

**PRESBYTERY OF THE CASCADES  
MINUTES OF STATED MEETING  
March 14-15, 2025**

A Stated Meeting of The Presbytery of the Cascades was held on March 14-15, 2025, at First Presbyterian Church, Portland, Oregon. The Reverend Chris Murphy, 2024-2025 Moderator of the Presbytery, was in the chair and the Reverend Paul Belz-Templeman, Stated Clerk, was present recording the proceedings.

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 88 congregations. Thus, the quorum for this meeting was 9 ruling elders representing 9 congregations of the Presbytery and an equal number of minister members.

**127** presbyters registered attendance at the meeting. Presbyters in attendance were **66** minister- members of the Presbytery, **47** elder commissioners from 31 of the congregations of this Presbytery, and **14** elders enrolled as commissioners by virtue of Presbytery service. A listing of the Presbyters registering attendance is attached as Appendix A.

The meeting was convened at 3:45 pm with a reading of the beatitudes, prayer and song by the moderator.

Welcome & Land Acknowledgement

The moderator gave a land acknowledgement stating that the meeting was held on the traditional homelands of the Chinook, Cowlitz, Clackamas, Kalapuya and Atfalati people who have stewarded it through the generations.

The Reverend Heidi Bolt, Interim Pastor of Portland, First welcomed commissioners to the meeting.

Seating of Guests with Voice

The following guests were seated with voice at the Presbytery Meeting: the Reverend Nancy Vincent, Synod Executive from the Synod of the Pacific; the Reverend Christine Long, Church Consultant for the Board of Pensions; DJ Lee, the Lead of Korean Congregational Relations, Board of Pensions; Corey Schlosser-Hall, Deputy Director of the Interim Unified Agency of the PC(USA); the Reverend Sandra Moon, Ministry Relations Officer for the Presbyterian Foundation.

Docket

**The docket was adopted** as amended.

Transitional Executive Presbyter

Brian Craker reported on his work in the Presbytery. His report is attached as Appendix B.

Synod Executive Nancy Vincent

Nancy Vincent reported on the ways that Synod serves the presbytery through grants, loans and investment activities.

#### Advocate for Congregations and Clergy

Clark Scalera reported on his work to the Presbytery and explained the break out group activity planned for the meeting recess.

#### Recess

The meeting recessed at 4:45 pm and reconvened at 5:25 pm with song.

#### Board of Pensions

Christine Long from the Board of Pensions reported and introduced DJ Lee, the Board's Lead of Korean Congregational Relations.

#### Ecumenical Ministries of Oregon

Frank So, Executive Director of Ecumenical Ministries of Oregon (EMO) reported on the social justice work done by EMO.

#### PC(USA) Interim Unified Agency

Dr. Corey Schlosser-Hall, Deputy Director of the Interim Unified Agency of the Denomination presented on the reorganization and work of that agency.

#### Treasurer

The treasurer reported on the financial activities and financial position of the presbytery, focusing on revenue sources.

#### Board of Trustees

Chair Marilyn Howe reported on behalf of the Board of Trustees noting that a one-day Sacred Places workshop will take place May 10, 2025 at Corvallis, First.

On behalf of the Trustees Marilyn Howe moved to **approve the request from St. Andrews Presbyterian Church, Portland, to remove restrictions on the remaining funds received from a sale of property in 2010.** The motion was adopted.

On behalf of the Trustees Marilyn Howe moved to **Approve the request to permit First Presbyterian, Corvallis, OR, to sell property at 142 SW 8<sup>th</sup> St., Corvallis and use proceeds to pay for roof and exterior wall restoration for their sanctuary building.** The motion was adopted.

On behalf of the Trustees Marilyn Howe moved to **Request the Presbytery direct the Trustees to list the acreage in Washington County known as 'Farmington Rd' for sale.**

After debate, the motion was postponed indefinitely.

The report of the Board of Trustees is included as Appendix C.

#### Dinner Recess

The Presbytery recessed for dinner at 6:50 pm.

#### Evening Worship

The Presbytery reconvened at 7:45 for evening worship with communion and adjourned for the evening at 8:33 pm.

## Saturday

The Presbytery reconvened at 9:45 am with prayer and song led by the moderator.

### Welcome

First time commissioners attending on Saturday were recognized. The Reverend Linda Loving, Presbytery of Santa Fe was seated as a corresponding member.

### Committee on Representation

Chair Sharon Hasenjaeger reported and member Linda Jackson Shaw led the presbytery in a cross cultural proficiency exercise.

### Warm Springs

Chuck Missar, member of the Board of Trustees, reported on his recent visit to Warm Springs and the work that has begun to renovate the manse.

### Recess

The presbytery recessed at 10:45 am and reconvened at 11:20 am.

### Report of the Stated Clerk

Stated Clerk Paul Belz-Templeman reported that the Permanent Judicial Commission agreed to accept jurisdiction for the investigation of an alleged offense and all subsequent proceedings (d-7.0401a) The rest of the report of the Stated Clerk is found as Appendix D.

### Investigating Committee

The stated clerk received an allegation of an offense against a member of presbytery and an investigative committee is being formed according to presbytery rule.

### Membership of Portland, Hope Korean Administrative Commission

Members of the Hope Korean Administrative Commission with original jurisdiction are the Reverend Sung Man Kim (retired), The Reverend Sungmin Song Pastor of Vancouver, Korean and Ruling Elder Amy Dee from Portland, Valley Community.

### Necrology Report

Paul Belz-Templeman moved to adopt the necrology report with thanks for the lives and ministries of those who have died. The motion was adopted. It is found in Appendix D.

### Resignations from Presbytery Service

Paul Belz-Templeman moved to accept resignations from those seeking to be excused from service on presbytery committees. The motion was adopted. The motion is found in Appendix D.

### Sexual Misconduct Prevention Training Policy

A motion by Paul Belz-Templeman **to amend the Sexual Misconduct Prevention Training Policy in the Commission on Ministry Manual** was adopted. The amended training policy is found in Appendix E.

### Sexual Misconduct Prevention Policy

After debate, a motion by Paul Belz-Templeman to **adopt a Revised Sexual Misconduct Prevention Policy** was adopted. The revised Sexual Misconduct Prevention Policy is found in Appendix F.

Report of the Moderator

Moderator Chris Murphy thanked commissioners, hosting churches and presbytery staff for their work making the meeting a success.

The meeting adjourned at 11:48 after an examen closing prayer led by Vice Moderator, Northwest, Amy Delaney.



**Approved April 10, 2025, by the Presbytery Leadership Commission**

Paul Belz-Templeman  
Stated Clerk

Appended

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**Appendix A**

March 14 - 15, 2025 Presbytery Stated Meeting Attendance

**RULING ELDER COMMISSIONERS**

<b>Name</b>	<b>City, Church</b>	<b>Name</b>	<b>City, Church</b>
Davidson, Hazel	Astoria, First PC	Jewel, Rebecca	Portland, Kenilworth PC
Ositis, Kim	Aurora, Aurora PC	Hall, Catherine	Portland, Moreland PC
Miller, Donna	Central Point, First PC	Taylor, Jill	Portland, Moreland PC
Missar, Charles	Cottage Grove, First PC	Rothery, Elizabeth	Portland, Mt. Scott Park PC
Montgomery, Anne	Cottage Grove, First PC	Hellman, Heather	Portland, Multnomah PC
Champoux, Dawn	Eugene, Westminster PC	Belt, Kate	Portland, Rose City Park PC
Harrison, Krista	Gresham, Covenant PC	Reinhardt, Linda	Portland, Rose City Park PC
Stubbs, Mary	Hillsboro, Orenco PC	Seiler, Cheryl A.	Portland, Savage Memorial PC
Brown, Gene	Hillsboro, Reedville PC	Palumbo, Marilyn	Portland, St. Andrew's PC
Emmett, Mary Jo	Keizer, John Knox PC	Harlan Crean, Nancy	Portland, Westminster PC
Anna Robinson, Bunday, Vallory ( <i>Alternate</i> )	Keizer, John Knox PC	Karn, Karen C.	Portland, Westminster PC
Curtis, Bronwyn	Keizer, John Knox PC	Patterson, Nancy	Redmond, Community PC
Crowell, Susie	Lake Oswego, Lake Grove PC	Putnam, Diane	Redmond, Community PC
Washburne, Laurie	Lake Oswego, Lake Grove PC	Mehlhoff, Pat	Roseburg, First PC
Seyfert, Robert	Lincoln City, Chapel by the Sea PC	Fraser, Sharon	Saint Helens, Plymouth PC
McBurnett, Diane	Monmouth, Christ's Church	Lamb, Michael	Salem, Salem First PC
Saxowsky, Denvy	Monmouth, Christ's Church	Parker, Guin	Salem, Salem First PC
Eastman, Michael	Newport, First PC	Hoffman, Rebecca	Vancouver, First PC
Keagle, Helen	Newport, First PC	Ortiz, Lyn	Vancouver, First PC
Smith, Dennis	North Bend, First PC	Presson, John	Vancouver, First PC
Woo, Nancy	Portland, Calvary PC	Seaman, Eric	Waldport, Community PC
Aldrich, Greg	Portland, First PC	Seaman, Sherri	Waldport, Community PC
Blomgren, Doug	Portland, First PC	Hubbard, Judy	West Linn, Emmanuel PC
VandenBosch, Peter	Portland, First PC		

