



Vicariate Pastoral Council Meeting - Monday, August 17, 2009

Agenda

- Welcome – Fr. Jerry Brzezinski
- PAV Guidelines Review– Steve Lawless
- Vicariate Introduction Activity – Steve Lawless, Past VPC Chair
- PAV Pastoral Plan / Together in Faith, Past to Present – Steve Lawless
- 2009/2010 Vicariate Pastoral Council
 - Introduction of the New VPC Officers – Fr. Jerry
 - Jack Cashman VPC Chairman
 - New Chair's Remarks
 - Goals and Objectives for this Year
 - VPC Methods: Meetings, Committees, etc.
- Housekeeping: VPC Calendar, Hosting Duties, Communication – Judy Gordon
- Vicar's Closing Remarks
- Closing Prayer

Catholic Parishes, Schools, Agencies and Institutions

Parishes

Christ the Redeemer,
Orion Township
Sacred Heart of the Hills,
Auburn Hills
St. Andrew, Rochester
St. Benedict, Waterford
St. Damian of Molokai, Pontiac
St. Irenaeus, Rochester Hills
St. John Fisher, Auburn Hills
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Catholic Cemeteries

Guardian Angels
Mt. Hope

Religious Communities

Oxford Dominican Sisters
St. Benedict Monastery

Chaplaincies

Crittenton Hospital
N Oakland Medical Center
Oakland County Jail
Oakland County Juveniles
POH Medical Center
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Campus Ministry
Catholic Comm Response Team
Catholic Social Services
Fusion Ministry
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PAV Guidelines Review

Key Point - What is the Pontiac Area Vicariate?

Catholic Parishes, Schools, Agencies and Institutions

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The Pontiac Area Vicariate of the Roman Catholic Community of the Archdiocese of Detroit is a geographical area consisting of a cluster of Roman Catholic parishes, schools, institutions and agencies where support, pastoral planning and resources are identified and shared for the benefit of the people beyond and within its boundaries.



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PAV Guidelines Review

Key Point - Why a Vicariate?

Catholic Parishes, Schools, Agencies and Institutions

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The mission of the Vicariate is to be responsive to the ministry of its parishes, schools, institutions, and agencies by:

- Coordinating pastoral planning
- Enhancing communications and networking
- Promoting collegiality and collaboration
- Identifying and utilizing all resources which can be shared



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PAV Guidelines Review

Key Point – Who are the members of the Pontiac Area Vicariate?

Catholic Parishes, Schools, Agencies and Institutions

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PAV Guidelines Review

Key Point – How does the PAV work to accomplish its mission?

- Administration
- PAV Roles
- Archdiocesan Pastoral Council
- Pastoral Ministers' Association
- Vicariate Pastoral Council

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PAV Guidelines Review

Key Point – Administration & PAV Roles

- A vicariate is lead and organized by the Vicar. The Archdiocesan Vicar is a priest appointed by the Archbishop, after consultation with priests and other members of the faith community, to share the pastoral leadership of the Archbishop as his representative in the Vicariate
- The PAV Vicar and Archdiocesan Pastoral Council Representatives are supported by a PAV Business Manager and the PAV Executive Committee composed of the Vicar, Chair & Vice Chair of the Vicariate Pastoral Council, Pastoral Ministers' Association Representative, and PAV Administrative Assistant.

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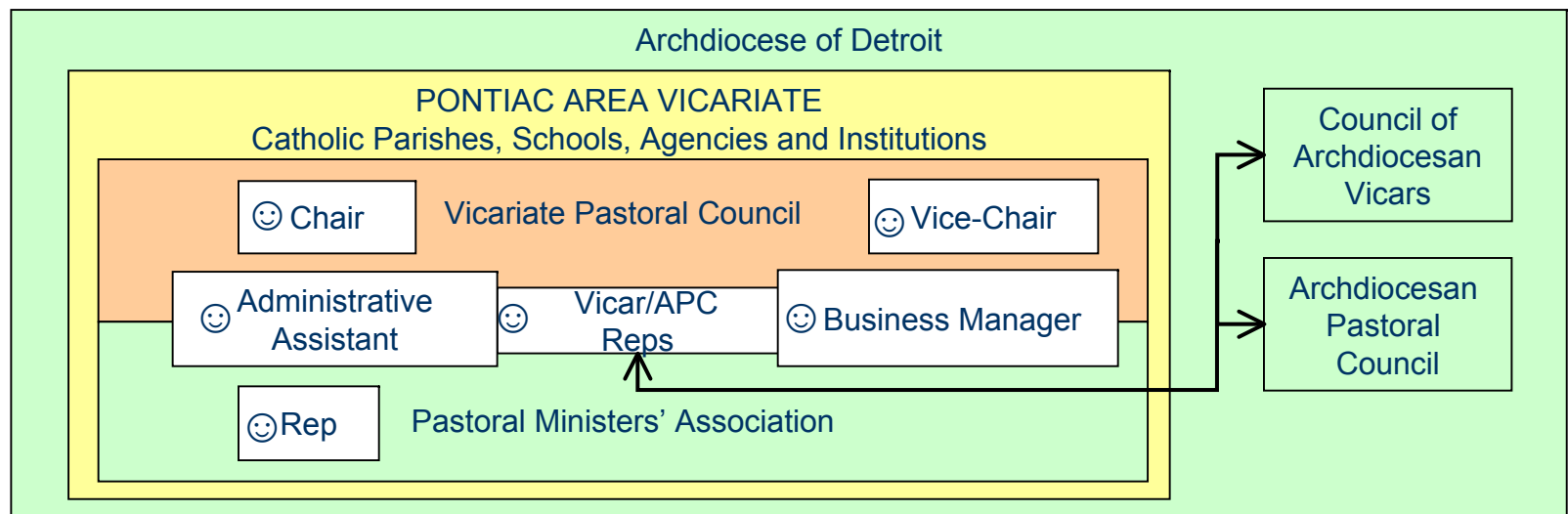
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PAV Guidelines Review

Key Point – Archdiocesan Pastoral Council

The first pastoral assembly of the Archdiocesan Pastoral Council was held on October 20-21, 1973, at Sacred Heart Major Seminary

The Archdiocesan Pastoral Council (APC) is an integral part of the Archdiocesan advisory system, parallel organizations operating at the vicariate and parish levels. The Council acts as a consultative body consisting chiefly of lay persons, but including some clergy and religious (sisters and brothers), serving in an advisory capacity to the Archbishop as he fulfills his pastoral office.

