



National Association  
of Church Personnel  
Administrators

# 2018 NACPA CONVOCATION



## NACPA on the Falls: Illuminating and Inspiring HR in the Church

National Association of Church Personnel Administrators  
**47th Annual Convocation: April 22-24, 2018**  
The Sheraton at the Falls | Niagara on the Falls, New York

## NACPA Extends a Note of Gratitude

The Board of Directors, leadership and members of the National Association of Church Personnel Administrators are deeply grateful to the following for their tremendous support and generous gifts of time and talent:

### The Diocese of Buffalo Planning Committee

Sister Carol Cimino, SSJ  
Colleen O’Connell Jancevski

### The Diocese of Buffalo

The Most Reverend Richard J. Malone, Bishop of Buffalo  
Dan Cappellazzo  
Patrick McPartland  
George Richert

#### Sunday Evening Mass

The Song Corps, Cardinal O’Hara High School, Tonawanda, New York  
Mary Holzerland, principal  
Colin Sperrazza, choral director

#### St. Mary of the Cataract Roman Catholic Church, Niagara Falls, New York

Rev. Jacek Mazur, pastor  
Gary Sage, choirmaster and organist  
Jim Manuse, conductor

#### Morning prayers

Gary Sage, St. Mary of the Cataract  
Roman Catholic Church

### The NACPA Convocation Committee

Maureen Fontenot  
Jillian Green  
Regina Haney  
Barbara Keebler  
Rev. Ed Pratt  
Jessica Randazzo  
Melissa Salinas  
Eileen Valdez  
Terri Wilhelm  
Rev. Ed Pratt  
Jessica Randazzo  
Eileen Cull Valdez, Chairperson



St. Mary of the Cataract

## 2018 NACPA Convocation

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## SHRM / HRCI Credit Overview

 This activity, ID 346528, has been approved for 11 HR (General) recertification credit hours including 5.25 Business Hours towards aPHR®, PHR®, PHRca®, SPHR®, GPHR®, PHRi™ recertification through HR Certification Institute® (HRCI®). Please make note of the activity ID number on your recertification application form. For more information about certification or recertification, please visit the HR Certification Institute website at [www.hrci.org](http://www.hrci.org).

 NACPA 2018 is recognized by SHRM to offer Professional Development Credits (PDCs) for the SHRM-CP or SHRM-SCP. This program #18-LNLAD is valid for 11 PDCs for the SHRM-CP or SHRM-SCP. For more information about certification or recertification, please visit <https://www.shrm.org>

## ARCHDIOCESE OF NEW ORLEANS

April 22, 2018

### Message from our Episcopal Moderator

*Archbishop Gregory M. Aymond, NACPA's new Episcopal Moderator, sent a video message for convocation delegates. Highlights follow:*

I am pleased to extend a warm greeting to the National Association of Church Personnel Administrators as you begin your 47th annual convocation.

As the newly appointed Episcopal Moderator, it is my privilege and pleasure to serve you and also to work with Dr. Regina Haney, your executive director.

First of all I would like to extend my gratitude to Bishop David Zubik for his sacrifice and leadership in serving as NACPA's Episcopal Liaison for 16 years. Let me also thank Bishop Richard Malone for his hospitality in hosting the conference and for the many supporters in the Diocese of Buffalo who will help make this meeting a success.

To all the delegates, I thank you for the leadership you provide in our various dioceses. We need your skills in personnel management and your advice and guidance.

As you know, it's very important that the Catholic Church does not act like a corporation, but like a ministry. At the same time we need good business practices to be effective in what we do and to be legally proper. You help us in that and in finding the best members for our pastoral staff. You help in training them and showing them ways in which they can grow in their service to God's people.

I thank all of you for your service. In many ways you share in the ministry of the Church, in the ministry of the bishop and in the ministry of all those who reach out to fulfill the mission of Christ.

I look forward to being your Episcopal Moderator and hopefully representing you very well. Please know, most of all, that I am grateful to you for your faith, your work and your leadership. You do make a difference in our Church and for you we thank God.

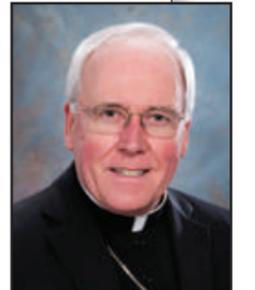


7887 WALMSLEY AVE. • NEW ORLEANS, LA 70125



DIOCESE OF BUFFALO  
OFFICE OF THE BISHOP

April 22, 2018



My Dear Brothers and Sisters in Christ,

On behalf of the Diocese of Buffalo and the 600,000 Catholics who reside here, I extend a warm welcome. I am so pleased that you chose the Buffalo/Niagara Region and our diocese for your convocation to mark your 47th meeting.

I look forward to meeting members and supporters of the National Association of Church Personnel Administrators at the opening liturgy at the beautiful St. Mary of the Cataract Roman Catholic Church.

I applaud NACPA's mission to ensure that Gospel-based values are infused in the workplace and that employees are treated with dignity and justice. I am convinced that the work of helping people to encounter Jesus Christ and His loving message is the primary mission of the Church now and at all times. I congratulate you for your commitment and for your success in achieving these inspiring goals.

Reviewing your agenda, it appears that you will be very busy as you gather with many of our diocesan leaders to pray, learn and network. Nonetheless, I hope that you will have some time to explore our city, including a visit to our beautiful St. Joseph Cathedral, established by Buffalo's first bishop, John Timon, in 1847. Due to its excellent downtown location, Saint Joseph is playing a vital role in the current revival of Buffalo.

I wish you a most successful meeting and I ask the Lord to bless you and your wonderful ministry.

Yours sincerely in Christ,

Most Reverend Richard J. Malone  
Bishop of Buffalo

795 MAIN STREET, BUFFALO, NY 14203-1250 • TEL (716) 847-5500 • FAX (716) 847-5550

# NACPA on the Falls:

Illuminating and Inspiring HR in the Church

# NACPA on the Falls:

Illuminating and Inspiring HR in the Church



April 22, 2018

To all NACPA Attendees, Exhibitors and Supporters,

On behalf of the Board of Directors, I am pleased to welcome you to our annual convocation: NACPA on the Falls: *Illuminating and Inspiring HR in the Church*.

In 1971 our first meeting took place at the Waldorf Astoria in New York City. Now here we are—back in New York—47 years later.

When I considered this long history, I was reminded that we owe so much to those on whose shoulders we stand. Their vision and leadership have brought us here today and their accomplishments are legendary.

Our challenge is to continue to build on that legacy. I am pleased to report that our accomplishments suggest we're meeting that challenge. Just a year ago our convocation in Nashville received top marks from attendees and marked the premiere of our meeting App.

Another highlight is the publication of the *National Diocesan Survey: Salary and Benefits for Priests and Lay Personnel* with our partner, the National Federation of Priests Councils and facilitator, Georgetown University's Center for Applied Research in the Apostolate.

This timely resource underscores the association's leadership in gathering and sharing important sensitive data to help advance just pay and benefits in all arch/dioceses. It has received excellent reviews from bishops, HR directors and business managers.

I'm particularly pleased with the success of our webinar series that has explored ministerial exceptions, HR as ministry and the dignity and rights of workers, among other topics. All are archived and available to members on the NACPA website.

In addition to a supportive Board of Directors, NACPA is fortunate to have energetic committee members who generously give of their time and talents.

The association also has been blessed with a supportive Episcopal Moderator, the Most Rev. David Zubik, who has stepped down after 16 years, taking with him the gratitude of all our members. At this meeting we welcome our new moderator, Archbishop Gregory M. Aymond. We extend our deepest thanks for the Archbishop's willingness to help us as we continue *to illuminate and inspire HR in the Church*.

Sincerely,  
Maureen Fontenot, PHR, SHRM-CP  
President, Board of Directors

2050 Ballenger Avenue • Suite 200 • Alexandria, VA 22314-6847  
703.746. 8315 • [nacpa@nacpa.org](mailto:nacpa@nacpa.org) • [www.nacpa.org](http://www.nacpa.org)



April 22, 2018

Dear NACPA Delegates, Exhibitors and Supporters,

Let me begin by extending a warm welcome to our 47th convocation. Your presence makes this meeting a success, because it reflects your commitment to NACPA and its mission to promote justice in the workplace.

Each year we survey attendees to gather recommendations for future programs. In response, this year's agenda was structured around many of your ideas. Foremost was a call for an even greater spiritual dimension. (Some call us Church-driven SHRM.)

Mary Santi sums up this spiritual calling well: "People who work as finance officers or HR directors – we see ourselves as working in ministry. It's just a different form of ministry from someone who works as a religious education director."

In this spirit, we will open the convocation with Mass celebrated by Bishop Richard Malone in the beautiful St. Mary of the Cataract. The Song Corps, students from Cardinal O'Hara High School will perform, led by Colin Sperrazzo, choral director, and supported by Gary Sage, St. Mary's choirmaster and organist. Gary also will lead us in prayer Monday and Tuesday. In addition, our plenary session speakers will address the mission and ministry of human resources and our spiritual call to service.

I am grateful to so many in the Diocese of Buffalo for their support, including Bishop Malone, Colleen O'Connell Jancevski, Sister Carol Cimino, George Richert, Dan Cappaellazzo, Patrick McPartland and Mary Holzerland.

Special thanks to our board of directors and the planning committee for their considerable work and talents. I also thank our exhibitors and supporters who help underwrite this national gathering. Their generosity is further noted in this program. I also salute Jessica Randazzo, project manager, who in taking a break to welcome the newest member of the NACPA family, George. Jessica managed to deliver the preliminary program – and a new baby – on time.

I wish you all an informative, entertaining, collegial - and blessed convocation ahead.

Sincerely,

Regina Haney, Ed.D.  
Executive Director

2050 Ballenger Avenue • Suite 200 • Alexandria, VA 22314-6847  
703.746. 8315 • [nacpa@nacpa.org](mailto:nacpa@nacpa.org) • [www.nacpa.org](http://www.nacpa.org)

## MONDAY, APRIL 23 | 8:45 – 10:15

### Human Resources: Mission and Ministry



**Carol Fowler, D.Min** | Consultant, NACPA

As members of NACPA, we know “what” we are doing but do we always remember “why” we work so hard as professionals to implement best practices in Church human resources?

**About the speaker.** Carol Fowler is a consultant for NACPA in the areas of Church management, best practices in Church HR, leadership development and new pastor workshops. Carol is the former Director of the Department of Personnel Services for the Archdiocese of Chicago and oversaw the work of 17 archdiocesan agencies, employing 16,000 people. She is a former president of the Board of Directors of NACPA and also served as a member of the Advisory Board of the Center for the Study of Church Management at Villanova University. **1.5**

## MONDAY, APRIL 23 | 3:30 – 5:00 P.M.

### Silence Is Not Always Golden : What Is Your Parish Staff Not Discussing?



**Tom Green** | HR Coach and Mediator

Every organization has them — conversations not held about poor job performance, struggling staff members, unsolicited brilliant ideas, slow-burning conflicts, individuals and teams not working together and talented employees planning to leave. The reality is that very bright, educated, committed and reliable people can miss the mark in important conversations that need to be held. This session provides simple, high-impact, easy-to-implement practices to create an open, collaborative environment and strengthen your organization and its mission.