**ATTENDING BY VIRTUE OF SERVICE**

<b>By Virtue of Service</b>	<b>Committee or Commission</b>	<b>By Virtue of Service</b>	<b>Committee or Commission</b>
Clements, Amy	Board of Trustees	Jackson-Shaw, Linda	Committee on Representation
Howe, Marilyn	Board of Trustees	Sheelar, Eileen	Communications and Technology Team
Stewart, Bill	Board of Trustees	Birnie, Cam	Nominating Committee
Putnam, Jackie	Commission on Ministry	Brenner, Connie	Nominating Committee
Vetter, Dan	Commission on Ministry	Snodderly, Lisa	Personnel and Administration
Ziel, Sharon	Commission on Ministry	Black, Gail	Presbytery Vice Moderator
Hasenjaeger, Sharon	Committee on Representation	Eckerd, Carole	Presbytery Vice Moderator

## Appendix A- Attendance

MINISTERS OF THE WORD AND SACRAMENT			
Name	Name	Name	Name
Ackerman, Jennifer	Clark, Aric	Flach, Graig	Leavitt, Liz
Barrett, Robert	Craker, Brian	Frey, Mark	Martin, Jennifer
Belz-Templeman, Paul	Crane, Scott	Friesen, Carley	McIlraith, Mark
Berger, Pat	De la Cruz, Christopher	Gough, Matt	Mitsuyasu, Margaret
Bolt, Greg	Davidson, Paul	Groves, Lindsey	Mixon-Weller, Paulette
Bolt, Heidi	Delaney, Amy	Hammond, Steven	Montovino, Chris
Brown, Dwayne	Dornack, David	Hasenjaeger, John	Murphy, Chris
Brown, Vicky	Dunham, Joshua	Hubbard, John	Neel, Gregg
Burnett, Del	Dunn, Joanna	Jewel, David	Newman, Laurie
Cash, Blair	Edwards, Sharon	Johnson, Matt	O'Brien, Cynthia
Chancellor, William	Emery, Joyce	King, Philip	Olson, Mark
Olson, Wendy	Reynolds, Janice	Seyfert, Kirk	Van Stelle, Sue
Parfrey, Eileen	Russell, Bill	Sievert, Jeff	Voss-Rothmeier, Kris
Parker, Steve	Sanderson-Doughty, Sarah	Sponaugle, Laurie	Wallace, Jim
Poole, Gerald	Scalera, Clark	Sponaugle, Leonard	Winslea, Elizabeth
Rainey, Mark	Schindler, Audrey	Stebe, Bob	Winslea, Timothy
		Steinbrenner Hale, Jennifer	Zomermaand, Conley

## **Appendix B- TEP Report**

### **Transitional Executive Presbyter Verbal Report to Presbytery, March 14, 2025**

Hello Cascades Presbytery! God is good, all the time, and all the time, God is good! Thank you all for taking the time to join us for our Spring stated meeting. To those of you joining us online, thank you for taking the time to be with us these next two days. For those of you in attendance here at 1<sup>st</sup> Pres Portland, thank you for making the time to gather for worship, fellowship and business.

I want to take a moment to say, “thank you” for continuing to trust me in this role as your Transitional Executive Presbyter as we walk together through this liminal space and reimagine what being a presbytery in this time and space can look like.

#### General Presbytery Update:

Many of you are aware of one of themes I am focusing on during this transitional time: the importance of being the Connectional Church. Being the connectional church is at the core of our Reformed DNA and as Presbyterians, as we believe that we are always a stronger body when we find ways to worship, live, grow and serve together. I am thrilled to stand before you today and say that in this collaborative spirit is beginning to grow again in our presbytery. We are witnessing some of our churches reestablish old connections they had with sister congregations, as well as current partnerships being strengthened. And in the last few months I have had the joy of being a part of conversations of new partnerships, joint missional endeavors, anchor churches and even potential mergers. For those who read my Omnibus article two weeks ago, you understand the critical importance of partnership and collaboration as we enter this winter season for the church in America.

As I mentioned in our last meeting, one of my critical roles as the Transitional Exec is to help evaluate our current system and structure, then lead work to reimagine and restructure how we function as a presbytery. Our system evaluation is complete, and leadership has now begun multiple exciting conversations on potential short-term changes that can increase communication and missional collaboration between presbytery commissions and teams. The focus of these short-term changes is to find simple fixes that will increase our effectiveness in providing the critical resources and services to our

## **Appendix B- TEP Report**

churches, elders and ministers. We will begin sharing details of this work at the June Presbytery meeting. Then this fall the PLC will begin a fuller evaluation of our system and structure, focusing on the current and future needs of our churches, and challenging ourselves to think outside of the box of what it means to be a presbytery. During that process, we will also be tackling many of the recommendations from the CART report that was released in January regarding our system and structure, to make sure that we come out of this transition period not just healthier, but also with a greater sense of what it means for a diverse body to share and collaborate in mission.

### CART Report and Process

Speaking of the CART report, we are nearing the completion of the mediation and restorative phase of our process. The PLC will be receiving an update of this process in April, and we will begin to transition our focus toward the rest of the recommendations from CART. I want to take a moment to thank all of those who have participated in this process. While it has not always been easy, it is a critical part of the work we are called to in our ordination vows of working toward the peace, unity and purity of the church, pledging to be a friend among our colleagues in ministry, working with them subject to the ordering of God's Word and Spirit, while working for the reconciliation of the world. This important work is at the core of our identity as Presbyterians, and we cannot answer God's call to work toward the reconciliation of the world until we find a way to be reconciled first with our fellow siblings in Christ.

### Update on Warm Springs Presbyterian Church

Since our mission congregation, Warm Springs PC is currently without a pastor, I will be providing updates in my reports until they have their next leader. We will be hearing a full report regarding Warm Springs on Saturday morning, but in short, I do want to highlight that our commitment for our important mission congregation remains strong and is moving forward in great ways! Thomas Lundy, our Mission Resource Manager has been working with the AC and members of the property sub-committee of the Trustees to get details, contractors, and permits lined up to get the manse refurbishment going. In addition, the AC and COM-NE have begun their work of starting a specialized search process of a minister who can come and serve not just the Warm Springs church but also serve in the community. This search will require the input and blessings of tribal and community leaders, and while a search of this time will



## **Appendix B- TEP Report**

take longer than usual, we are already seeing glimmers of hope in the community. Lastly, I want to thank everyone who has stepped up to support our dear friends in Warm Springs, from the AC to the Trustees, the COM, staff, but most importantly many of you from sibling churches and ministers who have taken the time to travel there and join them for worship.

Lastly, I want to close with a celebratory reminder of what it means to be the connectional church: Triennium! For many of us as youth or volunteers, Presbyterian Youth Triennium was our first hands-on experience of what it means to be the connectional church, as young Presbyterians gather from all over the US (and the world) to worship, celebrate, grow and dream about God's future for us. 2025 is a Triennium year, July 28-31 in Louisville KY, with the theme, "As if we were dreaming!" If you, or your church, is interested in attending, the Presbytery has a Triennium fund that can help with some of the costs. Please find Paul Belz-Templeman for more information.

