



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

Crittendon 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

Pontiac Area Vicariate Service Operations Committee

Name: PAV Service Operations Committee

Mission: Provide stewardship oversight of the Vicariate's operational services to assure the appropriate continued support of the Vicariate and continued benefit to the constituents.

Meeting Frequency:

Meet as required with the Operation Leadership

Deliverables/Decisions:

- a. Objective 5.13.1.1: Create an Operations Support plan for each operation;
 - i. Objective 6.2: Create and Execute a yearly CCRT Operations Support Plan;
 - ii. Objective 7.4.1: Create and Execute a yearly Youth Ministries Support Plan;
 - iii. Objective 7.5.1: Create and Execute a yearly Young Adult (Agape) Ministries Support Plan;
- b. Objective 5.13.1.2: Create and operationalize required service metrics for each operation

Membership:

Mark Joyce – VPC & Committee Chairperson

Mary Sheipline – VPC

Barbara Williams - CCRT

Kathy Galbraith – Youth & Teen Ministries

Lisa Brown – Agape (Young Adult Ministries)

Paul Borucki - Vision 2000



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Pontiac Area Vicariate Service Operations Committee

Service Operation / Ministry Profile

Service: Catholic Community Response Team (CCRT)

Mission: Provide direct referral and support services to those in crisis with urgent, unmet needs and increased advocacy for social justice. Also, provide a bridge between those in crisis and volunteers wanting to live out their faith through the works of charity and justice.

Meeting Frequency:

“Standard” work day operation, annual presentation to AOD

Metrics - Period 7/01/10 to 6/30/11:

Requests / Fully Met

4087 / 3650
 1429 / 1429
 601 / 576
 552 / 469
 130 / 116
 275 / 129

Total Needs
 Food Orders
 Clothing
 Furniture/Household Goods
 Identification Documents
 Rent Assistance

Requests / Fully Met

204 / 76
 40 / 29
 269 / 257
 30 / 26
 524 / 519

Utility Support
 Healthcare/
 Eyeglasses
 Job Information
 Transport-(Bicycles)
 Grooming Supplies

Budget – 2011 - 2012:

\$30,954 (\$10,454 PAV, \$20,500 AOD grant)

The 2012/2013 Grant (Parish Empowerment Fund) application has been submitted to AOD.

Staff

Barbara Williams – Director – Email: <c crt@cssoc.org> Phone: (248) 334-3595 ext. 3332

Suzanne Kimmerly – Assistant Program Director

TBD – Intern in rotation



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Pontiac Area Vicariate Service Operations Committee

Service Operation / Ministry Profile – Additional Information

Service: Catholic Community Response Team (CCRT)

Needs from the PAV:

- Continued budget allocation similar to 2011/2012 budget.
- PAV Communications Assistance Plan to boost awareness of charity work done and promote charitable giving, namely:
 - Requests invitations to visit PAV parishes to promote and educate the youth and adult service groups within each PAV parish.

Details on CCRT:

- CCRT began operations in 2004 to serve generally poverty – entrenched clients
- CCRT open 10 to 3, Monday through Friday (and 24 hour answering)
- CCRT is located in the Catholic Social Services facility at 53 Franklin St., Pontiac
- Some volunteers work directly with the clients (calls, do data entry), pick-up the food, furniture, and household good donations (Movers&Shakers).
- Ladies of Charity (St .Hugo's) provides food and clothing/house goods per week to CCRT
- PAV parish volunteers come mainly from St. Andrew, St. Mary of the Hills and St. John Fisher
- All phone calls are logged (approximately 800 phone requests per month).
- All appointments and client information are logged into a Michigan State Housing Development Authority website program called ServicePoint
- CCRT provides AOD services to persons and families involved with the Oakland County Jail, including the needs for jail-release individuals
- PAV Parishes support CCRT in three ways: 1) with an annual subsidy, 2) by providing tithing support, and 3) by encouraging community support
- Community support is almost three times the amount of funding from the parishes
- PAV Business Manager, Paul Borucki, receives all incoming income, issues all checks (via Check Requests) and completes all tax forms



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Pontiac Area Vicariate Service Operations Committee

Service Operation / Ministry Profile

Service: Youth Ministries

Mission: Bring together the Grade 9 to 12 Youth Ministries of our Vicariate and unify them as a team. Also, share the vision and mission of our area church, with our young people.

