



Vicariate Pastoral Council – www.pontiacarevicariate.org

2675 John R Rd., Rochester Hills, MI 48307, 248.853.5390, sulman@smoth.org

Denise Donaldson, Chair; Jan Lumetta, Vice-Chair, Art Seidler, VPC Representative, Steve Lawless, APC Representative; Sandy Favrow, Pastoral Ministers' Association Representative; Rev. Stan Ulman, Vicar; Michael McCallion, Archdiocese of Detroit Department of Parish Life and Services Liaison

The following are objectives for the 2010-11 PAV Pastoral Plan (updated on 08-11-2010)

Pastoral Plan Focus Area ↳ Goals ↳ Objectives			Responsible
	2009-10	2010-11	
Sacramental Focus	Progress	2010-11 Objectives	Vicariate Pastoral Council
2 Sacramental Focus Area Goal #2. There is a need to respond to the growing needs of the Hispanic Community.	Progress	2010-11 Objectives	Vicariate Pastoral Council
2.4 A Hispanic Ministry Liaison from each PAV parish, school, agency & institution	Progress	2010-11 Objectives	2010-11 PAV Hispanic Ad Hoc Committee (Alejandra Barnes)
2.6 Implement the PAV Hispanic Pastoral Plan	Progress	2010-11 Objectives	2010-11 PAV Hispanic Ad Hoc Committee (Alejandra Barnes)
2.6.1 Implement the ACTS Hispanic Component	Progress	2010-11 Objectives	2010-11 PAV Hispanic Ad Hoc Committee (Alejandra Barnes)
2.6.4 Execute a PAV Diversity Fair	Progress	2010-11 Objectives	2010-11 PAV Hispanic Ad Hoc Committee (Alejandra Barnes)
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	2010-11 Objectives	Vicariate Pastoral Council
4.6 Execute the PAV Pastoral Care Plan	Progress	2010-11 Objectives	2010-11 PAV Pastoral Care Ad Hoc Committee
4.7 Create and Execute an annual PAV Pastoral Care Operations Support Plan	Progress	2010-11 Objectives	2010-11 PAV Pastoral Care Ad Hoc Committee
4.8 Create a PAV Pastoral Plan Evaluation Plan for execution in Winter 2011.	Progress	2010-11 Objectives	2010-11 PAV Pastoral Care Ad Hoc Committee
Strategic Focus	Progress	2010-11 Objectives	Vicariate Pastoral Council
5 Strategic Focus Area Goal #1. Initiate dialog regarding the needs within the Vicariate and provide education, information and communication.	Progress	2010-11 Objectives	Vicariate Pastoral Council
5.1.2 Develop & Monitor a PAV Communication Plan	Progress	2010-11 Objectives	VPC Executive Committee (Denise Donaldson)
5.9b Operate a PAV Finance Committee	Complete	2010-11 Objectives	PAV Finance Standing Committee (Paul Borucki)
5.27 Operate PAV Services Operations Committee	Complete	2010-11 Objectives	PAV Services Operations Committee (Dale Youngpeter)
5.27.1 Create a Marketing Assistance plan for each operation	In Process	2010-11 Objectives	PAV Services Operations Committee (Dale Youngpeter)
5.27.2b Create and operationalize required service metrics for each operation	In Process	2010-11 Objectives	PAV Services Operations Committee (Dale Youngpeter)
5.34 Publish a PAV Sept 2010 Newsletter	No Plan	2010-11 Objectives	VPC Executive Committee (Denise Donaldson)
5.35 Publish a PAV Dec 2010 Newsletter	No Plan	2010-11 Objectives	VPC Executive Committee (Denise Donaldson)
5.36 Publish a PAV Mar 2011 Newsletter	No Plan	2010-11 Objectives	VPC Executive Committee (Denise Donaldson)
5.37 Publish a PAV June 2011 Newsletter	No Plan	2010-11 Objectives	VPC Executive Committee (Denise Donaldson)
5.39 Plan and Execute a Spring 2011 PAV Leadership Assembly	No Plan	2010-11 Objectives	VPC Executive Committee (Denise Donaldson)
5.40 Create a guide of marriage and families supporting program contacts and services that can be shared across the PAV	No Plan	2010-11 Objectives	VPC Executive Committee (Denise Donaldson)
5.41 Create Recommendations for future and/or additional PAV marriage and families supporting programs	No Plan	2010-11 Objectives	VPC Executive Committee (Denise Donaldson)
6 Strategic Focus Area Goal #2. The vicariate will identify and coordinate Christian Service activities, particularly with the Catholic Community Response Team.	Progress	2010-11 Objectives	Vicariate Pastoral Council
6.2 Create and Execute a 2009-10 CCRT Operations Support Plan	Complete	2010-11 Objectives	PAV Services Operations Standing Committee (Barbara Williams - Dale Youngpeter)
6.7 Operate a VPC Liaison with CCRT & CSSOC	No Plan	2010-11 Objectives	VPC Executive Committee (Denise Donaldson)
7 Strategic Focus Area Goal #3. 6. Every parish and school will coordinate youth ministry.	Progress	2010-11 Objectives	Vicariate Pastoral Council
7.4 PAV Youth/Teen Ministry	Complete	2010-11 Objectives	PAV Services Operations Committee (Dale Youngpeter)
7.4.1 Create and Execute a yearly PAV Youth Ministries Support Plan	Complete	2010-11 Objectives	PAV Services Operations Standing Committee (Kathy Galbraith - Dale Youngpeter)
7.5 Young Adult Ministry	Complete	2010-11 Objectives	PAV Services Operations Committee (Dale Youngpeter)
7.5.1 Create and Execute a yearly PAV Genesis Ministries Support Plan	Complete	2010-11 Objectives	PAV Services Operations Standing Committee (Charlie DeBoever - Dale Youngpeter)
Sustainable Focus	In Process	2010-11 Objectives	Vicariate Pastoral Council
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	2010-11 Objectives	Vicariate Pastoral Council
9.4 Create and Execute a yearly PAV ACTS Support Plan (execute 2 ACTS Training sessions per year)	Complete	2010-11 Objectives	PAV Services Operations Standing Committee (Nancy Mason Bordley - Dale Youngpeter)
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	2010-11 Objectives	Vicariate Pastoral Council
10.5 Create and Execute a yearly PAV Vision 2000 Phase II Support Plan	Complete	2010-11 Objectives	PAV Services Operations Standing Committee (Paul Borucki - Dale Youngpeter)

