

**Presbytery of the Cascades
Special Meeting
November 28, 2023
Minutes**

A Special Meeting of The Presbytery of the Cascades was held November 28, 2023, as a web-based video meeting. The Reverend Jennifer Martin, 2023-2024 Moderator of the Presbytery, was in the chair and the Reverend Paul Belz-Templeman, Stated Clerk, was present recording the proceedings. The meeting was called to order at 7:00 pm. Jennifer Martin opened the meeting with prayer followed by a land acknowledgement.

Call to Meeting

Article VI.B. of the Presbytery's Bylaws states that the moderator shall call a special meeting at the request, or with the concurrence, of two teaching elders and two ruling elders, the elders being of different congregations. A list of the teaching elders and ruling elders calling this meeting follows as appendix.

Members of the Presbytery Leadership Commission voting to request a special meeting to authorize selling Mt. Laki property are Ruling Elders Gail Black (Portland, Rose City), Carole Eckerd (Roseburg, First), Sharon Hasenjaeger (West Linn, Emmanuel), Marilyn Howe (Portland, First), Linda Jackson Shaw (Redmond, Community), Lisa Snodderly (Portland, First), Eileen Sheelar (Keizer, John Knox), and Minister Members Mark Frey, Steve Hammond, Char Mace, Jennifer Martin and Elizabeth Winslea.

Members of the Personnel & Administration Committee requesting this meeting to adopt a Harassment Policy and Complaint Procedure are Ruling Elders Evonne Hubbard (Medford, First), Lisa Snodderly (Portland, First), Milt Plocher (Corvallis, First), and Minister Members John Hubbard, Ann Bowersox and David Mote.

Quorum

Article VI.C. of the Presbytery's Bylaws states that the quorum for a meeting of the presbytery, whether stated or special, shall be no fewer than the number of ruling elders required to represent at least ten percent of the congregations of the presbytery, and an equal number of teaching elders of the presbytery. At the time of the meeting, the presbytery was composed of 90 congregations. The quorum for this meeting was 9 ruling elders representing 9 congregations of the presbytery and an equal number of minister members.

83 presbyters registered attendance at the meeting. Presbyters in attendance were **37** minister members of the presbytery, **34** elder commissioners representing **26** of the congregations of this presbytery, and **12** elders enrolled as commissioners by virtue of presbytery service. A listing of the presbyters registering attendance is attached as **Appendix A**.

Authorization to Sell Mt. Laki

The Presbytery **adopted a motion authorizing the Board of Trustees to sell the real property received from the Mt. Laki Presbyterian Church Corporation**. The vote was taken by ballot with 73 in the affirmative and 0 in the negative.

Harassment Policy and Complaint Procedure

After debate, the Presbytery adopted a Harassment Policy and Complaint Procedure. The vote was by ballot with 78 in the affirmative and 1 in the negative. The Policy is attached as **Appendix B.**

Stated Clerk Belz-Templeman promised to bring language to the April, 2024 Stated Meeting to improve the policy in three ways:

1. Clarify time limits for reporting to various authorities;
2. Increase scope to include presbytery members and volunteers;
3. Create templates for sessions in both Oregon and Washington.

The meeting was adjourned with prayer by Moderator Jennifer Martin at 7:32 pm.



Paul Belz-Templeman

Approved by the Presbytery Leadership
Commission 12/13/2023- PBT

Appended

- A- Meeting Attendance
- B- Presbytery of the Cascades Harassment Policy and Complaint Procedure