## **POTC Trustees' Report for March 2025 Presbytery Meeting**

The Trustees held one stated meeting since the January presbytery meeting. At that meeting:

### **Investment Committee**

Chairperson Rev. Liz Leavitt provided the annual report on the state of investment accounts. She reported:

In general, 2024 was a very good year in the markets, which enabled good performance from our Endowment Assets. All major assets classes except bonds were up in 2024: the Dow Jones Industrials +12.9%; the S&P 500 23.3%; the NASDAQ 28.6%; the Aggregate Bond Index however was down 2.4%; and the EFA ETF (a proxy for international stocks) was up only 0.3%.

Our advisors caution us that while they are confident about the markets going forward, there is much uncertainty due to the actions of the new administration, and to expect market rotation around the theme of Artificial Intelligence, untamed inflation and foreign conflicts. Even though interest rates are persistently high, this is helpful for the Presbytery accounts due to increased income.

We have diversified our endowment accounts among three managers. In each case the returns generated by these managers are closely matching their benchmarks.

### **Budget and Finance**

The committee presented two items to the board: A request from St Andrew's Presbyterian Church, Portland, to remove the restrictions on funds received from a sale of property in 2010, and a motion to assign a legacy gift of \$18,250 from East Woods Presbyterian Church in Vancouver, WA, to the Mission Support area of the budget.

According to the Presbytery of the Cascades' bylaws, when a congregation sells real estate, the proceeds from the sale are to be used to pay debts, address building concerns or make improvements, or fund mission work as stated in a plan approved by the presbytery's Trustees. The funds are not to be used to subsidize operating expenses without an exception being granted.

In 2010, St. Andrew's Presbyterian Church received \$416,297 from a property sale. The Trustees approved the Session's plan to allocate \$104,074 (25%) to paying off a debt, \$62,445 (15%) for mission, and \$249,778 (60%) to be invested in a restricted fund to subsidize maintenance.

Over a period of years, the use of income from the funds invested for mission and facilities projects was comingled with other income. During that same period, the congregation spent more than \$300,000 on its building, including a new roof, heating system, and solar panel installation. Essentially, the congregation spent more money on maintaining its building than it had set aside for this purpose in the restricted account. St Andrew's requests the restriction on the remaining funds be lifted to make it easier to manage their finances efficiently.

**Motion: Approve the request from St. Andrews Presbyterian Church, Portland, to remove restrictions on the remaining funds received from a sale of property in 2010.**

### **Property Management and Sales**

The committee is working on a plan for distributing Barnabas Grants in 2025. It is not final yet, but the committee will publicize the plan widely as soon as it is.

### **Leases:**

The Trustees discussed a request First Presbyterian Church, Vancouver, WA, submitted and will act on it when the final draft of the lease is submitted.

### **Property Sales**

First Presbyterian, Corvallis, requested permission to sell a piece of property known as the Porter House located at 142 SW 8th St., Corvallis OR 9733, and use the proceeds to pay for roof and exterior wall restoration on its historic 1910 sanctuary building.

**Motion: Approve request to permit First Presbyterian, Corvallis, OR, to sell property as described.**

The presbytery owns 9.5 acres that borders Farmington Rd. in Washington County that belonged to a congregation that was dissolved. For four years, it was subject to an option to purchase agreement with Northwest Housing Alternatives (NHA), a developer that was committed to building affordable housing on the land. NHA was unable to raise the funds to do this and the option agreement expired at the end of 2024. The land was valued at \$4 million in an appraisal last Fall. In the first few weeks of 2025, the Trustees received two offers to purchase the property for \$4 million. The Trustees want to list the property to determine options available.

**Motion: Request the Presbytery direct the Trustees to list the acreage in Washington County known as 'Farmington Rd' for sale.**

## REPORT OF THE STATED CLERK

### FOR ACTION

#### 1. NECROLOGY REPORT [Consent Agenda]

The following are the names, as reported to the Stated Clerk, of deceased presbyters since the meeting of The Presbytery of the Cascades, January 29, 2025. *(Clerks of Session are reminded to inform the Stated Clerk as soon as possible after a death occurs so that the clerk's report might be made to presbytery in timely fashion. It is not necessary to wait until the filing of a congregation's Annual Statistical Report to notify the presbytery office. Necrology Report forms can be found on the website.)*

ELDER	CHURCH	CITY	DATE
Diane Pratt Rowley	Brookings PC	Brookings, OR	September 25, 2024
Jean Cooper Miller	Brookings PC	Brookings, OR	December 9, 2024
Kenneth Hardesty	Brookings PC	Brookings, OR	February 13, 2024
John Simmons	Community PC	Yachats, OR	January 6, 2025
Dorothy Bohle Page	First PC	Lebanon, OR	January 26, 2025

**Action:** Thank God for the lives and ministries of these officers and servants of the church.

#### 2.) REPORT OF RESIGNATION FROM SERVICE [Consent Agenda]

Kate Belt, Chair of Nominating Committee	February 10, 2025
Ann Bowersox, Personnel & Administration	February 18, 2025

**Action:** Accept these resignations with appreciation for the service given.

### FOR INFORMATION

#### 1.) UPCOMING MEETINGS OF THE PRESBYTERY 2025

June 25, 2025 Online Only  
October 24 – 25, 2025 In-person only at Westminster PC, Salem

#### 2.) CREATION OF ADMINISTRATIVE COMMISSION- PORTLAND, HOPE KOREAN

At the June 29, 2025, Stated Meeting the presbytery requested that the moderator appoint an administrative commission for Portland, Hope Korean, with original jurisdiction in consultation with the Commission on Ministry, Northwest. On February 17, 2025, the moderator appointed the following members to the Administrative Commission: The Reverend Sung Man Kim (retired), The Reverend Sungmin Song (Vancouver, Korean) and Ruling Elder Amy Dee (Portland, Valley). The Administrative Commission has met and will continue to work with Hope Korean Presbyterian Church.

#### 3.) MINISTER ID CARDS

Minister ID cards are available from the stated clerk for those who have notified the clerk that they would like their ID card by Tuesday, March 11, 2025. Card requests received after March 11 will be sent via mail.

## Appendix E

### Sexual Misconduct Prevention Training Policy as Amended by the Presbytery (COM Manual 2.4b)

All non-retired and some retired Ministers of the Word and Sacrament of the Presbytery of the Cascades are required to complete a presbytery approved boundary training which includes the topic of sexual misconduct, and child sexual abuse prevention training (“boundary training”) at least every 36 months.

Some specific ruling elders who represent the presbytery in certain work may also be required to complete boundary training.

Ministers of the Word and Sacrament who are in validated ministries or members at large and actively serving commissioned ruling elders are required to take a presbytery approved refresher training in misconduct prevention once every 36 months. Record of attendance is made a part of the permanent record of each Minister of the Word and Sacrament of the Presbytery of the Cascades. Temporary exemptions of up to 12 months at a time from the requirement

of completing a presbytery approved boundary training may be granted only by formal action of the regional Commission on Ministry.

Retired ministers who are actively engaged in ministry are required to complete a presbytery approved refresher training in misconduct prevention every 36 months.

Active ministry is defined as

- Moderating session or congregational meetings
- Serving on Presbytery or congregational boards, committees or commissions
- Preaching, presiding at communion or otherwise leading worship
- Leading or teaching Christian Education classes.

Retired ministers who are no longer actively engaged in ministry are exempt from the requirement of completing a presbytery approved refresher training in misconduct prevention every 36 months.

Any Minister of the Word and Sacrament in a validated ministry or a member at large who fails to complete a presbytery approved refresher training in misconduct every 36 months will be sent a notice by registered mail to their last known United States Postal Service Address noting that the Minister is persisting in work disapproved by the presbytery and given 60 days to complete a presbytery approved refresher course in sexual misconduct or

## **Appendix E**

apply for a temporary exemption from the regional Commission on Ministry. If the Minister fails to complete the course or receive an exemption within 60 days, the presbytery may conclude that the Minister has renounced the jurisdiction of the church and instruct the stated clerk to remove the minister from the rolls.

