

REGULAR MEETING OF THE VESTRY
ALL SAINTS CHURCH, PASADENA
May 19, 2020

PRESENT MaryAnn Ahart, Pat Coulter, Gary DePew, Thomas Diaz, Hannah Earnshaw, Adelaide Esseln, Kim Farnham, Will Gatlin, Charis Graham, Christine Hartman, Julianne Hines, Kimberli Hudson, Eddie King, Mike Kinman, Rory Lowdermilk, Art McDermott, Juan Mejia, Norweeta Milburn, Max Molina, Dave Moreno, Rosemary Muñiz, Sarah Phillips, Isabel Ramirez, Brian Robinson, Monique Thomas, Jim White, Steve Williams, Risë Worthy Deamer

EXCUSED

ALSO PRESENT Jim Albarano, Alfredo Feregrino, Melissa Hayes, Keith Holeman, Christina Honchell, Sally Howard, Terry Knowles, Jeremy Langill, Nancy Naecker, Kelly Erin O'Phelan, Susan Russell, Juliana Serrano, Kathy Onoye

The meeting was called to order at 6:00 pm by the Rector using Zoom Webinar. Kinman asked the vestry to take a period of silence and then Kimberli Hudson and Steve Williams read Charles de Foucauld's *Prayer of Abandonment*. The vestry shared reflections. The Rector then offered an opening prayer.

Kinman thanked the visitors who were online for the webinar.

The vestry read the mission statement aloud together.

BUSINESS ITEMS

Approval of New Vestry Members

Mejia shared that Kelsey Heckman and Edna Trigg have resigned. The wardens and rector reviewed the past year's candidates for vestry and recommended Pat Coulter and Kim Farnham to fill the unexpired positions. Following the introductions by Mejia and Thomas, it was moved and seconded that Pat Coulter and Kim Farnham fill the unexpired vestry positions of Edna Trigg and Kelsey Heckman. The vestry unanimously approved the new vestry members.

Approval of the Consent Agenda

- › Report of the Clerk and Committee Reports: It was moved, seconded and the vestry unanimously approved the consent agenda including the minutes and committee reports as received.

Report of the Treasurer

Albarano reported that there was little change to report since the last report. The Finance Committee will meet next week and review the April financials. The effects of the pandemic will be evident in the April report.

Giving

Knowles described incremental changes since the report on May 5, 2020, including increases in non-pledge support and special gifts.

Congregational Response and Community Care Reports

Hartman reported that the Congregational Response Team (CRT) has been communicating with the 20s/30s group, the choirs, and the families with children, in addition to other follow-up calls. They are reaching out to the greater community by encouraging everyone to send notes to various hospitals. They are providing lunch for White Memorial Hospital health care workers in the COVID unit. They are also working on a video to communicate the work of this group. They are also looking at how to support the local skilled nursing homes. There are currently over 90 volunteers working on CRT outreach efforts.

Diaz reported that the Community Care Team (CCT) is working with those impacted through trauma informed response. They have identified 7 external resource teams. They have developed an intake tool and referral sheet. The team is professional and all confidentiality protocols are followed. Kinman thanked the leadership of Hartman and Diaz and all the volunteers. There are currently 12 on the care team and over 90 on the response team. This crosses all ministries.

Vestry Committee Report Questions

Mejia asked to the vestry to take time and review the committee report. It has the priorities set by each of the committees. If you have questions please ask the chairs.

Guiding Principles Exercise

Thomas reported that the Wardens Planning Task Force (WPTF) reviewed responses and identified that they revealed broad general support and alignment with ASC's stated mission and core values, confirming that our mission and core values should guide future decision making.