The Mission of the Council is to offer the Archbishop the combined wisdom and insights of informed and dedicated lay and religious members of the Church. APC members reflect, in their unique way, the light of the Holy Spirit on pastoral matters of interest to the Archdiocese. As an important voice of those who share the same Baptism and Gospel of Jesus Christ, the Council provides a forum for an ongoing dialogue between the Archbishop and the people he leads, so that he may better know and understand their needs and concerns, and they his.

For 2009-10 The VPC Representatives to the APV will be Art Seidler and Kit Wojcik.

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Key Point – Pastoral Ministers' Association

The Pastoral Ministers Association helps in the integration, collaboration and networking of the various ministries within the Vicariate and provides mutual support and resources for the ministers.

This group served as the Vicariate Pastoral Council immediately after Synod '69 and remained as such until 1998. At that time it became the Pastoral Ministers' Association. All ministers from our Catholic parishes, schools, institutions, religious communities and Chaplaincies are invited and encouraged to participate in our Association meetings.

The Planning Team prepares the agendas and programs scheduled for the year. Members of the Planning Team for 2009-2010 are: Lisa Brown, Sandy Favrow, Jennifer Gerada, Barbara Williams, Judy Gordon and Fr. Jerry Brzezinski. Bonnie Banaszek will be the PMA representative to the Vicariate Pastoral Council.

The PMA meets 6-8 times per year, including the PAV Assemblies held in the fall and spring. Meetings are typically on Tuesday mornings and held at various locations in the PAV.

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PAV Guidelines Review

Key Point – Vicariate Pastoral Council

The Vicariate Pastoral Council is the primary vicariate planning and ministry development team.

VISION

To become a primary source of support for the continuing growth of the Catholic community in the Pontiac Area Vicariate.

MISSION

To represent the Catholic communities of the Pontiac Area Vicariate, and through our collaboration, to better serve the ministries we share.

VALUES

Being a consultative council acting in the pattern of Jesus as we...

- Cultivate and share the good works of the member Parishes, Schools, Agencies, Institutions
- Strengthen the communication avenues in both directions
- Identify issues and trends early and avoid conflicts
- Become ecologically wise and act to conserve resources
- Articulate our common goals
- Build better ways to act together in faith
- Elevate "service to one another" as the highest achievement in community

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PAV Guidelines Review

Key Point – Vicariate Pastoral Council

GOALS

To convene a representative body of Vicariate leaders to advocate the following:

- Provide for a regular meeting of the Area Church
- Develop the communications' network between all participants
- Report on Ministries already developed
- Strengthen awareness of the AOD as partner and resource
- Encourage input and feedback from Parish, School, Agency and Institution representatives
- Report on developments with an eye to future needs and responses
- Provide training sessions and/or seminars
- Financially sustain our efforts and programs
- Measure and evaluate our effectiveness in "real terms"
- Cultivate the richness of individuals' talents and welcome participation

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PAV Guidelines Review

Key Point – Vicariate Pastoral Council

PURPOSE

The purposes of the Pontiac Area Vicariate Pastoral Council are many and all aim to further the mission of the PAV. As a Council, we seek to:

- Develop and update the Vicariate Strategic Pastoral Plan on a regular basis currently our Together in Faith Process
- Assure communication and implementation of the Vicariate Strategic Pastoral Plan throughout the Vicariate,
- Assure communications that promote the education, worship, service, stewardship and evangelization opportunities that are available throughout the Vicariate and elsewhere,
- Encourage maximum collaborative use of resources throughout the Vicariate,
- Pursue personal growth as Vicariate leaders and stewards by attending as many Vicariate functions as possible , especially those not previously attended, and enrolling in training/growth opportunities when available, and
- Serve as a source of feedback to the Archdiocesan Pastoral Council, Council of Vicars and the member parishes, schools, agencies and institutions.

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MEMBERSHIP

Membership should reflect the purposes of the Vicariate Pastoral Council. A process of discernment and assessment, insured through prayer, study and listening, should sustain it. The Vicar and Council will identify and prioritize the ways in which the Council is being called to live its specific mission.

The Council shall be composed of the following representatives:

- Two representatives from each of the ten member parishes' parish councils in the vicariate.
- One representative from the PAV's Pastoral Ministers' Association.
- The Vicar
- An Archdiocese of Detroit Representative, Parish Life Department
- The Executive Director, Genesis Ministries
- The Archdiocese of Detroit Campus Minister for Oakland County
- The PAV Administrative Assistant.

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VPC MEMBER RESPONSIBILITIES

The Responsibilities of each VPC member are:

Attend each meeting on a regular basis and actively participate.

Assure ongoing communication between the VPC and the entity they represent (Parish Councils, PMA APC, Clergy etc.).

Provide on-going feedback to the VPC regarding the Pastoral plan and its impact on the different communities.

Participate actively upon request in standing or ad-hoc committees of the VPC.

Read all VPC communications in order to stay informed.

VPC MEMBER TERMS

Parish representatives serving on the Vicariate Pastoral Council will be asked to confirm their willingness and their commitment to serve on the council for a three-year period. An extension can be suggested and approved by the council.

Representatives' terms will be staggered to allow continuity and to maintain Council experience, eliminating the possibility of both representatives leaving the Council at the same time.

Exceptions apply to Genesis Ministries, AoD Campus Minister for Oakland County and Parish Life Department.

