

Human Resources Commission

Horseshoe Falls Regional Council

OF THE UNITED CHURCH OF CANADA

Connecting, Supporting, Transforming

Place: Ryerson Camp, Normandale

Time: 1:30 p.m.

Roster: Callie Archer (L), Doug Caldwell (L), Sue Cowan (DLM), Debbie Christie (L), ,
Joanne Hedge (OM), Nadia Koltun (L), Morar Murray-Hayes (OM), Alison Playfair
(OM), Matthew Root (L), Susan Stephen (L), Pat Tooley (L), Robin Wilkie (OM)

Staff Support: Pretima Kukadia-Kinting, Admin Assistant PKukadia@united-church.ca
Rev. Diane Blanchard, Minister, Pastoral Relations DBlanchard@united-church.ca

Present: Doug Caldwell (L), Sue Cowan (DLM), Nadia Koltun (L), Alison Playfair (OM),
Susan Stephen (L), Robin Wilkie (OM), Debbie Christie (L), Pat Tooley (L)

Regrets: Morar Murray-Hayes (OM), Matthew Root (L)

Absent: Callie Archer (L), Joanne Hedge (OM), Matthew Root (L)

Welcome and Constitute Meeting: Diane Blanchard welcomed the members to the
commission and asked about the 'why' they were drawn to this work

Acknowledging the Land: this was done earlier in the morning by President Kate Young

Opening Worship: will be doing worship in meetings going forward

Opening Motions:

New Business

1. Overview of our work
2. Choose a convener of Human Resources Commission
3. Choose rep to sit on the executive
4. Decision making – by consensus or by motion
5. Using Dropbox and Zoom
6. Training resource pools – regional liaisons, United Fresh Start facilitators, regional
liaisons when request to end pastoral relationship
7. Meetings – schedule in second week of month
8. Worship for next meeting

There was discussion about how the Covenant Commission and the Human Resource
Commission work together and which tasks belonged to which commission.

Some points that were discussed and clarified for members of the commission:

Churchhub.ca

- Communities of Faith upload profiles to Churchhub.ca which are available to 'see' by other communities only when 'in search'
- All ministry personnel have a profile on Churchhub.ca which, among other things, tracks mandatory trainings, education, calls and/or appointments
- If a ministry personnel goes 'into search' then communities of faith also 'in search' can then see each other

Covenant Commission

- The Covenant Commission has oversight of Pastoral Supervisors
- Once the Covenant Commission approves a Community of Faith's profile, the Human Resource Commission appoints a Liaison
- Communities of Faith to keep their profile and Living Faith Story current
- The Covenant Commission meets the 3rd Wednesday of the month to pass on approvals to us as we meet the 4th Wednesday of the month (at 1 pm)

Human Resource Liaisons

- Diane pointed out that there are a good number of liaisons in our region and there are others who have expressed an interest in being in the Human Resource pool so we should offer a training session. They will assist communities in search with:
 - looking over the position description,
 - training the search committees in their tasks,
 - determining if the site wants to be a Supervised Ministry Education (SME) site,
 - attending the congregational meeting presenting search results,
 - attending covenanting service.
- Specially-trained Liaisons are needed for communities ending pastoral relationships
- Handbook for Liaisons is on the United Church website

Policy Work: 'Big picture' policy work is the work of this commission:

- The Manual is this commission's basic policy guideline – sections 3 and 4. This can be open to interpretation, e.g. LLWLs can do occasional worship. What does occasional mean? We can set this policy.
- Approving calls
- Appointments
- Retirements
- Requirements for changes re appointment terms, etc.
- Oversight of Licenced Lay Worship Leaders (LLWL)
- Approval for sacraments for students, LLWLs
- Pulpit supply

- This commission needs a policy re retired ministry appointments which have varied quite a bit in previous Presbytery/Conference appointments
- A policy is also needed for sacramental privileges for retired ministry appointments, LLWLs, etc.
- We are accountable to the Executive through a representative who sits on Executive and through regularly providing minutes of our meetings.
- We can refer any matter to the Executive if we so choose