**About the speaker.** Tom Green is a trained coach and mediator. During his more than 25 years of training, coaching and studying leaders, Tom has watched very effective leaders struggle when starting new jobs, often resulting in poor job performance and personal dissatisfaction. After creating successful management orientation programs, Tom now teaches the same core leadership and transitioning practices and tools to Catholic pastors, parish staffs and Church leaders in transition. Tom is a practicing spiritual director and a Stephen Minister. **1.5**

## TUESDAY, APRIL 24 | 8:45 – 10:15 A.M.

### On Being the Church We Want to See: A Spiritual Call of Service



**Kerry Robison** | Founding Executive Director and Global Ambassador, Leadership Roundtable

Generosity is humankind’s birthright. Baptism confers the responsibility to strengthen the Church. Exemplary management of human and financial resources promotes the mission and efficacy of the Church. Women’s leadership, decision-making and collaboration is a matter of managerial urgency for the Church.

**About the speaker.** Kerry Alys Robison is the founding executive director and global ambassador of Leadership Roundtable, dedicated to promoting excellence and best practices in the Catholic Church by harnessing the expertise of senior level executives. Kerry is a trustee of the Raskob Foundation for Catholic Activities and a member of FADICA (Foundations and Donors Interested in Catholic Activities). She is a passionate advocate of laity, women and young adults in service to the global Church. **1.5**

## SUNDAY, APRIL 22

1:00 – 4:00 p.m. Exhibit Setup

2:00 – 5:30 p.m. Registration

Take this opportunity to submit your suggested topic(s) for the Tuesday Roundtable Sessions.

3:30 – 4:45 p.m. **New Members Orientation**

5:00 – 6:00 p.m. Eucharistic Liturgy, St. Mary of the Cataract Roman Catholic Church

6:15 p.m. Convocation Opening Room: Grand Ballroom

6:30 – 7:30 p.m. Social – NACPA Celebration Room: Grand Foyer

## MONDAY, APRIL 23

7:30 – 8:00 a.m. Continental Breakfast

8:00 – 8:30 a.m. Opening Prayer

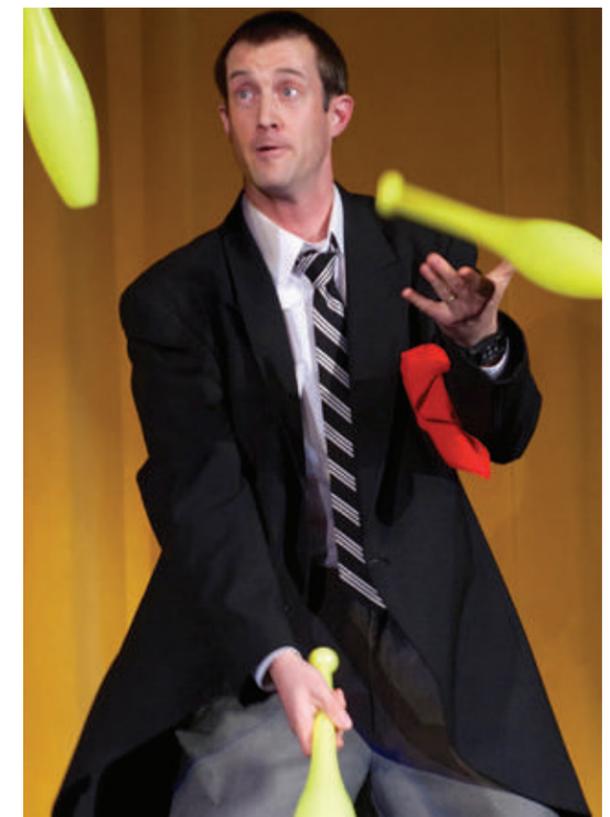
8:45 – 10:15 a.m. **Plenary Session**

**Human Resources: Mission and Ministry** Room: Grand Ballroom

**CAROL FOWLER, D.MIN | CONSULTANT, NACPA 1.5**

10:15 – 11:00 a.m. Exhibits, Networking and Refreshments

*A survey of members confirms that networking is one of the key benefits of NACPA’s convocation. Now’s the time to reach out to peers, exchange ideas and share strategies. Members gather from different dioceses and positions, but are connected by the Gospel-driven values shared in work and ministry.*



### NELS ROSS

#### “THE INSPIRATIONAL ODDBALL”

provides gravity-defying entertainment. His interactive comedy variety shows blend flying objects, hilarious humor, audience participation and edge-of-your-seat stunts. See Nels perform at the NACPA Awards Banquet on Tuesday.

## MONDAY, APRIL 23

### 11:00 a.m. – 12:15 p.m. WORKSHOP SESSIONS 1

#### 101 | The HR Department – A Value Added Department Room: Red Jacket

**GERALD ARNOLD, SHRM-CP**, Parish Controller, Diocese of Cleveland

The Human Resource department should be considered a necessary part of the arch/diocese. This session will describe how the department can add value to the diocese and why dioceses cannot afford NOT to have a fully staffed and welcoming HR department.

**About the speaker.** Gerald Arnold has been a diocesan employee for 32 years and a parish business manager two years. He is a Certified Public Accountant in the state of Ohio. Gerald serves as a resource for the parish and grade schools in the diocese and is responsible for the internal parish review function. [garnold@dioceseofcleveland.org](mailto:garnold@dioceseofcleveland.org) **Business** 1.25

#### 102 | Who Will Be the Next You...Succession Planning Room: Porter

**MAUREEN FONTENOT, PHR, SHRM-CP**, Chancellor and HR Director, Diocese of Lafayette in Louisiana

**JENNIFER CLEMENS, SPHR, SHRM-SCP**, Assistant Director of Human Resources, Archdiocese of Seattle

This session will explore the necessary components for developing and implementing an effective succession plan based on an organization's current and future needs. Participants will learn the nuts and bolts of succession planning, as well as learn more about the Archdiocese of Seattle's plans for a formal succession planning process. This will be an interactive session. Participants will be invited to share best practices regarding their own succession planning efforts.

**About the speakers.**

Maureen Fontenot, PHR, SHRM-CP is the chancellor and HR director for the Diocese of Lafayette in Louisiana and has served as president of the NACPA board of directors since 2016. [MFontenot@diolaf.org](mailto:MFontenot@diolaf.org)

Jennifer Clemens, SPHR, SHRM-SCP is assistant director of Human Resources, Archdiocese of Seattle. [jennifer.clemens@seattlearch.org](mailto:jennifer.clemens@seattlearch.org) 1.25

#### 103 | I Wasn't Trained to Do This! HR Business Management

Room: Olmstead

**JOE SMITH**, Executive Director, Human Resources, Archdiocese of Baltimore

Chances are that your pastors, parish administrators and school principals do not possess enough basic knowledge of management to be as effective as they can. They often are placed in charge of a parish or school and try their best to do the right thing, with little or no guidance or background in supervision and management. This session will provide several steps that a diocese can take to better prepare and equip Church leaders to handle their basic staff management tasks. This includes identifying common leadership concerns, obtaining input from new and seasoned managers and deciding the focus of training.

**About the speaker.** Joe Smith is the executive director of Human Resources for the Archdiocese of Baltimore and has more than 40 years of leadership experience in HR and operations management in the nonprofit and government sectors. He also has served as the executive director of HR for the University of Maryland in Baltimore and executive officer at the U.S. Food and Drug Administration. [Joe.Smith@archbalt.org](mailto:Joe.Smith@archbalt.org) 1.25

#### 104 | Preparing Your Community for Changes to Immigration Law and Policy

Room: Governors

**NATHALY PEREZ**, Capacity Building Section Manager/Field Support and Coordinator, Catholic Legal Immigration Network, Inc. (CLINIC)

A change of immigration status can mean change in every part of an immigrant's life. Now is the time to begin preparing our communities for changes. Each of us is called to welcome the stranger and recognize the dignity of every member of our parishes. This workshop will equip attendees with tools to identify quality service providers, determine ways they can help and share best practices in community collaboration. The session also will cover the basic Catholic social teaching on immigration.

**About the speaker.** Nathaly Perez provides training and consultation on program management and capacity building to CLINIC's network of charitable immigration service providers. Nathaly previously worked as program manager and partial DOJ-accredited representative to the Office of Immigrant Services of Catholic Charities of East Tennessee for seven years. Nathaly currently serves as a volunteer, partial DOJ-accredited representative for Hogar Immigrant Services for Catholic Charities of the Diocese of Arlington, Virginia. [nperez@cliniclegal.org](mailto:nperez@cliniclegal.org) 1.25

#### 12:30 - 1:45 p.m. NACPA Member Business Lunch: Millennials: How to Recruit and Retain Them in the Workforce

**SISTER CAROL CIMINO, SSJ, ED.D.**, Superintendent of Schools, Diocese of Buffalo

**About the speaker.** Sister Carol Cimino, SSJ, has served as superintendent for Catholic Schools in the Diocese of Buffalo since 2013. Bishop Malone recently commented that Sister Carol's "...deep commitment to the mission of Catholic schools and the importance of Catholic identity has strengthened our schools in ways large and small." [ccimino@buffalodiocese.org](mailto:ccimino@buffalodiocese.org)



Air car connecting USA with Canada

## MONDAY, APRIL 23

2:00 – 3:15 p.m.

### WORKSHOP SESSIONS 2

201

#### Learn the Basics Room: Red Jacket

**CHRIS HAGEN**, Director of Human Resources, Diocese of Manchester

Participants will learn the fundamentals of writing job descriptions, including interpreting the Fair Labor Standards Act (FLSA) for exempt and non-exempt status as well as how to conduct performance evaluations. Attendees also will explore the importance of and the "how to's" of some of the basic assignments that Human Resource departments are asked to perform on a routine basis.