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- Vicar's Closing Remarks
- Closing Prayer

Catholic Parishes, Schools, Agencies and Institutions

Parishes

Christ the Redeemer,
Orion Township
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Auburn Hills
St. Andrew, Rochester
St. Benedict, Waterford
St. Damian of Molokai, Pontiac
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Holy Family Elementary,
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Guardian Angels
Mt. Hope

Religious Communities

Oxford Dominican Sisters
St. Benedict Monastery

Chaplaincies

Crittenton Hospital
N Oakland Medical Center
Oakland County Jail
Oakland County Juveniles
POH Medical Center
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Oakland County

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Catholic Comm Response Team
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Guest House



Vicariate Pastoral Council Meeting - Monday, August 17, 2009

Vicariate Introduction Activity

WHO: PAV VPC Chair

WHAT: Execute a VPC Orientation/Ice Breaking activity for new members

WHEN: August VPC Meeting

WHERE: St. Mary's of the Hills

WHY: Build the new VPC team. Provide new VPC members the opportunity to ask questions and share fellowship with seasoned VPC members.

HOW: Identify new VPC Members
Have all new VPC Members sit alone at separate tables – one member to a table
Have all seasoned VPC Members join one of the new members by sitting at their table.
Allow 10- 15 minutes for discussion on the VPC Guidelines overview.
New members should ask questions.
Season members should answer.

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Agenda

- Welcome – Fr. Jerry Brzezinski
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- Vicariate Introduction Activity – Steve Lawless, Past VPC Chair
- *PAV Pastoral Plan / Together in Faith, Past to Present – Steve Lawless*
- 2009/2010 Vicariate Pastoral Council
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Vicariate Pastoral Council Meeting - Monday, August 17, 2009

PAV Pastoral Plan / Together in Faith Past to Present

Together In Faith is a strategic five-year plan for parishes and schools in the Archdiocese of Detroit.

Parishes, schools and vicariates throughout the archdiocese have evaluated themselves and suggested how they might fit into the strategic plan.

The submission of the Pontiac Area Vicariate's first Together In Faith plan to the Archdiocese of Detroit was completed in 2005.

The PAV plan's three focus areas; Sacramental, Strategic, Sustainable, and ten associated goals are still relevant today and continue to provide the foundation for the PAV VPC yearly objectives.

Progress to these goals is tracked within the PAV Pastoral Plan

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PAV Pastoral Plan / Together in Faith

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Pastoral Plan Focus Area └ Goals └ Objectives	Yearly Objective Status				
	2005-6	2006-7	2007-8	2008-9	2009-10
Sacramental Focus	Progress	Progress	Progress	Progress	In Process
1 Sacramental Focus Area Goal #1. The vicariate identified a need for all to better understand the sacramental role of the Priest as Celebrants of Sacraments and as Pastors, through Adult Education.	No Plan	Progress	Effort Redirected	Progress	No Plan
2 Sacramental Focus Area Goal #2. There is a need to respond to the growing needs of the Hispanic Community.	No Plan	Progress	Progress	Progress	In Process
3 Sacramental Focus Area Goal #3. The increasing population in the northern part of the vicariate indicated a possible need for a new parish and an additional "vicariate" mass.	No Plan	Progress	Effort Redirected	No Plan	In Process
4 Sacramental Focus Area Goal #4. The vicariate plans to develop a vicariate-wide approach to pastoral care in light of declining availability of ordained ministers and to develop better communications among parishes.	Progress	Progress	Progress	Progress	In Process
Strategic Focus	Progress	Progress	Progress	Progress	In Process
5 Strategic Focus Area Goal #1. Initiate dialog regarding the needs within the Vicariate and provide education, information and communication.	Progress	Progress	Progress	Progress	In Process
6 Strategic Focus Area Goal #2. The vicariate will identify and coordinate Christian Service activities, particularly with the Catholic Community Response Team.	Progress	Progress	Progress	Progress	In Process
7 Strategic Focus Area Goal #3. 6. Every parish and school will coordinate youth ministry.	Progress	Progress	Progress	Progress	In Process
Sustainable Focus	Progress	Progress	Progress	Progress	In Process
8 Sustainable Focus Area Goal #1. 7. The vicariate plan calls for a stewardship education program.	Progress	No Plan	Effort Redirected	Progress	In Process
9 Sustainable Focus Area Goal #2. Vicariate-wide coordination of lay and ordained programs, education and certification of lay leadership, and a study of the role of deacons will address the vicariate's needs for pastoral care.	Progress	Progress	Progress	Progress	In Process
10 Sustainable Focus Area Goal #3. The Vicariate will emphasize support of Catholic Education, studying specifically the Marist Academy on St. Benedict's campus	Progress	Progress	Progress	Progress	In Process



Vicariate Pastoral Council Meeting - Monday, August 17, 2009

PAV Pastoral Plan Yearly Objectives

PAV objectives are chosen yearly and executed by the VPC to help move the Vicariate closer to achieving our goals.

