

# 45 YEARS

We Remember. We Celebrate. We Continue.  
**2016 ANNUAL REPORT**



# 45 YEARS We Remember. We Celebrate. We Continue.

NACPA is the professional membership organization for HR practitioners, business managers and all administrators who see their careers as a ministry and desire to foster workplace justice in their organizations.

## Mission

The National Association of Church Personnel Administrators (NACPA) promotes leadership in human resources, finance and administration that models gospel values, promoting justice in the workplace.

## Vision

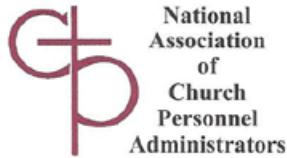
NACPA's members, board and staff must be leaders in providing quality standards of effective human resource practice, education and service.

We believe that the Church should model employment relationships that promote human dignity and that Church employees should receive just compensation and participate in decisions that affect them.

To accomplish this mission, we promote Church personnel systems which integrate Catholic social teaching and sound management principles; strengthen working relationships among Church leaders, ministers and employees and develop Church personnel and human resource skills. Our values encompass respect for all persons; inclusive, supportive relationships; ethical conduct; the dignity of work and a commitment to excellence.



# A Letter from our Board President Maureen Fontenot and Executive Director Dr. Regina Haney



This was a momentous year in NACPA's history. It began with the relocation of the association headquarters to the greater Washington, D.C. region. Our new offices are a short walk from SHRM and HRCI, on the second floor of the Catholic Charities USA building.

Once the physical location was tied down, NACPA's online presence was addressed. In consultation with board members and members, the website was totally rebuilt. The new site is easier to navigate, provides excellent on-page optimization and is content rich.

Like our Facebook page and other Social Media outreach, the website is a work in progress, always evolving to better meet member needs. Listserv remains a vital and popular member benefit for sharing challenges and solutions in the increasingly complex workplace.

Delegates to NACPA 2016 in Oklahoma City gave the convocation high marks for the plenary session speakers, diversity of workshops and professional development opportunities. With more than 160 attendees, networking with colleagues from across the country was an additional meeting benefit.

Of special note, NACPA's 45th anniversary was celebrated at the convocation, with a birthday cake, prizes and a gala dinner. The occasion provided a forum for recognizing the association's significant contributions to promoting justice in the workplace and underscored NACPA's continuing commitment to this mission. Several awards were presented at this meeting, including one recognizing Terri Wilhelm for her leadership as president.

Throughout the year the association also has focused on surveying members, past and present. Their insights and recommendations have helped provide direction as we plan for a bright future.

The response to one survey question was especially encouraging: When members were asked whether they would recommend NACPA membership to others in their field, the majority responded that yes, they would. Clearly NACPA has loyal members whose vision for a just workplace binds us together.

Your support for NACPA both delights and inspires our Board of Directors and association leadership. We look forward to launching our next 45 years with your help, talents and great commitment.



Regina Haney, Ed.D.  
Executive Director



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

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# A Message from our Episcopal Liaison Bishop David Zubik



## Diocese of Pittsburgh

111 Boulevard of the Allies, Pittsburgh, PA 15222-1618

Phone: 412-456-3010 • Fax: 412-456-3185

E-mail: [dzubik@diopitt.org](mailto:dzubik@diopitt.org) • Website: [www.diopitt.org](http://www.diopitt.org)

*Office of the Bishop*

Thank you for your commitment to provide leadership, guidance, resources and inspiration to Church personnel in human resources, finance and administration for nearly half a century. You enable the Church to model employment relationships that promote human dignity.

Our parishes, schools and pastoral centers are better able to reveal the merciful face of the Father to all in our Catholic workplace because of your dedication. May The Lord continue the good work he has begun in you. And may our dear Blessed Mother Mary continue to guide and protect you under the mantle of her love.