Appendix A

November 28, 2023 Presbytery Stated Meeting Attendance

RULING ELDER COMMISSIONERS			
Name	City, Church	Name	City, Church
Schuttpelz, Kristen	Albany, United PC	Murphy, Patrick	North Bend, First PC
Miller, Donna	Central Point, First PC	Smith, David	Pacific City, Nestucca Valley PC
Robinson, Fran	Central Point, First PC	Woo, Nancy	Portland, Calvary PC
Missar, Chuck	Cottage Grove, First PC	Blomgren, Doug	Portland, First PC
Montgomery, Anne	Cottage Grove, First PC	Vanden Bosch, Peter	Portland, First PC
Seeger, Joanne	Eagle Creek PC	Ziel, Sharon	Portland, First PC
Bottge, Merle	Eugene, Central PC	Jewel, Rebecca	Portland, Kenilworth PC
Cookson, Barbara	Eugene, Central PC	Reed, Capi	Portland, Moreland PC
Spencer, Jennie	Fairview, Smith Memorial	Black, Karen	Portland, Multnomah PC
Nichols, Gail	Florence, PC of the Siuslaw	Belt, Kate	Portland, Rose City Park PC
Macfarlane, Christine	Hillsboro, Tualatin Plains PC	Moiso, Lea	Portland, Rose City Park PC
Curtis, Bronwyn	Keizer, John Knox PC	Lamb, Michael	Salem, Salem First PC
Emmett, Mary Jo	Keizer, John Knox PC	Talbert, Michael	Salem, Salem First PC
Buck, Scott	Lincoln City, Chapel By the Sea	Fraser, Sharon	St. Helens, Plymouth PC
Widen, Dave	McMinnville, First PC	Martin, Lynne	Trout Lake, First PC
Hubbard, Evonne	Medford, First PC	Meyers, Peter	Vancouver, East Woods PC
Saxowsky, Denvy	Monmouth, Christ's Church	Combs, Charles	West Linn, Emmanuel PC

By Virtue of Service	Committee or Commission
Anderson, Doug	Chair, PLC
Brenner, Connie	Nominating Committee
Hasenjaeger, Sharon	Chair, Committee On Representation
Howe, Marilyn	Chair, Trustees
Hubbard, Mike	Chair, Commission on Ministry-South
Huddleston, Kathleen	Commission on Ministry-Northwest
Irish, Jan	Commission on Ministry-Central
Lundy, Thomas	Presbytery Treasurer
Schlechter, Roberta	Personnel & Administration
Sheelar, Eileen	Chair, Communications and Technology Team
Snodderly, Lisa	Chair, Personnel & Administration
Stewart, Bill	Trustees

MINISTERS OF THE WORD AND SACRAMENT			
Name	Name	Name	Name
Belz-Templeman, Paul	Frey, Mark	Lewis, Brandon	Olson, Wendy
Bethel, Victoria	Hammond, Steven	Martin, Jennifer	Parfrey, Eileen
Bowersox, Ann	Hazen, Rebecca	Martin, C. Todd	Sanderson-Doughty, Sarah
Brown, Dwayne	Ireland, Suzan	McIlraith, Mark	Scalera, Clark
Cash, Blair	Jewel, David	Miller, Joan	Sievert, Jeff
Dalgarno, Scott	Keener, Kathy	Moiso, Jim	Sponaugle, Laurie
Delaney, Amy	Kent, Brad	Mote, David	Stebe, Bob
Dickson, Kelly	Kokjer, Dean	Murphy, Chris	Van Nostran, Bill Van
Emery, Joyce	Leavitt, Liz	Olson, Mark	Van Stelle, Sue Van
			Zomermaand, Conley

Presbytery of the Cascades Harassment Policy and Complaint Procedure

*The Harassment policy of the Presbytery of the Cascades (the “**Presbytery**”) is grounded in the concept that every human being is created in the image of God (Genesis 1:26ff.) and in these words from Jesus: “You shall love the Lord your God and your neighbor as yourself” (Matthew 23:37-39). As such, the Presbytery opposes all forms of harassment and seeks to provide space where all employees, ministers, members and visitors can flourish free of harassment.*

Sexual and other unlawful harassment is a violation of Title VII of the Civil Rights Act of 1964 (Title VII), as amended, as well as many state laws. Harassment based on a characteristic protected by law, such as race, color, ancestry, national origin, gender, sex, sexual orientation, gender identity, marital or domestic partner status, religion, age, disability, veteran status, or other characteristic protected by state or federal law, is prohibited.

The Presbytery strives to provide a work environment free of harassment. Harassment of the Presbytery’s employees by management, supervisors, coworkers, or non-employees is prohibited. Further, any retaliation against an individual who has complained about sexual or other harassment or retaliation against individuals for cooperating with an investigation of a harassment complaint is similarly unlawful and will not be tolerated. The Presbytery will take all steps necessary to prevent and eliminate unlawful harassment.

The Presbytery advises employees to document any conduct they believe might violate this policy.