Pastoral Plan Focus Area └ Goals └ Objectives	Yearly Objective Status				
	2005-6	2006-7	2007-8	2008-9	2009-10
Sacramental Focus	Progress	Progress	Progress	Progress	In Process
1 Sacramental Focus Area Goal #1. The vicariate identified a need for all to better understand the sacramental role of the Priest as Celebrants of Sacraments and as Pastors, through Adult Education.	No Plan	Progress	Effort Redirected	Progress	No Plan
2 Sacramental Focus Area Goal #2. There is a need to respond to the growing needs of the Hispanic Community.	No Plan	Progress	Progress	Progress	In Process
3 Sacramental Focus Area Goal #3. The increasing population in the northern part of the vicariate indicated a possible need for a new parish and an additional "vicariate" mass.	No Plan	Progress	Effort Redirected	No Plan	In Process
4 Sacramental Focus Area Goal #4. The vicariate plans to develop a vicariate-wide approach to pastoral care in light of declining availability of ordained ministers and to develop better communications among parishes.	Progress	Progress	Progress	Progress	In Process
4.1 A PAV Pastoral Care Survey	Complete	---	---	---	---
4.2 A Sacrament of the Anointing of the Sick Report	No Plan	Complete	---	---	---
4.3 Request AOD Permission for Deacons and Lay Ministers to Administer the Sacrament	No Plan	Complete	---	---	---
4.4 Establish Pastoral Care Implementation Committee	No Plan	Complete	---	---	---
4.5 Implemented Sacrament of the Anointing of the Sick Report Recommendations	No Plan	No Plan	Started	Complete	---
4.5.1 Phase I: Proposal for Implementation of Pastoral Care	No Plan	No Plan	Complete	---	---
4.5.2 Phase II: Survey PAV parishes regarding Pastoral Care Needs	No Plan	No Plan	Complete	---	---
4.5.3 Phase III: Create a PAV Pastoral Care Plan	No Plan	No Plan	Started	Complete	---
4.6 Execute the PAV Pastoral Care Plan	No Plan	No Plan	Started	Progress	In Process
4.7 Create and Execute a 2009-10 PAV Pastoral Care Operations Support Plan	No Plan	No Plan	No Plan	No Plan	In Process
4.8 Create a PAV Pastoral Plan Evaluation Plan for execution in Winter 2011	No Plan	No Plan	No Plan	No Plan	In Process

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Vicariate Pastoral Council Meeting - Monday, August 17, 2009

2009-10 Objectives

- I. 2009-10 PAV Hispanic Ad Hoc Committee
- II. 2009-10 PAV Pastoral Care Ad Hoc Committee
- III. 2009-10 PAV Permanent Deacon Study Ad Hoc Committee
- IV. 2009-10 PAV Youth Ministry Ad-Hoc
- V. PAV Fall 2009 Assembly Ad Hoc Committee
- VI. PAV Spring 2010 Assembly Ad Hoc Committee
- VII. PAV Services Operations Committee
- VIII. VPC Executive Committee Communication

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Vicariate Pastoral Council Meeting - Monday, August 17, 2009

2009-10 Goals and Objectives

Pastoral Plan Focus Area  <ul style="list-style-type: none"> └ Goals └ Objectives 	Yearly Objective Status				
	2005-6	2006-7	2007-8	2008-9	2009-10
Sacramental Focus	Progress	Progress	Progress	Progress	In Process
1 Sacramental Focus Area Goal #1. The vicariate identified a need for all to better understand the sacramental role of the Priest as Celebrants of Sacraments and as Pastors, through Adult Education.	No Plan	Progress	Effort Redirected	Progress	No Plan
2 Sacramental Focus Area Goal #2. There is a need to respond to the growing needs of the Hispanic Community.	No Plan	Progress	Progress	Progress	In Process
2.4 A Hispanic Ministry Liaison from each PAV parish, school, agency & institution	No Plan	Not Started	Effort Redirected	Started	In Process
2.5 Plan and Execute a PAV Hispanic Catholic Gathering	No Plan	No Plan	No Plan	Started	In Process
2.6 Implement the PAV Hispanic Pastoral Plan	No Plan	No Plan	Started	Progress	In Process
2.6.1 Implement the ACTS Hispanic Component	No Plan	No Plan	Started	Progress	In Process
2.6.2 Implement Results from 2006/2007	No Plan	No Plan	Started	Progress	In Process
2.6.3 Integrate PAV and Pontiac Catholic Community's Hispanic Pastoral Plan	No Plan	No Plan	Started	Progress	In Process
2.7 Follow-Up on Parish Implementations of PAV Hispanic Plan	No Plan	No Plan	No Plan	No Plan	In Process
3 Sacramental Focus Area Goal #3. The increasing population in the northern part of the vicariate indicated a possible need for a new parish and an additional "vicariate" mass.	No Plan	Progress	Effort Redirected	No Plan	In Process
3.3 New Parish Planning - Seek AoD Assistance in Acquiring Land	No Plan	No Plan	Effort Redirected	No Plan	In Process
3.4 Solicit Response from St. Joseph's, Lake Orion, Parish Council regarding their desire and recommendation to continue the process for purchasing land for a new northern parish	No Plan	No Plan	No Plan	No Plan	In Process
4 Sacramental Focus Area Goal #4. The vicariate plans to develop a vicariate-wide approach to pastoral care in light of declining availability of ordained ministers and to develop better communications among parishes.	Progress	Progress	Progress	Progress	In Process
4.6 Execute the PAV Pastoral Care Plan	No Plan	No Plan	Started	Progress	In Process
4.7 Create and Execute a 2009-10 PAV Pastoral Care Operations Support Plan	No Plan	No Plan	No Plan	No Plan	In Process
4.8 Create a PAV Pastoral Plan Evaluation Plan for execution in Winter 2011.	No Plan	No Plan	No Plan	No Plan	In Process

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2009-10 Goals and Objectives

