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Commission on Ministry Report to Presbytery

Presbytery of Northeast New Jersey

February 20, 2024

A. Actions Taken by the Transitions Team (Convener Joan Davies)

a. December 2023 meeting

- The Transition Team *approved* the Ministry Discernment Profile for **Springfield** First Presbyterian Church, Springfield NJ.
- The Team listened and advised **Westfield** regarding staffing options for their Youth Ministry program. They will go back to their Session for further discernment.

b. February 2024 meeting

- **Approved** Rhonda Myers as Moderator at **Claremont - Lafayette United Presbyterian Church**.
- **Approved** Debra Garguilo as Moderator at **First Presbyterian Church of Hackensack**.
- **Approved** Laura Phillips as Moderator at **South Presbyterian Church in Bergenfield**, if she is available to do so Rev. Susan Friedl will serve.
- **Approved** Rev. David Widmer (Coastlands Presbytery) as Temporary Pastor at **First Presbyterian Church of Carlstadt**.
- **Approved** that the **United Presbyterian Church in Paterson** may form a PNC to conduct a closed search with one designated candidate.

B. Actions taken by the Administrative Team (Convener Rev. Shelley Gardener)

The Administrative team continued their work on both the Minimum Terms of Call policy and the development of a recommended process for healthy boundaries training and made recommendations on both to the full COM at their November meeting. They also continued their work on Validated Ministries beyond our congregations.

C. Actions Taken by the Membership Team (Convener Rev. Susan Friedl)

a. December 2023 meeting

- With gratitude for his service, the membership team voted unanimously 1) to grant The Reverend **Michael Granzen** honorable retirement and 2) to move his membership to Presbytery of the Coastlands upon retirement.
- With gratitude for his service, the membership team voted unanimously to grant The Reverend **Steve McClelland** honorable retirement.
- Upon interview with Ruling Elders from **Osceola Presbyterian Church**, the membership team voted unanimously to approve the Terms of Call one year contract for The Reverend Bobbie Arrowsmith to serve as Supply Pastor. Susan Friedl closed with prayer.
- The membership team interviewed The Reverend Jan Ammon to serve as Interim Senior Pastor of **Central Presbyterian Church, Summit**. By vote the Terms of Call for a one-year contract was approved unanimously. The term will begin on February 1, 2024 upon Don Steele's retirement. Rev. Ammon's membership will continue to reside in the Presbytery of the Highlands of New Jersey while she serves within the bounds of Presbytery of Northeast New Jersey.

b. February 2024 meeting

- Membership met with the candidate for installed paster at Caldwell, they sustained the examination of the candidate for membership in the presbytery as well as for fit with the church. Terms of call as well as candidates name will be reported in the May COM report once the candidate has informed their current church.

C. Admin Team

December 2023 Meeting

- 1) Discussed the attached Family and Medical Leave Policy as now required by the BoO.
The policy was adopted by the Administrative Team.
- 2) Discussed roll-out of Boundary Training which will take place through the PNENJ newsletter and will be administered by the presbytery office. We have set the expectation that all ministry members will complete the 2 courses no later than May 1, 2023.

February 2024 Meeting

Boundary Training Update

Information concerning Boundary Training, including the link to Safe Gatherings, has been published in all January PNENJ Tuesday newsletters. To date 20 ministers have signed up, 7 have completed Sexual Misconduct Course, 6 have registered for Clergy Ethics and 3 have completed the course. E-mails will soon be sent to every ministry member as an additional reminder to complete the 2 courses in compliance with the BoO and insurance policies.

The Presbytery receives notification when a minister registers and completes a course. Additionally, the presbytery has the ability to print certificates (as does the participant). There is also an administrative function that provides a monthly registry of participants.

Since Safe Gatherings is used by many churches and organizations as a provider of background checks, participants are asked for their SSN and date of birth. Anyone who is not comfortable with submitting this can simply type 111-11-1111, and a fictitious birth date so that the fields are filled.

1. **Coaching Training** Rev. Steve Huston presented and proposed a 2-part (8.5 total hours) coaching training specially designed for COM and CPM members to provide tools for working with churches and pastoral candidates. **The Administrative Team recommends use of \$3,500 of COM budgeted funding for this program. Rev. Huston is willing to speak to this program at the next COM meeting in March.**

D. General

There was no January 2024 meeting of COM.