**About the speaker.** Chris Hagen, SPHR, has more than 25 years of experience in the Human Resources field, including work in the private sector, public education and, for the past 11 years, at the Diocese of Manchester in New Hampshire. In her current position, Chris routinely writes job descriptions and coordinates the performance review process. She will share her best practices and tips to help you avoid common mistakes you may encounter. [chagen@rcbm.org](mailto:chagen@rcbm.org) **1.25**

202

#### Considerations in Implementing a Paid Paternal Leave Benefit Room: Porter

**ERIKA GALLARDO**, Field Representative Vicariate III and IV, Archdiocese of Chicago

While still lagging behind global norms, employers within the United States have increasingly been adding paid parental leave for new parents. This session will explore the Archdiocese of Chicago experience in developing and rolling out a successful paid parental leave policy. If your organization is considering implementing this benefit, attend this session to learn tips on:

- the process for building the business case
- integration of this benefit with existing Family Leave policy
- determining how much time to provide
- implementing the benefit in an arch/diocesan setting

**About the speaker.** Erika Gallardo has 13 years of professional experience in Human Resources with the Archdiocese of Chicago, which employs approximately 14,500 employees. Erika is responsible for HR management/generalist duties with a concentration on personnel relations for multiple vicariates overseeing 130 parishes and 49 schools. Erika supported the archdiocese with its payroll conversion of more than 500 parish and school locations. She earned her Bachelors in Business Administration from DePaul University. [egallardo@archchicago.org](mailto:egallardo@archchicago.org) **1.25**

203

#### Give Your Health Plan A Check-Up Room: Governors

**CAROL GUSTAVSON**, Director, Archdiocese of Boston Benefit Trusts

This session will focus on areas for ongoing review for health plan administrators, including Catholic teaching compliance, wellness plan issues, dependent audits, large claim management and other aspects that should be reviewed on a periodic basis to ensure the overall strength of a diocesan health plan.

**About the speaker.** Carol Gustavson has been with the Archdiocese of Boston for 10 years, first as Human Resources director and as Benefits director since 2011. She oversees several multi-employer benefit trusts covering 4,500+ employees. Prior to her service with the archdiocese, Carol worked in Human Resources in the publishing and hospitality industries. A graduate of Georgetown University Law School and the University of Virginia, she practiced labor and employment law for six years prior to transitioning to the HR and benefits field. [cgustavson@rcab.org](mailto:cgustavson@rcab.org) **1.25**

204

#### Why, Oh, Why Do I Love E.I.? The Role of Emotional Intelligence in Leadership Room: Olmstead

**MARY ANN BLAKELEY**, SPHR, SHRM-SPC, Executive Director of Human Resources, Diocese of Cleveland

Complex and demanding leadership roles and responsibilities call for a higher level of EQ than IQ. This session will briefly discuss the research and physiological evidence supporting the substantive and authentic value of emotional intelligence, and facilitate discussion on practical applications of EI toward increasing one's capacity for adaptive and balanced leadership. Practical applications include building effective key relationships, leading and developing people, establishing effective employee relations strategies and EI's impact on an organization's bottom line.

**About the speakers.** Mary Ann Blakeley has served in Human Resource leadership positions for more than 20 years. Prior to joining the Diocese of Cleveland as executive director for HR in 2014, she served as chief of staff and senior VP of Institutional Development and Effectiveness at Lakeland Community College. Mary Ann received a bachelor's degree and master's degree from Cleveland State University and is progressing toward a doctorate in education and leadership at Ferris State University. [mblakeley@dioceseofcleveland.org](mailto:mblakeley@dioceseofcleveland.org) **1.25**

3:15 – 3:30 p.m. Exhibits/Networking

## MONDAY, APRIL 23

3:30 – 5:00 p.m.

#### Plenary Session Silence Is Not Golden: What Is Your Parish Staff Not Discussing? Room: Grand Ballroom

**TOM GREEN**, HR Coach and Mediator

5:00 – 5:20 p.m. Speaker Chats Room: Grand Foyer

5:20 p.m. Adjournment and Free Evening



Peace Bridge between US and Canada

## TUESDAY, APRIL 24

7:30 – 8:00 a.m. Continental Breakfast

7:30 a.m. – 3:30 p.m. Exhibits Open

8:00 – 8:30 a.m. Opening Prayer

8:45 – 10:15 a.m. **Plenary Session**  
**On Being the Church We Want To See:  
 A Spiritual Call of Service** Room: Grand Ballroom **Business 1.5**  
**KERRY ROBINSON**, Founding Executive Director and Global Ambassador, Leadership Roundtable

10:15 – 10:45 a.m. Exhibits/Networking

## TUESDAY, APRIL 24

### 10:45 a.m. – 12:00 p.m. WORKSHOP SESSIONS 3

**301** | **Transitioning from Human Resources to Humanizing Our Work Culture** Room: Red Jacket

**LORI STEWART**, Partner, HK Payroll Services, Inc. (HKP), SHRM-SCP, SPI-IR

This collaborative and informative session will provide the latest updates and strategies for:

- inclusiveness
- teaming multi-generational workforce
- using behavioral sciences to accomplish more with less
- reimagining the future of your diocese
- applying updates in HR Employment Law to help support your mission

**About the speaker.** Lori Stewart leads the Human Resources consulting services division for HK Payroll Services, Inc. the workforce management affiliate for Honkamp Krueger & Co., P.C., a Top 100 CPA and business consulting firm. With more than 20 years of expansive knowledge in Human Resources, Lori's role spans across multiple for-profit and nonprofit industries to the small and mid-size business sectors. Her previous experience included staff and management positions for Fortune 500 companies. [lstewart@hkpayroll.com](mailto:lstewart@hkpayroll.com) **1.25**

**302** | **Winners and Losers in Healthcare Under the Current Administration**  
 Room: Governors

**SISTER GERALDINE M. HOYLER, CSC, C.P.A.**, Religious Institute Consultant, Christian Brothers Services

With much about the current administration's healthcare agenda still unclear, this workshop is focused on discussing the changes made to the healthcare financing and insurance during the first year of the administration, as well as changes that may still come. The session will cover updates, changes and trends to health coverages. It will conclude with an open discussion and question and answer segment, which will help attendees garner a basic understanding of the changes and their impact.

**About the speaker.** Sister Geraldine Hoyler has an extensive background in hospital and system finance, property management and affordable family housing and governance. Since 2004, she has served as general councilor/general treasurer for the Congregation of the Sisters of the Holy Cross. In addition, she served as senior vice president, finance and treasury, for Catholic Health Initiatives; president, Mercy Services Corporation; regional coordinator, Mercy Housing, Inc. and as a healthcare consultant. [Geraldine.hoyler@cbservices.org](mailto:Geraldine.hoyler@cbservices.org) **1.25**

**303** |

**Hey, Father!...Hey, Human Resources! Let's Collaborate!** Room: Porter

**FATHER ED PRATT**, Pastor, Church of the Ascension, Kettering, Ohio

**TERRY ROBINSON**, Director of Human Resources, Diocese of Nashville

Pastors recognize that administration is part of their duties—whether they like it or not. HR directors and parish business managers look to serve their priests in a professional, dignified and pastoral manner. The first step in being the best we can be at our service to the workers of the Church is knowing that we have to work together. What do priests need from HR? What does HR offer our priests? This workshop is facilitated by a pastor who worked in HR before seminary and an experienced diocesan HR Director who has a special focus on serving priests. Let's talk, let's learn from one another, let's be the best we can be at serving those who work in our Church.

**About the speaker.**

Father Ed Pratt is the pastor of Ascension Parish in Kettering, Ohio. He also is the chaplain at Badin High School in Hamilton, Ohio. Prior to entering the seminary, Father Ed was the director of Human Resources at two suburban Cincinnati Catholic Hospitals. Currently the president-elect of the NACPA Board of Directors, Father Ed's connection with NACPA includes working as the association's director of member services for a number of years.

[ep Pratt@ascensionkettering.org](mailto:ep Pratt@ascensionkettering.org)

Terry Robinson has been associated with the Diocese of Nashville for more than 20 years. She served as the first Human Resource Director for the diocese and has served the employees and clergy of Nashville in promoting a just church workplace in central Tennessee. Terry is transitioning from the HR office to establishing an office that will serve the clergy with work and retirement related issues. She has been a member of NACPA's Board of Directors and also served as President. [Terry.Robinson@dioceseofnashville.org](mailto:Terry.Robinson@dioceseofnashville.org) **Business 1.25**

**304** |

**Working for the Church, Promoting our Catholic Identity**

Room: Olmstead

**NANETTE LOWE**, Executive Director of Human Resources, Archdiocese of Washington, D.C.

Learn more about the Archdiocese of Washington's approach to job posting language, interview questions and appointment letters.

Onboarding and commissioning and employee formation classes – living Catholic and Being Catholic Today - also will be explored.

**About the speaker.** Nanette Lowe has more than 20 years experience in Human Resources and administration, primarily in international non-profit arena and the last four years in the Church environment. Nanette's current responsibility is to promote a pastoral and human approach to supporting employees. In addition to overseeing health and welfare benefits, compliance, employee relations and all aspects of Human Resources, Nanette is actively involved in implementing Catholic Identity initiatives for the Archdiocese of Washington, D.C. [Lowen@adw.org](mailto:Lowen@adw.org) **1.25**

12:15 – 1:30 p.m. Light Lunch Room: Grand Foyer

## TUESDAY, APRIL 24

2:00 – 3:15 p.m

### WORKSHOP SESSIONS 4

401

#### The Results Are In: How to Measure the Impact of Your Wellness Programs

Room: Porter

**ELIZABETH ALLEN**, Director of Human Resources, Diocese of Portland

**JOSH COSTA**, Director of Client Services, Reta Trust

Religious employers with mature employee and religious populations need to offer comprehensive wellness programs to improve covered members' health risks, raise productivity and gain control of rising health care costs. But what can these employers point to in confirming the impact of their programs and justifying the expense of sponsoring wellness activities and paying financial incentives to participating employees and dependents? The speaker, who coordinates the wellness programs of the Reta Healthcare Trust, covering more than 65 Catholic employers and 30,000 insured members, will provide answers and present compelling data.

#### About the speakers.

Elizabeth (Liz) Allen has been in the HR field for more than 20 years. She has spent most of her career in non-profit work. Liz joined the Diocese of Portland in 2008 and is thrilled to be able to use her gifts to support her faith. [elizabeth.allen@portlanddiocese.org](mailto:elizabeth.allen@portlanddiocese.org)

Josh Costa has been in the health insurance business for 20 years, both on the carrier and consultant side. Most recently Josh serves as the director of Client Services for the Reta Trust and manages the wellness program offered to more than 65 employer groups across the country. [jcosta@retatrust.com](mailto:jcosta@retatrust.com)

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#### You Don't Have to Figure It Out Alone! How New Pastors, Staffs and Parishioners Transition Best with Simple Collaborative Planning

Room: Governors

**TOM GREEN**, Owner, Gateways Pastoral Resources

The new pastor has been handed the keys, shown where the light switches are and told where to find a plunger. What happens next?