Pastoral Plan Focus Area ↳ Goals ↳ Objectives	Yearly Objective Status				
	2005-6	2006-7	2007-8	2008-9	2009-10
Strategic Focus	Progress	Progress	Progress	Progress	In Process
5 Strategic Focus Area Goal #1. Initiate dialog regarding the needs within the Vicariate and provide education, information and communication	Progress	Progress	Progress	Progress	In Process
5.1.2 Develop & Monitor a PAV Communication Plan	No Plan	No Plan	No Plan	No Plan	In Process
5.9b Operate a PAV Finance Committee	No Plan	No Plan	Complete	Complete	In Process
5.27 Operate PAV Services Operations Committee	No Plan	No Plan	No Plan	Complete	In Process
5.27.1 Create a Marketing Assistance plan for each operation	No Plan	No Plan	No Plan	No Plan	In Process
5.27.2 b. Create and operationalize required service metrics for each operation	No Plan	No Plan	No Plan	No Plan	In Process
5.28 Publish a PAV Fall 2009 Newsletter	No Plan	No Plan	No Plan	No Plan	In Process
5.29 Publish a PAV Winter 2009 Newsletter	No Plan	No Plan	No Plan	No Plan	In Process
5.30 Publish a PAV Spring 2010 Newsletter	No Plan	No Plan	No Plan	No Plan	In Process
5.31 Publish a PAV Summer 2010 Newsletter	No Plan	No Plan	No Plan	No Plan	In Process
5.32 Plan and Execute a Fall 2009 PAV Leadership Assembly	No Plan	No Plan	No Plan	No Plan	In Process
5.33 Plan and Execute a Spring 2010 PAV Leadership Assembly	No Plan	No Plan	No Plan	No Plan	In Process
6 Strategic Focus Area Goal #2. The vicariate will identify and coordinate Christian Service activities, particularly with the Catholic Community Response Team.	Progress	Progress	Progress	Progress	In Process
6.2 Create and Execute a 2009-10 CCRT Operations Support Plan	No Plan	Complete	Complete	Complete	In Process
6.3 A PAV Christian Service Activity Coordination Plan - Support the collaboration of Christian Service Coordinators in PAV Parishes via reports to the VPC	No Plan	No Plan	Effort Redirected	No Plan	In Process
6.6 Create Establish a VPC Liasion with CCRT & CSSOC	No Plan	No Plan	No Plan	No Plan	In Process
7 Strategic Focus Area Goal #3. 6. Every parish and school will coordinate youth ministry.	Progress	Progress	Progress	Progress	In Process
7.4 PAV Youth/Teen Ministry	No Plan	Progress	Progress	Progress	In Process
7.4.1 Create and Execute a yearly PAV Youth Ministries Support Plan	No Plan	Complete	Complete	Complete	In Process
7.4.2 Create a Call to Serve - Protecting God's Children Implementation Plan	No Plan	No Plan	Started	Complete	In Process
7.5 Young Adult Ministry	No Plan	Progress	Progress	Progress	In Process
7.5.1 Create and Execute a yearly PAV Genesis Ministries Support Plan	No Plan	Complete	Complete	Complete	In Process

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2009-10 Goals and Objectives

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 St. Joseph, Lake Orion
 St. Mary of the Hills, Rochester Hills
 St. Paul Albanian, Rochester Hills

Schools
 Holy Family Elementary, Rochester/ Rochester Hills
 Marist Academy, Waterford
 St. Joseph, Lake Orion
 Marist Academy, Pontiac
 Notre Dame Preparatory, Pontiac



Catholic Cemeteries
 Guardian Angels
 Mt. Hope

Religious Communities
 Oxford Dominican Sisters
 St. Benedict Monastery

Chaplaincies
 Crittenton Hospital
 N Oakland Medical Center
 Oakland County Jail
 Oakland County Juveniles
 POH Medical Center
 St. Joseph Mercy Hospital

Nursing Homes
 Lake Orion
 Mercy Bellbrook
 Oakland City, Care Facility
 Lourdes Campus

Oakland County
 Campus Ministry
 Catholic Comm Response Team
 Catholic Social Services
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 Genesis Young Adults
 Guest House

Pastoral Plan Focus Area  Goals  Objectives	Yearly Objective Status				
	2005-6	2006-7	2007-8	2008-9	2009-10
Sustainable Focus	Progress	Progress	Progress	Progress	In Process
8 Sustainable Focus Area Goal #1. 7. The vicariate plan calls for a stewardship education program	Progress	No Plan	Effort Redirected	Progress	In Process
8.6 Communicate Awareness of AoD Parish Business Manager Training	No Plan	No Plan	No Plan	Progress	In Process
9 Sustainable Focus Area Goal #2. Vicariate-wide coordination of lay and ordained programs, education and certification of lay leadership, and a study of the role of deacons will address the vicariate's needs for pastoral care	Progress	Progress	Progress	Progress	In Process
9.4 Create and Execute a yearly PAV ACTS Support Plan (execute 2 ACTS Training sessions per year)	No Plan	Complete	Complete	Complete	In Process
9.5 "Role of Deacons" Study	No Plan	No Plan	Effort Redirected	No Plan	In Process
10 Sustainable Focus Area Goal #3. The Vicariate will emphasize support of Catholic Education, studying specifically the Marist Academy on St. Benedict's campus	Progress	Progress	Progress	Progress	In Process
10.4 Youth Ministry and Catholic School Activity Coordination Plan and Implementation	No Plan	No Plan	Started	Progress	In Process
10.5 Create and Execute a yearly PAV Vision 2000 Phase II Support Plan	No Plan	No Plan	Complete	Complete	In Process
10.6 PAV School Development Plan coordinated with the AoD Catholic School Plan (waiting for Aod Plan Definition)	No Plan	No Plan	No Plan	Progress	In Process



Vicariate Pastoral Council Meeting - Monday, August 17, 2009

Agenda

- Welcome – Fr. Jerry Brzezinski
- PAV Guidelines Review– Steve Lawless
- Vicariate Introduction Activity – Steve Lawless, Past VPC Chair
- PAV Pastoral Plan / Together in Faith, Past to Present – Steve Lawless
- 2009/2010 Vicariate Pastoral Council
 - Introduction of the New VPC Officers – Fr. Jerry
 - Jack Cashman VPC Chairman
 - New Chair's Remarks
 - Goals and Objectives for this Year
 - *VPC Methods: Meetings, Committees, etc.*
- Housekeeping: VPC Calendar, Hosting Duties, Communication – Judy Gordon
- Vicar's Closing Remarks
- Closing Prayer

Catholic Parishes, Schools, Agencies and Institutions

Parishes

Christ the Redeemer,
Orion Township
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Vicariate Pastoral Council Meeting - Monday, August 17, 2009