Themes that were prevalent in the responses and will be considered as we design programming and staffing structures include:

- **Community** - We will strengthen connections with each other and the greater community, collectively and individually
- **Congregation and Staff Partnership** - We will empower the talents and skills of congregation and staff efficiently and appropriately, with appreciation and respect
- **Diversity** - We will cultivate diversity, prioritizing the most vulnerable
- **Healing** - We will serve, comfort, and walk with those who seek emotional and spiritual healing
- **Innovation** - We will be creative and resourceful as we respond to evolving needs and necessary change
- **Justice** - We will take bold action for justice, challenging oppression and inequity
- **Worship** - We recognize worship as the center of our communal life and will evolve worship opportunities to meet the holistic needs of our community

Thomas reviewed each guiding principle and then the vestry had time for discussion and questions.

Core Functions Exercise

Robinson reviewed the process. He asked the vestry to focus on the following question:

What are the two most important functions that All Saints Church does for you?

Please think beyond programs to what happens for you that is most important. The vestry was given a period of time to think and then write down their thoughts and email them to Ahart.

Report from the Wardens Planning Task Force

Thomas reviewed the proposed timeline for putting the assumptions, principles and core functions together to present to the finance committee next week. The timeline will be shared with the parish shortly. The goal has a July 31 deadline. It is important that this is shared for full transparency.

LOOSE ENDS

- McDermott offered commendations to the Foster Care Project on being recognized by County Supervisor Kathryn Barger as she declared May Foster Care Awareness Month.
- Kinman shared that services are being offered to the homeless living on our church campus. Union Station and Los Angeles Homeless Services Authority (LAHSA) are working with these people to find services and moving some into shelters. Buildings & Grounds is working on improving the needed security with new fencing to secure some isolated areas. Kudos go to Lonnie Shields for his work on this issue. PACES continues to work on projects that can be done while the campus is currently not being used due to the sheltering at home order. They are also considering addressing the storage issue around the campus. Some items need to be restored, archived, and some items need to be tossed.
- Diaz shared that Getting Connected is beginning the spring session on May 29 – June 26.
- Hartman shared that the Department of Justice is looking at Governor Newsom and the separation of church and state. The federal government is looking to mandate churches to open. It is important that we communicate that All Saints is open remotely to ensure the health and safety of our people. Kinman shared that we are open but not endangering the health of lives.
- Williams shared that we follow the direction of the bishop. We have virtual online church.
- Russell reminded everyone to get their Pentecost pictures in by May 31.
- Kinman thanked and commended Melissa Hayes, Keith Holeman and Nader Eldahaby.
- Ahart asked about the Creative Group. Kinman shared that they are planning. King shared that they are at the infant stage.
- Williams shared that this is Asian and Pacific Islander Heritage Month. He shared a link to “Finding Cleveland” for the vestry to view. It is a short film and the link will be sent out.

COMMUNICATION BACK TO THE PARISH

- Kim Farnham and Pat Coulter were unanimously approved as new vestry members filling the unexpired terms of Kelsey Heckman and Edna Trigg.
- Guiding Principles were reviewed and discussed.
- The vestry gave their input into the two core functions of All Saints.
- The Foster Care Project was recognized by the County Board of Supervisors.
- We need to clearly communicate that All Saints is open remotely.

APPRECIATION AND REGRETS

- Ramirez thanked Monique Thomas for clearly explaining the exercise and she thanked the team for their hard work.

- Robinson commended the Racial Justice Ministry Zoom Program Sunday May 17. Monique Thomas presented a segment of her original one-woman show, “Hair Journey: An Autoethnographic Performance--Exploring Hair as the Site of Cultural Performance and the Source of Joy, Pain, Struggle, and Redemption.” Monique Thomas was amazing.
- Thomas thanked this community for their support.
- White commended the Wardens Planning Task Force and Mike Kinman’s leadership. This is the first time we are at this point in moving the budget process. This is amazing and early. Thank you all.
- Graham thanked the youth leadership of Jeremy Langill, Nina Scherer, and Jenny Tisi. She also commended the coffee house. Kinman also commended the Trouvères and Alumni’s Coffee House as amazing.
- Thomas also commended Kelly Erin O’Phelan for Children’s Chapel. The books are amazing and good to see through children’s eyes.
- Commendations were given to Dan Cole and his amazing music.
- Coulter commended the view of the organ on Sunday. It was wonderful.