Catholic Parishes, Schools, Agencies and Institutions

Parishes

Christ the Redeemer, Orion Twp
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, Roch Hills
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Guardian Angels
Mt. Hope

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I. 2010-11 PAV Hispanic Ad Hoc Committee

1. Why:

a. “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 haven for the Kingdom of God in society.” (National Pastoral Plan for Hispanic Ministry)

b. 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:

a. Ad Hoc Committee Members:

- i. Alejandra Barnes, Chair
- ii. Dila Dusovic
- iii. Jerry Dywasuk
- iv. Dawy Gonzalez-Ruiz
- v. Joe Pauwels
- vi. St. Mary of the Hills Hispanic group
- vii. Steve Lawless
- viii. Ex Officio: PAV Vicar

3. What:

- a. Objective 2.4: Establish Hispanic Liaison with each parish, school, agency and institution in PAV
- b. Objective 2.6: Follow up to parish implementation of PAV Hispanic Pastoral Plan
- c. Objective 2.6.1: Implement the ACTS Hispanic Component
- d. Objective 2.6.4: Execute a PAV Diversity Fair

4. When:

- a. Objective 2.4: Provide Monthly Status Reports at the VPC meetings
- b. Objective 2.6: Provide Monthly Status Reports at the VPC meetings
- c. Objective 2.6.1: Provide a implementation Plan at the Nov 2, 2010 VPC meeting
- d. Objective 2.6.4: Execute the assembly in November 2010

5. How:

- a. Building on the experience and feedback from the September 2009 Hispanic Gathering held at St Mary of the Hills parish, plan and execute a Diversity event within the PAV.
- b. Current available resources:
 - i. AOD Hispanic Pastoral Plan;
 - ii. PAV Hispanic Pastoral Plan/Parish Suggested Activities;
 - iii. Catholic Social Service of Oakland County (Marge Huggard at 248-333-3700 ext. 3303);
 - iv. AOD Department of Parish Life and Services Fernando Perales (Perales.Fernando@aol.org, 313-570-1975)

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II. 2010-11 PAV Pastoral Care Ad Hoc Committee