Motions of Call/Appointments

- The decision by Executive Committee applies: That supply appointments (when a congregation is in search) be 6 months in length, renewable twice.
- Our motions do not go to the Executive Committee for approval; our minutes go to the Executive for information. Our motions are approved by this commission and signed by Pretima Kukadia-Kinting.
- We need to choose on 'consensus' or 'motion'. We have a lot to approve – maybe an 'omnibus motion' instead: consensus for routine issues, motion for others. Nadia will research this
- The paperwork is posted in the minutes with financial numbers redacted (according to privacy guidelines)
- Motions will read: ... terms as outlined in record of call/appointment
- Record of Call goes to United Church office and a signed copy back to the community of faith
- We keep the paperwork on file

United Fresh Start

- This is a 22 module educational program for ministry personnel and lay leaders serving congregations that are in transition. It offers the best insights and strategies developed over the last 25 years with a focus on transition, leadership, organizational development, conflict management and other key topics.

This program is especially useful during the 1st two years of a new pastoral relationship

United Fresh Start facilitators: Tanya Cameron, Joyce Payne, Carey Wagner, Louise Hall

Abuse Claims or Reviews: Go to the Office of Vocation

The members of the commission agreed on Debbie Christie as Chair of the commission. Pat Tooley will act as Representative on Executive.

Emergent Business

1. Requests for change of pastoral relations from:

- Glen Wells, OM, from St John's, Hamilton to accept a new call, effective August 12, 2019.
- Gayle MacDonald, OM ret. From Caistorville pastoral charge, effective July 31.

- Kim Wright, OM, from Wesley, Welland for the purpose of retirement, effective July 30, 2020.
- John Tapscott, OM, from Streetsville, Mississauga for the purpose of retirement, effective August 30, 2020.

MOTION That the Human Resource Commission concurs with the requests for change of pastoral relations for: Glen Wells effective August 12, 2019 for the purpose of accepting a new call.; and Gayle MacDonald effective July 31, 2019; Kim Wright effective July 30, 2020; and John Tapscott effective August 30, 2020 for the purpose of retirement. We receive this with our gratitude for the ministry offered.

The commission concurs with the request.

2. For information: Sabbatical leave
 - Advisement by M&P committee of St Andrew's, Niagara Falls, of the sabbatical leave for Diane Viney from September 1 to December 1, 2019
3. Declare position open, pending approval by Covenant Commission
 - at Binbrook-Blackheath and appointing regional liaison – Doug Caldwell?
(the position description is on pp 5 -8 of their profile work)

MOTION That as the Covenant Commission has received for information the Community of Faith profile including living faith story, demographic profile, financial information, and Real Property worksheet; and liaison Doug Caldwell has recommended the position description (attached) for Binbrook-Blackheath Pastoral Charge, and that a vacancy for Minister, Full Time, be declared and that Doug Caldwell continue as appointed Pastoral Relations Liaison to work with the Pastoral Charge to fill the vacancy.

The commission approves the open position if/when Covenant Commission approves the paperwork.

- St George – Full Time – appoint liaison

MOTION That as the Covenant Commission has received for information the Community of Faith profile including living faith story, demographic profile, financial information, and Real Property worksheet for St. George United Church in Paris, and that a vacancy for Minister, Full Time, be declared and that a liaison be appointed to work with the Pastoral Charge to fill the vacancy.

The commission approves the open position if/when Covenant Commission approves the paperwork.

- For information: Trinity Beamsville – to hire half time AST Student
4. Approval of Appointments
 - Kim Belanger, DLM, to Wellington Square, Burlington, from July 22, 2019 to June 30, 2020, at 24 hrs/week, as per form dated June 5, 2019.