Definition of Unlawful Harassment “Unlawful harassment” is conduct that has the purpose or effect of creating an intimidating, hostile, or offensive work environment; has the purpose or effect of substantially and unreasonably interfering with an individual’s work performance; or otherwise adversely affects an individual’s employment opportunities because of the individual’s membership in a protected class. Unlawful harassment includes, but is not limited to, epithets; slurs; jokes; pranks; innuendo; comments; written or graphic material; stereotyping; gossip; or other threatening, hostile, or intimidating acts based on race, color, ancestry, national origin, gender, sex, sexual orientation, marital status, religion, age, disability, veteran status, or other characteristic protected by state or federal law.

Definition of Sexual Harassment While all forms of harassment are prohibited, special attention should be paid to sexual harassment. “Sexual harassment” is generally defined under both state and federal law as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature where:

- Submission to or rejection of such conduct is made either explicitly or implicitly a term or condition of any individual’s employment or as a basis for employment decisions; or
- Such conduct has the purpose or effect of unreasonably interfering with an individual’s work performance or creating an intimidating, hostile, or offensive work environment.

Other sexually oriented conduct, whether intended or not, that is unwelcome and has the effect of creating a work environment that is hostile, offensive, intimidating, or humiliating to workers may also constitute sexual harassment. While it is not possible to list all the circumstances that may constitute sexual harassment, the following are some examples of conduct that, if unwelcome, may constitute sexual harassment depending on the totality of the circumstances, including the severity of the conduct and its pervasiveness:

- Unwanted sexual advances, whether they involve physical touching or not
- Sexual epithets, jokes, written or oral references to sexual conduct, gossip regarding one's sex life, comments about an individual's body, comments about an individual's sexual activity, deficiencies, or prowess
- Displaying sexually suggestive objects, pictures, or cartoons
- Unwelcome leering, whistling, brushing up against the body, sexual gestures, or suggestive or insulting comments
- Inquiries into one's sexual experiences
- Discussion of one's sexual activities

Complaint Procedure for Discrimination or Harassment Any employee who believes they have been personally subject to or witnessed discrimination or harassment of another employee, is requested and encouraged to make a complaint. You may bring your complaint directly to your immediate supervisor, the head of staff, a member of the Personnel and Administration Committee, or any other member of management with whom you feel comfortable bringing such a complaint. All complaints will be investigated promptly and, to the extent possible, with regard for confidentiality. If the investigation confirms conduct contrary to this policy has occurred, the Presbytery will take immediate, appropriate, corrective action, including discipline and up to termination.

Retaliation against an individual who has complained about sexual harassment and retaliation against individuals for cooperating with an investigation of sexual harassment complaint is unlawful and will not be tolerated at the Presbytery. Any suspected retaliation or intimidation should be reported immediately to one of the persons identified above.

Sexual Assault The Presbytery also prohibits any sexual assault against an employee or any other covered person. "Sexual assault" means unwanted conduct of a sexual nature that is inflicted upon a person or compelled through the use of physical force, manipulation, threat, or intimidation.

Time Limit to Bring Action Employees will have five (5) years to file a complaint with Oregon's Bureau of Labor and Industries or a court for claims of discrimination, harassment, or retaliation under Oregon laws.

Non-Disparagement, Non-Disclosure, and Separation Agreements The Presbytery will not require or coerce an employee to enter into a non-disclosure or non-disparagement agreement, or any other agreement that has the purpose or effect of preventing the employee from disclosing or discussing conduct that constitutes unlawful discrimination, harassment, sexual assault, or retaliation concerning any other protected status under applicable law. The prohibitions in this section apply to conduct that occurred between employees or between the Presbytery and an employee in the workplace or at a work-related event that is off the employment premises and coordinated by or through the Presbytery, or that occurred between the Presbytery and an employee off the employment premises.

Notwithstanding the above, nothing in this policy prohibits employees from requesting to enter into a settlement, separation, or severance agreement with the Presbytery that includes a non-disclosure and/or a non-disparagement provision. The agreement may include a no-rehire clause. The employee will have seven days after executing the agreement to revoke it.

A non-disparagement agreement prohibits criticism by one party related to the other. A non-disclosure agreement prohibits one or both parties from disclosing information related to the agreement, and/or the underlying facts leading to the agreement.