**Presbytery of the Cascades  
Policy and Procedures on  
Sexual Misconduct Revised  
March 15, 2025**

**Policy and Procedures on Sexual Misconduct**

It is the policy of the Presbytery of the Cascades that all members of presbytery (ordained ministers), persons on rolls of presbytery (commissioned church workers), employees of presbytery (whether ordained to a church office or not), and those who serve in the work or function on behalf of the presbytery as volunteers are to maintain the integrity of ministerial, employment, professional, volunteer, and ecclesiastical relationships at all times. It is never permissible or acceptable for members, employees or volunteers of the Presbytery to engage in sexual misconduct.

**PURPOSE**

The purpose of this policy is to make explicit the presbytery's prohibition of oppressive or degrading environments in employment and other church relationships, to provide a process for the determination of facts in cases of allegations of violation of the policy, to provide for the imposition of appropriate remedies in cases of violation and make explicit the duty of the presbytery to provide or provide for the pastoral care of persons who may be affected by either a violation or an allegation of violation of the policy.

**DEFINITIONS**

Sexual Misconduct is the comprehensive term used in this policy to include:

1. Child sexual abuse: including, but is not limited to, any contact or interaction between a child and an adult when the child is being used for the sexual stimulation of the adult person or of a third person. The behavior may or may not involve touching. Sexual behavior between a child and an adult is always considered forced whether or not consented to by the child. In the Presbyterian Church (U.S.A.), the sexual abuse definition of a child is anyone under age eighteen. Abuse can also occur between two children. It is still abuse, even if a child cooperates out of ignorance, innocence or fear.
2. Sexual Abuse. Any offense involving sexual conduct in relation to:
  - A. any person under the age of eighteen years or anyone over the age of eighteen years without the mental capacity to consent; or
  - B. any person when the conduct includes force, threat, coercion, intimidation, or misuse of office or position (*Book of Order* D-7.0901).

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**Revised Policy and Procedure on Sexual Misconduct**

3. Sexual harassment: defined for this policy is as follows: “Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when:

- A. submission to such conduct is made either explicitly or implicitly a term or condition of an individual’s employment or of their participation in Presbytery of the Cascades activities;
- B. submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual or other Presbytery of the Cascades-related decisions affecting that individual;
- C. such conduct has the purpose or effect of unreasonably interfering with an individual’s work performance or participation in Presbytery of the Cascades activities by creating an intimidating, hostile, or offensive working environment. 29 C.F.R. § 1604.11.” and including, but not limited to:
  - Unwanted physical contact or conduct of any kind, including sexual flirtations, touching,, advances, requests for sex, or propositions;
  - Repeated unwelcome requests for a romantic relationship;
  - Verbal harassment of a sexual nature, such as lewd comments, sexual jokes or references, and offensive personal references;
  - Demeaning, insulting, intimidating, or sexually suggestive comments about an individual;
  - Graphic, verbal commentary about an individual’s body, sexual prowess, or sexual deficiencies;
  - The display in the workplace of demeaning, insulting, intimidating, pornographic, or sexually suggestive objects, pictures, calendars, or photographs; and
  - Demeaning, insulting, intimidating, or sexually suggestive written, recorded, or electronically transmitted messages (such as email, text messages, instant messaging, and internet materials, including social media and social networking sites); and/or such conduct, regardless of its intention, is objected to by the person at whom it is directed.

Sexual harassment can occur between individuals of the opposite gender or of the same gender.

4. Gender Harassment or Abuse: Behavior that may or may not be “sexual” in character, which demonstrates discrimination, abuse of power, or harassment of an individual related to gender. This behavior has the effect of unreasonably interfering with an individual’s work or volunteer performance by creating an intimidating, hostile, undermining, retaliating, or otherwise



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**Revised Policy and Procedure on Sexual Misconduct**

offensive working environment and/or sabotage (negatively affects an individual's reputation with persons or groups other than the affected individual); or otherwise adversely affects the individual's employment, or participation in Presbytery of the Cascades' activities.

5. Rape: sexual contact by force, threat, or intimidation.

6. Sexual Malfeasance: is defined by the broken trust resulting from sexual activities within a professional ministerial relationship that results in misuse of office or position arising from the professional ministerial relationship.

7. Sexual Impropriety: Sexual advances toward those for whose spiritual welfare one is responsible by one's position in the church. Such behavior can be verbal or physical conduct of an inappropriately sexual nature (e.g. risqué jokes, innuendoes, insults, ingratiating and overly solicitous behavior, including sexually inappropriate visits/phone calls/texts/posts, seductions and fondling).

8. Misuse of technology; use of technology that results in sexually harassing or abusing another person, including texting, emailing, or posting suggestive messages and images to persons with whom one has a ministerial relationship. It is never appropriate to view pornography on church property. When this includes a person under the age of eighteen, it is considered child abuse. There is never an expectation of personal privacy when using technological equipment owned by a church or church entity or within the context of ministry.

Additional Definitions are found in **Appendix A**.

**REPORTING SEXUAL MISCONDUCT**

1. Persons who believe they are being harassed should firmly notify the offender that the offender's behavior is unwelcome.
2. In cases involving suspicion of harm to a minor or to an adult who lacks mental capacity, a report should also be made to civil legal authorities. Ministers of the Word and Sacrament, Ruling Elders, and Deacons are required to report knowledge of sexual abuse or molestation of a child or an adult who lacks the mental capacity to the civil and ecclesiastical authorities (*Book of Order* G-4.0302). Reports should be filed with the civil authorities and also with the Presbytery if the allegations involve a person to whom this policy applies.

In the state of Oregon reports concerning the abuse of any child or adult are made through the Oregon Abuse Hotline- (855) 503-7233. In the state of Washington, reports are made through the Washington Stated Department of Children, Youth & Families. (866) 764-2233.

**STATED MEETING, MARCH 14 - 15, 2025 -F**

**Revised Policy and Procedure on Sexual Misconduct**

3. A person who believes he or she has been sexually harassed or abused, or a person who believes he or she has witnessed an incident of sexual misconduct, or a person who believes he or she has received an account of sexual misconduct from an employee, member, officer or volunteer of the presbytery shall notify the Stated Clerk, another member of the elected staff, the chair of Personnel & Administration or a chair of a Commission on Ministry.

4. Form of Complaint – Sexual misconduct complaints should be stated in writing. The person receiving the report (stated clerk, another member of the elected staff, chair of Personnel & Administration or a chair of a Commission on Ministry) may assist the complainant state the complaint in writing. If the complainant cannot or prefers not to state the complaint in writing, the person receiving the report must document in writing what was reported, when, and where, ask the complainant to review the document, and agree to it by signature. The Stated Clerk or other person shall immediately provide the reporting person a copy of this policy as required by law,

5. Confidentiality, Sensitivity, Good Faith – In responding to allegations of sexual misconduct, members of the Presbyterian Church should seek to uphold the dignity and safety of all persons involved, and, when possible, the privacy of persons should be respected and confidentiality of communications should be maintained. Complaints and any subsequent investigation will be held in confidence to the extent that it is practical and appropriate. Persons receiving complaints will make no judgments or conclusions and shall make no further investigations. They may share information with Presbytery officers, committees, or commissions on a need to know basis only. All reports of sexual harassment shall be received in good faith; there shall be no retaliation, retribution, or reprisals against a reporter regardless of the results of an investigation.

In responding to allegations of sexual misconduct, members of the Presbyterian Church should seek to uphold the dignity and safety of all persons involved, and, when possible, the privacy of persons should be respected and confidentiality of communications should be maintained.

**PROCESS WHEN A COMPLAINT IS RECEIVED**

It is the intent of this policy that both accusers and accused be afforded the process and rights provided by the *Church Discipline* for Disciplinary Cases even though they may not directly apply in the case of employees or volunteers serving the presbytery. The status of the accused – employee, volunteer, minister member, or commissioned pastor – determines the entities that are responsible for administering the following process after a complaint is received and stated in writing:

1. The complaint is immediately referred to an investigative body.

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**Revised Policy and Procedure on Sexual Misconduct**

2. A determination is made regarding administrative leave. Administrative leave for any or all of the involved parties may be needed to ensure a safe working, meeting, or congregational environment. The accused or accuser may attempt to influence the narrative surrounding allegations and unfairly influence perceptions of themselves and others outside of due process. While the use of administrative leave is a sensitive matter that has the potential for reputational damage of either party, and it should be undertaken with due caution and concern, the primary importance is for the safety and protection of all.
3. When a complaint is received, a response team or persons may be appointed by Presbytery staff or the Commission on Ministry (COM) to provide pastoral care as a neutral third party, to all involved, ensuring that all parties are protected from any form of reprisal or retaliation. The team shall consult with the investigative body to ensure it does not in any way interfere with or participate in the investigative and hearing process. Members of the team must make no judgments about the truth or falseness of alleged facts nor the guilt or innocence of the accused.
4. The investigative body establishes whether there are probable grounds or cause to believe an offense was committed. If probable cause is established,
5. The accused is formally charged.
6. A hearing or trial is conducted to establish guilt or innocence.
7. If guilt is established, A censure or employment action is decided and implemented by the appropriate body.

