

Agenda 1 22 17  
AOD Diaconate Community Board

Call to Order 8:00 am – Mary/Martha Rooms near Cafeteria

Morning Prayer – bring your Breviary, phone or tablet

Role Call

Approval of Minutes for October 15, 2016

Report from Office of Clergy and Consecrated Life - Kevin

Old Business:

- USCCB formation certification - update
- Memorial marker – method to request donations for engraving
- Community Board nominations
- Regional Coordinator restructure/nominations
- Regional/sub-regional get together
- Mosaic Morning of Reflection – Marcy 2017?
- General in – service training for deacons
- Clarification for Trination – serving as a deacon for more that two Masses per day

New Business

- Question: Can a deacon do a communion service at a jail or convalescence home on a Sunday?

Open Forum Discussion

Assignments

Next Meeting:

Meeting Adjournment

## **AOD Diaconate Community Board Meeting Minutes January 21, 2017**

Meeting called to order 8:00 am

Attendees: Bridget Loffreda, Kevin Breen, Tim Maxwell, Martha Maxwell, David Carignan, Liz Carignan, Tom Mohan, Jim Thibodeau, Sharon Melenyk, Glenn Melenyk

Minutes of the meeting October 15, 2016 - accepted

### **Report from Office of Clergy and Consecrated Life - Kevin Breen**

- Central Office position changes
  - Msgr Tim Hogan is leaving the Office of Clergy
  - Fr Robert Spezia has been appointed as the new vicar of clergy and consecrated life
  - Erin Russel is the new administrative assistant to the department diaconate and immigration
- Convocation September 28 through October 1
  - The main presenter for the September 2017 Diaconate Convocation is Dcn Ralph Poyo
  - National presenter on evangelization - will be limited to Friday evening and Saturday
  - Discussion about possible in-service training for Friday morning with no resolution - ideas are welcome
- Fr Solanus Casey center visit on Jan 7 had a small but nice turnout of 18 from our community
- As of this time 10 couples are signed up for the February 16/18 2017 couples retreat
  - Fr Dan Crosby is the retreat presenter/director
- It is assignment renewal time
  - Those deacons whose 3 year assignments are expiring and the senior active deacons are required to reply to the letter of intent and choose to stay in their assignment, accept/request a move or retire from active ministry as appropriate
  - Letters are due by the end of February
  - Those being ordained in October will be mailed out a list of open parishes early March
  - The list of open parishes was emailed to all deacons
- There has been no discussion in the central office to consider changing the diaconate assignment to October - with the departure of Msgr Hogan discussion may be put off until Fr Spezia takes over
- Diaconate memorial marker

- Msgr Hogan is to speak with Fr Babcock about the fund raising for engraving and dedication since Fr Babcock works with the Catholic organization including cemeteries as the central services representative.
- The cost to engrave the marker is about \$1400.
- We still anticipate a dedication late April or early May.

### Old Business

- USCCB Visit
  - The USCCB has received the AOD November 30, 2016 request letter to come in and evaluation/certify our Permanent Diaconate program
  - The first response was December 16, 2016 with plans for an on-sight visit in the spring of 2017
  - A small group of 3 to 4 people will come including Fr Ralph O'Donnell of the National Office for Clergy life and the director of the deacons for the diocese of Houston
  - They will look at the entire program including formation
  - The manual for diaconate is a living document - the manual was reviewed and approve, however, various supporting document are continually be found and are added to the manual
- Community Board Nomination
  - Kevin to get out a request for nominations for the three open board positions and one open senior deacon position via email within the next couple of week
  - Ideally the nominations will be completed late February
  - Nomination will be community wide not regional
  - Glenn will help Kevin as needed to sort through the nomination with the final election through survey monkey concluded late March
  - New board members will begin their terms in April
- Regional Coordinators
  - Discussion was to postponed the election of regional coordinators until after the community board is seated
  - Current board member are asked to send thoughts and ideas on the duties for the regional coordinators to Glenn by March 1 for discussion at our next community board meeting
  - Regional coordinators will be asked to participate in the community board meeting
- Still planning on a Morning of Reflection for the deacon wives some time in the spring

## **New business**

- **Trination**
  - Often deacons will serve and/or preach multiple Mass during the Sunday liturgical time
  - The issue is how many times may a deacon receive Holy Communion on Sunday
  - The standard answer is two but there is some thought that the diocese gives a automatic waiver for three
  - Priests often saying three or more Masses on Sunday
  - After discussion as to what some of the board members have done in the past -
  - Kevin will ask for clarification from Dr Michael Truman of the Chancery as to how many Masses, reception of Holy Communion and exceptions to the rule we should do.
  
- **Sunday Communion Service**
  - The next question was concerning Communion Services on Sunday at facilities such as prisons or nursing home
  - The diocese does not want Communion Services in place of regular Mass on Sunday when a priest does not show up.
  - This is an emergency situation and the diocese did training a couple of years ago. In facilities. regular Mass is not typically scheduled and is known well in advance.
  - What is needed is permission from the pastor of the parish territory where the facility is located. Kevin will confirm this also with the Chancery.
  
- The first planning session for the September convocation was to be Sunday, January 22, 2017

Next meeting: Saturday March 18, 2017 at SHMS at 8 am - location