The meeting was adjourned at 7:22 p.m. and with a closing prayer by Alfredo Feregrino.

Respectfully submitted,
Kathy Onoye

Vestry Committee Reports

Second May Meeting 2020

Addendum to May 19, 2020 Vestry Minutes

REGULAR REPORTS:

NO REPORT:

Buildings & Grounds
Children, Youth & Families
Finance
Personnel

PEACE & JUSTICE / OCC

P&J held a special meeting on May 14 to focus on our Priority Areas.

Several members attended planning meetings with LA Voice as we work on developing relationships and lobbying our state and congressional representatives. Other local churches involved with this work include Lake Avenue, Pasadena Mennonite and Rose City Church.

We also began planning for our drive to become a 100% Voting Congregation. We will be recruiting a group of people to call all members of our congregation who are currently not registered to vote and offer assistance to complete their registrations. Then in the fall, we will roll out a program to educate all our members on important ballot issues.

Our regular meeting will be held on May 28.

CHILDREN, YOUTH & FAMILIES

March 2020

The CYF committee met on Tuesday, March 17. Attending: Christine Hartman, Jeremy Langill, Nina Scherer, Kelly Erin O'Phelan, Katie Ford, Jonathan Berry, Emily Dossett

This was at the beginning of the shutdown, so after a brief check in with members we received updates from staff on initial plans to take programs online.

OWL

OWL classes are being suspended. We will figure out how to finish out classes.

Seekers

Thinking that Seekers will do an extended retreat to complete class, Jeremy and Nina are checking in with the youth participants.

Wednesday Night Youth Group

Discord channel is being set up for youth to interact (volunteer moderators will also be present).

Children's Chapel

Children's Chapel is online, Kelly Erin has put out communication to parents about interest in creating Stations of the Cross for Holy Week. Kelly Erin is also providing Children's Chapel "to go" bags for parents who need them.

Parent Culture

Parent Culture will meet online. The group discussed various ways to engage parents when we can get together again.

Congregational Response Team

The group agreed that it would be great to reach out to single parents if we can.

April 2020

The CYF committee met on Tuesday, April 14. Attending: Jessica Ewing, Janet Carol Norton, Katie Ford, Nina Scherer, Kelly Erin O'Phelan, Emily Dossett, Jonathan Berry, Jeremy Langill, Kenyon Harbison, Christine Hartman.

Parent Culture

- Teens – going well, higher attendance than in person. Thinking about having a speaker.
- Young kids – consistent attendance by a few but many are not doing it. Definitely a check-in model.

Youth Programs

- Board game night and Wednesday night youth groups are going well on the dedicated discord channel.
- Adding Zoom session on Sunday nights for youth who prefer that to discord.
- Jeremy and Nina had a Zoom session with the Seekers participants, and they all agreed that they wanted to do an extended retreat when able to complete the program.
- Still figuring out how to finish up this year's OWL sessions.
- Also thinking about the best way to honor seniors this year.
- Jeremy and Nina are checking in with families via email.

Birth-5th Programs

- Kelly Erin is continuing Children's Chapel every Sunday, and will help kick off the card-making for hospitals.
- Continuing to do video content (crafts) during the week and providing supplies to parents as needed.
- Still figuring out how to finish up this year's OWL sessions.
- Doing parent social hour on Thursdays at 8:30 p.m.

Loose Ends/Ideas

- CRT is reaching out to families, not just single parents.

May 2020

The CYF committee met on Tuesday, May 12.

Attending: Jeremy Langill, Nina Scherer, Jonathan Berry, Janet Carol Norton, Christine Hartman, Katie Ford, Kenyon Harbison

Youth Sunday

- Jeremy and Nina are working with youth on Youth Sunday, scheduled for June 7th. They are coming up with some great ideas that will make it a really fun service.
- Continuing to figure out how to connect youth that are not currently connecting.
- Seekers will be confirmed in May 2020.
- Katie offered to do a Zoom session to help youth with college essays.