This interactive session focuses on helping pastors and parishes in transition. The session uses proven yet flexible HR and management orientation practices customized for clergy and parishes, plus three practices of exemplary leadership. Participants will learn how pastors, parish staff and the parish community can get off to a great start together. Effective pastoral transition planning can produce a roadmap to helping the pastor learn the most critical needs and concerns of the parish; helping the staff and parishioners communicate their greatest needs, interests and highest priorities and developing high levels of trust and strong relationships among pastor, staff, parish leaders and parishioners. [tom@gatewayspastoralresources.com](mailto:tom@gatewayspastoralresources.com)

**About the speaker.** During his 25-plus years of training, coaching and studying leaders, Tom has watched effective leaders struggle with starting new jobs, often resulting in poor job performance and personal dissatisfaction. After creating successful management orientation programs, Tom now teaches these same core leadership and transitioning practices and tools to Catholic pastors, parish staffs, and church leaders in transition. Tom holds a BA degree from Loras College and a MA degree from Drake University and is a trained coach and mediator. [tom@gatewayspastoralresources.com](mailto:tom@gatewayspastoralresources.com)

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#### Federal Laws for your Workplace Watch List

Room: Olmstead

**PETULA WORKMAN, J.D., CEBS**, Division Vice President, Compliance Counsel, Arthur J Gallagher

The rapid pace of change in technology and social issues can drive frequent change in federal laws impacting the workplace. New regulations and court decisions can change your compliance requirements even under well-established laws. Join this session to learn about the latest federal law developments that should be on your watch list for navigating day-to-day workplace issues, such as employee classification and privacy.

**About the speaker.** Petula Workman received her juris doctorate from the University of Houston Law Center and is a Certified Employee Benefits Specialist. She has extensive experience helping organizations, including diocesan and religious-affiliated employers, comply with PPACA, cafeteria plan regulations, nondiscrimination requirements under Section 125 and 105(h) of the Internal Revenue Code, GINA, MHPAEA, HIPAA and other legislative matters, such as FMLA and ADA, that impact employee benefits. [Petula\\_workman@ajg.com](mailto:Petula_workman@ajg.com)

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#### Behavioral Interviewing in a Church Work Environment

Room: Red Jacket

**MARY KESSLER**, Consultant, NACPA, Human Resources Consulting Services

Behavioral interviewing emphasizes a systematic use of job-related, open ended questions to help measure a candidate's skills for a particular job. This allows you to use real information when making a selection decision, rather than relying on your intuition and gut feelings. This session includes ways to avoid common mistakes made by the typical interviewer. As a result, you should experience reduced turnover and higher performance of new hires.

**About the speaker.** Mary Kessler has more than 35 years of Human Resource experience in a Church environment. Currently she is a NACPA consultant. In workshops around the country, Mary has provided management training in the areas of Church personnel/Human Resource administration on topics including: creating and maintaining healthy workplaces, preventing sexual harassment, writing and administering policies, compensation systems and procedures and conducting a successful hiring process. [mkessler@cox.net](mailto:mkessler@cox.net)

3:30 – 5:00 p.m.

#### ROUNDTABLES - 1, 2, 3, 4

Room: See NACPA Desk **Best Practices 1.5**

3:30 – 5:00 p.m.

#### Forums: Chancellor, Parish, Religious Congregations, Business Managers

Room: Cataract

5:00 – 5:20 p.m.

Speaker Chats Room: Grand Foyer

6:30 p.m.

Social

7:00 – 9:00 p.m.

#### NACPA Awards Banquet

Adjournment



Fort Niagara

# Saluting Our Best THE NACPA 2018 AWARDS



## The NACPA 2018 Vision Award

**CAROL FOWLER** | Consultant, NACPA

The NACPA Vision Award was established to recognize exemplary vision on behalf of justice in the Church workplace and support for the association.

This year the Board of Directors is pleased to present this honor to Carol Fowler. Carol is a visionary leader in parish and diocesan ministry who continues to look ahead to meet future Human Resource needs. A respected consultant, speaker and teacher, Carol focuses on leadership development and best practices, from the lens of a visionary in Church practices. Her work encompasses new pastor workshops, parish leadership and staff development.

Recognized by the Institute for Pastoral Studies for her leadership, Carol also was the recipient of NACPA's Leadership Award in 2007. Carol's insightful leadership has strengthened our organization and helped our members address tomorrow's challenges and opportunities. In this spirit, she is a most deserving recipient of NACPA's Vision Award.



## The NACPA Service Award

**ARCHDIOCESE OF CHICAGO**

The NACPA Service Award recognizes a current member or member organization that has provided invaluable service to support the mission of the association.

The Archdiocese of Chicago was selected for this honor based on its long and distinguished service to the association. Four archdiocesan leaders have served as NACPA presidents: Father Clete Kiley (1987); Father Kevin Spiess (1997); Carol Fowler (2001) and Father (now Monsignor) Patrick Pollard (2012).

In addition to these individuals who generously gave of their time as president, several archdiocesan leaders have served as board members. The archdiocese also has had a significant impact on the convocation, regularly providing speakers and supporting the event as a Platinum Sponsor. NACPA also is grateful for the growing number of members who hail from the archdiocese.



## The NACPA Leadership Award

**REGINA MCCURDY** | Senior Employee Relations Manager | The Archdiocese of Baltimore

The NACPA Leadership Award celebrates NACPA members who have demonstrated exemplary leadership on behalf of just treatment in the Church.

This year's recipient, Regina McCurdy, has consistently given outstanding leadership, guidance and service to those serving in the pastoral center in the Archdiocese of Baltimore as well as pastors and principals. Her knowledge and leadership is appreciated by those parish leaders who rely on her advice when addressing parish mergers and school closings, along with other challenges.

Regina consistently works to create a fair and just work environment for all employees in the archdiocese. She also provides classes for seminarians at Saint Mary's Seminary and University and teaches at McDaniel College, sharing her leadership experience. According to her colleagues, Regina is a true woman of faith whose congenial and enthusiastic spirit makes her a joy to encounter.



## The NACPA Service Award

**MAUREEN FONTENOT, PHR, SHRM-CP**

President, Board of Directors, NACPA | Human Resources Director, Diocese of Lafayette

NACPA has been fortunate to have Maureen Fontenot serve the association as a member, president-elect and president of the Board of Directors since 2013. During the past five years, Maureen's generous gifts of time, wisdom and vision have enabled the association to grow the services, support and activities to meet the needs of members.

# NACPA BOARD OF DIRECTORS AND ASSOCIATION STAFF

NACPA is led by a visionary and dedicated Board of Directors who generously give their time and talents to advancing workplace justice.

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Archdiocese of New Orleans

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Executive Director  
Phone: 571-551-6064  
Email: nacpa@nacpa.org

### Jessica Randazzo

Project Manager  
Email: jrandazzo@nacpa.org

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Email: jstoops@nacpa.org

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Director of Human Resources  
Diocese of Portland  
Portland, ME  
Email: elizabeth.allen@portlanddiocese.org

### Beverly D. Escamilla, PHR, SHRM-CP

Director of Human Resources  
Diocese of Beaumont  
Beaumont, TX  
Email: bescamilla@dioceseofbmt.org

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Archdiocese of Seattle  
Seattle, WA  
Email: marys@seattlearch.org

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Diocese of Tucson, AZ  
Email: rserrano@diocesetucson.org

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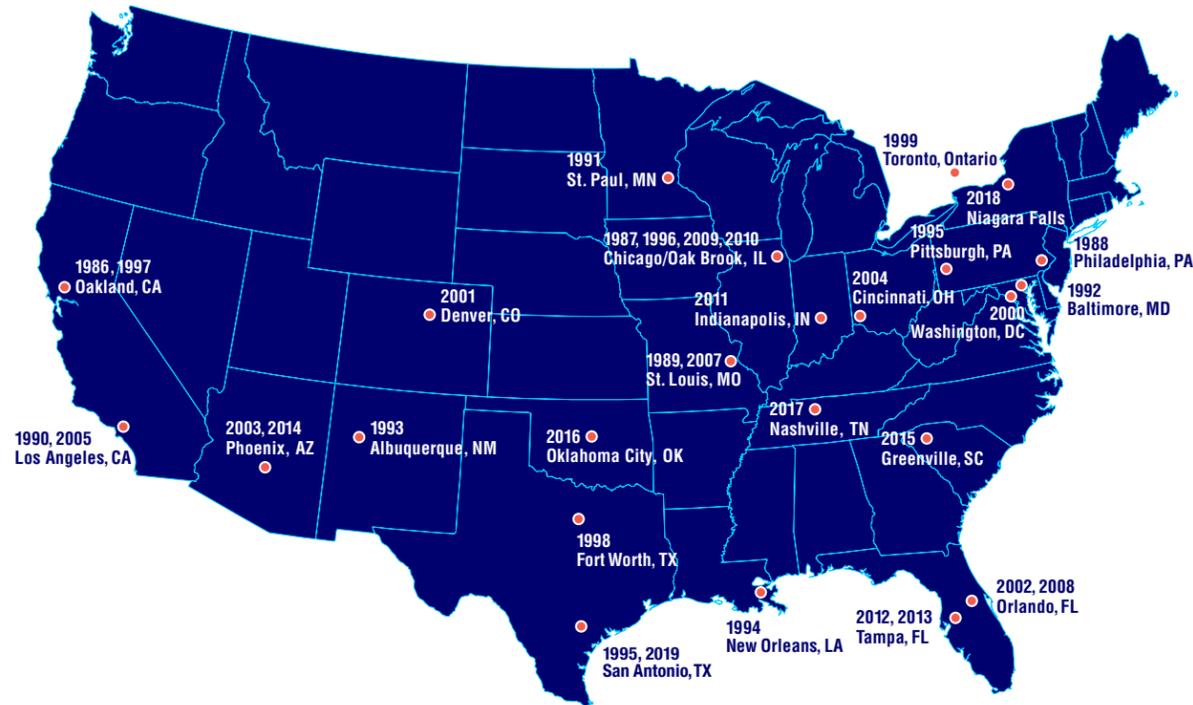
### Regina M. Haney, Ed.D. (ex officio)

Executive Director  
NACPA  
Alexandria, VA  
Email: nacpa@nacpa.org

# WHERE IN THE USA IS NACPA?

# A BRIEF HISTORY OF NACPA

The map below underscores the outreach of the association during its past 47 years. NACPA's first meeting in 1971 took place in New York City. Now here we are – back in New York – 47 years later. Next up is San Antonio.