Meeting Frequency:

Monthly Youth Ministers Meeting

Metrics - 2010 - 2011:

6	Events per year
8	Staff participation
12	Youth Minister Meetings
9	Parishes served
1000	Youth Served

PAV Budget – 2011-2012:

\$2,500

Staff

Kathy Galbraith – Chair and Area Representative for information from AOD

Email: <kathygalbraith@sbcglobal.net> Phone: (248) 693-0440 ext. 246 (St. Joseph)

Chris Kozlowski – Budget / Finances - St. Mary of the Hills

Melanie Avila – Communications / Email -St. Irenaeus, Lisa Andridge – Christ The Redeemer,

Rose Beddell –Sacred Heart, Beth Kudla – StJF, Dave Papoundrea – St. Andrew, Kathy

Borg – St. Benedict, Lourdes Smith – St. Damian



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Pontiac Area Vicariate Service Operations Committee

Youth Ministries Profile – Additional Information

Needs from the PAV:

- Continued budget allocation similar to 2011/2012 budget.
- Create and maintain a Youth Ministries contact info / schedule on PAV website.

Details on Youth Ministries:

- The Youth Ministries Group was formed in 2006
- Youth Ministries Group is intended to provide collaboration on Youth Ministry Events
Examples: - Haunted House, Valentine Dance, Bowling, Road rally, Trips (Cedar Point) and Service Projects (to attract a larger number of youth than could be done by a single parish).
- Youth attend for social, spiritual, self esteem and service, it is service that transforms the hearts of today's youth
- Youth from any parish are free to attend whatever parish youth group they desire
- Monthly Youth Ministers meetings are generally held on second Thursdays
- The yearly calendar planning is held at the May Youth Ministers meeting
- The greatest benefit of meeting is the shared support and time to discuss issues, share best practices, and review lessons learned
- Current participants are St. Irenaeus, St. Andrew, Christ the Redeemer, St. Joseph, St. Mary of the Hills, Sacred Heart, St. John Fisher and St. Benedict
- PAV website schedule of events boosts awareness and improves attendance
- Youth Ministry Group welcomes participation from all parish youth ministers including St. Damian of Molokai and St. Paul Albanian



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Pontiac Area Vicariate Service Operations Committee

Service Operation / Ministry Profile – Additional Information (continued)

Youth Ministries Additional Information

Budget Structure

- Youth Ministries subscribe to the “Youth Ministry Access” Website for planning information. The subscription fee of \$188 per parish is due in January. The seven active parishes have requested parish subscriptions (\$1320 fee).
- Budget subsidizes speakers expenses. Can also be used for leadership training and providing partial scholarships to certain events.
- Additionally, Youth Ministries budget items include vicariate-wide service projects, such as:
 - a. Rake ‘N Run
 - b. Food Packing – For Guatemala
 - c. Crossroads For Youth
 - d. Blight Busters
 - e. Painting Decks
- PAV Business Manager, Paul Borucki, receives all incoming income and issues all checks.



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Pontiac Area Vicariate Service Operations Committee

Service Operation / Ministry Profile

Service: Agape - Young Adult Ministries

Agape Community Mission: Agape is a welcoming young adult community that nourishes relationships with Christ and one another. Agape inspires young adults to reflect, relate, and support one another in all that life brings.

Meeting Frequency:

“Standard” work day operation.

Leadership Board (Vicariate Pastoral Leaders and Vicariate Leadership) meets quarterly.
Agape leadership teams meet monthly.

Metrics - 2010 - 2011:

9	Ministry teams within Agape Community
5	On-going small groups
4	Retreats per year (Subiaco, etc.)
27	Service Days, Winter Break Service Trip, PAV Service Event
6	Special events per year [hosted by various young adults]
11	Young Adult (Agape) Masses per year at St. John Fisher Parish.
7	PAV Parishes actively involved
350	Young Adults(approx.) served through email and ministry contact

Budget – 2011-2012:

\$7,725 from non-PAV vicariates/parishes in Oakland County, \$5,725 from funds carried over from prior years (funds collected but not spent), \$700 from 2011-12 subsidies from the PAV parishes, for a total of **\$13,650.**

Staff

Lisa Brown – Agape Director – (St. John Fisher), abad@oakland.edu (248) 373-6457



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Pontiac Area Vicariate Service Operations Committee

Service Operation / Ministry Profile – Additional Information

Service: Agape - Young Adult Ministries

Needs from the PAV:

Desire future budgets to use allocations from unused Genesis/Leadership for Tomorrow funds.

