

**ST. THOMAS MORE PARISH
PARISH COUNCIL MEETING
Monday, November 19, 2012**

Council Members in Attendance: Fr. Bill Wagner, Vic Ivers, Larry Bush, Jim Conrady, Janet Tate, Sam DeBonis, and Sam DeBonis.

Council Members Absent: Kathy Hornschemeier, John Duncan.

Others in Attendance: Mike Gennett.

The St. Thomas More Parish Council meeting was called to order by Vic Ivers at 7:00 PM EST. Fr. Bill Wagner opened with a prayer.

Business Manager Report: Mike Gennett gave the report.

Virtus update: Last week, the Business Managers received a detailed update on the Virtus Child protection program.

- There have been 542 Virtus training sessions throughout the Cincinnati diocese as of November 13. There are currently 126 future sessions scheduled throughout the diocese.
- Nearly 13,000 have been certified in the Virtus program to date in Cincinnati
- Over 400 Facilitators have been trained. In the Columbus diocese, although smaller than Cincinnati, there are only 22 Facilitators. (The resources are in place to quickly train as many as possible.)
- There will be only two more training sessions for Facilitators: one in late November and one for Spanish trainers. Then, that is it.

- The diocese Child Protection Decree will be revised effective July 1, 2013. The review board is currently meeting to update the document. It will then go to the lawyers and finally to the Archbishop for his approval
 - One big change that is coming with this update is both employees and volunteers must be re-fingerprinted every five years. This will mean everyone from 2008 and back to 2003 will need to be fingerprinted in order to remain employed or to volunteer with children. This will also be a significant cost to every parish as we try to catch up these five years. This policy is NOT in effect yet and but will start in July.
 - The FP-1 form MUST be completed prior to anyone being fingerprinted if the location is going to pay for it. Otherwise, the individual will have to pay the costs at the site. At our parish, anyone in either the parish or school office is authorized to sign this form to approve payment by the parish. We do not want to hassle or delay anyone needing a background check.

- Regarding being certified in the Virtus program in another diocese, our diocese will now only accept these certifications if:
 - The Virtus training was less than two year ago
 - The other diocese requires the monthly bulletin as a requirement to remain certified
 - The volunteer or employee must be current on their bulletins at their former diocese

If these requirements are not met, the individual must re-take the Virtus class in Cincinnati.

- If an employee or a volunteer is three or more bulletins behind, they are no longer certified in the Child Protection Decree. They are immediately suspended and cannot work with children. In order to be re-certified, the diocese will require that individual re-take the Virtus class again and start over before they can come to work or volunteer.

- Each location Safe Environment Coordinator can download a report showing the Virtus class date and number of bulletins behind, if any.
 - This report will not have accurate fingerprint background checks for a long time. Cincinnati has 82,000 fingerprint reports on file and the system that had been in use here will not upload the data into the Virtus system.
 - We will manually update our old system and include the Virtus class approvals.
 - We were also told this is the only diocese in United States that has asked for one report with Virtus information and the criminal background check on the same report. Furthermore, the diocese has discontinued sending the child protection certificates for the locations. This will result in a lot of more work at each location to scour the new report and manually update the old report.
 - The diocese is only able to manually transfer a net 100 background check approval dates per day. (They get 400 new Virtus approvals per day and then update 500 old approvals for a net gain of 100.)
- Parishioners that do not have a computer must complete their bulletins on line at a Library or a designated open computer at their parish.
- There are a lot of common mistakes parishioners and employees are making by not paying attention when they enroll in the Virtus system. These include:
 - Not listing the correct locations they are working at and want the results on file (a common mistake is to list the Archdiocese of Cincinnati as their primary location rather than at their specific location.) We do not see these results.
 - Not listing the correct email address to be reminded their bulletin update is due each month
 - Not registering for the class in advance on line. In order to get a Virtus certificate of completion, they have to be registered

prior to the class. If they don't, they have to register for another forthcoming class and the certificate is printed in that group. Then, they will show as "pending" in the Virtus system for years to come as a second listing.