## Convocation Locations

Location	Year	Location	Year	Location	Year
San Antonio, TX	1985	Oakland, CA	1997	Joint Conference with Six National Organizations	
Oakland, CA	1986	Fort Worth, TX	1998	Orlando, FL – April	2008
Oak Brook, IL	1987	Toronto, Canada	1999	Oak Brook, IL	2009
Philadelphia, PA	1988	Washington, DC	2000	Oak Brook, IL	2010
St. Louis, MO	1989	Denver, CO	2001	Indianapolis, IN	2011
Los Angeles, CA	1990	Orlando, FL	2002	Tampa, FL	2012
St. Paul, MN	1991	Phoenix, AZ	2003	Tampa, FL	2013
Baltimore, MD	1992	Cincinnati, OH	2004	Mesa, AZ	2014
Albuquerque, NM	1993	Los Angeles, CA	2005	Greenville, SC	2015
New Orleans, LA	1994	Did not have a Fall Convo	2006	Oklahoma City, OK	2016
Pittsburgh, PA	1995	Joint Conference with NALM		Nashville, TN	2017
Chicago/Oak Brook, IL	1996	St. Louis, MO - April	2007	Niagara Falls, NY	2018
Oakland, CA	1997			San Antonio, TX	2019

### 1971-1974

The National Federation of Priests Councils (NFPC) established the association as a personnel group, with the initial plan that it would serve priests. Rev. Dan Johnson was named chairperson. The first meeting was held at the Waldorf Astoria in New York and women were present – as observers. By 1972 a Constitution Committee was organized, led by Sister Elizabeth Mulholland and Rev. Jack Kinsella. The NACPA name was chosen and a decision was made to include all those working in personnel. Father Johnson of Hartford became the first president.

### 1975-1979

Rev. Jack Catoir became president through 1978 when Rev. Phil Sehir assumed the position. The 1976 convocation theme resonates to this day: "Limited Resources: Human and Financial." The 1979 national meeting was held in the Greater Cincinnati area and the theme was far-reaching: "Toward the Year 2000." Membership was 488.

### 1980-1984

In 1980 the president was Father Joe Graffis and the convocation explored "Bridge Builders and Prophets." Sister Elizabeth Cashman S.D., was president for the 1981 meeting in Milwaukee and Sister Mary Ann Barnhorn, SNDdeN, was executive director. During this timeframe it was clear that members of the laity were growing in NACPA's numbers. Membership was now at 678. The 1984 convocation held in Boston marked a shift to a national perspective and agenda.

### 1985-1989

Bishop Tom Costello served as the Episcopal Liaison and Sister Chris Matthews, OP, was executive director. The convocation themes during this period included "Multicultural Gifts," "New Wine, New Wineskins," "Stewardship: The Meeting of Gospel and Management," "Just Treatment: Vision and Reality" and "Personnel Ministry: Open to the Future." In 1989 the new Episcopal Liaison was Bishop Robert Brom and membership topped 1,000.

### 1990-1994

The first Diocesan Salary Survey was conducted in 1990 and in that same year a meeting with the bishops explored emerging personnel issues. The convocation themes ranged from diversity to leadership and justice – to opportunities for the year 2000 and beyond. Sister Patrice Hughes, SC, served as director of program services and exhibits were now featured at the convocation. In these years, NACPA criss-crossed the country, with meetings in Los Angeles, St. Paul, Baltimore, Albuquerque and New Orleans.

### 1995-1999

Parish job descriptions and pay manuals were developed. Father Ed Pratt, a current board member, served in the

national office as a human resource consultant. The laity now dominated membership. In 1996 the 25th anniversary celebration was held in Chicago. In 1998, the first Vision Award was presented to Colleen Branagan and the next year that honor went to Msgr. Colin McDonald. The mission statement was revised and a Performance Appraisal Manual was developed. In 1999 the convocation held its first gathering outside the U.S., convening in Toronto.

### 2000-2004

"Liberty with Justice" was the theme for the Washington, D.C., convocation in 2000. Bishop David Zubik was named the Episcopal Liaison – a position that he held for 17 years. The convocation met in Orlando in 2002. Carol Fowler was the new president. The NACPA Leadership Award was bestowed on The National Pastoral Life Center. The association created Standards for Workplace Justice.

### 2005-2014

The convocation moved to Los Angeles in 2005 and by 2006 it was back in the Midwest – just in time to celebrate NACPA's 35th anniversary in St. Louis. During these years membership ebbed but enthusiasm and support among key members propelled the association forward. Dr. Mary Jo Moran was named the sixth Executive Director in 2005, following Sister Ellen Doyle, OSU, who had served the organization since 1998. Dr. Moran was the first lay person to hold the position.

### 2015-present

In 2015 the Board of Directors named Dr. Regina Haney as the new Executive Director. Dr. Haney previously had served for 25 years as an Executive Director with the National Catholic Educational Association (NCEA) the largest professional education association in the world. The Board also relocated NACPA to the Greater Washington D.C. area.

In 2016, a new website premiered. A joyful 45th anniversary was held in Oklahoma City, where Terry Robinson was the recipient of the Vision Award. In the 2016/17 academic year, NACPA launched its first webinar series to virtually engage and educate members and other supporters.

Nashville was the site of the 46th convocation in 2017 and Msgr. Patrick Pollard received the Vision Award. Another highlight was the publication of the *National Diocesan Survey: Salary and Benefits for Priests and Lay Personnel* in partnership with the National Federation of Priests Councils and facilitator, Georgetown University's Center for Applied Research in the Apostolate.

The association also has been blessed with Bishop David Zubik as Episcopal Moderator, a position that he held until 2017. At NACPA 2018 in Buffalo, the association welcomed a new moderator, Archbishop Gregory M. Aymond.

# ASSOCIATION LEADERSHIP THEN AND NOW

## NACPA Presidents

Year Term Began	Name
1971	Rev. Daniel Johnson (Coordinator) Rev. Patrick Sullivan, CSC, (Coordinator)
1974	Rev. Daniel Johnson
1975	Rev. Jack Catoir
1978	Rev. Phillip Seher
1980	Rev. Joseph Graffis
1981	Sr. Elizabeth Cashman, SC
1982	Sr. Barbara Garland, SC
1983	Rev. George Crespini
1984	Rev. David McDonald
1985	Sr. Sheila Kelly, GNSH
1986	Mr. Eugene Hackbarth
1987	Rev. J. Cletus Kiley
1988	Sr. Elizabeth Wendeln, SCN
1989	Rev. Donald Thimm
1990	Deacon William Umphress
1991	Mrs. Mary Kessler
1992	Mr. Thomas P. Schroeder

## NACPA Episcopal Liaisons and Moderators

Year Term Began	Name
1976	Bishop P. Francis Murphy
1980	Bishop Kenneth Angell
1986	Bishop Thomas J. Costello
1989	Bishop Robert H. Brom
1992	Bishop John F. Kinney
2001	Bishop David A. Zubik
2018	Archbishop Gregory M. Aymond

Year Term Began	Name
1993	Rev. Robert J. Bussen
1994	Mr. William J. Coy
1995	Sr. Frances Schumer, ASC
1996	Mrs. Charmaine Williams
1997	Rev. Kevin Spiess
1998	Mrs. Linda Bearie
1999	Ms. Kathleen Theriot
2000	Rev. Paul A. Jaroszeski
2001	Ms. Carol Fowler
2003	Mr. Thomas P. Conklin
2005	Ms. Diane Bach
2008	Sr. Joyce Soukup, SSJ-TOSF
2010	Ms. Terry Robinson
2012	Msr. Patrick Pollard
2014	Ms. Terri Wilhelm
2016	Ms. Maureen Fontenot
2018	Father Ed Pratt

## NACPA Executive Directors

Year Term Began	Name
1978	Sr. Sheila McEvoy, SNJM
1981	Sr. Mary Ann Barnhorn, SNDdeN
1985	Sr. Christine Matthews, OP
1992	Sr. Ann White, SL
1998	Sr. Ellen Doyle, OSU
2005	Mary Jo Moran, PhD, SPHR
2015	Regina Haney, Ed.D.

# NACPA SPONSORSHIP OPPORTUNITIES

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## Sponsorship Opportunities

### DIAMOND Contributions of \$10,000 or more

As a Diamond member, sponsors receive a full-page ad on the inside cover of the convocation program, a salute from NACPA leadership at the opening session and year-long recognition on the website. Diamond sponsors are invited to introduce a plenary session speaker. Diamond sponsors help support the banquet and are featured on signage and in the convocation program for this event.

### PLATINUM Contributions between \$5,000 and \$9,999

As a Platinum member, sponsors receive recognition in the convocation program, a salute from NACPA leadership at the opening session and year-long recognition on the website. Platinum sponsors are invited to introduce one of the plenary speakers. Platinum sponsors help to support the convocation opening social and luncheons and are featured on signage and in the convocation program for these events.

### GOLD Contributions between \$2,500 and \$4,999

As a Gold member, sponsors receive recognition in the convocation program, a salute from NACPA leadership at the

opening session and year-long recognition on the website. Gold sponsors help support continental breakfast and liturgies and are featured on signage and in the liturgical prayer books at these events.

### SILVER Contributions between \$1,000 and \$2,499

As a Silver member, sponsors receive recognition in the convocation program, a salute from NACPA leadership at the opening session and year-long recognition on the website. Silver sponsors help support coffee breaks, plenary and workshop speakers and are featured on signage and in the convocation program for these events.

### FRIEND Contributions between \$250 and \$999

As a Friend, sponsors receive recognition in the convocation program and year-long recognition on the website. Friends help support speaker gifts and general operating costs.

For more information contact Regina Haney, executive director, (571) 551-6064 E-mail: [nacpa@nacpa.org](mailto:nacpa@nacpa.org)



**The Most Rev. Gerald Kicanas**, Bishop of Tucson, delivered the keynote address at NACPA 2017.



**Rev. Donald Senior**, C.P., Chancellor, the Catholic Theological Union, discussed spirituality in the workplace.



**Jodee Blanco**, a prolific writer (*Please Stop Laughing at Me*) addressed the troubling subject of bullying.



NACPA Board Members (left to right): **Beverly Escamilla**, **Rev. Ed Pratt**, **Eileen Cull Valdez**, **Mary Santi**, **Elizabeth Allen**, **Maureen Fontenot** and **Christine Hagen**.  
Not pictured: Ricardo Serrano.



**Terry Robinson** joined **Rodney Kelley**, Nashville's magician, to ensure a magical evening at the awards banquet.



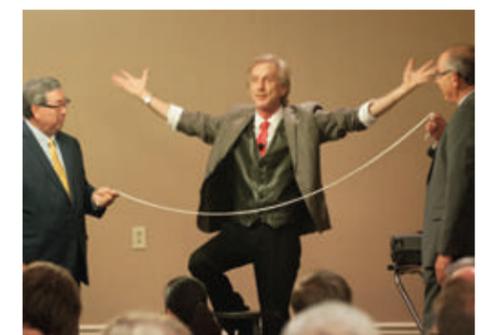
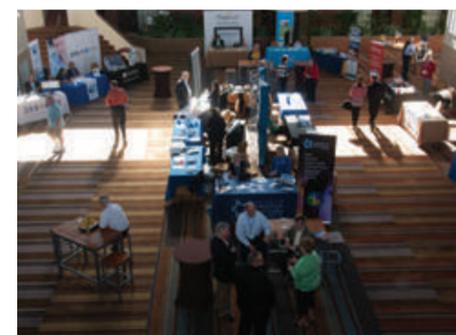
**Rev. Ed Pratt** and **Maureen Fontenot** presented the Service Award to **William Daly**.



