

Bellevue Presbyterian Church

A congregation of the Evangelical Presbyterian Church

PASTOR POSITION



OUR VISION: SERVING NEIGHBORS WITH THE LOVE OF CHRIST

IDEAL CANDIDATE

Bellevue is committed to continuing the Process for Church Revitalization started during the pastoral transition.

With this in mind, we are seeking a reformed, God centered pastor of integrity that is able to equip, support, and guide our congregation in serving our neighbors with the love of Christ.

Professional Qualifications

- Ordained/able to be ordained in the EPC
- Master of Divinity

Primary Responsibilities

- Lead our staff, session and congregation in advancing the Bellevue vision and strategic goals
- Glorify God through reformed Biblical preaching and teaching
- Shepherding the Bellevue congregation by loving and caring for the senior saints to the youngest.

Resources



https://www.BellevueEPC.org



https://DiscoverLancaster.com



https://LancasterPA.com

WHO AND WHERE OF BELLEVUE

Bellevue Presbyterian Church is a family growing in God's Grace and in the knowledge of our Lord Jesus Christ.

Located in the beautiful heartland of Amish country in Lancaster County Pennsylvania. We are a multi-generational body of believers who value solid biblical teaching, friendly and hospitable relationships, and a sincere desire to grow through outreach to our community.

Bellevue has a rich history and is currently celebrating the 200th year anniversary of its founding. Original stone walls and large stained glass windows create a rich and wonderful sanctuary where God is worshiped and His Word proclaimed.

Sunday mornings see more than 100 gather for our 10:00 service with Sunday school at 9:00. Through the week youth group, kingdom kids and women's ministry meet along with bible study, exercise class, and outside groups such as Alcoholics Anonymous. Monthly we have men's ministry, prayer gathering, and committee meetings.

We desire to be a light on the hill and serve our neighbors with the love of Christ and pray that by God's Grace the neighbor becomes our friend and part of the family of God.

BELLEVUE CONTINUES TO PRAY FOR YOU AND TRUST GOD'S PERFECT TIMING AS YOU ANSWER GOD'S CALL.
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View our Church Information Form (CIF) and full position description here (www.epc.org/mso)

Send Pastor Information Form (PIF) and other related materials to BellevuePSC@gmail.com

Bellevue Presbyterian Church Pastor and Head of Staff Position Description

Position Title: Pastor and Head of Staff Date: July 09, 2023

Accountability:

The Pastor, as moderator of the Session and a member of the Presbytery, is accountable to the Presbytery for the oversight of the congregation and to develop with the Bellevue Session, the total ministry of the congregation.

Purpose:

The Pastor will perform pastoral services of Bellevue Presbyterian Church and the larger community, as well as administration of the church, in order to provide for the spiritual growth, the ongoing mission and the work of the church.

Qualifications:

- 1. Ordained or able to be ordained in the Evangelical Presbyterian Church
- 2. A minimum of a Bachelor's degree and a Master of Divinity degree or its equivalent from an accredited college, university or seminary
- 3. A strong faith in Jesus Christ and a desire to nurture this faith in others by living out the biblical qualifications of an elder in family, church, and community
- 4. A commitment to the work and ministry of the Church of Jesus Christ
- 5. An ability to work with others in a loving and caring manner and to reflect the love and concern of Jesus Christ in one's daily life and work
- 6. An enthusiasm for ministry, a love for people and the ability to work with all ages
- 7. Effective organizational and writing skills
- 8. Proficient computer skills; a comfort level with technology and utilization of social media to facilitate open sharing of information with the congregation

Responsibilities:

- 1. Lead our staff, Session and congregation in advancing the Bellevue vision and strategic goals
- 2. Glorify God through reformed Biblical preaching and teaching
- 3. Shepherd the Bellevue congregation by loving and caring for the senior saints to the youngest
- 4. Provide full time pastoral leadership including, but not limited to, worship leadership & preaching, and other services and pastoral care
- 5. Officiate at funerals and weddings, and administer the sacraments
- 6. Perform pastoral visitation in conjunction with Session and Deacons
- 7. Provide short-term counseling
- 8. Be "on-call" for congregational issues and concerns
- 9. Meet regularly with the ministerial staff and the Session for mutual mentoring and instructional purposes
- 10. Perform an annual evaluation of each staff member
- 11. Consult with various committees and ministry groups
- 12. Is aware of issues in the community and culture, yet engages people in ways faithful to a Biblical worldview
- 13. Participate in meetings of Session, Presbytery and General Assembly

Terms of Employment:

- This is a salaried, full time position. Salary and all benefits are specified and bound by the Terms of Call.
- A review of performance and compensation will be conducted annually by the Session Personnel Committee, and communicated as needed for the congregation's action as regards to the pastor's annual Terms of Call.