I. 2009-10 PAV Hispanic Ad Hoc Committee

1. Why:
 - "To live and promote, by means of a "pastoral de conj unto, a model of Church that is communitarian, evangelizing and missionary, incarnated in the reality of the Hispanic people and open to the diversity of cultures, a promoter and example of justice...that develops leadership through integral education and is a leaven for the Kingdom of God in society." (National Pastoral Plan for Hispanic Ministry)
 - The influx of Hispanics in the Pontiac area has also increased the awareness of accelerating the development of Hispanic ministry in the Vicariate: it is an opportunity to serve a profound catholic community with all its diverse customs and rituals. Hispanic ministry cannot be only the responsibility of the Pontiac Catholic Community, but must be shared by the entire Vicariate community. (Pontiac Area Vicariate "Together in Faith")
2. Who:
 - Ad Hoc Committee Members: Dawy Gonzalez Ruiz (Chair), Pastor of Pontiac Catholic Community, Terry Mike, Fernando Perales and Dila Dusovic. Ex Officio: PAV Vicar.
 - New 2009-10 VPC representatives:
 - Dawy Gonzalez Ruiz, Chair
 - Joe Pauwels
 - Dila Dusovic
 - Terry Mike
 - Lourdes Smith
3. What:
 - Objective 2.4: Establish Hispanic Liaison with each parish, school, agency and institution in PAV;
 - Objective 2.5: Continue with follow-up to our 2009 Hispanic Gathering;
 - Objective 2.6: Follow up to parish implementation of PAV Hispanic Pastoral Plan
- When:
 - Report progress at the February 22, 2010 VPC meeting
1. How:
 - Current available resources:
 - AOD Hispanic Pastoral Plan ;
 - PAV Hispanic Pastoral Plan/Parish Suggested Activities;
 - Catholic Social Service of Oakland County (Marge Huggard at 248-333-3700 ext. 3303);
 - AOD Department of Parish Life and Services Fernando Perales (Perales.Fernando@aod.org, 313-570-1975).

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Vicariate Pastoral Council Meeting - Monday, August 17, 2009

II. 2009-10 PAV Pastoral Care Ad Hoc Committee

1. Why:
 - Responding to the decline of ordained ministers and to the current stand of the Church on who will be ordained and who can perform some sacramental functions, it is imperative that we as Church reevaluate the needs of the different communities and how we will respond to them. This is especially necessary in order to respond to the demands of hospitals and retirement homes for the Sacrament of the Anointing of the Sick.
2. Who:
 - Ad Hoc Committee Members: Deacon Alex Jablonowski, Chair; Michael Harning (AOD), Lorraine Mordenski (Mercy Bellbrook), Deacon Ron Valade and Ann Suziedelis. Ex Officio: PAV Vicar
 - New 2009-10 VPC representatives
 - Jack Cashman
 - Gregg Peterson
3. What:
 - Objective 4.6: Continue with the implementation of the PAV Pastoral Care Plan under the coordination of Permanent Deacon;
 - Objective 4.7: Continue to support and sustain PAV efforts through the "PAV Services Operations Committee" under the VPC Executive Committee;
 - Objective 4.8: Create a PAV Pastoral Plan Evaluation Plan for execution in Winter 2011.
4. When:
 - Objective 4.6
 - Report the PAV Pastoral Care implementation status at the November 23, 2009 PVC Meeting
 - Report the PAV Pastoral Care implementation status at the April 26, 2010 PVC Meeting
 - Objective 4.8
 - Review the PAV Pastoral Plan Evaluation Plan at the April 26, 2010 PVC Meeting
5. How:
 - Current available resources:
 - AOD Department of Parish Life and Services including Michael McCallion's Office and Michael Harning;
 - PAV hospital and parish Pastoral Care Ministers and Priests;
 - Other vicariates in the AOD who have established a Pastoral Care procedures for their vicariate;
 - Kathy Hasty and Mary Martin, Chairs of first PAV Pastoral Care Ad Hoc Committee.

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Vicariate Pastoral Council Meeting - Monday, August 17, 2009

III. 2009-10 PAV Permanent Deacon Study Ad-Hoc Committee

1. Why:

- To study the various roles of the permanent deacons who minister in the parishes, schools, agencies, and vicariate leadership and make recommendations to the vicariate for future roles of the deacons in PAV. This information would be shared with the Vicars as a way on continuing the discussion of the Role of the Permanent Deacon in our Contemporary Church and World.

2. Who:

- Ad Hoc Committee Members: all Pontiac Area Vicariate Deacons: Alex Jablonowski (PAV), Gene Kowalski (St Mary of the Hills), Marc Gemellaro (St. Andrew), Richard Hulan (St. Irenaeus), Ron Valade (St. Irenaeus), John Santeramo (St. Joseph, Lake Orion), Steve Mitchell (St. Joseph, Lake Orion), Joseph Karle (Sacred Heart of the Hills)

Additional members: Greg Formanczyk (St. John Fisher member in Deaconate Formation)

- New 2009-10 VPC representatives:

- Ron Valade
- Alex Jablonowski

3. What:

- Objective 9.5: Invite PAV Permanent Deacons to do a study of the diaconate ministry in PAV and make recommendations to PAV VPC regarding future of deacons in PAV;

4. When:

- Report progress to the VPC on January 25, 2010.

5. How:

- Current available resources: Deacon Mike McKale (313-865-6300 ext. 224).