Regina Haney displayed the Board Award for **Bishop Zubik**, NACPA Episcopal Moderator.



**Msgr. Patrick Pollard** holds the Vision Award as **Rev. Ed Pratt**, **Maureen Fontenot** and **Regina Haney** gather round.





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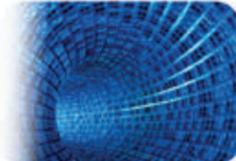
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## Quarterly Watch®

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Quarterly Watch® will provide you with an extra layer of security by re-screening your volunteers every three months through the largest criminal database in the United States. Our Search America® database, more than twice the size of the FBI fingerprint repository, contains more than 1 BILLION records comprising 165-million unique names from over 1,500 different sources, with more being added every day.

**Search America® Features:**

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Currently more than 40 Archdioceses and Dioceses rely on Search America® and Quarterly Watch®.



## Medicare Benefit Programs

### Solutions for Catholic organizations Rising healthplan benefit costs

At Strategic Growth Insurance Associates, Inc. (SGIA), we provide specialized programs for Catholic organizations to lower increasing healthplan costs associated with a growing retiree population at no cost.\*

Medicare plans often offer higher benefits than employer healthplans. It can be difficult for an organization to maximize these benefits due to the complicated nature of Medicare. SGIA offers Catholic organizations the valuable resources necessary to offer Medicare assistance to its retirees.

We work closely with Catholic Organizations to create customized Medicare programs, understanding their unique values and current retiree benefit models. Individual needs and Medicare plans differ greatly. We assist each retiree personally to identify a high-quality Medicare plan that is most useful for them. By matching more appropriate plans to each individual, an organization saves costs, time, and resources. Among other advantages, retiree satisfaction increases.

### Following are some of what SGIA provides for Catholic organizations:

- Programs designed to lower claims liability and premiums
- Administrative resources and assistance resulting in significant time and cost savings
- Accounting of the program's effectiveness and results
- Custom outreach program designed to maximize awareness and encourage retiree participation
- Informational resources, communication materials, on-site presentations, and individual retiree consultations
- Efficient, cost-effective transition of retired and retiring priests from a current standardized group health insurance plan to a defined contribution model
- Establishment of a Health Reimbursement Account (HRA), as needed
- Attentive, supportive, committed Benefits Consultants
- Valuing the importance of each retiree, ultimately being the prominent factor of our program's success

\* Fees may apply for travel expenses or HRA setup

Contact SGIA for more information about our Medicare Programs and the positive impact they will have for your organization and retired population.

**Michael Clark, CEO**  
 20701 N. Scottsdale Rd  
 Suite 107628  
 Scottsdale AZ 85255  
 (480) 422-2562  
 (888) 896-2994  
 mclark@sgiainc.com



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 261 Madison Avenue, 5th Floor  
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Designed specifically for Catholic organizations, Who's Where currently serves 23 Dioceses and the Michigan Catholic Conference. Payroll, benefits, and human resource data is consolidated into a centralized database regardless of the vendor solutions utilized in the locations.

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Who's Where is committed to serving the needs of religious and non-profit organizations through collaboration to improve efficiency of operations for benefit administration.

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8888 Keystone Crossing, Suite 640  
Indianapolis, IN 46240  
Phone: 317-218-1562  
Fax: 317-333-7025

5008 Pine Creek Drive, Suite B  
Westerville, OH 43081  
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bryan.gorman@ioipay.com

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Elaine.borrelli@usi.com

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jrobison@whiteoakadvisors.com

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## Martha Kumi Acheampong

Director of Finance  
Franciscan Sisters of Peace  
20 Ridge St., Haverstraw, NY 10927  
(845) 942-2527  
macheampong@fspnet.org

## Roberta N. Alba-Estrada

Pastoral Assistant Administration  
St. Catherine Mission  
701 26th Ave., Longview, WA 98632  
(360) 425-4660  
robbie@strose-longview.org

## Elizabeth A. Allen, SPHR

Director of Human Resources  
Diocese of Portland, ME  
510 Ocean Ave.  
P.O. Box 11559, Portland, ME 04104-7559  
(207) 321-7840  
elizabeth.allen@portlanddiocese.org

## Rosa Ambriz

HR Representative  
Archdiocese of Los Angeles  
3424 Wilshire Blvd., Los Angeles, CA 90010  
(213) 637-7625  
rambriz@la-archdiocese.org

## Diana Aparicio-Sosa

Vice Chancellor for Personnel and Policies  
Diocese of Yakima  
5301-A Tieton Dr., Yakima, WA 98908  
(509) 379-0132  
diana.aparicio@yakimadiocese.org

## Gerald Arnold

Parish Controller  
Diocese of Cleveland  
1404 East Ninth St., Cleveland, OH 44114  
(216) 696-6525  
garnold@dioceseofcleveland.org

## Marsha Bartek

HR Director  
Diocese of Lincoln  
3400 Sheridan Blvd., Lincoln, NE 68506  
(402) 904-8052  
marsha-bartek@lincolndiocese.org

## Christa Bennett

Director of Human Resources  
Ursuline Sisters of Mt. St. Joseph  
8001 Cummings Rd.  
Maple Mount, KY 42356-9999  
(270) 229-2010  
christa.bennett@maplemount.org

## Mary Ann Blakeley

Senior Director of Human Resources  
Diocese of Cleveland  
1404 E. 9th St., 4th Floor  
Cleveland, OH 44114  
(216) 656-6525  
mblakeley@dioceseofcleveland.org

## Mary Beth Bragiel, SPHR

Vice Chancellor  
Archdiocese of Anchorage  
14610 Elmore Rd.  
Anchorage, AK 99516  
(907) 297-7726  
mbragiel@caa-ak.org

## Shannon Carlson, SPHR

Director, Human Resources  
Saint John Institute  
4775 S Pearl St.  
Englewood, CO 80113  
(303) 570-4200  
shannonlambert2000@gmail.com

## Kay Cassidy

Director of Human Resources  
The Jesuit Center  
39 East 83rd St., New York, NY 10028  
(212) 774-5553  
kcassidy@jesuits.org

## Jennifer Clemens, SPHR, SHRM-SCP

Assistant Director of Human Resources  
Archdiocese of Seattle  
710 9th Ave., Seattle, WA 98104  
(206) 382-4574  
jennifer.clemens@seattlearch.org

## Alicia Corti

Assistant HR Director  
Diocese of Tucson  
PO Box 31, Tucson, AZ 85701  
(520) 838-2567  
acorti@diocesetucson.org

## Josh Costa

Director of Client Services, Reta Trust  
Reta Trust  
1255 Battery St., Suite 450  
San Francisco, CA 94111  
(415) 536-8616  
josh\_costa@ajg.com

## Christina Dickson

Human Resource Manager  
Diocese of San Jose  
1150 North First St., Suite 100  
San Jose, CA 95112-4966  
(408) 983-0153  
cdickson@dsj.org

## Hugh Downey Jr.

Treasurer/HR Manager  
Dominican Sisters of Hope  
299 N. Highland Ave., Building 5  
Ossining, NY 10562  
(914) 941-4455  
hdowney@ophope.org

## Erin Dress

Director, Human Resources  
Adrian Dominican Sisters  
1257 E. Siena Heights Dr., Adrian, MI 49221  
(517) 266-4102  
edress@adriandominicans.org

## Beverly D. Escamilla, PHR

Human Resources Director  
Diocese of Beaumont  
P.O. Box 3948, Beaumont, TX 77704-3948  
(409) 924-4314  
bescamilla@dioceseofbmt.org

## Victoria Esparza

Human Resources Director  
Archdiocese of San Antonio  
2718 W. Woodlawn Ave.  
San Antonio, TX 78228  
(210) 734-1689  
victoria.esparza@archsa.org

## Barbara J. Farmer

Parish Business Manager  
St. Jude Apostolic Catholic Church  
32032 W Lindero Canyon Rd.  
Westlake Village, CA 91361-4270  
(805) 630-4314  
barbarabjf@yahoo.com

## Carmae Fawaz

Human Resources Director  
Diocese of Helena  
Personnel and Benefits  
PO Box 1729, Helena, MT 59624  
(406) 389-7061  
cfawaz@diocesehelena.org

## Patricia Fierro

Chancellor  
Diocese of El Paso  
499 St. Matthews St., El Paso, TX 79907  
(915) 872-8421  
pfierro@elpasodiocese.org

## Cheryl Flaherty

Executive Director of HR  
Archdiocese of St. Louis  
20 Archbishop May Dr., St. Louis, MO 63119  
(314) 792-7550  
cherylflaherty@archstl.org

## Maureen Fontenot, PHR

Human Resources Director  
Diocese of Lafayette  
1408 Carmel Dr., Lafayette, LA 70501  
(337) 261-5526  
mfontenot@diolaf.org

**Maryjane Fuller, PHR**

Director of Human Resources & Safe Environment  
Diocese of Richmond  
7800 Carousel Ln., Richmond, VA 23294-4201  
804-359-5661 Ext. 203  
mfuller@richmondciocese.org

**Erika Gallardo**

Human Resources Field Representative  
Archdiocese of Chicago  
835 N. Rush St., Chicago, IL 60611  
(312) 534-2017  
egallardo@archchicago.org

**Rosie Gaspar**

Senior Human Resources Manager  
Sisters of St. Joseph of Carondelet  
11999 Chalon Rd., Los Angeles, CA 90049  
(310) 889-2123  
rgaspar@csjla.org

**Erin Gomez**

Human Resource Generalist  
Diocese of Toledo  
1933 Spielbusch, Toledo, OH 43604  
(419) 244-6711  
egomez@toledodiocese.org

**Linda Greco**

Chief Human Resources Officer  
Diocese of San Jose  
1150 N. First St., Suite 100  
San Jose, CA 95112  
(408) 983-0152  
lgreco@dsj.org

**James F. Griffith, PHR**

Human Resource Manager  
Catholic Cemeteries  
1400 S. Wolf Rd., Hillside, IL 60162  
708-236-5433  
jgriffith@cathecemchgo.org

**Carol Gustavson**

Benefits Director  
Archdiocese of Boston  
Roman Catholic  
66 Brooks Dr., Braintree, MA 2184  
(617) 746-5830  
cgustavson@rcab.org

**Christine Hagen, SPHR**

Director of Human Resources  
Diocese of Manchester  
153 Ash St., Manchester, NH 3105  
(603) 540-4367  
chagen@rcbm.org

**Claire Hale**

Director of Administrations  
St. Henry Catholic Church  
6401 Harding Pk., Nashville, TN 37205  
(615) 352-2259  
chale@sthenry.org

**Makayla Halkinrude-Allmaras**

Human Resources Analyst  
Archdiocese of Portland  
2838 E. Burnside St.  
Portland, OR 97214-1895  
(503) 233-8317  
mhalkinrude@archdpdx.org