**JURISDICTION DETERMINES PROCESS**

1. **Minister members and commissioned pastors**– If an allegation of sexual misconduct is received, the Presbytery will follow the *Book of Order: Church Discipline*, which includes an immediate decision regarding administrative leave, an investigation, and if necessary a trial and censure.
2. **Non-Minister Member Employees**-- If an allegation of sexual misconduct is received against a staff member the Personnel & Administration Committee shall follow the process in that committee's Manual, designate two or more persons to determine whether the accused shall be placed on administrative leave, and a separate team to investigate the allegation(s), and present charges to the

**STATED MEETING, MARCH 14 - 15, 2025-F**

**Revised Policy and Procedure on Sexual Misconduct**

Personnel & Administration Committee for a hearing and any subsequent employment action.

3. **Volunteers** (who may be members of congregations) – If an allegation of sexual misconduct is received against such person, the Presbytery Leadership Commission will designate two or more persons to determine whether the accused shall be placed on administrative leave from activity with the presbytery. If the volunteer is a member of a Presbyterian Congregation then charges may be filed with the clerk of session of that congregation and the Session will follow the *Book of Order: Church Discipline* which includes an investigation, and if necessary a trial and censure.
4. **Ex-Members, Employees, or Volunteers** – If the person accused of sexual misconduct is no longer engaged in service to the presbytery, and the presbytery lacks jurisdiction ecclesiastically or as an employer, its duty remains to receive and hear the allegations of offense and to take the necessary measures to prevent future occurrences.

**REFERENCES**

Based on this policy ministers seeking membership in the presbytery and any finalist candidates for any employment position under the jurisdiction of the presbytery who are not already members of the presbytery shall be subject to a background check. A statement from a potential minister member or potential presbytery employee regarding any civil, criminal, or ecclesiastical complaint and/or judgment regarding sexual misconduct and its disposition will be required. The presbytery may make any inquiries, as may be judged prudent and necessary to assess the suitability of a candidate for service in or on behalf of the presbytery, may be made.

**NONDISCLOSURE OR OTHER AGREEMENTS AND SEXUAL MISCONDUCT**

The Presbytery or its representatives is prohibited from entering into an agreement with an employee or prospective employee, as a condition of employment, continued employment, promotion, compensation, or the receipt of benefits, that contains a nondisclosure provision, a non-disparagement provision, or any other provision that has the purpose or effect of preventing the employee from disclosing or discussing [prohibited] conduct or include a no- rehire provision in a separation, severance, or settlement that would prevent an employee from seeking reemployment with the employer unless otherwise allowed by law (Oregon SB726).

**CIVIL AUTHORITY**

Councils and entities must cooperate with civil authorities. Church disciplinary proceedings cannot interfere with a criminal investigation by civil authorities and may have to be suspended until these are completed.

**STATED MEETING, MARCH 14 - 15, 2025 - F**

**Revised Policy and Procedure on Sexual Misconduct**

**RENUNCIATION OF JURISDICTION OR RESIGNATION**

If a church member renounces jurisdiction during this process, or if an employee resigns, the need for appropriate disclosure, truth-telling, counseling, healing, and reconciliation may remain. Presbytery officers will ensure that all matters are addressed to achieve resolution and reconciliation.

**ROLES OF STAFF**

The role of the stated clerk is limited to receiving complaints and serving as a consultant to the ecclesiastical judicial process. The role of other members of presbytery/Synod staff is limited to providing support and counsel to the appropriate regional Committee on Ministry but is not intended to include responsibility for either counsel or management except at the direction of that Committee on Ministry. The role of staff is to provide a channel for communication and to describe existing processes; members of the presbytery staff are not to adjudicate or to provide advice and counsel other than as directed by the presbytery through either the appropriate regional Committee on Ministry or through the judicial process.

**STATED MEETING, MARCH 14 - 15, 2025 - F**

**Revised Policy and Procedure on Sexual Misconduct**

**Appendix**

**Additional Definitions**

- A. Accused. The person against whom an accusation of sexual misconduct or child abuse or neglect is being made.
- B. Accuser. The person claiming knowledge of sexual misconduct or child abuse or neglect by a person covered by this policy. The accuser may or may not be the victim of the alleged sexual misconduct, child abuse, or neglect.
- C. Activity. A program or event sponsored by or under the control of the Presbytery of the Cascades.
- D. Child. Any person under the age of eighteen years.
- E. Commissioned Pastor. Also known as a “Commissioned Ruling Elder”. A commissioned pastor is a ruling elder commissioned by the presbytery service normally performed by a minister of the Word and sacrament see *Book of Order* G-2.1001.
- E. Emotional Abuse. Unusually harsh, offensive, or insensitive conduct toward another person that causes or is likely to cause emotional distress.
- F. Mandated Reporter. Any person required by law to report to the appropriate state agency all suspected incidents of child abuse or neglect that come to his or her attention
- G. Misuse of Technology. The use of technology that results in the harassing or abusing of any person.
- H. Neglect. The failure of a parent or responsible caretaker to provide adequate supervision, food, clothing, shelter, medical care, education, or other basic necessity to a child or an adult without the mental capacity to consent.
- I. Parent. A parent or legal guardian of a child who is participating in an activity.
- J. Physical Abuse. Any act that results in non-accidental injury to another or involves harmful, potentially harmful, or offensive touching of another.
- K. Presbytery of the Cascades or Presbytery. A mid-council of the Presbyterian Church (U.S.A.); for purposes of this policy, the term ‘Presbytery of the Cascades’ shall include any corporation controlled by the Presbytery of the Cascades through which the Presbytery of the Cascades employs staff and carries on its programs and activities.
- L. Response. The action taken by the appropriate Presbytery of the Cascades staff or entity when a report of sexual misconduct is received.
- M. Social Media. Social media are web-based and mobile technologies, that allow people to share, express themselves and interact with one another.
- N. Staff Member or Employee. A person employed by or contracted with the Presbytery of the Cascades.
- O. Victim. A person who has allegedly suffered an act of sexual misconduct or physical or emotional abuse.
- P. Volunteer. A person who provides services for the Presbytery and/or its entities and receives no benefit or remuneration.

## PRESBYTERY LEADERSHIP COMMISSION (PLC)

The Presbyterian Leadership Commission (PLC) is composed of the following positions and people with vote:

Jennifer Martin, Chair	Chris Murphy, Presbytery Moderator	Linda Jackson-Shaw, NMT
Eric Lindsey, COM-S	Gail Black, Vice Moderator NE	Lisa Snodderly, P&A
Dan Vetter, COM-NE	Steve Hammond, Vice Moderator C	Elizabeth Winslea, CPM
Jim Wallace, COM-NW	Carole Eckerd, Vice Moderator S	Marilyn Howe, BOT
Ken Hood, COM-C	Amy Delaney, Vice Moderator NW	Eileen Sheelar, CATT
Sharon Hasenjaeger, COR	Dave Baca, Treasurer	

The following persons are members of the PLC with voice but without vote:

Margaret Mitsuyasu, (Moderator Elect)	Brian Craker (Transitional Executive Presbyter)
Thomas Lundy (Business Manager)	Clark Scalera (Advocate for Congregations & Clergy)
	Paul Belz-Templeman (Stated Clerk)

## FOR INFORMATION

**Actions taken on behalf of Presbytery on January 16, 2025, February 13, 2025, and February 17, 2025:**

### Presbytery Minutes

Approved the January 25, 2025, Special Presbytery Meeting Minutes.

Approved the January 29, 2025, Stated Presbytery Meeting Minutes.