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Vicariate Pastoral Council Meeting - Monday, August 17, 2009

IV. 2009-10 PAV Youth Ministry Ad-Hoc Committee

1. Why:
 - Recognizing the “graying” of the Church, as Vicariate/Area Church, we need not only to support existing programs and increase the coordination among the parishes, schools, agencies and institutions for the development of programs, but we need imagination to find ways to involve and engage youth, young adults and young families in the life of the parish communities and the life of the Vicariate.
2. Who:
 - Ad Hoc Committee Members: Chris Kozlowski (Chair), Lynne Huff, Sr. Karen Hawver, Melanie Avila, Lourdes Smith and Fr. Maciej Pawlowski. Ex Officio: Bonnie Banaszek.
 - New 2009-10 VPC representatives
 - Denise Donalson
 - Diane Bubnar
3. What:
 - Objective 7.4.1: Support the collaboration of the Parish Youth Ministers’ Association including financial support for youth programs and Youth Ministry Software through the “PAV Services Operations Standing Committee” under the VPC Executive Committee;
 - Objective 7.4.2: Support for the Called to Serve program for teens involved with children programs.
 - Objective 10.4: Youth Ministry and Catholic School Activity Coordination Plan and Implementation
4. When:
 - Report progress to VPC on April 26, 2010
5. How:
 - Current available resources:
 - AOD Department of Education/Office of Youth Ministry (313-237-5904)
 - AOD Department of Education/Schools Office (313-237-5770)
 - Other vicariates in the AOD especially their TIF information on the AOD Website at www.aodonline.org

Catholic Parishes, Schools, Agencies and Institutions

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 St. Damian of Molokai, Pontiac
 St. Irenaeus, Rochester Hills
 St. John Fisher, Auburn Hills
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 St. Mary of the Hills,
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 St. Paul Albanian,
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Vicariate Pastoral Council Meeting - Monday, August 17, 2009

V. PAV Fall 2009 Assembly Ad Hoc Committee

1. Why:
 - In order to better serve the needs of the people in our Area Church we will gather the leadership of the Pontiac Area Vicariate to accomplish the following objective: An Assembly of the leadership of the Pontiac Area Vicariate with the theme: **"THEME"**
2. Who:
 - Hosting Parish – St. Andrew Parish
 - 2009-10 VPC representatives
 - Diane Bubnar
 - Kit Wojcik
 - Jan Lumetta
3. What:
 - Objective 5.32 - Plan and Execute a Fall PAV Leadership Assembly
 - Prepare for the Assembly to include topics, speakers, small group process, handouts, preparation materials for participants to read before the Assembly, location and arrangements with the host parish, letter of invitation and registration procedures including sign up and name tags.
 - Participants:
 - Members of our PAV Parish Councils
 - Members of our School, Institution and Agency Boards
 - PAV Pastoral Ministers' Association Members
 - Ministers from PAV
4. When:
 - DATE October 26, 2009 from 6:30 P.M. to 9:00 P.M
 - 5:30 – 9:00 PM

5:30 PM	Setup
6:30 PM	Soup & salad
7:00 PM	Introduction - Vicariate welcome
7:05 PM	Opening Prayer
7:10 PM	Program
7:50 PM	15 Minute Break
8:05 PM	Program
8:55 PM	Closing Remarks & Prayer

Catholic Parishes, Schools, Agencies and Institutions

Parishes

Christ the Redeemer,
Orion Township
Sacred Heart of the Hills,
Auburn Hills
St. Andrew, Rochester
St. Benedict, Waterford
St. Damian of Molokai, Pontiac
St. Irenaeus, Rochester Hills
St. John Fisher, Auburn Hills
St. Joseph, Lake Orion
St. Mary of the Hills,
Rochester Hills
St. Paul Albanian,
Rochester Hills

Schools

Holy Family Elementary,
Rochester/ Rochester Hills
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St. Joseph, Lake Orion
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Vicariate Pastoral Council Meeting - Monday, August 17, 2009

VI. PAV Spring 2010 Assembly Ad Hoc Committee

1. Why:
 - In order to better serve the needs of the people in our Area Church we will gather the leadership of the Pontiac Area Vicariate to accomplish the following objectives: An Assembly of the leadership of the Pontiac Area Vicariate with the theme: ***"THEME"***
2. Who:
 - Hosting Parish –St. Paul Albanian Parish
 - 2009-10 VPC representatives
 - Jack Cashman
 - Terry Mike
 - Art Seidler
3. What:
 - Objective 5.33 - Plan and Execute a Spring PAV Leadership Assembly
 - Prepare for the Assembly to include topics, speakers, small group process, handouts, preparation materials for participants to read before the Assembly, location and arrangements with the host parish, letter of invitation and registration procedures including sign up and name tags.
 - Participants:
 - Members of our PAV Parish Councils
 - Members of our School, Institution and Agency Boards
 - PAV Pastoral Ministers' Association Members
 - Ministers from PAV
4. When:
 - DATE March 11, 2010 from 6:30 P.M. to 9:00 P.M.
 - 5:30 – 9:00 PM

5:30 PM	Setup
6:30 PM	Soup & salad
7:00 PM	Introduction - Vicariate welcome
7:05 PM	Opening Prayer
7:10 PM	Program
7:50 PM	15 Minute Break
8:05 PM	Program
8:55 PM	Closing Remarks & Prayer

Catholic Parishes, Schools, Agencies and Institutions

Parishes

Christ the Redeemer,
Orion Township
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Auburn Hills
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Vicariate Pastoral Council Meeting - Monday, August 17, 2009

VII. PAV Services Operations Committee

1. Why:
 - The success of the Vicariate in coordinating resources and select services has resulted in operational services of benefit to all participating parishes, schools institutions and agencies. Oversight of these services, to assure the appropriate continued support of the Vicariate and continued benefit to the constituents, is deemed a Vicariate Stewardship responsibility in need of a formal effort.

2. Who:
 - Operations and Leadership
 - A Call to Serve (ACTS) Lay Volunteer Ministry Training, Nancy Mason Bordley, Director
 - Catholic Community Response Team, Barbara Williams, Director - CCRT
 - Young Adult Ministry/Genesis Ministries, Rakhi Roy, Director
 - Youth and Teen Ministries, Chris Kozlowski
 - Catholic Schools including the Vision 2000 Plan II, Paul Borucki
 - Pastoral Care Plan, Deacon Alex Jablonowski

 - 2009-10 VPC representatives
 - Dale Youngpeter, Chair
 - Steve Lawless
 - John Schmidt

3. What:
 - Objective 5.27.1: Create a Marketing Assistance plan for each operation;
 - Objective 5.27.2: Create and operationalize required service metrics for each operation;
 - Objective 6.2: Create and Execute a 2010-11 CCRT Operations Support Plan;
 - Objective 6.3: Support the collaboration of Christian Service Coordinators in PAV Parishes via reports to the VPC
 - Objective 7.4.1: Create and Execute a 2010-11 Youth Ministries Operations and Support Plan;
 - Objective 7.5.1: Create and Execute a 2010-11 Genesis Ministries Support Plan;
 - Objective 9.4: Create and Execute a 2010-11 ACTS Operations and Support Plan;
 - Objective 10.5: Execute PAV Vision 2000 Phase II Plan.