The Ministerial Vocation Committee and the Office of the Stated Clerk of the Evangelical Presbyterian Church are responsible for denominational vocational services. As part of the process of "matching" ministers and congregations, the Office of the Stated Clerk provides resources and advice to both pastors and congregational search committees. To that end, we ask congregations and ministers to complete information forms as an introduction to each other, and a first step in the process of calling a minister for a congregation. For both the pastor and the congregation, this is an opportunity for self-study and evaluation of current ministry and goals. This calls for honesty, effort, and open communication.

This Church Information Form (CIF) presents the local congregation's history, challenges, and goals. It is our hope that this will help facilitate the search process by assisting both the church in focusing on future directions and applicants in gaining some sense of the nature and uniqueness of this congregation.

We encourage churches to list their vacancies on the Ministry Staff Opportunities webpage at <u>www.epc.org/mso</u>. For more information or to send your posting, email <u>info@epc.org</u>.

Guidance for church-based human resources questions such as background checks, personnel policy manuals, and more is available at the Office of the General Assembly by contacting Marti Ratcliff at *marti.ratcliff@epc.org* or 407-930-4263.

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Please return completed form to:

Evangelical Presbyterian Church ATTN: OFFICE OF THE STATED CLERK 5850 T.G. Lee Blvd., Suite 510 Orlando, FL 32822

Phone: 407-930-4239 Fax: 407-930-4247 E-mail: info@epc.org



Part 1: Church Information

1.	Church Name Bellevue Presbyterian Church			
	Address 810 Newport Ave, Gap, PA 17527			
	Telephone (717) 442-4077	Fax ())	
	E-mail office@bellevueepc.org			
2.	Presbytery <u>East</u>			
	Presbytery Ministerial Committee Liaison Rob	Norris		
3.	Search Committee Chairman Tim Dougherty			
	Address 74 Saddler Drive			
	Christiana, PA 17509			
	E-mail tdoc.rt@gmail.com			
	Telephone (484) 653-7276			
4.	List all paid staff positions (use additional sheet	if necessary)		
	Associate Pastor - Brad Moger		Full time	Part time
	Director of Children & Youth Min - Kevin Wenr	rich	Full time	Part time
	Music Director & Choir Director - Betsy Rabon	1	Full time	Part time
	Office Manager - Brenda Brackbill		Full time	Part time
	Office Assistant - Susan Houck		Full time	Part time
	Groundskeeper - Roland Berthoud		Full time	Part time
	Building Cleaner - Lena Riehl		Full time	Part time
			Full time	Part time
	,		Full time	Part time
			Full time	Part time

J. DISCAILING VOIGILICAL DOSIGO	volunteer positions
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Choir, Youth Ministry Leaders, Children's Ministry Leaders, Building Coordinator, Sound Board Team, Tech Support Team, Ushers, Welcome Center Team, Offering Counters, Nursery Helpers, Cemetery Coordinator, Funeral Luncheon Team, Sunday School Teachers

6. List all vacant positions

Position Available Organist/Pianist/Accompanist	Date of Vacancy 1/1/2023
Position Available Associate Pastor	Date of Vacancy 12/15/2023
_	Date of Vacancy 12/31/2023

7. Membership (state approximate numbers and percentages)

rive years ago	Currently
271	230
148	131
190	117
	271 148

Static Increasing Declining 8. Community Growth

9. Profile of church members

A. Age: <u>0</u> % 0-11 <u>1.8</u> % 12-18 <u>8.2</u> % 19-24 <u>9.1</u> % 25-34 <u>11.7</u> % 35-49 <u>25.6</u> % 50-64 <u>43.6</u> % 65+