### Presbytery Docket

Authorized the Stated Clerk, Moderator and Moderator Elect to prepare and recommend the proposed docket for the March 14 - 15, 2025, Stated Presbytery Meeting.

### Endorsed “A Statement on Immigration”

Agreed with “A Statement on Immigration” developed by regional Lutheran Bishops and signed by other regional judicatories. [The statement can be found here.](#)

## Awarded Grants

### Communication and Technology (CATT) Grants (recommended by Communications and Technology Team)

Astoria, First PC	Projecting and Streaming upgrades	\$4,000
Vancouver, Korean PC	Audio and Broadcast upgrades	\$4,000

## INTRODUCTION AND OVERVIEW OF COMMISSION ON MINISTRY

The *Book of Order* states that each presbytery shall develop mechanisms and processes:

- to serve as pastor and counselor to its ministers, commissioned pastors and certified Christian educators;
- to facilitate the relations between the presbytery and its congregations, pastors and certified Christian educators;
- to settle difficulties on behalf of the presbytery where possible and expedient.”[G-3.0307]

Cascades Presbytery has delegated authority in these areas to five commissions: a Commission on Ministry (**COM**) for each of the four regions and the Commission on Ministry Coordinating Commission (**COM-CC**).

Each of the four **regional COM** is composed of equal numbers of ministers and elders from the region. These commissions have been authorized to:

- receive, dismiss and oversee minister members;
- approve and dissolve calls for pastoral service and invitations for temporary pastoral service;
- provide oversight of congregations without pastors;
- approve the establishment and elimination of pastoral positions;
- establish administrative commissions to ordain or install ministers of Word and Sacrament.

The **COM-CC** consists of the four regional COM chairs and presbytery elected staff. This commission:

- coordinates the work of the regions;
- deals with any presbytery-wide issues related to ministry;
- acts as a clearing board for appeals on decisions of regional COMs.

The Commissions on Ministry have established a subcommittee responsible for the training and oversight of the Presbytery’s Commissioned Ruling Elders, known as the **Commissioned Ruling Elders Coordinating Committee (CRE-CC)**. The CRE-CC is comprised of one representative from each of the regional COMs, as well as one representative of the Commission on Preparation for Ministry (CPM) and is supported by the Advocate for Congregations and Clergy.

The Commissions on Ministry have also established two non-regional based teams, each led by a paid team leader hired by the Presbytery. These teams support the work of the Commissions on Ministry in **Conflict Management and Care of Pastors**.

Here are the 2 Commission on Ministry **Support Team Leaders**:

**Conflict Management:** Rev. Dr. Sarah Sanderson-Doughty, Teaching Elder, St. Andrews PC, Portland

**Pastoral Care:** Position is currently vacant.

The commissions bring for **Presbytery** action motions related to:

- permitting associate pastors to be eligible to serve as the next installed pastor or co-pastor;
- permitting a Minister of the Word and Sacrament employed in a stated supply pastoral relationship to be eligible to serve as the next installed pastor, co-pastor, or associate pastor;
- examining certified candidates for ministry in order that they might be ordained and installed in an approved call;
- receiving ministers of Word and Sacrament from other denominations for called positions;
- requests for administrative commissions for purposes other than ordination and installation.



Here are the four Regional Commissions on Ministry Regional and their Chairs:

**COM CENTRAL**

The Rev. Ken Hood

**COM-NORTHWEST**

The Rev. Jim Wallace

**COM-NORTHEAST**

Ruling Elder, Dan Vetter

**COM-SOUTH**

The Rev. Eric Lindsey

In their work and recommendations, the Commission on Ministry is guided by the provisions of the Book of Order and Commission on Ministry policies as approved by the Presbytery of the Cascades as found in the Commission on Ministry Manual.

During all pastoral contracts and calls, the Commission on Ministry guides churches to demonstrate a commitment to our Affirmative Action and Equal Employment Opportunity policies, which can be found in section 2.3d, Appendix 6F and section 7.6 of the COM Manual.

These policies affirm that “The Presbyterian Church (USA) is firmly committed at the General Assembly, synod and presbytery levels to the principle of inclusiveness. The mid-councils of our church believe that the spirit of Jesus Christ and the Gospel calls us and enables us to be inclusive of all who will respond to Christ’s call...” The affirmative action “involves positive action, sincere effort, deliberately including for consideration and inviting all whom Christ has called to serve.”

To guide this effort, the COM Manual outlines the following procedures which shall be maintained in the calling of pastors:

- a. The Commission on Ministry (COM) liaison consults with the session, congregation and the Pastor Nominating Committee (PNC) about their responsibility for AA/EEO, and assists them in developing a plan of implementation. It is recommended that arrangements be made for an affirmative action interpreter to visit, to talk about the issues and their experience, and to answer questions. In order to proceed to pastor search, the session, congregation and the PNC shall each take action and authorize the clerk, moderator of the session, and chairperson of the PNC to sign off on the Ministry Discernment Profile (MDP).
- b. The COM shall assist the PNC in developing non-discriminatory criteria for the selection of the pastor. Discrimination based on racial ethnicity, age, gender, marital condition or disability is illegal.
- c. The COM liaison, while working with the PNC shall, when necessary, challenge the members to stay with their commitment and shall, when appropriate, help them face questions and feelings which arise.
- d. Before the PNC presents a name to the congregation, the COM liaison shall be clear that they are prepared to certify that the AA/EEO commitment has been followed in good faith.
- e. The COM liaison shall certify to the regional COM, who shall certify to presbytery that the requirements of AA/EEO have been met (see Appendix 6F: Exhibit 1 of the COM Manual).

For pastoral searches for Temporary Pastoral Positions, such as for Interim and Supply Pastors, that do not involve a Pastor Nominating Committee, the Commission on Ministry similarly takes steps “to assure that every search is conducted to fulfill AA/EEO requirements. Thus, every pastor, regardless of race, ethnic origin, sex, age, marital status, or disability will be assured equal consideration by each search committee.”

Our Presbytery’s commitment to Affirmative Action and Equal Employment is strong, and in each search, the Commission on Ministry strives to bolster this commitment by ensuring churches are aware of the policies, that the policies are being followed, and that together, our hiring practices are reflecting our mutual commitment to be inclusive to all who have sensed and responded to Christ’s call.

Typically, reports of COM to Presbytery include:

- COM Items for Presbytery Action;
- Retiree Information;
- New Minister Members;
- All COM Actions taken on behalf of Presbytery, including those taken by the CRE-CC.

## **RETIREMENTS**

The Presbytery has retired two ministers since our last meeting on January 29, 2025:

- The Rev. Rob Hagan
- The Rev. Murray Richmond

**A Retirement Information form follows in this report.**

## **NEW MINISTER MEMBERS**

The Presbytery has received no new Minister Members since our last Presbytery meeting on January 29, 2025.



## Retirement Information Form

<b>Full Name:</b>	Robin G. Hagan
<b>Date of Retirement:</b>	January 1 <sup>st</sup> 2025
<b>Seminary:</b>	Fuller Theological Seminary
<b>Date of Ordination:</b>	June 1983
<b>Presbytery of Ord:</b>	Presbytery of the Cascades

### Other post-seminary studies:

Doctor of Ministry degree SFTS

### Work History (Indicate how long at each position):

1983-1990- Calvary Presbyterian Church Fresno, CA

1990-2015 FPC Kennewick, WA

2015-2025- Presbyterian Foundation

### Service to governing bodies:

Moderator of Central WA Presbytery

Chair of COM-Central WA Presbytery

Member of COM- Central WA Presbytery

Chair of Nomination Committee- Northwest Coast Presbytery

Member of Christian Education Committee- San Joaquin Presbytery

### Special honors, awards or accomplishments:

Leadership Tri-Cities graduate

Stephen Ministry Leader

Weyerhaeuser School of Leadership, Whitworth University graduate

### Family:

Spouse: Jan Hagan

Children: Jessica, Tim and Chris

4 grandkids- Lilah, Jones, Lucy and Finn

### Retirement plans:

Financial Coach for Pastors through the Presbyterian Foundation

Preach and teach for churches when asked

Travel plans with Jan

Learn to play the piano

Try not to flunk retirement – Have fun!!