- St. Veronica Parish suggested we share each other's on line approval report so can each easily verify approvals for our combined football program. The diocese has approved this request.
- PTO has been thinking about assigning someone to help keep our school family Virtus bulletins up to date. That would be a big help.
- The number of folks registering for classes has slowed to a trickle throughout the diocese (and here).
- Our parish records show 142 folks certified in Virtus and 33 pending (meaning they have registered for a class, but have not taken it yet.)
- There are 17 names on our records that are 3 or more bulletins behind. 13 are from our parish and one each from IHM, Seton, St. Bernadette, and McNicholas High School. No one employed at our parish is behind. (One individual is 4 bulletins behind but does not belong to our parish.) Emails were just sent to the 13 names at our parish to remind them they must do their bulletins each month and get caught up. Instructions how to complete the process were included with the email.
 - We have already heard back from some that they are not getting the Virtus email reminders each month. This appears to be an issue with free email services such as Hotmail, AOL, Yahoo, etc. If the individual would put the Virtus email address in their address book, it should help to get the email reminders delivered each month. That address is:
 - VIRTUS Online system@pub.virtus.org

At the last Parish Council meeting, council asked that the various youth organizations get their volunteers through the Virtus class as soon as possible. The Catechists are scheduled for December 16th and the Scouts

on December 18th (Larry Bush reports no one has signed up so far for this class even though it has been scheduled for some time.) The Boosters are still working on a date.

At the end of the Virtus update, Jim Conrady voiced his concern about holding volunteers responsible in keeping their bulletins up to date. Fr. Bill stated he was concerned about the re-fingerprinting process that was coming. Jim added he had no issue with re-fingerprinting but was concerned about the bulletins. Fr. Bill stated he would like to have fingerprint equipment on site at all times to help get this done.

Email change – Last spring, we got a grant to move our email to the cloud. Microsoft EDU generously agreed to host our email for free. We have been informed we need to move our email to Microsoft Office 365 since they are going to discontinue their EDU hosting site. There is not charge. We are tentatively planning to do this on December 5. No one should see any changes to the way we send or receive emails.

Handicap ramp update – The new ramp is about 99% complete. One rail has to be re-done and there are still two assist rails are missing. Hopefully, that will be done this week. Then, we have to ask the county engineer's office to come and inspect the ramp. It cannot be used until we receive a certificate of occupancy from the county. That can happen while they are on site. With the holiday looming, we have no idea when they will come. They may be called as early as this Wednesday. Parishioner Tim Dugan of Dugan-Meyers did the work and it is a first class job! It looks terrific if one has not seen it.

HealthCare reporting – We are required as all employers to report our health care benefit each month to the IRS starting in January. This data will be utilized in 2014 when the requirement for health care goes into effect. The Business Managers were told in September that our health care plan was a “Cadillac” plan and could be subject to taxation starting in 2014. We will know more about this within the next year.

The **JulyFest 2013 festival license application** has been filed with the Ohio Attorney General's Office.

No news to report on the **central cooperative buying innovative**. The group is looking at utilities and collection envelopes as the first areas to tackle.

2013 collection envelopes – 468 boxed envelope sets were picked up after the Mass over this past weekend. 378 are left and are located outside the Fr. Wack Library. Also, we did not order envelopes for all the households that did not give anything

Pastor's Report: - Fr. Bill gave his update.

The Parish Mission with Michael Cumbie went well. We have at least two converts due to his talks. He clearly has a unique presentation. RCIA has ten candidates so far for this year.

Fr. Bill stated he has been approached about parishioners selling ADT Home Security systems. There is a referral fee the parish would receive for each new installation. The person who signs up the new account would get a fee as well. Council members wondered where you draw the line on these sorts of things. What about implications in relation to our tax exempt status? It might be considered unrelated business income. They suggested passing on the offer.

Catholics Come Home starts in Advent. The diocese did raise enough money to cover the cost of this campaign.

The Catholic Ministries Appeal goal is being raised by \$1.0 million dollars next year. They are asking for an in pew campaign in addition to the mail campaign. They want volunteers to cheer on the program from the pulpit. Council floated a few names they felt would do an excellent job at this.

A motion was made by Sam DeBonis to adjourn at 8:00 PM. Janet Tate seconded the motion. Fr. Bill led the group in a prayer.

The next scheduled meeting is December 17th. Fr. Bill stated the meeting will be held if there is something new to discuss. Watch for an announcement via email.