**Jonathan Harber**

Human Resources Director  
Diocese of Fort Wayne-South Bend  
915 South Clinton St., Fort Wayne, IN 46801  
(260) 422-4611  
jharber@diocesefwsb.org

**Karen K. Heil, SPHR**

Director, Human Resources  
Archdiocese of New Orleans  
1000 Howard Ave., Suite 1200  
New Orleans, LA 70113  
(504) 310-8792  
kheil@arch-no.org

**Claudia Hoffman Mann**

Chief HR and Staff Development Officer  
Human Resources  
Archdiocese of Chicago  
835 N. Rush St., Chicago, IL 60611  
(312) 534-8364  
cmann@archchicago.org

**Donna Holder**

Assistant to the Treasurer  
Province of Our Lady of Consolation  
101 St. Anthony Dr., Mt. St. Francis, IN 47146  
(812) 923-0426  
olcfinance@aol.com

**Tom Hutchinson**

Business Manager  
Our Lady of Sorrows Church  
3033 Far Hills Ave., Kettering, OH 45429  
(937) 293-1191  
thutchinson01@gmail.com

**Elizabeth Isch**

Human Resources Director  
Diocese of Charleston  
901 Orange Grove Rd., Charleston, SC 29407  
(843) 261-0422  
eisch@catholic-doc.org

**Laurie Jacobs**

Human Relations Generalist/Coordinator  
Medical Mission Sisters  
8400 Pine Rd., Philadelphia, PA 19111  
(215) 742-6100  
mmsinservice@hotmail.com

**Patricia Kerner**

Director of Human Resources  
Diocese of Rockville Centre  
P.O. Box 9023  
Rockville Centre, NY 11571-9023  
(516) 678-5800  
pkerner@drvc.org

**Mary Kessler**

Consultant  
HR Consulting Services  
30900 Via La Cresta  
Rancho Palos Verdes, CA 90275  
(310) 541-5468  
m.kessler@cox.net

**Vickie June Kirkaldie, PHR**

Director, Human Resources  
Sisters of the Holy Names of Jesus and Mary  
17590 Gleason Dr., Lake Oswego, OR 97034  
(503) 675-7109  
vkirkaldie@snjmuson.org

**Lakme Kodros**

Business Manager  
St. Maximilian Kolbe Parish  
(513) 777-4322  
lkodros@saint-max.org

**Tina Kohrmann**

Director of Human Resources  
Diocese of Belleville  
222 S. Third St., Belleville, IL 62220-1985  
(618) 277-8181 Ext. 122  
tkohrmann@diobelle.org

**Michele Kooiman**

Director of Human Resources  
Archdiocese of Kansas City in Kansas  
12615 Parallel Parkway  
Kansas City, KS 66109  
(913) 721-1570  
michele.kooiman@gmail.com

**Anita L. Krail, SPHR**

Director of Human Resources  
Diocese of Baton Rouge  
P.O. Box 2028  
1800 S. Acadian Thruway  
Baton Rouge, LA 70821  
(225) 387-0561  
akrail@diobr.org

**Tamara K. Lampe**

Director of Human Resources  
Catholic Diocese of Dodge City  
PO Box 137, Dodge City, KS 67801  
(620) 227-1500  
TLampe@dcdiocese.org

**Annette Lentz**

Chancellor  
Archdiocese of Indianapolis  
1400 N. Meridian St., Indianapolis, IN 46202  
(317) 236-7325  
mlentz@archindy.org

**Dolores L. Lopez**

Director of Human Resources  
Diocese of Salt Lake City  
27 C St., Salt Lake City, UT 84103-2302  
(801) 328-8641  
dolores.lopez@dioslc.org

**Nanette Lowe**

Executive Director of Human Resources  
Archdiocese of Washington  
5001 Eastern Ave., Hyattsville, MD 20782-3447  
(301) 853-4500  
lowen@adw.org

**Regina McCurdy**

Employee Relations Manager  
Archdiocese of Baltimore  
320 Cathedral St., Baltimore, MD 21201-4418  
(410) 547-5541  
rmccurdy@archbalt.org

**Clarence G. McDavid**

Director of Human Resources  
Archdiocese of Denver Management Corporation  
1300 S. Steele St., Denver, CO 80210  
(303) 715-3193  
Deacon.McDavid@archden.org

**Maxine McEnany**

Director of Human Resources  
Diocese of Davenport  
780 West Central Park  
Davenport, IA 52804-1998  
(563) 888-4384  
mcanany@davenportdiocese.org

**Geri Mesik**

Human Resources Director  
Congregation of St. Joseph  
1515 W. Ogden Ave.  
LaGrange Park, IL 60526-1721  
(708) 354-9200  
gmesik@csjoseph.org

**Bryan Minor**

Executive Director of Human Resources and Advancement  
Diocese of Wheeling-Charleston  
1311 Byron St., Wheeling, WV 26003  
(304) 233-0880  
bminor@dwc.org

**Suzanne Nazario**

Human Resources Coordinator  
Archdiocese of San Francisco  
One Peter Yorke Way  
San Francisco, CA 94109-6602  
(415) 614-5541  
nazarios@sfsfarch.org

**Giselle North**

Diocese of Manchester  
153 Ash St., Manchester, NH 3104  
(603) 663-0156  
gnorth@rcbm.org

**Colleen O'Connell Jancevski**

Director of Human Resources & In-House Labor Employment Counsel  
Diocese of Buffalo  
795 Main St., Buffalo, NY 14203  
(716) 847-8376  
COConnell@buffalodiocese.org

**Tayt Odum**

8415 Allison Pointe Blvd, Ste 300  
Indianapolis, IN 46250-4159  
(317) 845-3571  
tayt.odom@nyhart.com

**Lynn Osterhaus**

Director of Human Resources  
Archdiocese of Dubuque  
PO Box 479  
1229 Mt Loretta, Dubuque, IA 52004  
(563) 556-2580  
dbqchr@dbqarch.org

**Charlie Pavlovsky**

Director of Human Resources  
Archdiocese of Galveston-Houston  
1700 San Jacinto St., Houston, TX 77002  
(713) 652-8261  
cpavlovsky@archgh.org

**Peter Powers**

Executive Director of HR and Administration  
Diocese of Fall River  
450 Highland Ave.  
PO Box 02720, Fall River, MA 2722  
(508) 962-4037  
ppowers@dioc-fr.org

**Edward Pratt**

Pastor  
Ascension Parish  
2025 Woodman Dr., Kettering, OH 45420  
(937) 253-5171  
epratt@ascensionkettering.org

**Jan Probert**

Manager, HRIS  
Diocese of San Jose  
1150 North First St., Suite 100  
San Jose, CA 95112-4966  
(408) 983-0151  
jprobert@dsj.org

**Greg Reed**

Director of Human Resources  
Diocese of St. Augustine  
11625 Old St. Augustine Rd.  
Jacksonville, FL 32258-2060  
(904) 262-3200  
gcreed@dosafl.com

**Robert Reid**

Human Resources Director  
Archdiocese of Cincinnati  
100 E. 8th St., Cincinnati, OH 45202  
(513) 421-3131  
reid@catholiccincinnati.org

**Melissa Robertson, PHR**

Director of Human Resource  
Diocese of Houma-Thibodaux  
P.O. Box 505, Schriever, LA 70395  
(985) 850-3115  
mrobertson@htdiocese.org

**Terry Robinson, PHR**

Director of Human Resources  
Diocese of Nashville  
2800 McGavock Pike  
Nashville, TN 37214-1402  
(615) 783-0753  
terry.robinson@dioceseofnashville.com

**Becky Robovsky**

Business Manager  
Our Lady's Immaculate Heart Catholic Church  
510 East First St., Ankeny, IA 50021-1999  
(515) 964-3038 Ext. 117  
Becky@olih.org

**Marisa Ruggier-Andrews, CPHR**

Human Resources Director  
Archdiocese of Vancouver  
4885 Saint John Paul II Way  
Vancouver, BC V5Z 0G3  
(604) 683-0281  
mruggierandrews@rcav.org

**Melissa M. Salinas**

Director of Human Resources  
Diocese of Victoria in Texas  
1505 E. Mesquite La., Victoria, TX 77901  
(361) 573-0828  
msalinas@victoriadiocese.org

**Mary Santi**

Director of Human Resources  
Archdiocese of Seattle  
710 9th Ave., Seattle, WA 98104  
(206) 382-4522  
marys@seattlearch.org

**Leigh Scarboro**

Chancellor, Chief Operations Officer  
Diocese of Fairbanks  
1316 Peger Rd., Fairbanks, AK 99709  
(907) 374-9502  
bishopsoffice@cbna.org

# ATTENDEES

**Michelle Scheibner**  
Human Resource Consultant  
Archdiocese of Kansas City in Kansas  
12615 Parallel Parkway, Kansas City, KS 66109  
(913) 647-0311  
mscheibner@archkck.org

**Anna C. Schiele**  
Director of Lay Personnel  
Diocese of Sacramento  
2110 Broadway, Sacramento, CA 95818  
(916) 733-0240  
aschiele@scd.org

**Amber Schiff**  
Human Resources Director  
Daughters of Charity Ministries, Inc  
9200 New Harmony Rd.  
Evansville, IN 47720  
(812) 963-7693  
amber.schiff@doc.org

**Ricardo Serrano**  
Director of Human Resources  
Diocese of Tucson  
111 S. Church Ave.  
P.O. Box 31, Tucson, AZ 85701  
(520) 838-2565  
rserrano@diocesetucson.org

**Tammy Skala**  
Human Resource Director  
Diocese of Cheyenne  
2121 Capitol Ave., Cheyenne, WY 82001  
(307) 638-1530  
tskala@dioceseofcheyenne.org

**Joe Smith**  
Executive Director, Human Resources  
Archdiocese of Baltimore  
320 Cathedral St., Baltimore, MD 21201  
(410) 547-5475  
joe.smith@archbalt.org

**Donna Speagle**  
Director of Human Resources  
Diocese of Cleveland  
1404 E. 9th St., 8th Floor,  
Cleveland, OH 44114  
216-696-6525 ext. 8760  
dspeagle@dioceseofcleveland.org

**Paula Sprigg**  
Human Resources Director  
Sisters of Providence  
1 Sisters of Providence Rd.  
Administration Building  
St. Mary of the Woods, IN 47876-1089  
(812) 535-2877  
psprigg@spsmw.org

**Nancy J. Stromer**  
Human Resources Director  
Diocese of Colorado Springs  
228 N. Cascade Ave.  
Colorado Springs, CO 80903  
(719) 866-6476  
nstromer@diocs.org

**Lawrence Sullivan**  
Archdiocesan Director of Catholic  
Cemeteries Chicago  
Catholic Cemeteries of Chicago  
1400 S Wolf Rd., Hillside, IL 60643  
(708) 267-2553  
lsullivan@cathcemchgo.org

