

Journey Toward Wholeness Transformation Committee
Fall Meeting Minutes
November 29 - December 1, 2007
Eliot & Pickett Houses - Boston, MA

Present: Carolyn Cartland, Co-chair; Monica Cummings, Co-chair; Bob Gross; Janice Marie Johnson; CJ McGregor; Michael Sallwasser; Arthur Tackman

Not Present: Jose Ballester, Board Liaison; Julio Noboa; Catie Chi Olson

Staff: Taquiena Boston, President's Representative; Simona Munson, Staff Support; Jean McKenney

Topic	Discussion	Decisions/Actions
<p><u>Thursday, November 29</u></p> <p>Michael led the committee in opening worship.</p> <p>The committee did an extended check-in.</p>		
Meeting with Bill Sinkford, UUA President	<p>Discussion on the lunch time meeting with Bill Sinkford: It was an opportunity to clarify questions and find out the link of JTWTC work with other work going on in the Association. Bill's "thank you" was appreciated.</p>	<p><u>Decision:</u></p> <p>MFC/RSCC Survey: Ask MFC if asking candidates for an essay on anti-oppression/anti-racism was productive? Use interviews to understand the variety of reasons for the initial small survey response.</p> <p>Share JTWTC survey information with Board of Trustees (BOT) and Panel on Theological Education (POTE), and have POTE share their information with the JTWTC.</p>
Housekeeping	<p><u>Agenda:</u> CJ volunteered to lead Friday morning worship.</p> <p><u>Process Observation:</u> Michael and Janice Marie agreed to switch process observation assignments. Carolyn will be the process observer for Friday afternoon.</p> <p><u>Budget:</u> The JTWTC FY 2008 budget was increased by \$2,000 to accommodate new members.</p>	<p><u>Minutes:</u> Page 4 correction: change from "person with visible disabilities" to persons with <u>visual</u> disabilities."</p> <p>Minutes were accepted as amended.</p> <p><u>Process Observation:</u> Make time to discuss the purpose and procedure for process observation.</p> <p><u>Conference Call Meetings:</u></p>

	<p>If the JTWTC had its wish what would the committee like to do? In the past the JTWTC sponsored Common Ground meetings to listen to congregations.</p>	<p>Check in with JTWTC members to decide if call time will continue as first Friday of month at noon Eastern Time or be changed.</p> <p><u>Buddy System</u>: New committee members will decide who they wish to be their “buddy” (mentor).</p> <p><u>Budget</u>: Consider the cost of computer support as part of future budgets. In the meantime pay Doug Loyd an honorarium for work on current survey. Simona will send a \$500 honorarium to Doug Loyd.</p> <p>Ask Kay Montgomery what the UUA policy is for travel expenses being endorsed for tax purposes.</p> <p><u>Action</u>: Simona will make preliminary edits to the Process Observations.</p>
Unearned Privilege Exercise	<p>The exercise was taken from a curriculum on disability developed by Rev. Laurie Thomas to educate UUs on ableism (adapted from “Cultural Bridges”).</p>	
General Assembly 2008	<p>The committee reviewed the 2007 workshop and program ad. They discussed reserving space for a workshop, ad and/or booth for 2008 in Fort Lauderdale, FL. There was concern about access to the convention center that is in the port of Fort Lauderdale. Security issues undermined enthusiasm for attending General Assembly. It may be more important for JTWTC to attend GA to send the message that “their chosen faith” is on the path. The JTWTC explored doing a workshop/worship on pastoral care in doing the work, finding</p>	<p>Decision: JTWTC workshop will be a worship service, “Nurturing Our Common Threads.”</p> <p>Janice, Bob and Simona will work on the GA workshop submission form. JTWTC will not have a booth. The JTWTC will purchase a half page program ad. Michael will design the ad.</p>