Birth-5th

- Kelly Erin is not in attendance due to death in the family. Jeremy handled Children's Chapel on Sunday.
- Group brought up Sunday School and if we should do an online Sunday School option through the summer, possibly with parent volunteers? Christine will talk with Kelly Erin about this.
- Talked about the possibility of slowly gathering in small groups with social distancing, maybe even for Sunday School but we just can't gather yet, especially not something officially sponsored by the church. Want to find ways to connect that aren't technology based.
- Pen pals between kids and older parishioners?
- Kelly Erin is brainstorming with Jeremy and Nina what a possible Summer Adventure would look like this year.

Loose Ends/Ideas

- There is officially no end of year BBQ (or online equivalent).
- The group discussed how youth, children, parents are doing. Maybe need to think about how to talk about this stuff with kids, especially holding the realistic/hard stuff with a sense of hope. How to manage uncertainty.
- Online movie watching party during the summer?
- Jeremy and Nina asked the group to send any ideas, especially those for online education/engagement.

Goals

The group discussed goals for the next few months. The most important things, that are already being worked on, is figuring out how the programming looks for the rest of the calendar year going exclusively online. We also talked about having a comprehensive communications plan as well as figuring out how to capture new families during this time.

Christine will be passing on goals to Vestry and meet with staff.

GIVING

	2019 Campaign	2020 Campaign		2020 Budget	2020 Actual YTD
Renewals	5/13/2020	5/13/2020		2/12/2020	5/13/2020
Total Renewals	814	731	Gross Pledge (at Budget)	\$3,244,410	\$3,244,410
Renewal Amount	\$3,316,235	\$3,152,281	New Pledges (after Budget)	\$80,000	\$15,562
Average Renewed Pledge	\$4,074	\$4,312	Late Renewals	\$85,800	\$33,820
<i>Same Pledges Compared to Prior Year:</i>					
Prior Amount	\$3,390,333	\$3,117,296	Increases Since Budget	\$0	\$8,250
Total Increase Amount	-\$74,098	\$34,985	Decreases Since Budget	\$0	-\$360
Percent Change	-2.19%	1.12%	Total Gross Pledge	\$3,410,210	\$3,301,682
			<i>Minus 2.5% Delinquency</i>	\$85,255	\$82,542
New Pledges			Net Pledge Amount	\$3,324,955	\$3,219,140
Total New Pledges	141	116	<i>Income Reporting as of 4-30-2020</i>		
New Pledge Total	\$180,029	\$149,401	Non-Pledge Support*	\$190,000	\$59,100
Average New Pledge	\$1,277	\$1,288	Late Payments*	\$50,000	\$37,729
Amount Change			Special Gifts	\$280,000	\$23,992
			Open Plate	\$130,000	\$28,895
Non-Renewals			Foundations	\$0	\$5,866
Total Non-Renewals	40	35	Special Offerings Total	\$112,000	\$39,851
Non-Renewal Amount	\$112,029	\$73,243	Easter	\$32,000	\$37,762
Average Non-Renewal	\$2,801	\$2,093	Christmas	\$50,000	\$591
Amount Change			Bequest	\$20,000	\$0
			Memorial	\$5,000	\$1,498
Total			Mail	\$5,000	\$0
Total Pledges	955	847	*Included in pledge line in budget.		
Total Pledged	\$3,496,264	\$3,301,682	Notes: ➤ The top three lines in the far right column are as of 5/13/20 and show incremental changes since the last report to Vestry (5/5/20). They include 5 new renewals and 3 new non-renewals. ➤ Non-Pledge Support increased \$12K and Special Gifts \$10K since the last report. ➤ Foundations support includes a small grant from Thrivent requested by a parishioner and an underground surtax rebate (\$5,082) from the City of Pasadena.		
Average Pledge	\$3,661	\$3,898			
<i>Compared to Prior Year:</i>					
Amount Change		-194,582			
Percent Change		-5.5654%			
Outstanding					
Pledging Units	182	204			
Amount	\$334,053	\$332,010			