+ *David A. Zubik*

Most Reverend David A. Zubik  
Bishop of Pittsburgh  
Episcopal Liaison to NACPA

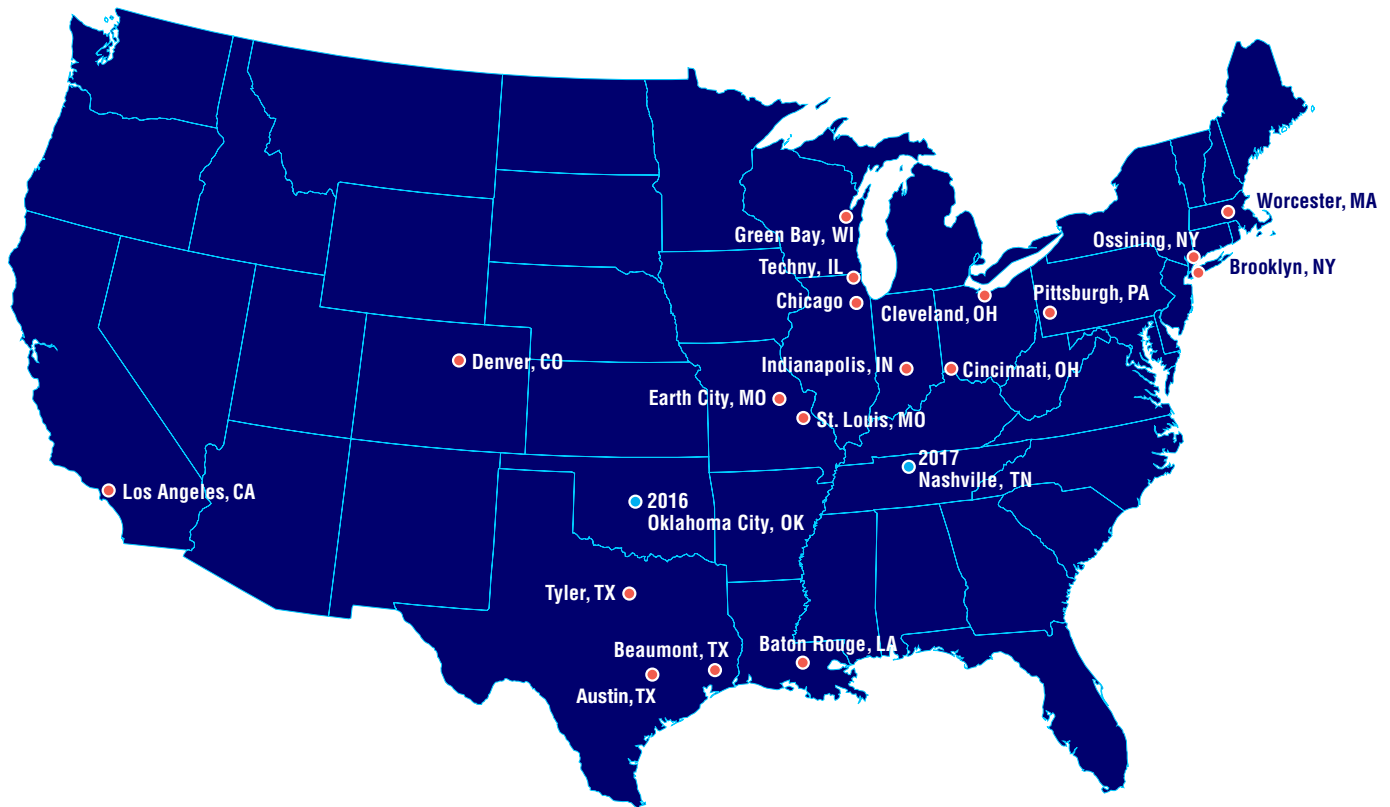
# Where in the USA is NACPA?

This map represents cities where consultations were conducted in 2016 and those scheduled for 2017 including:

**Organizational Audit:** Review and Evaluate Current Organizational Structures, Staffing Levels and Operating Policies and Procedures, Communications and Reporting  
**Development, Review and Update Employee Pay Systems**

**Workshops:** Parish Personnel Management: Best Practices and Core Value; Human Resources Topics and Training on Conduct Performance Appraisals

**Handbook Review and Development**



## ● CONSULTATION LOCATIONS

### California

Los Angeles, CA

### Colorado

Denver, CO

### Illinois

Chicago, IL

Techny, IL

### Indiana

Indianapolis, IN

### Louisiana

Baton Rouge, LA

### Massachusetts

Worcester, MA

### Missouri

Earth City, MO

St. Louis, MO

### New York

Brooklyn, NY

Ossining, NY

### Ohio

Cincinnati, OH

Cleveland, OH

### Pennsylvania

Pittsburgh, PA

### Texas

Austin, TX

Beaumont, TX

Tyler, TX

### Wisconsin

Green Bay, WI

## ● CONVECTION LOCATIONS

### Location

### Year

Oklahoma City, OK

2016

Nashville, TN

2017

Niagara Falls, NY

2018

## Where WE ARE Heading

Charting a course for a vibrant new year has been the focus of the association's staff and Board of Directors. Membership growth, informative Webinars and workshops, strategic planning and better communication with members are among the priorities.

Expanded consultant resources and increased professional services and enhanced member engagement also are high on the list. All these initiatives are driven by feedback from member surveys, citing their professional needs.

Buoyed by a successful 2016 convocation that attracted the largest attendance since 2005, NACPA 2017 is heading for Nashville April 30 - May 2. The association has confirmed three outstanding plenary session speakers and is scheduling workshops covering a wide range of compelling issues facing HR and business directors, pastors and administrators. Once again the association is working with SHRM and HRCI to pave the way for important professional credits for members.

