDATIONS FOR ACTION

COM approved a motion to request presbytery to appoint a commission to close the church at Camp Nelson in accord with 905.4B. Motion carried.

COM recommends the election of the following commission to install the Rev. E. G. Clark to the Guerrant Memorial Church of Jackson on September 17, 2006 at 4PM. Commission members: Pastors: Scott Howard, Claire Brooks, Fred Hood, Elders: Juanita Callahan (Guerrant Memorial), Felicia McIntyre (Stanton) and Linda Crawford (2nd Lex.)

COM has been working for several months on policies for the reinstatement of pastors to active service in the church following a period of interrupted ministry or of temporary exclusion from ministry. COM recommends these policies for adoption by the presbytery, but recommends that this action not take place until the December meeting, allowing time for the presbytery to reflect on the proposed guidelines.

A Policy for the Support and Assistance of a Minister of Word and Sacrament Following a Period of Interrupted Ministry

This document specifies the Presbytery of Transylvania's policy for assisting a Minister of Word and Sacrament in re-entry to active ministry after conditions which have interrupted that ministry. These conditions may include but are not limited to such matters as physical or mental disability, family problems, irreconcilable conflict, critical incidents or trauma within a congregation. This policy is intended to give guidance to the presbytery, to the congregation, and to the minister whose ministry has been interrupted, so that there is a clear, consistent, equitable evaluation and process for building up the body of Christ.

1. A minister who desires to return to active ministry shall communicate his or her request in writing to the Committee on Ministry. Upon receiving the request the Moderator of the Committee on Ministry shall acknowledge the request and forward a copy of this policy to the minister.
2. If it has not already done so, the Committee on Ministry (hereinafter COM) shall appoint a trusted individual within the presbytery to act as a companion and advocate for the minister.
3. In determining whether a minister of Word and Sacrament should return to active ministry, the COM may use any or all of the following criteria:
 - a. Any requirements previously agreed upon between the minister and the COM at the time of interruption have been fulfilled.
 - b. The minister presents evidence of readiness for return to active ministry.
 - c. The minister has been involved in a congregation to receive spiritual support by participation in the life of a congregation.
 - d. The minister has dealt with other life issues that have emerged during the period that have an impact on his/her return to ministry.
 - e. The minister has a renewed sense of call to active ministry that is discernible by the COM.
 - f. The COM may add other criteria for particular cases.
4. The COM shall appoint three of its members to review all relevant information and make recommendations to the full COM. In the event that there is any expectation that the pastor may return to the previous pulpit, the COM members assigned, shall have regular contact with any other group advising that congregation.
5. The COM members assigned shall inquire about the minister's readiness for ministry, the minister's plans to seek opportunities in ministry, and other relevant information.

6. The assigned COM members shall review the information provided by an interview with the minister and shall determine whether other information is needed.
7. The assigned COM members shall make a recommendation to the COM concerning the minister's readiness for return to active ministry.
8. The COM shall review the recommendation and make its recommendation to the presbytery. If the committee finds that the applicant is not ready for reinstatement, it will so report to the presbytery and inform the applicant of next steps.

Presbytery of Transylvania
Committee on Ministry

Process for Reinstatement of a Minister of Word and Sacrament under Temporary
Exclusion Pursuant to D-12.0140g,h

Preamble (D-1.0101 – 1.0102)

Church discipline is the church's exercise of authority given by Christ, both in the direction of guidance, control, and nurture of its members and in the direction of constructive criticism of offenders. The church's disciplinary process exists not as a substitute for the secular judicial system, but to do what the secular judicial system cannot do. The purpose of discipline is to honor God by making clear the significance of membership in the body of Christ; to preserve the purity of the church by nourishing the individual within the life of the believing community; to achieve justice and compassion for all participants involved; to correct or restrain wrongdoing in order to bring members to repentance and restoration; to uphold the dignity of those who have been harmed by disciplinary offenses; to restore the unity of the church by removing the causes of discord and division; and to secure the just, speedy, and economical determination of proceedings. In all respects, all participants are to be accorded procedural safeguards and due process, and it is the intention of these rules so to provide.