PASTORAL CARE HEALING & HEALTH

From April 21, 2020

During the last month, PCHH has continued our focus on supporting our ministries online, and participating in and facilitating the Congregational Response Team's work to connect and care for our community during the COVID-19 crisis. To that end, we have done the following:

Congregational Response Team (CRT) and Community Care Team (CCT):

- Recruited volunteers: from Lay Counseling (LCM's), Lay Eucharistic visitors (LEV's) Lay Eucharistic minister (LEMs)s, Adjunct Clergy, professional therapists, by-your-side graduates, healers at the rail, and healing partners, to make phone calls and offer prayers and support to target groups of Congregational Response Team (CRT).
- Developed a service model that integrates internal resources, including Pastoral Care, Healing and Health, and Spiritual Growth, LBGTQ+ ministries, CYF, and staff/clergy
- Identified and recruited an intake resources team consisting of Nicole Gatto, Sharyn Delahousie, Gloria Antall, Charles Foster, Thomas Diaz and Sally Howard
- Established 7 external resource teams: Health, Financial, Housing, Mental Health, Food, LBGTQ+, and Legal. All teams are compiling an external resources list that will be available to the CCT intake team and side by side companions.
- Continued addressing the racial trauma of COVID-19 with Brinell Anderson, working to re-establish online; the Emotional Emancipation Circle work with the community partner, Dara Griffin, Community Organizer at Prototypes, Prevention and Aftercare Services (PAS), a program of HealthRight 360. Emotional Emancipation Circles or **EECs** were developed by the Community Healing Network in partnership with the Association of Black Psychologists. They are designed to provide safe space for those of African descent to heal from the impact of racial trauma, stress, and internalized negative cultural messages.
- We continue our partnership with USC medical school to provide daily outreach to seniors who are living in isolation.
- Online memorial planning to begin with clergy and liturgy team

Calls on Saturdays

Pastoral Care callers are back!

12-Step Groups via Zoom

SIA group meets on Mondays at 7:30pm

Moving Ministries to Telecommunications:

- With the help of our most excellent communications team and tech support department, we have moved the following ministries into telecommunications:
 - ~ Monday Meditation Group
 - ~ Centering Prayer
 - ~ Grief and Loss Group
 - ~ Circle of Life will have the first zoom meeting this coming Sunday lead by Frank Cunningham
 - ~ Mindfulness Meditation (See below)
 - ~ Healing Prayer Team (healers at the rail and healing partners) to begin next week. We hope this ministry will extend beyond the walls of our community

Pastoral Care Huddle:

- The Pastoral Care huddle is meeting weekly. It includes clergy staff, Nina Scherer (CYF), Kelly Erin O'Phelan (CYF), Ana Camacho (PCHH), Maren Tompkins (Rector's Office) and Keith Holeman (Communications).
- Praying with individuals and family members of those ill or who have died of Covid-19.

- Deaths in our community in the last three weeks of May

DECEASED		
Andrea Circle Bear	COVID19 died in federal prison after delivering her baby	Juliana Serrano
David T. Beebe		Greg Kovatch
Connie Edwards		John Proulx
Ann Gustafson		Ann D'Angelo
Stan Hardwick		Alfredo Feregrino
Claudine Kidd Corder		Kelly Erin O'Phelan
Natividad Estrada		Mindy Estrada
Tony Lind		Lynndi Scott
Jerome McDonald		Beth Houskamp
Maria Concepcion Pedroza		Jorge Avila
Olga Ramirez		Isabel Ramirez
Sergio Ramirez		Isabel Ramirez
CJ Dusty Blasiar		Ana
Oscar Chavez		Ana
Kenneth Jones		Margie Power
Natividad Estrada Jumanan		Mindy Estrada
Joyce Lyn	Missionary Maryland pilot -	
Alva Jean Mallory	COVID -19	Loren Mallory
Roberta Marti		Sarah Marti
Chad W. Powell		Marjorie Arnett
Bobby Lee Verdugo	Activist	
Robin Wright	Singer	