1. Why:
 - a. 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:
 - a. Ad Hoc Committee Members:
 - i. Dianne Bubnar, Chair
 - ii. Mary Margaret Brosch
 - iii. Art Seidler
 - iv. Dale Youngpeter, Mark Joyce, PAV Service Operations Oversight Committee
 - v. Deacon Ron Valade
 - vi. Ex Officio: PAV Vicar
3. What:
 - a. Objective 4.6: Continue with the implementation of the PAV Pastoral Care Plan
 - b. Objective 4.7: Continue to support and sustain PAV efforts through the "PAV Services Operations Standing Committee" under the VPC Executive Committee;
 - c. Objective 4.8: Create a PAV Pastoral Plan Evaluation Plan for execution in Winter 2011.
4. When:
 - a. Objective 4.6
 - i. Report the PAV Pastoral Care implementation status at the Oct. 5, 2010, VPC Meeting
 - ii. Report the PAV Pastoral Care implementation status at the April 5, 2011 VPC Meeting
 - b. Objective 4.8
 - i. Review the PAV Pastoral Plan Evaluation Plan at the April 5, 2011 VPC Meeting
5. How:
 - a. Refine existing Pastoral Care implementation plan with a focus on specific steps that can be achieved with available resources. Provide educational materials and programs for individuals, caregivers, care facilities, parishes, and lay volunteer pastoral care providers. Coordinate with hospitals and care facilities on how to handle emergency needs. Create and publicize opportunities for communal Sacrament of Anointing services.
 - b. Current available resources:
 - i. Kathy Hasty and Mary Martin, Chairs of the first PAV Pastoral Care Ad Hoc Committee
 - ii. Maria Jimenez, St. Damien parish
 - iii. Joyce Hyttinen, AOD Department of Parish Life
 - iv. PAV hospital and parish Pastoral Care Ministers and Priests

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III. 2010-11 PAV Youth Ministry Ad Hoc Committee

1. Why:
 - a. 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:
 - a. Ad Hoc Committee Members:
 - i. Mark Joyce
 - ii. Kathy Galbraith, Chair of PAV Youth Ministers group
3. What:
 - a. 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
4. When:
 - a. Report progress to VPC on March 1, 2011
5. How:
 - a. Current available resources:
 - i. AOD representatives for Youth Ministry
 - ii. Charlie DeBoever, Director, Genesis Ministries
 - iii. AOD Department of Education/Office of Youth Ministry (313-237-5904)
 - iv. AOD Department of Education/Schools Office (313-237-5770)

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IV. 2010-11 PAV Initiative to Strengthen Marriages

1. Why:
 - a. Marriage is the chosen vocation of a large percentage of parishioners. Keeping families together and supporting them in difficult times is key to the fabric of our society.

Committee to focus on programs that address:
 - i. Preparation of couples prior to marriage
 - ii. Enrichment and support for married couples
 - iii. Assistance for couples having difficulty
 - iv. Support for separated and/or divorced couples
 - v. Support for second marriages and step-families
2. Who:
 - a. Ad Hoc Committee Members:
 - i. Ann Moran
 - ii. Deacon Ron Valade
 - iii. Fr. Stan Ulman, Vicar
3. What:
 - a. Objective 5.40: Survey existing programs that support marriage and families in the Vicariate. Create a guide of marriage and families supporting program contacts and services that can be shared across the PAV
 - b. Objective 5.41: Create Recommendations for future and/or additional PAV marriage and families supporting programs
4. When:
 - a. Report progress to VPC on January 4, 2011
5. How:
 - a. Current available resources:
 - i. David Grobbel, AOD Department of Marriage and Family Life

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V. PAV Spring 2011 Assembly Ad Hoc Committee

1. Why:
 - a. 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:
2. Who:
 - a. Hosting Parish –St. Mary of the Hills
 - b. 2010-11 VPC representatives
 - i. Art Seidler
 - ii. Kit Wojcik
 - iii. Sue Camilleri
 - iv. Mary Margaret Brosch
 - c. Other Resources
 - i. Jim Keifer, We Are The Church Conferences (james.kiefer.52@gmail.com, 313.410.8242)
3. What:
 - a. Objective 5.39 - Plan and Execute a Spring 2011 PAV Leadership Assembly
 - i. 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.
 - ii. Participants:
 - a) Members of our PAV Parish Councils
 - b) Members of our School, Institution and Agency Boards
 - c) PAV Pastoral Ministers' Association Members
 - d) Ministers from PAV
4. When:
 - a. DATE Thursday, March 31, 2011, from 6:30 P.M. to 9:00 P.M.
 - b. Speaker: Fr. Richard Fragomeni
 - c. Topic: The New Roman Missal (TENTATIVE)
 - d. 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