The power that Jesus Christ has vested in his Church, a power manifested in the exercise of church discipline, is one for building up the body of Christ, not for destroying it, for redeeming, not for punishing. It should be exercised as a dispensation of mercy and not of wrath so that the great ends of the Church may be achieved, that all children of God may be presented faultless in the day of Christ.

Reinstatement Policy

This document specifies the Presbytery of Transylvania's policy for reinstatement of a minister of Word and Sacrament after temporary exclusion resulting from a disciplinary action. It is intended to give the presbytery as well as the minister on temporary exclusion (applicant for reinstatement) a fair, equitable standard of judgment and process. The process may be reviewed and modified to fit particular circumstances. This process applies to all cases of temporary exclusion regardless of the reason for discipline.

1. An applicant desiring reinstatement shall communicate his or her request in writing to the Stated Clerk. Upon receiving the request the Stated Clerk shall acknowledge the request, forward a copy of this policy to the applicant, and notify the chair of the Committee on Ministry of the request. This document is to be shared with the minister at the time of temporary exclusion.
2. If it has not already done so, the Committee on Ministry (hereinafter COM) should appoint a trusted individual within the presbytery to act as a companion and advocate for the applicant.
3. In determining whether a minister of Word and Sacrament should be reinstated after temporary exclusion, the COM may use any or all of the following criteria:

- a. The requirements previously agreed upon between the pastor and the COM at the time of temporary exclusion have been fulfilled.
 - b. The applicant has a genuine understanding of the offense, its effect on the congregation and/or individual, and why discipline was necessary.
 - c. The applicant presents evidence of a clear understanding of the conditions that led to temporary exclusion and evidence of personal and spiritual growth that has occurred during the period.
 - d. The applicant has an understanding of the power, authority, and responsibility that one has by virtue of being a minister of Word and Sacrament and serving in ordained ministry.
 - e. The applicant has developed a relationship with an advocate or mentor from within the presbytery.
 - f. The applicant has refrained from contact with members of the congregation during the time of exclusion as previously directed by the presbytery.
 - g. The applicant has during the period of exclusion, maintained employment or taken time off, and conducted himself or herself in a manner befitting a minister of Word and Sacrament.
 - h. The applicant presents evidence that steps have been taken to be involved in a congregation to receive spiritual support by worship and participation in the life of that congregation.
 - i. The applicant has dealt with other life issues that have emerged during the period that have an impact on his/her return to ministry.
 - j. Steps have been taken by the applicant to reduce the risk of offending in the future.
 - k. The applicant has a renewed sense of call to active ministry.
 - l. Such other criteria as the COM may add for particular cases.
4. The COM shall appoint a task force of not less than three of its members to review all relevant information and make recommendations to the full COM. The COM may consider consulting with others who may be helpful to the task force if particular insights, skills, and expertise are needed in specific cases. The stated clerk and/or general presbyter shall be staff to the task force. The COM shall not consult with the counsel for the applicant, any member of the investigating or prosecuting committee, or any member of the permanent judicial commission, though all relevant documentation shall be available to the COM and the task force. In the event that there is any expectation that the pastor may return to the previous pulpit, the task force shall have regular contact with any task force working with that congregation. The appointment of a task force for each case shall be included in the report of the COM to the

presbytery.