Stated Meeting Minutes Cascades Presbytery March 2025  
**Presbytery of the Cascades**  
503-227-5486  
245 S Bancroft, Suite D  
Portland, OR 97239

## Retirement Information Form

<b>Full Name:</b>	Thomas Murray Richmond III
<b>Date of Retirement:</b>	January 12, 2025
<b>Seminary:</b>	Duke Divinity School, Friedrich Wilhelms Universitat, Bonn, Germany
<b>Date of Ordination:</b>	January 1989
<b>Presbytery of Ord:</b>	New Hope

**Other post-seminary studies:** Seminar on the Trinity, led by Andrew Purves and Mark Achtimier.

### Work History (Indicate how long at each position):

1989-1992 St. Johns Presbyterian; Durham, North Carolina  
1992-1996 Trinity Avenue Presbyterian Church; Durham, North Carolina  
1997-2006 University Community Presbyterian Church; Fairbanks, Alaska  
2007-2010 Chaplain; Fairbanks Memorial Hospital  
2010-2012 Legislative Aide, Sen. Joe Thomas, Juneau/Fairbanks Alaska  
2013-2025 First Presbyterian Church, Medford, Oregon

### Service to governing bodies:

**New Hope Presbytery**—Evangelism Committee, Volunteer Camp Counselor  
**Presbytery of the Yukon** – Chair, Finance Committee, Social Action Committee, Moderator  
**Cascades Presbytery**—Leadership Design Commission, Commission on Preparation for Ministry, Vice Moderator, Southern Region

### Family:

3 Children, Caitlin Elisabeth Richmond, (2 grandchildren, Willow Jalay Richmond Bedell, Sage Caroline Richmond Bedell) Thomas Murray Richmond, IV, Steven-Michael Eller Richmond

### Retirement plans:

Moving to North Carolina with my fiancé Gina Cutri, Writing (Don't all retired pastors say that?)  
Pulpit Supply, Lots of Pickleball

## ACTIONS OF THE COMMISSION ON MINISTRY CENTRAL REGION

### *January 23, 2025*      *Commission on Ministry Central Actions*

#### **Bend, OR, First PC**

MSP to concur in the revised job description for the Bend, First's search for a **STATED SUPPLY ASSOCIATE PASTOR FOR SPIRITUAL FORMATION, JUSTICE and MISSION AND ONLINE MINISTRY**

#### **Creswell, First PC**

MSP to concurred with Creswell's request to engage Lars Coburn to provide Pulpit Supply only.

#### **Prineville PC, Prineville, OR**

MSP to accept the Interim Pastor's Quarterly Report (Oct/Nov/Dec. 2024) submitted by Interim, Dawn Linder.

#### **Community PC, Waldport, OR**

MSP to concur in the action taken by the session of Community PC, Waldport, OR, at a session meeting moderated by the Rev.s Mark and Wendy Olson on December 19, 2024, to appoint the Rev. Wendy Olson as their part time (20%) Supply Pastor beginning January 1, 2025, with annual terms as follows:

Salary	\$9,320	Housing	\$3,106
Professional Expense	\$700	Vacation	Five Weeks
Continuing Education	\$300	Study Leave	Two Weeks

To be reviewed annually.

#### **Community PC, Waldport, OR**

MSP to concur in the action taken by the session of Community PC, Waldport, OR, at a session meeting moderated by the Rev.s Mark and Wendy Olson on December 19, 2024, to appoint the Rev. Mark Olson as their part time (20%) Supply Pastor beginning January 1, 2025, with annual terms as follows:

Salary	\$9,320	Housing	\$3,106
Professional Expense	\$700	Vacation	Five Weeks
Continuing Education	\$300	Study Leave	Two Weeks

To be reviewed annually.

#### **Albany United, Albany, OR**

MSP to received the Triennial Report, for the visit conducted by COM members, Jan Irish and Scott Crane, with Pastor Brandon Lewis, Clerk of Session, Liisa Reid and the session of Albany United on January 19, 2025.

**ACTIONS OF THE COMMISSION ON MINISTRY NORTHEAST REGION****January 9, 2025      Commission on Ministry Northeast Actions****Eagle Creek PC, Eagle Creek, OR    MSP**

Concur in the renewal of the Commissioned Ruling Elder Covenant between Eagle Creek PC and CRE Erik Huget, adopted by the session on November 17, 2024, with terms as follows. Compensation based on a part-time (35%) basis, 14 hours per week:

Salary	\$26,525	Housing	
Professional Expense	\$1,750	Vacation	Four Weeks
Continuing Education	\$750	Study Leave	Two Weeks

No BOP benefits

**Calvary PC, Portland, OR    MSP**

Concur in the action taken by the session of Calvary PC, Portland, OR, on December 4, 2024, to renew the Supply Pastor Covenant with the Rev. Joan Miller for 1 year beginning December 1, 2024, part-time (50% - 20 hours per week) with annual terms as follows:

Salary	\$1	Housing	\$30,000
Professional Expense	\$1,750	Vacation	Four Weeks
Continuing Education	\$750	Study Leave	Two Weeks

Retirement under the BOP.

**Mt. Scott Park PC, Portland, OR    MSP**

Concur in the action taken by the session of Mt. Scott Park PC, Portland, OR, on September 8, 2024, to establish a Supply Pastor Covenant (EOD 108) with the Rev. Sue Van Stelle for 1 year beginning January 1, 2025, full-time (100% - 40 hours per week) with annual terms as follows:

Salary	\$41,556	Housing	\$24,888
Utilities	Included	Social Security Allow.	-0-
Professional Expense	\$3,500	Vacation	Four Weeks
Continuing Education	\$1,500	Study Leave	Two Weeks
Other (Dental/Vision)	\$1,400		

Full benefits under the Board of Pensions.

**February 13, 2025      Commission on Ministry Northeast Actions****The Rev. Rob Hagan (MSP)**

Grant the status of Honorably Retired to The Rev. Rob Hagan effective December 31, 2024. Information Form for Retirees is in the meeting folder.

**Covenant PC, Gresham, OR (MSP)**

Concur in 2025 compensation for the Rev. Joshua Dunham at Covenant PC, Gresham OR:

Salary	\$66,829	Housing	n/a
Professional Expense	\$3,500	Vacation	Five Weeks
Continuing Education	\$1,500	Study Leave	Two Weeks
Full pension, medical, disability and death coverage under the Board of Pensions.			

**Cascades PC, Vancouver, WA (MSP)**

Concur in 2025 compensation for the Rev. Dr. Chris Montovino at Cascades PC, Vancouver, WA

Salary	\$92,229	Housing	n/a
Professional Expense	\$5,900	Vacation	Five Weeks
Continuing Education	\$1,500	Study Leave	Two Weeks
Full pension, medical, disability and death coverage under the Board of Pensions.			

**Westminster, PC, Portland, OR (MSP)**

Concur in the action taken at a Congregational Meeting held on February 9, 2025, by Westminster PC, Portland, to convert the covenant for the Rev. Lindsey Groves from a EOD 108 Temporary Supply Pastor to a EOD 103, Called and Installed Associate Pastor for Congregational Care. New terms are as follows.

Salary	\$41,180	Housing	\$46,000
Professional Expense	\$3,500	Vacation	Five Weeks
Continuing Education	\$1,500	Study Leave	Two Weeks
Dental	\$1,000		
Full pension, medical, disability and death coverage under the Board of Pensions.			
Sabbatical available 6 years from July 1, 2023.			

**Westminster, PC, Portland, OR (MSP)**

Concur in the action taken at a Congregational Meeting held on December 15, 2024, by Westminster PC, Portland, to approve the terms of call for Junha Kim as EOD 103, Associate Pastor for Youth, Mission, and Community Engagement with the following terms pending ordination by his home presbytery:

Salary	\$47,775	Housing	\$30,000
Professional Expense	\$3,500	Vacation	Four Weeks
Continuing Education	\$1,500	Study Leave	Two Weeks
Dental	\$1,000		
Full pension, medical, disability and death coverage under the Board of Pensions.			
Sabbatical available 6 years from date of ordination.			

## ACTIONS OF THE COMMISSION ON MINISTRY NORTHWEST REGION

### *January 23, 2025 Commission on Ministry Northwest Actions*

#### **Hope Korean PC, Portland, OR**

**M/S/P** Authorize and request that the moderator appoint an administrative commission with original jurisdiction in consultation with the Commission on Ministry, Northwest.