**Dian Taylor-Pringle**  
Human Resources Director  
Society of the Holy Child Jesus  
1341 Montgomery Ave., Rosemont, PA 19010  
(610) 626-1400 Ext. 311  
dpringle@shcj.org

**Ann Tension**  
Human Resource Manager  
Sisters of Notre Dame de Namur  
468 Poquonock Ave., Windsor, CT 06095  
(703) 362-5830  
ann.tension@sndden.org

**Maureen Trimble**  
Human Resources Director  
Dominican Sisters of Peace, Inc.  
2320 Airport Dr., Columbus, OH 43219  
(614) 416-1045  
mtrimble@oppeace.org

**Virginia Turner**  
Human Resources Administrator  
Diocese of San Bernardino  
1201 E. Highland Ave.  
San Bernardino, CA 92404-4607  
(909) 475-5172  
vturner@sbdioocese.org

**Eileen Cull Valdez, SPHR, SHRM-SCP**  
Human Resources Director  
Diocese of Des Moines  
601 Grand Ave., Des Moines, IA 50309  
(515) 237-9363  
evaldez@dmdioocese.org

**Larry Vanden Plas, SPHR**  
HR Consultant  
Human Resource Technologies, Inc.  
850 Emerald Ct., New Brighton, MN 55112  
(651) 788-3572  
larryhr@q.com

**Linda VanDeventer**  
Total Rewards Leader  
Archdiocese of Chicago  
P.O. Box 1979, Chicago, IL 60690-1979  
Lvandeventer@archchicago.org

**Kelly Venegas, SPHR**  
Manager of Human Resources  
Diocese of Gary  
9292 Broadway, Merrillville, IN 46410  
(219) 769-9292 Ext. 224  
kvenegas@dcgary.org

**Karen L. Verney**  
Human Resources Associate  
Diocese of Charlotte  
1123 South Church St., Charlotte, NC 28203  
704-370-3356  
klverney@charlottedioocese.org

**Josephine Guico Villanueva**  
Finance Officer  
Archdiocese of Agana  
777 W O'Brien Dr. Apt 3A, Hagatna, GU 96910  
(671) 685-8832  
jvillanueva@archagana.org

**Susan Walsh**  
Human Resource Specialist  
Archdiocese of Omaha  
100 N. 62nd St., Omaha, NE 68132  
(402) 558-3100  
slwalsh@archomaha.org

**Nannette Wellstein, SPHR**  
Human Resource Director  
Sisters of St. Dominic  
5635 Erie St., Racine, WI 53402  
(262) 898-4084  
nwellstein@racinedominicans.org

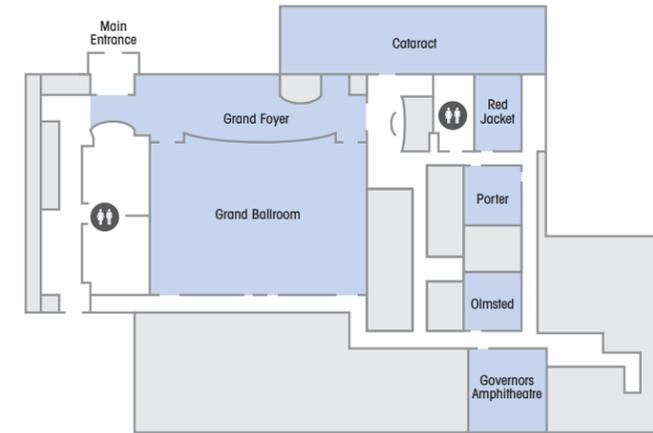
**Terri Wilhelm, PHR**  
Human Resources Director  
Diocese of Charlotte  
1123 S. Church St., Charlotte, NC 28203  
(704) 370-3338  
twilhelm@charlottedioocese.org

**Julia Williams**  
Benefits Coordinator  
Diocese of Jackson  
237 East Amite, Jackson, MS 39201  
(601) 960-8462  
julia.williams@jacksondiocese.org

**Margarita Williams**  
Human Resource Director  
Diocese of Las Cruces  
1280 Med Park Dr., Las Cruces, NM 88005  
(575) 523-7577  
mwilliams@rcdlc.org

**Brenda Woodburn**  
Director of Administration  
Sacred Heart Church  
517 W. 10th St., Medford, OR 97504  
(541) 779-4661  
bwoodburn@shcs.org

# SESSION LOCATIONS



All events are at the Conference and Event Center Niagara Falls, 101 Old Falls Street, behind the Sheraton hotel.

## MONDAY - APRIL 23

### PLENARY SESSION

TIME	TOPIC	ROOM
8:45 - 10:15 a.m.	Carol Fowler – <i>Human Resources: Mission and Ministry</i>	Cascade Ballroom
11:00 - 12:15 p.m.		
<b>Session 101</b>	Gerald Arnold – <i>The HR Department: A Value Added Department</i>	Red Jacket
<b>Session 102</b>	PANEL: Jennifer Clemens, Maureen Fontenot - <i>Who Will Be the Next You... Succession Planning</i>	Porter
<b>Session 103</b>	Joe Smith – <i>I Wasn't Trained to Do This! HR Business Management</i>	Olmsted
<b>Session 104</b>	Nathaly Perez – <i>Preparing Your Community for Changes to Immigration Law and Policy</i>	Governors
2:00 - 3:15 p.m.		
<b>Session 201</b>	Chris Hagen – <i>Learn the Basics</i>	Red Jacket
<b>Session 202</b>	Erika Gallardo – <i>Considerations in Implementing a Paid Parental Leave Benefit</i>	Porter
<b>Session 203</b>	Carol Gustavson – <i>Give Your Health Plan A Check-Up</i>	Governors
<b>Session 204</b>	Mary Ann Blakely – <i>Why, Oh, Why Do I Love E.I.? The Role of Emotional Intelligence in Leadership</i>	Olmsted
<b>PLENARY SESSION</b>		
3:30 - 5:00 p.m.	Tom Green – <i>Silence Is Not Golden: What Is Your Parish Staff Not Discussing?</i>	Cascade Ballroom
5:00 - 5:20 p.m.	Speaker Chats	Foyer

## TUESDAY - APRIL 24

### PLENARY SESSION

8:45 - 10:15 a.m.	Kerry Robinson – <i>On Being the Church We Want to See: A Spiritual Call of Service</i>	Cascade Ballroom
10:45 - 12:00 p.m.		
<b>Session 301</b>	Lori Stewart – <i>Transitioning from Human Resources to People Strategy</i>	Red Jacket
<b>Session 302</b>	Sister Geraldine M. Hoyer, CSC, C.P.A. – <i>Winners and Losers in Healthcare Under the Current Administration</i>	Governors
<b>Session 303</b>	Fr. Edward Pratt and Terry Robinson – <i>Hey, Father!...Hey, Human Resources! Let's Collaborate!</i>	Porter
<b>Session 304</b>	Nanette Lowe – <i>Working for the Church, Promoting Our Catholic Identity</i>	Olmsted
1:45 - 3:00 p.m.		
<b>Sessions 401</b>	Elizabeth Allen and Josh Costa – <i>The Results Are In: How to Measure the Impact of Your Wellness Programs</i>	Porter
<b>Sessions 402</b>	Tom Green – <i>You Don't Have To Figure It Out Alone! How New Pastors, Staffs and Parishioners Transition Best with Simple Collaborative Planning</i>	Governors
<b>Sessions 403</b>	Petula Workman – <i>Federal Laws for your Workplace Watch List</i>	Olmsted
<b>Sessions 404</b>	Mary Kessler – <i>Behavioral Interviewing in a Church Work Environment</i>	Red Jacket
3:30 - 5:00 p.m.	Roundtables – 1,2,3,4	See NACPA Desk
3:30 - 5:00 p.m.	Forums: Chancellor, Parish, Religious Congregations, Business Managers	Cataract
5:00 - 5:20 p.m.	Speaker Chats	Foyer

# NACPA Convocation 2018: Schedule at a Glance

\*Dates, times, speakers, topics, subject to change

## SUNDAY, APRIL 22, 2018

9:00 - Noon	Gray Line Tour
1:00 p.m.	Exhibit Setup
2:00 - 5:00 p.m.	Attendee Registration – All Convocation events/sessions/exhibits/meals will be hosted at the Conference and Events Center of Niagara Falls, behind the Sheraton, except for Opening Liturgy.
3:00 p.m.	New Member Orientation
5:00 p.m.	Eucharistic Liturgy (St. Mary of the Cataract)
6:30 p.m.	Convocation Opening and Social



## MONDAY, APRIL 23, 2018

7:30 - 8:15 a.m.	Breakfast
7:30 - 3:30 p.m.	Exhibits open in the Grand Foyer/Exhibit Hall
7:30 - 9:00 a.m.	Registration
8:45 - 10:15 a.m.	<b>Plenary Session I</b> <b>Human Resources Mission and Ministry</b> Presented by Carol Fowler
10:15 - 11:00 a.m.	Break / Exhibits / Networking
11:00 - 12:15 p.m.	<b>Concurrent Workshop Sessions I</b>
12:30 - 1:45 p.m.	<b>NACPA Member Business Lunch:</b> Millennials: How to Recruit and Retain Them in the Workforce Presented by Sr. Carol Cimino, SSJ, Ed.D., Superintendent for the Diocese of Buffalo
2:00 - 3:15 p.m.	<b>Concurrent Workshop Session II</b>
3:15 - 3:30 p.m.	Break / Exhibits / Networking
3:30 - 5:00 p.m.	<b>Plenary Session II</b> <b>Silence Is Not Golden: What Is Your Parish Staff Not Discussing?</b> Presented by Tom Green
5:00 - 5:20 p.m.	Speaker Chats
5:20 p.m.	Adjournment and Free Evening

## TUESDAY, APRIL 24, 2018

7:30 - 8:15 a.m.	Breakfast
7:30 - 3:30 p.m.	Exhibits open in the Grand Foyer/Exhibit Hall
8:00 - 9:00 a.m.	Registration
8:45 - 10:15 a.m.	<b>Plenary Session III</b> <b>On Being the Church We Want to See: A Spiritual Call of Service</b> Presented by Kerry Robinson
10:15 - 10:45 a.m.	Break / Exhibits / Networking
10:45 - Noon	<b>Concurrent Workshop Sessions III</b>
12:00 - 1:45 p.m.	Light lunch to be served in the Grand Foyer/Exhibit Hall
1:45 - 3:00 p.m.	<b>Concurrent Workshop Sessions IV</b>
3:00 - 3:30 p.m.	Break / Exhibits / Networking
3:30 - 5:00 p.m.	<b>Roundtable and Breakout Forums</b>
5:00 - 5:20 p.m.	Speaker Chats
6:30 p.m.	Evening Social
7:00 - 9:00 p.m.	Social and Awards Banquet
	Adjournment

**NACPA**

1727 King Street, Suite 105, Alexandria, VA 22314

571-551-6064 | www.NACPA.org