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VI. PAV Services Operations Standing 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:
 - a. Operations and Leadership
 - i. A Call to Serve (ACTS) Lay Volunteer Ministry Training, Nancy Mason Bordley, Director
 - ii. Catholic Community Response Team, Barbara Williams, Director
 - iii. Young Adult Ministry/Genesis Ministries, Charlie DeBoever, Director
 - iv. Youth and Teen Ministries, Kathy Galbraith
 - v. Vision 2000 Plan II, Paul Borucki
 - vi. Pastoral Care Plan, Kathy Hasty and Mary Martin, St. Joseph parish staff
 - b. 2010-11 VPC representatives
 - i. Dale Youngpeter, Chair
 - ii. Gregg Peterson
 - iii. Jan Dinsmoore
 - iv. Mark Joyce (Pastoral Care Liaison) ‘
 - v. Jerry Dywasuk
3. What:
 - a. Objective 5.27.1: Create a Marketing Assistance plan for each operation;
 - b. Objective 5.27.2b: Create and operationalize required service metrics for each operation;
 - c. Objective 6.2: Create and Execute a 2010-11 CCRT Operations Support Plan;
 - d. Objective 7.4.1: Create and Execute a 2010-11 Youth Ministries Operations and Support Plan;
 - e. Objective 7.5.1: Create and Execute a 2010-11 Genesis Ministries Support Plan;
 - f. Objective 9.4: Create and Execute a 2010-11 ACTS Operations and Support Plan;
 - g. Objective 10.5: Execute PAV Vision 2000 Phase II Plan.
4. When:
 - a. Report all operational metrics at the January 4, 2011 VPC meeting in support of budget planning and reporting to the Parishes
5. How:
 - a. For Each Operation Plan:
 - i. Meet as required with the Operation Leadership
 - ii. Review the Operation Leadership's 2010-11 Plan
 - iii. Define the Plan's PAV Operation Support requirements for the next year (Budget, Communication & Resources)
 - iv. Define the necessary reporting Metrics and the methods by which they will be collected, summarized & reported
 - v. Support the Operation Leadership in the execution of the plan as required
 - vi. Collect and maintain the required Metrics

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VII. VPC Executive Committee

1. Why:
 - a. 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:
 - a. 2010-11 VPC Executive Committee
 - i. Denise Donaldson, Chair
 - i. Jan Lumetta, Vice-Chair
 - ii. Art Seidler – VPC Member
 - iii. Steve Lawless - APC Representative
 - iv. Sandy Favrow - PMA Representative
 - v. Fr. Stan Ulman, Vicar
 - vi. Judy Gordon - Administrative Assistant
 - vii. Paul Borucki, PAV Business Manager
3. What:
 - a. Objective 5.1.2: Development and execute a PAV Communication Plan;
 - b. Objective 5.9b: Operate a PAV Finance Committee;
 - c. Objective 5.27: Operate a PAV Services Operations Committee;
 - d. Objective 5.34: Sept 2010 Newsletter;
 - e. Objective 5.35: Dec 2010 Newsletter;
 - f. Objective 5.36: March 2011 Newsletter;
 - g. Objective 5.37: June 2011 Newsletter;
 - h. Objective 5.39: Spring Assembly for Parish/School/Agency/Institution Leadership;
 - i. Objective 6.7: Operate a VPC Liaison relationship with CCRT & CSSOC;

Catholic Parishes, Schools,
Agencies and Institutions

Parishes

Christ the Redeemer, Orion Twp
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, Roch Hills
St. Paul Albanian, Roch Hills

Schools

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

Catholic Cemeteries

Guardian Angels
Mt. Hope

Religious Communities

Oxford Dominican Sisters
St. Benedict Monastery

Chaplaincies

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

Nursing Homes

Lake Orion
Sanctuary at Bellbrook
Oakland County Medical Care
Facility
Lourdes Campus

Oakland County

Catholic Community
Response Team
Catholic Social Services
Genesis Young Adults
Campus Ministry
Agape Community
Guest House
St. Mary's Retreat House



Vicariate Pastoral Council – www.pontiacarevicariate.org

2675 John R Rd., Rochester Hills, MI 48307, 248.853.5390, sulman@smoth.org

Denise Donaldson, Chair; Jan Lumetta, Vice-Chair, Art Seidler, VPC Representative, Steve Lawless, APC Representative; Sandy Favrow, Pastoral Ministers' Association Representative; Rev. Stan Ulman, Vicar; Michael McCallion, Archdiocese of Detroit Department of Parish Life and Services Liaison

VIII. VPC Finance Standing Committee

1. Why:
 - a. The mission of the Pontiac Area Vicariate Finance Committee is to focus on the effective management and use of the Vicariate financial resources..
2. Who:
 - a. 2010-11 VPC Finance Committee
 - i. Jan Lumetta, Chair
 - ii. Gregg Peterson
 - iii. Denise Donaldson
 - iv. Paul Borucki, PAV Business Manager
3. What:
 - a. Review quarterly financial statements and provide a status report to the VPC and the PMA.
 - b. Provide input, review, and make a recommendation on the PAV Annual Operating Budget.
 - c. Insure the objectives set by the VPC are receiving the proper funding.
 - d. Review the Annual Report for submission to the Archdiocese.
 - e. Provide a yearly report on the Vicariate fiscal status to the VPC.
 - f. Provide an oversight function for the PAV Vision 2000 Campaign.
 - g. Conduct a yearly review of the internal controls over Vicariate funds.
 - h. Conduct quarterly reviews of the PAV bank reconciliations.

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