## NACPA BY THE Numbers

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Individual Members and Group Memberships (five or more) . . . . .	513
Number of years current Board Members have served in HR positions . . . . .	219
Delegates attending NACPA 2016 . . . . .	160
NACPA Anniversary . . . . .	45
Outstanding plenary session speakers . . . . .	3
In depth consultations provided . . . . .	18
Zip code for the association's new location . . . . .	22314
Telephone . . . . .	703.746.8315

# 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.

## Board of Directors

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### Episcopal Liaison

**Most Reverend David A. Zubik**  
Bishop of Pittsburgh

### President

**Maureen Fontenot, PHR, SHRM-CP**  
Human Resources Director  
Diocese of Lafayette, LA  
Email: mfontenot@diolaf.org

### President-elect

**Reverend Ed Pratt**  
Pastor  
Church of the Ascension  
Dayton, OH  
Email: epratt@ascensionkettering.org

### Treasurer

**Christine Hagen, SPHR, SHRM-SCP**  
Director of Human Resources  
Diocese of Manchester  
Manchester, NH  
Email: chagen@rcbm.org

## National Office

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### Jessica Randazzo

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### John Stoops

Finance Manager  
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### Barbara A. Keebler

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## Members

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### Elizabeth Allen, SPHR, SHRM-SCP

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Executive Director of Human Resources  
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Diocese of Des Moines  
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### Regina M. Haney, EdD (ex officio)

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

National Association of Church Personnel Administrators

## STATEMENT OF FINANCIAL POSITION

Audited Financial Statements as of June 30, 2016

### ASSETS

Cash	\$ 223,912
Investments	568,579
Accounts Receivable	33,631
Prepaid Expenses	2,639
<b>Total Current Assets</b>	<b>828,761</b>
Property and Equipment	2,086
<b>TOTAL ASSETS</b>	<b>\$ 830,847</b>

### LIABILITIES AND NET ASSETS

#### CURRENT LIABILITIES

Accounts Payable & Accrued Others	20,460
Deferred Dues	34,864
<b>Total Current Liabilities</b>	<b>55,324</b>

#### NET ASSETS

Unrestricted	775,523
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<b>\$ 830,847</b>



# NACPA SPONSORS

The association extends a note of gratitude to its sponsors whose support, encouragement and engagement is vital to our mission.



## Sponsors

### Platinum

Catholic Cemeteries,  
Archdiocese of Chicago  
Diocese of Pittsburgh,  
Most Reverend David A. Zubik,  
Episcopal Liaison

### Gold

Arthur J. Gallagher & Co.  
Archdiocese of Seattle  
Christian Brothers Services  
Interlogic Outsourcing, Inc.

### Silver

Aon Hewitt  
Benefit Allocation Systems, Inc.  
MassMutual Retirement Services  
Morneau Shepell  
Wellness Program  
National Federation  
of Priests' Councils  
The Virtus Programs  
Ultimate Software  
USI Consulting Group

### Friend

Extended Disc  
Paylocity  
Prudential Retirement  
White Oak Advisors

### Gift-In-Kind

Archdiocese of  
Oklahoma City

## Website

The website was totally rebuilt. The new site is easier to navigate, provides excellent on-page optimization and is content rich.



## New Office



NACPA relocated to 2050 Ballenger Ave. in Alexandria, Virginia in the Catholic Charities USA building. Situated in the Greater Washington, D.C. area, the new headquarters is within walking distance of its recertification partner, SHRM (the Society for Human Resource Management).



NACPA press coverage included a story appearing nationwide on Catholic News Service discussing the new DOL regulations.

# NACPA 2016 CONVOCATION OVERVIEW



NACPA 2016 was held in Oklahoma City and marked the 45th anniversary of the association. The 2016 gathering was the largest meeting since 2005. The **NACPA 2016 Vision Award** was given to Terry Robinson, HR Director, Diocese of Nashville.



The **NACPA Board Award** was conferred upon the Most Reverend Dennis M. Schnurr and the Archdiocese of Cincinnati and accepted by Meg Paul.



In recognition of her leadership and commitment to the association, and in particular for her service during the past three years as board president, Terri Wilhelm, HR Director, Diocese of Charlotte, was the recipient of the **Board Service Award**.



Outgoing board president Terri Wilhelm (fourth from left) is pictured with board members Beverly Escamilla, Maureen Fontenot, Mary Santi, Ricardo Serrano, Rev. Ed Pratt, Elizabeth Allen and Eileen Cull Valdez. Christine Hagen is not pictured.



Dr. Regina Haney, executive director and Jessica Randazzo, project manager, cut the 45th anniversary cake.



Rev. Ed Pratt is pictured with Dina Dwyer-Owens, 2016 plenary session speaker.



Board Member Mary Santi listened to a keynote speaker.



NACPA 2016 included a gala dinner with entertainment and door prizes.

A digital version of our Annual Report is available here for downloading. A paper version is available upon request.

Cover photos were taken at NACPA 2016.



**NATIONAL ASSOCIATION OF CHURCH PERSONNEL ADMINISTRATORS**

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National Association  
of Church Personnel  
Administrators