- i. Retreats need PAV financial support for non-OU Young Adults (OU pays \$85 of the \$125 fee for their students).

Presiding priest for monthly 2nd Sunday 7PM Masses at St. John Fisher Parish.

Details on Agape Ministries:

- Agape is a strong, welcoming community of young believers who gather for a variety of spiritual, social, and service opportunities each month. Many of the members attend OU which makes St. John Fisher Chapel the natural choice as the home to Agape.
- About 30-50% of Agape leaders and membership do not belong to any parish, and attend whichever church has the most convenient Mass schedule for their life pattern.
- Agape Young Adult Community originated in 2002 as Fusion Young Adult Ministry.
- Genesis was a network of young adult ministries throughout 5 Vicariates...and though that network no longer exists, the PAV young adult ministry, once Fusion, now Agape, still remains.
- The Agape calendar is hosted on OUCampusMinistry.com, on Facebook, and www.agapecommunity.net.
- The five on-going small groups consist of Scripture and Faith Sharing, Coffee and Conversation, Fun-sized Formation, Sacred Hour, and Book Discussion.
- PAV Business Manager, Paul Borucki, receives all incoming income and issues all checks.



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Pontiac Area Vicariate Service Operations Committee

Service Operation / Ministry Profile

Service: Vision 2000 Campaign for Catholic Schools

Mission: Prepare, supervise and manage finances of the Vision 2000 Campaign.

<u>Who</u>	<u>When</u>	<u>What</u>
Vicar	Monthly	Monthly Report for Campaign
Vicariate Finance Committee	Quarterly	Quarterly Reports for Campaign
Vicariate Pastoral Council	Yearly	Annual Report for Campaign

Metrics - Period 07/01/11 to 09/30/11 (1st Qtr 2011-12):

\$	1,200	Campaign's Actual income to date
\$	312	Campaign's Actual expenses to date
\$	888	Campaign's Actual cash flow to date

Budget – 2011-2012 (07/01/2011 to 6/30/2012):

\$682,286 from PAV parishes/schools to the AOD from PAV

Staff

Paul Borucki – PAV Business Manager – Email: pborucki@ameritech.net

Phone: (248) 373-6457 (St. John Fisher)

Judy Gordon – Administrative Assistant



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Service Operation / Ministry Profile – Additional Information

Service: Vision 2000 Campaign for Catholic Schools

Needs from the PAV:

- Continued budget allocation similar to 2011-2012 budget.

Details on Vision 2000:

- The \$20 million bond for PAV Catholic schools is due in August of 2020.
- Phase 1 - \$10 million was pledged by individuals, parishes, and schools. \$20 million was spent on the projects. Individual pledges that had no activity for over one year were deemed “dead pledges” and the unpaid balances were allocated to the five parishes who support Holy Family Regional School (HFRS).
- Phase 2 – was required to fund the difference between the total bond debt and what was pledged. Payments are collected monthly and sent to the AOD Loan Deposit Program (LDP) and posted to individual LDP savings accounts by entity.

Participation in Vision 2000

- All parishes except St. Paul Albanian and all schools participated in Phase 1.
- Phase 1 payments on open pledge balances are coming in from a few individual donors, Christ the Redeemer, and St. John Fisher.
- St. Andrew, St. Benedict, St. Damian, St. Irenaeus, St. John Fisher, St. Mary of the Hills, Sacred Heart, and HFRS are participating in Phase 2.
- St. Joseph and Christ the Redeemer opted out of Phase 2..
- The AOD pays the shortfall between the bond payment and the amounts submitted through Phase 1 and 2.

Budget Structure

PAV Business Manager, Paul Borucki, receives all incoming Phase I Campaign income and issues all checks. Phase II Campaign funds are handled through the PAV.