B.	Occupation:							
	27.4 % Business	14.8 % Profess	ional <u>6</u>	. <u>5</u> % Trades				
	0.4 % Agriculture	4.8 % Stay-at-	Home Parent 3	5.7 % Retired				
	10.4 % Other (Pleas	e Specify) students	and unknown					
C.	Educational level of adults 1.7 % some high school 44.9 % high school 49.1 % college 4.3 % graduate school							
D.	Percentage of member	rs belonging to the	congregation					
	Less than one year 2.2	2%						
	5 years or less 10	.9%						
	6-10 years 22	.6%						
	10 years or more 64	.3%						
10. Ra	cial/Ethnic composition	n of:						
	Congregation							
	0.4 % African-Ame	erican <mark>0.0 %</mark> A	sian <mark>99.6</mark> % Cau	ıcasian <mark>0.0</mark> % Hispanio				
	0.0 % Other (Specify)							
Б								
В.	Community (within 5		-	. 5				
				ıcasian <u>5</u> % Hispanio				
	4 % Other (Speci	fy) 2 of more race	5					
11. Co	mmunity Setting (checl	k as many as apply):					
Lo	cation							
	Rural Small To	wn Metropol	tan 🗌 Suburbai	n 🔲 Inner City				
Fu	nction							
	Industrial Agricultu	ıral 🗆 Recreatio	nal Military	College/University				
Ш	maddiai migirean	in incercatio		conege/ oniversity				
Λn	proximate population (of community, 104(00					
лμ	proximate population (or community,						

12. Worship

A.	Worship Time	Average Worship Attendance	Worship Style
	10am	117	Classical/Reformed
В.	Frequency of communi	ion celebration: 14	per year
C.	How are members invo Pastor & staff plan each	olved in planning and participation of the control	on in the liturgy/worship?
D.	Style of liturgy used in Classical/Historical/Re	your worship (e.g., traditional, coeformed	ontemporary, variety)
E.	Classical/Historical Hy Songs and Hymns for	worship (e.g., traditional, contem mnody; the pew hymnal is "The Worship" as well as recent intro worship choir and children's ch	Celebration Hymnal: oduction of hymns by Keith
13. Mi	nistry Programs		
A.	Average attendance in	Church School (under 18 years):	8
B.	Average attendance in	Adult Education (Sunday):	25
C	Average involvement i	n Small Groups:	60



14. Organizational Structure

List major boards, committees, and organizations that are part of your church and frequency of meetings (monthly, weekly, etc.)

Name	Purpose of Group	Number of members	Frequency of meetings	Leadership Role*
Session	Leadership	9	monthly	1
Deacons	Service	8	monthly	3
Facilities	Maintenance	3	as needed	3
Christian Ed	Education	9	bi-monthly	3
Missions	Global work	8	bi-monthly	3
Fellowship	Fellowship/events	6	bi-monthly	3
Worship Support	Worship support	7	bi-monthly	2
Finance	Financial oversight	3	as needed	3
Personnel	Personnel oversight	3	as needed	3
Safety Awareness	Property Safety	4	as needed	3

^{*}Indicate leadership role expected by using the number below:

- 1. Pastor takes primary initiative and responsibility.
- 2. Pastor and laity share responsibility.
- 3. Laity takes primary initiative and responsibility.
- 4. A staff person takes primary initiative and responsibility.

Part 2: Financial/Church Campus Information

1.	Current annual budget: \$ 388000	_ Last year's annual budget: \$_483000	
	(Attach a copy of current budget)	•	
2	Percentage of income received toward bug	_{lget} .85.30	0/0



3.	An	nount contributed for ye	ear (most rece	nt complete re				
	A.	EPC Percentage of Inco	ome		\$ <u>561</u>	2		
	B.	EPC World Outreach G	lobal Workers		\$ <u>174</u>	100		
	C.	EPC Special Projects			\$			
	D.	Presbytery Per Membe	er Asking/Perc	entage of Inco	me \$ <u>317</u>	' 2		
	E.	Other Missions/Missio	naries		\$ <u>356</u>	00		
4.		Describe buildings and Main Building- good of Church - 1823, Ed 2 maintenance sheds 20 acres of land - exception of the Computer of the Comput	I property (oth condition ucation wing - - good condit cellent condition	1963, Office			ition.	
	В.	Are your buildings ade If no, please explain:	equate for your	rpresent prog	ram?		Yes	□No
	C.	Is a building program of the second of the s					Yes	No
	D.	Does the church own a Condition: Pastor's Office/Study:	Good	☐ Fair	☐ Poor		☐Yes edrooms	■No
		, ,	_	_	<u> </u>			
			Other					



5.