VESTRY GOALS / PRIORITIES WORK:

CHILDREN, YOUTH & FAMILIES

Goals for Summer 2020 (will be adjusted if necessary as we move forward)

- *What are the top 2-4 priorities in your committee's area between now and the end of August?*
 - Draft a comprehensive communications plan for CYF.
 - Create a plan for all programs through the end of the calendar year to be online.
 - This plan also includes wrapping up programs from early 2020 as needed.
 - Figure out how to identify and engage new families when we are not physically together.
- *What measurable goals are you setting in those priority areas?*
 - Written plans for both goals finalized by August 1 with implementation ready September 1 if not before.

- *What are the first action steps you are taking to accomplish those goals?*
 - Set up weekly meetings with chair and staff to map out the steps and detailed timeline goals, beginning the week of May 18th.
- *What help do you need from other areas to accomplish those goals?*
 - We may want some feedback from the Communications team as we finalize our communications plan.
- *What is your plan for having the work spread out among as many people as possible and not be overly dependent on staff?*
 - Much of the program design is dependent on staff but we will definitely involve the volunteers who are part of the programs. CYF chair will be actively involved.
 - CYF chair and committee can take on some of the communications plan work.
 - CYF committee member will take lead on new family project, will need some support from ASC staff on worship attendance/welcome bag interest data.
- *What would you like to be communicated to the congregation about your area, what you have accomplished, what you are doing and what your priorities and goals are for the next 10 weeks?*
 - CYF has found some effective ways of keeping children, youth, and parents connected.
 - CYF is continuing to brainstorm, with youth especially, how to better connect and engage in formation as we move forward.
- *What is at least one new exciting possibility for the future you see emerging from this season in our life?*
 - Taking the opportunity to look at things differently because we have no choice.

CONGREGATIONAL DEVELOPMENT

Top Priorities between now and end of August

The overarching priority of Congregational Development work is to provide opportunities to connect people to the church and to each other.

Goals between now and August

1. Redesign and reorganize the ASC Website (existing 2020 goal)
2. Rewrite the Getting Connected Class curriculum to go online
3. Provide spontaneous/casual connections for folks (this is missing with no in-person connection on lawn and other groupings)
 - a. Instead of or in conjunction with, provide small group chat opportunities during the virtual coffee hour
 - b. Adapt Greeter Ministry to Virtual Church
4. Enhance Leadership Support & Development (existing 2020 goal)

First action steps

1. Redesign and reorganize the ASC Website
 - a. Goal and timeline already established
2. Rewrite the Getting Connected Curriculum to go online
 - a. Gather Thomas Diaz, Jenny Berman, Alfredo and me
3. Provide spontaneous/casual connections
 - a. Welcome
 - i. Establish viable virtual Greeters corps
 1. Establish fixed greeter teams for each Sunday
 2. Train individuals on the use of the technology and specific techniques for online greeting.
 3. Document our process
 - ii. Continue welcoming new members through a monthly virtual Welcome Café

Help needed from other areas
Plan for spreading the work load
Communication to parish

Exciting new possibilities for the future – how to keep people connected

1. Build infrastructure for future virtual church so people not physically near us can participate. Continue online presence – we have a lot to offer.
2. Keep a version of CRT alive after the emergency is over
3. Keep the interdepartmental cooperation going and continue to break down the silos

FINANCE

Priorities for Finance by the end of August:

- Present 3 budgets (regular, mid-level, and financially dire) to the Vestry [*The WTF is already working on this.*]
- Produce year-end projections and trends [*Christina, Terry and Kimberli are meeting 5/18 on projections*]
- Set up mechanisms to track virtual giving results
- Identify our assumptions in regards to the wider economic trends that are resulting from the pandemic and their impacts for the parish and the larger community [*All Finance Members*]
- Develop investment strategies for the next 24 months [*Mike Puls, Kimberli Hudson*]

GIVING ADVISORY COMMITTEE

What are the top 2-4 priorities in your committee's area between now and the end of August?