	the balance, tensions between groups, competing covenants, learning to embrace other communities.	
Leadership Transition	The co-chairs presented the subject of thinking about leadership succession in JTWTC. They proposed doing a presentation of new co-chairs at 2008 General Assembly. The JTWTC discussed various models for leadership transition, including past chairs mentoring new leadership/leadership team. They also discussed skills (facilitation, negotiation, group process, team work, attention to detail, focus) and attributes (self-knowledge, emotional intelligence, balance, big picture) that a new leadership team needs to bring to the committee.	<u>Decision:</u> JTWTC will take up “where do we go from here” and “what do we do from here” on the morning of 12/1.
Process Observation (Michael)	The A-O/A-R/MC process observation followed the form developed by the UUA BOT.	
The committee adjourned for the day at 6:15pm.		
<u>Friday, November 30</u> CJ led the committee in opening worship. The committee did a brief check-in.		
Review of the day before and plan of the day today (Carolyn)	Discussion on burnout was moved from the afternoon to the morning. The committee will take a break from 4:00-5:00pm so that the GA sub-committee can meet for 15 minutes and then members can visit the UUA Bookstore.	
Process of 2007 report writing process (Monica)	What went well? <ul style="list-style-type: none"> • The energy that was present to do the writing • Committee members were dedicated to making sure the report was done right • People were willing to 	<u>Decision:</u> The processing of the 2007 report writing process will be continued on the next conference call, which is scheduled for Friday, December 4 at 12:00pm Eastern.

	<p>challenge one another</p> <ul style="list-style-type: none"> • Good teamwork – cooperative, collaborative, open, egoless • Committee operated at a new level of cooperation and collaboration that had not been experienced before <p>What did not go well?</p> <ul style="list-style-type: none"> • Expectation that more was going to be accomplished prior to the meeting; this meant the group had to do more work at the meeting than had been expected • Some committee members did more work than others <p>What do we want to do better?</p> <ul style="list-style-type: none"> • Be sure to process the process sooner • Summarize the understandings of each committee member re: individual assignments, etc. prior to work being done so that every member has the same understanding <p>The UUA Moderator, Gini Courter, gave very positive feedback about the delivery of the report at GA 2007 and the report itself. She gave the feedback that the report was very useful for the BOT in terms of giving them a better sense of what is going on in the districts in regards to anti-racism and anti-oppression.</p> <p>Perhaps the JTWTC needs to initiate conversations with district leadership.</p>	
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	<p>The point was raised several times that two very important voices were missing from this conversation – Julio and Catie – since these two people were unable to be present at this meeting.</p> <p>The committee discussed ways to include these voices moving forward.</p> <p>It was suggested that this conversation, since it is unfinished, be continued on the next conference call, which is scheduled for Friday, December 4 at 12:00pm Eastern.</p> <p>It was acknowledged that this conversation has not included a lens of culture, race, experience, background; what is the role that each of these played in this process?</p> <p>Where the personal and the roles and the commitments intersect, it can be difficult to figure out where the boundaries are.</p> <p>It was strongly recommended that this committee always be comprised of at least two people from each identity so that people can caucus together.</p>	
Conversation about the potential for burnout (Bob)	Committee members shared experiences with feeling burned out and/or overwhelmed and strategies for dealing with these feelings. The discussion included a reading of symptoms and prevention strategies/solutions from a presentation made by Harlan Limpert, Director of District Services (UUA).	<u>Suggestion:</u> Discuss how some of the strategies and tactics shared may be useful to JTWTC members.
Process Observation (Bob, Michael, Monica)	Bob provided the general overview of the JTWTC process for the morning; Michael and Monica offered additional observations. Special note was	<u>Decision:</u> Amend the process observation form to fit the JTWTC needs.

	made of the morning's worship reflection, and the impact of identity on the work of the JTWTC. The JTWTC was asked to think about the balance in the area of the "watchdog" role in anti-oppression/anti-racism.	
Discussion on the current assessment of the ministerial process	<p>Michael summarized the survey – questions asked and responses received – using two different charts.</p> <p>It is difficult to tease out a lot of information from the data gathered.</p> <p>This initial information is telling in terms of how important the telephone interviews will be in teasing out more helpful information.</p> <p>Due to the small amount of responses, it seems clear that generalizations cannot be made and the telephone interviews are especially important.</p> <p>The recommendation was made that the JTWTC itself needs to take an anti-oppression audit.</p> <p>These results point to a gap in the system itself, as the results from the district survey did as well.</p> <p>What these results also point to is the direction to go in next in questioning.</p> <p>Take a snapshot and identify the gaps – information to assist leaders in the Association create a better system.</p> <p>Important to remember and highlight (and confirm) two key survey findings; 1) many respondents reported the committee was qualified to assess cultural competency and also</p>	