Hope Korean currently has no ruling elders on the session and the pastor/moderator of Hope Korean's session has requested the assistance of the presbytery including an administrative commission with original jurisdiction.

#### **First PC, Newberg, OR**

**M/S/P** to receive the Triennial Report for the Triennial Visit conducted by the Rev. Audrey Schindler (COM liaison) and Amy Dee (COM member) with numerous members of session and Pastor Chris Murphy, on December 10, 2024.

#### **Plymouth PC, St. Helens, OR**

**M/S/P** to approve the Supply Covenant for the Rev. Peter Blank which was revised and resubmitted to the COM for their consideration. Changes are:

- **The start date** of the covenant was changed from 1/1/2025 to 2/1/2025
- **Salary/Housing split** was confirmed at: \$7,121 Salary / \$20,000 Housing. **It was noted:** *The housing allowance will be increased effective 02/01/25 pursuant to Pastor Blank's request due to a change in his housing costs. The salary was adjusted accordingly in order for the total compensation to remain the same.*
- **No Retirement through the BOP.** He's a 19 hour a week employee so not subject to benefits.

#### **Reedville PC, Aloha, OR**

**M/S/P** to concur in the position description for a ¾-time Stated Supply Pastor and appoint the Rev. Paulette Mixon-Weller, as their part time (75%) temporary pastor[EOD #108] beginning February 17, 2025, with annual terms as follows. This action is in accord with action taken by the session on January 14, 2025, with the Rev. Leonard Sponaugle serving as moderator.

Salary	-0-	Housing	\$48,650
Utilities	-0-	Social Security Allowance	\$3,721.73
Professional Expense	\$3,500	Vacation	Four Weeks
Continuing Education	\$1,500	Study Leave	Two Weeks
Full pension under the Board of Pensions.			

- Grant the Rev. Paulette Mixon-Weller permission to moderate the session.
- Affirmative Action/Equal Employment Opportunity requirements have been met.
- Sexual Misconduct Policy sign-off has been received.
- Thank the Rev. Leonard Sponaugle for his service as Interim Pastor and change his EOD to a 797 Member at Large.

#### **Lake Grove PC, Lake Oswego, OR**

**M/S/P** to give Lake Grove PC, Lake Oswego, OR, permission to proceed with establishing their PNC.



### First PC, Portland, OR

**M/S/P** to concur in the action taken by the session of First PC, Portland, OR, at a session meeting moderated by the Rev. Audrey Schindler on March 6, 2024, to appoint the Rev. Carmen Goetschius as their part-time (63% - 25 hours per week) Supply Pastor beginning April 5, 2024, with annual terms as follows:

Salary	\$39,742	Housing	\$ -0-
Social Security Allow.	\$3,040	Other	n/a
Professional Expense	\$1,000	Vacation	Four Weeks
Continuing Education	\$500	Study Leave	Two Weeks
Full pension under the Board of Pensions.			

Professional Expense/Continuing Education numbers should be updated to reflect the 63% part time. To be reviewed annually.

### First PC, Portland, OR

**M/S/P** to concur in the action taken by the session of First PC, Portland, OR, at a session meeting moderated by the Rev. Audrey Schindler on March 6, 2024, to appoint the Rev. Brenna Dykman as their full time (100%) Supply Pastor beginning April 5, 2024, with annual terms as follows:

Salary	\$36,903	Housing	\$36,903
Social Security Allow.	\$5,646	Other	n/a
Professional Expense	\$3,500	Vacation	Four Weeks
Continuing Education	\$1,500	Study Leave	Two Weeks
Full pension and health insurance under the Board of Pensions.			

From May 26, 2024 until the effective date of an Interim Pastor's employment, this covenant is adjusted to provide a 20% increase in compensation. To be reviewed annually.

### Astoria, OR, First PC

**M/S/P** to approve the Administrative Commission for the installation of the Rev. Paul Davidson at First PC, Astoria, OR, scheduled for March 16, at 3pm:

1. Amy Delaney – TE, Vice Moderator, Northwest Region
2. Nicole McKnight – Teaching Elder Olympia Presbytery
3. Mark Dobney – Ruling Elder, Pioneer PC, Warrenton
4. Jerry O'Neal – HR ELCA
5. Rebecca Duffy – Ruling Elder, First PC, Astoria
6. Joanna Dunn – Teaching Elder
7. Paul Belz-Templeton – Teaching Elder
8. Jim Wallace – Teaching Elder

### Changes in Ecclesiastical Occupation Designations

Concur in the change of EOD's for ministers as follows:

1. The Rev. **Jerry O'Neill** (ELCA) has completed his service to Pioneer, Warrenton, and has been removed from the rolls of the Presbytery.
2. The Rev. **Ken Henry** has completed his service to Tualatin PC and his OED has been updated to a 797, Member at Large.
3. The Rev. **Kelly Dickson** completed her employment with the POTC on October 16, 2024. Her 305 EOD has been removed and she was updated to a 108 EOD only for her employment at Hillsboro PC.

## ACTIONS OF THE COMMISSION ON MINISTRY SOUTH REGION

### *January 22, 2025 Commission on Ministry South Actions*

#### **First PC, Medford—All actions MSP**

- A. Concur in the request of the Rev. Murray Richmond and First PC, Medford, OR, taken at a congregational meeting held January 12, 2025, moderated by the Rev. Murray Richmond, to dissolve the pastoral relationship between them effective January 12, 2025. Prior to this effective date, no accrued unused vacation time will be paid.
- B. Grant the status of Honorably Retired to the Rev. T. Murray Richmond III effective January 12, 2025.
- C. Approved the Pastoral Covenant between CRE Michial Hubbard and First PC, Medford which was adopted by the Medford session on 1/21/2025. The terms are for a period of up to 18 months and based on a full time (100%--40 hrs./wk.) basis.

Salary	\$33,000	Housing	\$24,000
Professional Expense	\$3,500	Vacation	Four Weeks
Continuing Education	\$1,500	Study Leave	Two Weeks
Supplemental Insurance*	\$1,500	Other: 403C Retirement	\$3,600
Other SECA Allowance	\$4,350*	*In lieu of health insurance	

Full pension, medical disability & death coverage under the Board of Pensions.

This agreement may be ended by the session upon 30 days written notice. The same for the Commissioned Ruling Elder but with forfeiture of any payment beyond the 30-day period.

- D. Appoint CRE Michial Hubbard as moderator of session.

#### **First PC, Medford, OR**

- 1.) Concur in the Transitional Consulting Pastor (TCP) Covenant (EOD 105/Interim) between the session of First PC, Medford, OR and the Rev. Robin Garvin, beginning on February 1, 2025, and ending on December 31, 2025.
  - **Compensation:** \$100/hour for the first 20 hours of service (both in-person & remote) and \$75/hour for any additional hours of service. Hours will be tracked by Rev. Garvin and submitted monthly for review by the session's Finance Committee.
  - **Travel/Lodging expense for reimbursement by Medford, First:** Travel at IRS 2025 mileage rate of \$0.70/mile. Lodging and meals at Cascades Presbytery per diem rate of \$175/24 hour day.
  - The session or the TCP may terminate the covenant with 30 days written notice.
  - Renewal of the covenant may be considered by the session and the TCP and will require approval by the Commission on Ministry.
  - Tasks approved by the session and the COM are on the Covenant found in the meeting folder.
  - Quarterly reports will be provided to the session and the COM.

#### **Community PC, Lakeside, OR**

Appointed the following persons to serve as members of the requested Administrative Commission to assist the session in determining their next steps: *Bobbi Neason, HR (COM-S and moderator); RE Chuck Missar, POTC Trustee; RE Sandy Henry/FPC, Roseburg; and RE Dennis Smith, CRE in training/FPC, North Bend. Clark Scalera will serve as staff liaison. Clark and Bobbi will convene an initial meeting ASAP. MSP*

#### **The Rev. Dwayne Brown, Validated Ministry**

Upon receipt and review of the annual report, the validated ministry of the Rev. Dwayne Brown, Chaplain at US Dept. of Veterans Affairs in Roseburg, OR was validated for 2024. [To be reviewed annually.] **MSP**