- Ed Turner, DLM, to Waterford, from September 1, 2019 to August 31, 2020, full-time, as per form dated June 9, 2019.
- Karen Orlandi, candidate supply, to Silver Spire from July 1, 2019 to June 30, 2020, full-time, as per motion dated June 16, 2019. Add: Paperwork will follow.
- Morar Murray-Hayes, OM, ret, to Christ First United Church, Mississauga, from July 1, 2019 to June 30, 2020, 30 hrs/week, as per form dated May 15, 2019.
- Jim McKnight, OM, ret, to Trinity, Thorold, from August 1, 2019 to June 30, 2020, 20 hrs/week, as per form dated May 14, 2019.
- Lloyd Paul, OM, to St George United, St George, from July 1, 2019 to “point of call”, full-time, as per form dated May 13, 2019.
- Rick Hawley OM ret to St David’s, Queenston, from August 1, 2019 to January 31, 2020, 20 hrs/week, as per form dated May 31, 2019
- Jan McCormick, candidate supply, to Hillcrest United Church, from September 1, 2019 to August 31, 2020, 20 hrs/week, as per form dated May 8, 2019
- Heather Filson, DLM, to Central, Port Colborne, from July 1, 2019 to June 30, 2020, 30.5 hrs/week, as per form dated May 16, 2019
- Thom Davies, OM, ret, to St Andrew’s, Brantford (retroactive), from March 11, 2019 to June 9, 2019, 24 hrs/week, as per form dated March 11, 2019
- Bill MacKinnon, OM, to Sydenham-Heritage, from July 1, 2019 to December 31, 2019, 24 hrs/week, as per form dated June 11, 2019
- Terry Dempsey, (ordained supply), to Sydenham-Heritage, from July 1, 2019 to December 31, 2019, p/t hrs/week, as per form dated June 16, 2019
- Barrie Bain, OM, retired, to St James, Simcoe, from September 1, 2019 to June 30, 2020, 20 hrs/week, as per form dated April 23, 2019
- Stephen Huntley, OM, to St John’s, Hamilton, from August 19, 2019 to February 19, 2020, full-time, as per form dated June 12, 2019
- Barb Fullerton, OM, IIM, to East Plains, Burlington, from May 1, 2019 to June 30, 2020, 30 hrs/week, as per form dated June 13, 2019
- Amadeus Pyralis, Cand Supply, (AST summer distance student, Selkirk), to Faith Centennial, from July 1, 2019 to June 30, 2020, 30 hrs/week, as per form dated June 4, 2019

MOTION That the Human Resource Commission concurs with the appointments listed above, as per the terms noted on the appointment forms.

The commission concurs with the request.

5. Approval of Intentional Interim Ministry appointment

- Helen Prior, OM, to amalgamating congregations of Tansley, Nelson & St Stephen

MOTION That the Human Resource Commission concurs with the request of “New Church” formerly Tansley, Nelson & St. Stephen, and approves the Intentional Interim ministry appointment of Helen Prior, OM, full-time, from August 1, 2019 to no

later than June 30, 2021, with the terms as noted on the appointment forms dated May 23, 2019.

The commission concurs with the request.

- Appointment of representative to the Transition Team
6. Approval of Calls
- Glen Wells, OM, to Wellington Square, Burlington, starting August 12, 2019, full-time, as per form dated May 17, 2019
 - Peg Turner, OM, to St. Mark's, Dundas, starting July 1, 2019, 30 hrs/week, as per form dated May 21, 2019
 - Sarah Grady, OM, to St. Paul's, Paris, starting October 1, 2019, full-time, as per form dated June 10, 2019
 - Allison Playfair, OM, to St. Paul's, Dundas, starting July 8, 2019, full-time, as per form dated May 26, 2019

MOTION That the Human Resource Commission concurs with the calls listed above with the terms as noted on the records of call.

The commission concurs with the request.

7. Consideration of Intentional Interim Ministry Reports
- St Paul's, Dundas by Helen Prior and transition team – this item is deferred.
 - East Plains United, Burlington by transition (Barb Fullerton)

MOTION That the Human Resource Commission concurs with the change in terms for Barb Fullerton as noted in the document.

The commission concurs with the request.

- Melrose, Hamilton by Philip Gardner and transition team

MOTION That the Human Resource Commission receives the report from Melrose United Church with thanks for the ministry of the Transition Team and the work of Helen, Barb and Philip Gardner.

The commission concurs with the request.

8. "The regional council for the region in which the applicant is a member will provide a reference regarding the applicant's general suitability for intentional interim Ministry at this time." Requested by Rev. Daryl Webber

There was discussion regarding good standing, knowledge of completed coursework and general suitability of candidates for intentional interim ministry standing. It was agreed that Diane provide a letter from the region.

MOTION **That the Human Resource Commission of Horseshoe Falls Regional Council concurs with appointing Debbie Christie as convenor of the Human Resource Commission and Pat Tooley will stand as representative on the Executive Committee.**

The commission concurs.

Having completed the work before it, Diane in her role as facilitator/chair adjourned the meeting.

Next Meeting: Wednesday, July 24, 2019 at 1:00 p.m. by Zoom. Pretima will be available from 12:30 a.m. for those who are new to Zoom.