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Vicariate Pastoral Council Meeting - Monday, August 17, 2009

VII. PAV Services Operations Committee (Continued)

4. When:
 - Report all operational metrics at the January 2009 VPC meeting in support of budget planning and reporting to the Parishes
5. How:
 - For Each Operation Plan:
 - Meet as required with the Operation Leadership
 - Review the Operation Leadership's 2009-10 Plan
 - Define the Plan's PAV Operation Support requirements for the next year (Budget, Communication & Resources)
 - Define the necessary reporting Metrics and the methods by which they will be collected, summarized & reported
 - Support the Operation Leadership in the execution of the plan as required
 - Collect and maintain the required Metrics

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Vicariate Pastoral Council Meeting - Monday, August 17, 2009

VIII. VPC Executive Committee

1. Why:

- The mission of the Vicariate is to be responsive to the ministry of its parishes, schools, institutions and agencies by: Coordinating pastoral planning, Enhancing communications and networking, Promoting collegiality and collaboration and Identifying and utilizing all resources which can be shared.

2. Who:

- 2009-10 VPC Executive Committee
 - Jack Cashman, Chair
 - Denise Donaldson, Vice-Chair
 - Art Seidler - APC Representative
 - Kit Wojcik- APC Representative
 - Bonnie Banaszek - PMA Representative
 - tbd , Vicar
 - Judy Gordon - Administrative Assistant

3. What:

- Objective 3.3: New Parish Planning - Seek AoD Assistance in Acquiring Land;
- Objective 3.4: Solicit Response from St. Joseph's, Lake Orion, Parish Council regarding their desire and recommendation to continue the process for purchasing land for a new northern parish;
- Objective 5.1.2: Development and execute a PAV Communication Plan;
- Objective 5.9b: Operate a PAV Finance Committee;
- Objective 5.27: Operate a PAV Services Operations Committee;
- Objective 5.28: Sept 2009 Newsletter;
- Objective 5.29: Dec 2009 Newsletter;
- Objective 5.30: March 2010 Newsletter;
- Objective 5.31: June 2010 Newsletter;
- Objective 5.32: Fall Assembly for Parish/School/Agency/Institution Leadership;
- Objective 5.33: Spring Assembly for Parish/School/Agency/Institution Leadership;
- Objective 6.6: Establish a VPC Liaison relationship with CCRT & CSSOC;
- Objective 8.6: Through the PAV Administrative Assistant, forward information re Business Manager Training through our PAV email network;
- Objective 10.6: - PAV School Development Plan coordinated with the AOD Catholic School Plan.

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Vicariate Pastoral Council Meeting - Monday, August 17, 2009

Agenda

- Welcome – Fr. Jerry Brzezinski
- PAV Guidelines Review– Steve Lawless
- Vicariate Introduction Activity – Steve Lawless, Past VPC Chair
- PAV Pastoral Plan / Together in Faith, Past to Present – Steve Lawless
- 2009/2010 Vicariate Pastoral Council
 - Introduction of the New VPC Officers – Fr. Jerry
 - Jack Cashman VPC Chairman
 - New Chair's Remarks
 - Goals and Objectives for this Year
 - VPC Methods: Meetings, Committees, etc.
- *Housekeeping: VPC Calendar, Hosting Duties, Communication – Judy Gordon*
- Vicar's Closing Remarks
- Closing Prayer

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Rochester Hills

Schools

Holy Family Elementary,
Rochester/ Rochester Hills
Marist Academy, Waterford
St. Joseph, Lake Orion
Marist Academy, Pontiac
Notre Dame Preparatory,
Pontiac

Catholic Cemeteries

Guardian Angels
Mt. Hope

Religious Communities

Oxford Dominican Sisters
St. Benedict Monastery

Chaplaincies

Crittendon Hospital
N Oakland Medical Center
Oakland County Jail
Oakland County Juveniles
POH Medical Center
St. Joseph Mercy Hospital

Nursing Homes

Lake Orion
Mercy Bellbrook
Oakland Cty. Care Facility
Lourdes Campus

Oakland County

Campus Ministry
Catholic Comm Response Team
Catholic Social Services
Fusion Ministry
Genesis Young Adults
Guest House



Vicariate Pastoral Council Meeting - Monday, August 17, 2009

Agenda

- Welcome – Fr. Jerry Brzezinski
- PAV Guidelines Review– Steve Lawless
- Vicariate Introduction Activity – Steve Lawless, Past VPC Chair
- PAV Pastoral Plan / Together in Faith, Past to Present – Steve Lawless
- 2009/2010 Vicariate Pastoral Council
 - Introduction of the New VPC Officers – Fr. Jerry
 - Jack Cashman VPC Chairman
 - New Chair's Remarks
 - Goals and Objectives for this Year
 - VPC Methods: Meetings, Committees, etc.
- Housekeeping: VPC Calendar, Hosting Duties, Communication – Judy Gordon
- *Vicar's Closing Remarks*
- Closing Prayer

Catholic Parishes, Schools, Agencies and Institutions

Parishes

Christ the Redeemer,
Orion Township
Sacred Heart of the Hills,
Auburn Hills
St. Andrew, Rochester
St. Benedict, Waterford
St. Damian of Molokai, Pontiac
St. Irenaeus, Rochester Hills
St. John Fisher, Auburn Hills
St. Joseph, Lake Orion
St. Mary of the Hills,
Rochester Hills
St. Paul Albanian,
Rochester Hills

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