Со	mpensatio	n:					
A.	•	range we are prepared to offer:					
	Position:	Pastor (total compensation pkg)	_ \$ 86,000 - 105	5,000			
	Position:		_ \$				
	Position:		_ \$				
В.	The avera	ge annual increase over the past thro	ee years is:				
		Pastor (2020,2021,2022)	-	or 2.87_ %			
	Position:	Asst/Assoc Pastor(2020,21,22)		or 2.85_ %			
	Position:		_ \$	or %			
	Position:			or %			
C.	Manse	g Allowance Only of the Above					
D.	Benefits a	nd expenses					
	X	_Retirement Plan (minimum 10% g	gross effective sala	ary)			
	X	_Medical insurance (EPC medical co	overage required f	for full-time TEs)			
		_Life insurance					
	X	_Social Security					
	X	_Travel/mileage					
		_Book allowance					
	2 weeks	_Study leave allowance (minimum 2	2 weeks)				
	28 days	_Annual vacation days (minimum 4	weeks)				
		Number of worship services per year for which pastor is provided relief (in addition to vacation and study leave)					
		_Sabbatical frequency and length _					
	X	_Other (Specify: Continuing Education)	tion				
E.	The churc	h participates in the EPC's medical b	enefits plan	Yes No			
F.	The churc	h participates in the EPC's retiremer	ıt plan	Yes No			

Part 3: Church Characteristics

Check the box that most closely describes the current characteristics of the congregation.

Ou	Our congregation		Agree		ree
1.	Is spiritually vibrant	<u> </u>	2	3	$\Box 4$
2.	Demonstrates love for the pastor and his/her family	1	2	3	$\Box 4$
3.	Readily shares their gifts with the rest of the congregation	<u> </u>	2	3	$\Box 4$
4.	Places a high priority on sound biblical preaching	1	2	<u></u> 3	$\Box 4$
5.	Effectively integrates newcomers	<u> </u>	2	3	$\Box 4$
6.	Is engaged in evangelism	<u> </u>	2	3	$\Box 4$
7.	Is often found living their faith in their communities	<u> </u>	2	3	$\Box 4$
8.	Has a spirit of unity	<u> </u>	2	3	$\Box 4$
9.	Cares about each other	1	2	3	$\Box 4$
10	. Is supportive of the Session and pastoral leadership	<u> </u>	2	3	$\Box 4$
11	. Ministers well to members that are hurting	<u> </u>	2	3	$\Box 4$
12	. Uses members' gifts in worship	<u> </u>	2	3	$\Box 4$
13	Contains people willing and able to lead the congregation	<u> </u>	2	3	$\Box 4$
14	. Is capable of change when and where appropriate	<u> </u>	2	3	$\Box 4$
15	. Is connected to and prayerful about what God is doing in the global church	<u> </u>	2	3	<u> </u>

16. How are elders and deacons initially trained and equipped for ministry?

At Bellevue we use the EPC Leadership Training Guide for elders and deacons prior to installation. The training consists of two parts:

Part One: What is the Church? The Church's Foundation and Task, The Church's History, Worship and the Sacraments, and The Church's Call to Know God: Part Two: What is Church Leadership? The Calling and Task of Elders and Deacons and Presbyterian Polity.

17. What is the Session's current practice regarding the ongoing discipleship of elders and deacons?

In previous years the Session has read through books such as "The Shepherd Leader" and "Church Elder" but in recent years we have not continued this practice. This is an area we look to improve upon for both Elders and Deacons.

18. In what ways does your church participate in ecumenical activities?

Bellevue does not currently participate in any ecumenical activities as we have in years past but we do open our church building to local community meetings such as Alcoholic Anonymous.

19. Describe the strengths of your congregation.

Bellevue's leadership and congregation possess a high level of Biblical literacy and fidelity to our ministries. Our leaders preach the Word of God from a sound reformed theological foundation, and our congregation holds leadership to this high standard of Biblical preaching. Many generations comprise our church community, and we readily share our love of God by responding to needs through financial and volunteer support, sharing excellent food during fellowship gatherings, and providing a warm family atmosphere that welcomes all.