	<p>reported the committees lacked a consistent, agreed-upon definition of cultural competency, and 2) there is no formalized cultural competency training that MFC and RSCC members must go through in order to judge the cultural competency of UU ministers.</p>	
Next Steps	<p>Yesterday, Bill encouraged the committee to be honest in their initial findings and identify some of the gaps.</p> <p>The committee discussed their next steps by having a conversation about the data gathered from the online survey and whether there was enough information to move forward with writing an assessment report.</p> <p>Another question: Is the committee's meta question still the same or has that changed as well?</p> <p>What does it mean to minister meaningfully in a culturally competent context?</p> <p>Ministers are the leaders we look to for guidance in achieving the vision of an A-R/A-O/MC community – one aspect of attaining that goal.</p> <p>There are gaps in the system that set the standards and define the standards.</p> <p>The committee needs more data and there are gaps in the system.</p> <p>Implications of the data so far might be that there is not something wrong with these committees, but the structure itself is not designed to support the transformation.</p>	<p>Action: Michael will look into whether he can provide each interviewee with their survey responses so that they can refer to them before being interviewed.</p> <p>Decision: A final assessment report will be written in time for the April BOT meeting; an interim report will not be written.</p> <p>To Do:</p> <ul style="list-style-type: none"> • Edit the supplemental questions • Assign one member per respondent to make calls • Call to set up interviews with 16 willing respondents • Interview 16 respondents with supplemental questions • Each member summarize their data • Analyze the data • Write report

	<p>Part of the findings to report to the BOT is the resistance to the survey that was felt by the committee evidenced by the lack of responses.</p> <p>The report will have the same structure as the report last year on the districts.</p>	
Process Observation (Carolyn and Monica)	It was noted that the narrative summary table (not the Excel spreadsheet) only became available the day before the meeting which meant it was not accessible to all members of the meeting. Materials need to be available as much in advance of the meeting as possible.	
The committee adjourned for the day at 6:00pm.		
<p><u>Saturday, December 1</u></p> <p>Janice led the committee in opening worship.</p> <p>The committee did a brief check-in.</p>		
<p>Continuing and Future Work:</p> <p> MFC/RSCC Survey Report</p>	<p>Survey Report: JTWTC reviewed list of tasks for completing the assessment report and made assignments for interviews. The report will follow the organization of the District assessment including snapshots, observations, and appendices. JTWTC will refer to the District assessment to discern patterns, if any, in the analyses of structure, methodology, and leadership. JTWTC agreed to the practice of making reference to previous assessment report.</p> <p>JTWTC reviewed and edited the supplemental (follow-up interview) questions.</p>	<p><u>Survey Report:</u></p> <p><u>Actions:</u></p> <ol style="list-style-type: none"> 1. Carolyn will send the report outline to JTWTC members. 2. The co-chairs will update Catie (Carolyn) and Julio (Monica) on directional shifts in the assessment. 3. Simona will send call-in information with meeting minutes on Monday, December 3. She will send out meeting dates for 2008–2009 for JTWTC to consider.

		<p>4. Assign interview calls among JTWTC members.</p> <p>5. Michael is able to provide each interviewee with their individual online survey responses.</p> <p>Decision: JTWTC will conference by telephone on 12/7 at 12 PM Eastern Time.</p>
Process Observation (Janice Marie)	<p>See "Recommendation." JTWTC reminded to be even more sensitive to preparation with regard to documents and hand-outs being made available beforehand. The JTWTC recognized the steep growing edge around including a blind member and a member with a mobility disability. They noted that the BOT minutes stated that Bill Sinkford would be checking in with JTWTC about how the group is incorporating the accessibility charge. The co-chairs were applauded for their quality organization and affiliation.</p> <p>The JTWTC did a group process of the entire meeting.</p>	<p>Suggestion: Factor E&P check-out into the last day's agenda.</p> <p>Action: Have reader spend a half hour before and after the day's agenda with Arthur.</p>
The Committee adjourned the meeting at 12:00pm.		

Respectfully submitted by Taquiena Boston, President's Representative, and Simona Munson, Staff Support