- Campaign 2021 plan
- All campaign collateral designed/written
- Raise \$75K in Special Gifts
- Solicit support from former ASC members/attendees, as well as families attending virtual church multiple times, and see if they might give.

What measurable goals are you setting in those priority areas?

- Campaign plan completed by 6/30 latest
- Campaign collateral designed/written by 6/30
- Campaign primary messages created
- Additional \$50K in Special Gifts raised by 8/31

What are the first action steps you are taking to accomplish those goals?

- Committee brainstorms about Campaign 2021 at its 4/29/20 meeting
- Create inventory of campaign collateral
- Identify designer for campaign pledge card
- Three of us are active in Wardens' Planning Task Force, developing plans and drafting budget for 2021.

What help do you need from other areas to accomplish those goals?

- Vestry pledges early (100% before campaign launch) and secures a pledge from at least one household.
- Expand ways to give online (IT, Communications).
- Involvement of P&J to help us identify non-members and community members who might give to All Saints.
- Communications to help identify virtual church attendees.

What is your plan for having the work spread out among as many people as possible and not be overly dependent on staff?

- We want and need the Vestry to be much more involved in cultivation, stewardship, and asking for pledges.
- Continue encouraging staff in turn to encourage their volunteers to pledge generously.

What would you like to be communicated to the congregation about your area, what you have accomplished, what you are doing, and what your priorities and goals are for the next 10 weeks?

- Our communication with the congregation will be in the form of cultivation and stewardship – informing people of all that is happening even though the campus is closed – how their pledge dollars are being used especially now. Some one-to-one communication.
- Later in the summer we will start to communicate about Campaign 2021.

What is at least one new exciting possibility for the future you see emerging from this season in our life?

- We imagine a weekly series (e.g. “Thursdays at 6”) of 30-minute talks by a wide variety of people, inside and outside All Saints, speaking about a wide range of topics but always framed by All Saints core values. This becomes “destination listening” for everyone and serves to connect people from all over the world with All Saints.

PASTORAL CARE HEALING & HEALTH

- What are the top 2-4 priorities in your committee’s area between now and the end of August?
 - Continued development of the Congregational Response Team and the Community Care Team
 - Ensuring our ministries understand their responsibilities and restrictions in the current environment
 - Providing support and guidance to our ministries to enable them to continue their missions as much as possible, maintaining good two-way communication channels between our ministries and PCHH leadership, and adapting our ministry oversight or steering role to the current environment
 - Keeping the parish informed regarding the PCHH services and support available and access to them
- What measurable goals are you setting in those priority areas?
 - Establishing regular leadership calls to exchange information
 - Offering guidance in implementing alternative communication, i.e., conference calls, Zoom
 - Delivering regular parish updates regarding PCHH
- What are the first action steps you are taking to accomplish those goals?
 - PCHH Steering Committee has begun virtual meetings to establish plans for the listed priorities and goals
- What help do you need from other areas to accomplish those goals?
 - Access to appropriate parish communication channels, i.e, TWAAS, Saints Alive, web
 - Communication across church ministries to identify places of redundancy or integration
- What is your plan for having the work spread out among as many people as possible and not be overly dependent on staff?
 - Most PCHH ministries operate relatively independently, something we will continue to encourage. Most ministry coordination will continue to be handled by the PCHH Steering Committee
- What would you like to be communicated to the congregation about your area, what you have accomplished, what you are doing and what your priorities and goals are for the next 10 weeks?
 - Broader sharing of the role of the Congregational Response Team and the Community Care Team, including when and how they should be contacted
 - To the extent possible, many PCHH ministries continue to function, most offering “virtual” support. Some ministries (i.e., prayer shawl is being encouraged to hold virtual meetings and teach new members how to knit or crochet)
- What is at least one new exciting possibility for the future you see emerging from this season in our life?
 - Significant improvements in our ability to deliver PCHH benefits remotely/virtually
 - Additional opportunities for those with transportation or mobility challenges to participate in PCHH ministries
 - The congregation’s capacity to care for each other, through coordinated internal and external resources, has significantly expanded through the work of the Congregational Response Team and the Community Care Team –(suggested modification)

PEACE & JUSTICE / OCC

Priority Areas and Activities
for May – August 2020

In partnership with LA Voice...