20. List specific problems with which your congregation struggles.	
Weakness in evangelism and discipleship ministries have been recently identified through a SWOT assessment. Also a Church Life Cycle Assessment was considered during a Vitality Seminar conducted as part of the transitional pastor process. Ways to lead the congregation toward strengthening these weaknesses have been determined and will be implemented by a Vision Team and the Sessithrough the congregation to our community.	al s

21. List major goals that the congregation has set for itself.

See Vision statement question 24

22. Has there ever been disciplinary action taken against a pastor of your congregation?
☐Yes ■No
23. Has there ever been any disciplinary action against an elder or deacon of your congregation?
☐Yes ■No

If you answered "Yes" to either 22 or 23, please explain.

24. Have you completed a mission statement, vision statemed your congregation?	nt, and/or a strategic plan for
Yes No	
If yes, Date completed 6/2023	
If yes, enter each statement or strategic plan (or attach c	opies if space below is limited).
Vision Statement-	
SERVING NEIGHBORS WITH THE LOVE OF CHRIS	Т
-Meeting neighbors where they are, both physically an -Loving and serving with a purpose to build a relations	•

-Becoming a recognizable and available people of Christ

-Leaning on the church body for support, equipping and accountability

All so the neighbor becomes our friend and a follower of Jesus Christ.

-Praying together for individuals and our community

-Intentionally serving our local community

-Showing and sharing the Gospel



Part 4: Leadership Expectations

1. What are some key character strengths a person should bring to this position?

Humility - Humbly obeying God and submitting to God's authority. Being self controlled, a team player.

Integrity - Lead by honest, authentic example; being accountable, dependable, and adhering to moral and biblical principles, commitment to persevering in holiness.

Compassion - Shepherding of God's flock with kindness, patience, wisdom, and respect. Being empathetic to the concerns and sufferings within the congregation and the community.

Enthusiasm - Passion and zeal for teaching and imparting God's word. Inspiring others to grow in their faith. Being eager and joyful to serve with whole heartedness. (Romans 12:11)

Commitment - Standing firm in the faith, demonstrating love and devotion to the church, dedicated to God's service and doing it all for His glory.

2. What are five key gifts/skills/abilities a person should bring to this position?

Discernment - Believing God loves you, listening to the Spirit, and responding in trust. The ability to perceive, understand, and judge things clearly. (Proverbs 2:3-6)

Leadership - An ability to inspire God's people to accomplish God's purposes for His Glory. A skilled communicator and organized administrator.

Evangelism - Passion for reaching into the community and communicating the gospel. Lovingly sharing the truth - the "Good News" of Jesus Christ with a focus on training and mentoring his followers.

Preaching/teaching - Compelling doctrinal preaching. Interpreting scripture, exhorting, admonishing, comforting, and encouraging the congregation.

Relational - Love for pastoral care and shepherding all from senior saints to the youngest (1 Peter 5:2). Experienced in neighborhood community relationship building.

3. What are the primary pastoral duties for the position? (Attach a position description)

See attached Job Description

Part 5: Church History

1. What do you consider to be the three most important events in the history of your church?

2002 - Bellevue added an addition to the current church. This provided an expansion to the sanctuary, added a friendship area for fellowship, more office space for staff, additional bathrooms, a more modern kitchen, and a large multipurpose room. This addition was paid for completely through faithful giving and fundraising. No loan was taken out to pay for the addition. The congregation, through the grace of God, worked together to complete this goal.

2011 - Bellevue moved from PCUSA to EPC

2016 - Congregation struggled over egalitarian and complementarian beliefs

2. What do you consider to be the most interesting and challenging event in the life of your church in the last three years?

As was the case with many churches worldwide, our biggest challenge in the past three years was the Covid-19 pandemic. Determining the best course of action between in person meeting, online sermons, masks or not, and many other hurdles was a difficult challenge for the staff, session and congregation. That being said, it allowed us to not only experiment with alternative ways of worship but also forced us to reassess our current online presence. Along with more recent online changes during this transitional period, those inside and outside of our church now have better access to Bellevue's weekly worship services. Our prayer is that with continued online changes it will also lead to a stronger outreach to our community.