5. The task force shall review the record and determine who else should be interviewed and what other records should be reviewed. The task force shall publish a general invitation to presbytery to give relevant input either in writing or at an announced meeting of the task force, which may meet in executive session. It shall obtain releases of information from the applicant to enable it to obtain relevant information, contact secondary references and other persons, check self-care records, conduct criminal background check in all jurisdictions in which the applicant has lived since temporary exclusion, obtain employment verifications, etc. While the task force cannot request personal counseling records, it shall have the authority to require an evaluation by an independent person or group in order to assess readiness for reinstatement. The task force and COM shall have access to such evaluation records.
6. The task force shall request that the applicant provide a written statement covering the following primary questions:
 - a. What are all of your addresses since commencement of temporary exclusion?
 - b. What is your employment history since commencement of temporary exclusion, including name and address of employer, positions held, and dates of employment?
 - c. What community and church activities have you been engaged in since commencement of temporary exclusion?
 - d. What is your current marital and family situation?
 - e. How have you complied with the terms of the temporary exclusion?
 - f. What have you done to prepare yourself for reinstatement to ministry?
 - g. Why do you believe you are now ready to be reinstated to active ministry?
 - h. If you are reinstated to active ministry, what are your plans to seek opportunity for ministry?
 - i. The names, addresses, and telephone numbers of no less than four references to whom the task force may talk.
 - i. Any other information requested by the task force.
 - h. Any other information that the applicant may wish to add that specifically addresses the general criteria in #3 above.
7. The task force shall review the information provided by the applicant and shall determine who else should be interviewed or from whom relevant information should be obtained. The task force shall secure releases of

information from the applicant for this purpose where privileged information is involved. The task force may require evaluation(s) by an independent professional in order to assess readiness for reinstatement. The task force and COM shall have access to such evaluation records. The cost of evaluation(s) required by the COM shall be borne by the presbytery.

8. The task force shall conduct a face to face interview with the applicant and the task force shall have the authority to determine if it needs additional information following the interview. A clergy member of the presbytery, familiar with the disciplinary process may be present with the applicant for support with prior notification to the task force. This person shall not have voice in the process.
9. The task force shall determine if it needs additional information or do further review.
10. The task force shall prepare a written report and recommendation to the COM, provide a copy of the report to the applicant for his/her comments, and after reviewing and discussing the written report, shall schedule an interview with the COM.
11. The COM shall review the task force report and any statements provided by the applicant. It shall conduct an interview with the applicant and determine whether it needs additional information.
12. The COM shall prepare a written report, which shall include the applicant's statement and the COM recommendation to the presbytery. If the committee determines that the applicant is ready for reinstatement, it shall so report to the presbytery, which shall act on the recommendation. If the committee recommends reinstatement, it may include provisions for future oversight of the applicant as he/she seeks and performs ministry. If the committee determines that the applicant is not ready for reinstatement, it shall so report to the presbytery and inform the applicant of next steps.
13. When the COM determines that the applicant is ready for reinstatement, it shall report its recommendation at a stated meeting of the presbytery.
 - a. The applicant shall appear in person by invitation of the presbytery and present a written statement as to why he or she feels ready to be restored to active ministry.
 - b. Presbytery shall be given an opportunity to question the applicant and the COM.
 - c. After moving into executive session, the stated clerk of presbytery shall review the reinstatement process, read the original judgment of the Permanent Judicial Commission, review parliamentary procedure as it relates to deliberation of the recommendation, and recommend limits on the parameters of debate.
 - d. Presbytery may debate the recommendation without the applicant present.
 - e. Upon closure of debate, the presbytery shall vote on the recommendation by secret ballot.
 - f. The results of the ballot shall be announced with the applicant present

and the presbytery shall rise from executive session.

14. In the event that the applicant is restored to active ministry, a service of reconciliation shall be held at the same meeting to mark the occasion and to reaffirm the applicant's and presbytery's mutual commitment to ministry, followed by an appropriate prayer. In the event that the applicant is not restored, an appropriate prayer shall be offered and the COM shall be directed to review and continue the process.
15. The normal costs of photocopying, postage, and mileage of COM members shall be a cost of the presbytery in the reinstatement process. The cost of counseling, reports from employers, etc., and other expenses related to the fulfillment of the requirements of the temporary exclusion and reinstatement process, and also including transportation expenses to meet with the task force, COM, or the presbytery, shall be a cost of the applicant. The cost of psychological or other evaluation that is requested by and reported to the COM or its task force by this reinstatement process shall be borne by the presbytery through the COM.
16. Records and documents gathered during the COM review shall be managed in accord with the presbytery's policies for privacy in such matters.