1. Advocacy and Action Related to COVID-19

So as to ensure that our government provides just and equitable support to all community members, with particular care for the most vulnerable (the houseless, the undocumented, and the incarcerated /formerly incarcerated), teams of leaders, with other LA Voice congregations will:

- 1) Conduct research action meetings with members of the Los Angeles region Congressional Delegation, State Senators and Assembly (effective immediately).
- 2) Secure electeds participation (Congressional representatives and with Senators and Assembly Members) in multi-racial, multi-community regional town hall(s) (within 1-2 months).
- 3) Request Congressional prioritization of (ongoing):
 - a. CARES Act 2 and needs of hardest hit communities in all future funding (including PPP for congregations)
 - b. Oversight of Census Bureau (potential devastating impact on funding for our county)
 - c. Federal dollars for long term priorities: housing, basic wage, mortgage and rent forgiveness, etc.
- 4) Request State Prioritization of (ongoing):
 - a. Health coverage for undocumented Californians
 - b. Housing for without homes
 - c. Full eviction moratorium and rent forgiveness with support for mom and pop landlords
 - d. Schools and Communities First

2. Voice for All – 100% Voting Congregation

So as to ensure that every member of the congregation who is eligible to vote:

- A. Registered
 - 1) Teams of leaders will do one-on-one outreach via phone banking and emails to members and confirm their eligibility, and provide technical voter registration support as needed (May – July).
- B. Informed
 - 1) Leaders will facilitate educational opportunities (forums, town halls, meetings) for the congregation regarding ballot measures (refraining from candidate or party related education and information) (August - November).
- C. Votes
 - 1) On Election Day, make sure members have voted (in-person or by-mail) and that there weren't any obstacles to their participation in the election that could not be mitigated (November).

PERSONNEL COMMITTEE

Identified Priority #1

Vestry Personnel Committee (VPC) will continue its work to establish an organizational infrastructure with the capacity to provide staff and management with documented acknowledgment of work performed, goals accomplished, and values demonstrated.

Measurable goals/actions steps: Priority #1

- Provide Reviewsnap, the newly obtained performance management company, with identification data for each staff member and organizational details regarding staff reporting structures.
- Establish dates and times for ASC staff to meet with Reviewsnap consultant.
- Obtain from Reviewsnap documented guidance regarding an ASC Staff Review Process, containing articulated features.
- Securing required information and arranging meeting times have been delayed by inability to obtain needed information remotely. Projected completion date to be determined.

Staff dependency: Priority #1

- VCP members and church staff have been since the committee's inception full and equal partners in every space of this undertaking.
- The designated Operational Managers are staff, Christina Honchell and VCP co-chair Michelle Weetman.

Report to the Congregation: Priority Area #1

- Announce the church's contract with the selected performance management company has begun.
- ASC's annual evaluation process design nears completion.
- ASC will emerge from this season with an enhanced ability to meet our responsibility to provide staff with annual documentation of work performed, and goals achieved.

Identified Priority #2

VPC remains committed to 100% adherence to ASC's guarantee to establish a job description for each position and every staff member.

Measurable goals-actions steps: Priority #2

- Pre-pandemic staff workloads necessitated reassignment of the review and approval function for a portion of the non-clergy job descriptions to the VCP.
- The first action step in this area is to acquire the tiny percentage of outstanding job descriptions by June 15, 2020.
- The second action step in this area is to identify, if possible, a replacement review/approval process, given the planned face to face meetings, to do so, is no longer likely. VPC leadership, by June 8, 2020, will determine if the completion of this task is possible using Zoom.

Report to the Congregation: Priority #2

- Committee not asking, at this time, for an announcement regarding this area.
- Request forthcoming upon completion of the Job Description phase.