Part 6: Other Information

1. List the last three individuals who held this position

Name	Dates of Service		
Jim Farrell (Nov 2022 to Present)	11/2022	to	
JT Holderman	6/2016	to 9/2022	
Bud Davies	10/1976	to 06/2016	

2. Describe any significant factors about the church not covered in previous questions.

Bellevue Church has recognized the importance of seeking guidance and assistance during a crucial time of pastoral transition. With the departure of our previous pastor, the church session made a unified commitment to secure an EPC trained Transitional Pastor through the EPC Church Health Gospel Priority.

Bellevue Church, like many others, experienced challenges and setbacks during the COVID-19 pandemic, leading us to realize the need for revitalization. By participating in the Transitional Pastor Program, we have embraced Five Phases of Church Revitalization Process.

In Phase 1, Aligning Perception, Bellevue completed various assessments and analysis for both the session and the congregation--a SWOT analysis, Motivational Models, Missional Posture, and Church Lifecycle Assessment to name a few.

Phase 2 focuses on Aligning Vision. The TP and the session organized and conducted a well-attended Vitality Seminar to further engage the Bellevue congregation. Since then, a session appointed Vision Team of 7 has been working to answer the question: how does God want to express Himself through Bellevue to the community at this specific time. The church is completing a Vision statement and developing plans to put that statement into action. We have also elected a Pastoral Search Committee to find a new pastor who will align with the Ministry Vision.

Moving forward, Phase 3, Aligning Strategy, involves interpreting and promoting the Vision statement to the congregation and developing a comprehensive plan to implement that vision through Bellevue's various ministry committees and groups.

Phase 4, Aligning Structure, emphasizes supporting the strategy developed in Phase 3, ensuring that the church's organizational structure and staff aligns with the vision and goals.

Lastly, Phase 5, Aligning People, focuses on staffing and manning the structured plan.

Bellevue Church seeks a pastor who is committed to our ministry vision (see Vision statement on page 12) and is willing to continue the Church Health Process for Revitalization into the later phases and beyond.

Throughout this process, Bellevue's Session and congregation have approached each phase prayerfully, while remaining hopeful, optimistic, and fully committed to making necessary changes to align more closely with God's calling. We are strongly committed to revitalize and strengthen our congregation for the future, for the making of disciples, and for the glory of God.



Statement of Acknowledgment

The EPC believes that honesty and a commitment to open communication are critical to building the body of Christ. In that spirit, please confirm your agreement to the following statements by your signatures below.

- 1. We attest that the information contained in this Church Information Form is true and complete to the best of our knowledge.
- 2. We authorize applicants for the position(s) listed herein to make inquiries regarding all statements contained in this Church Information Form.
- 3. We authorize the Office of the Stated Clerk to circulate, distribute, and otherwise share this Church Information Form with potential candidates for the position(s) listed herein.
- 4. We acknowledge the Medical Plan and Retirement Plan services offered by the EPC's Benefit Resources, Inc., exist to serve EPC churches and their staff members. We also acknowledge the EPC's Book of Order requirement that EPC churches provide medical insurance to ordained staff members through BRI as mandated by the following Acts of the General Assembly:
 - 81-04 Terms of call for any minister of member churches shall provide for participation in the denominational hospitalization and disabilities programs. (Minutes of the 1st General Assembly, 1-32)
 - 81-06 The denominational group insurance plan providing health, disability, and life coverage shall be mandatory for all ministers within member churches. (Minutes of the 1st General Assembly, 1-36)
 - 88-08 Assembly amends participatory requirements for group health insurance plan by requiring participation of all ministers on the rolls of presbyteries with the exception of:
 - 1. Missionaries laboring in cooperative agreements with mission agencies;
 - 2. Ministers laboring in institutional agencies providing their own group insurance plan:
 - 3. Ministers afforded group insurance coverage as part of retirement benefits from a previous employer;
 - Ministers without call, and ministers laboring less than 20 hours in a 4. place of ministry. (Minutes of the 8th General Assembly, 8-24)

For information about EPC benefits through BRI, see www.epc.org/benefits, email benefits@epc.org, or call 407-930-4267.

Clerk of Session John Perella		Date_ 7/9/2023	
Search Committee Chair _	Fim Dougherty	Date_7/9/2023	