



**Diocese of Green Bay**  
**PRESBYTERAL COUNCIL MEETING MINUTES**  
**December 5, 2019**

**Attendees:** Bishop David Ricken, Very Reverends Daniel Felton and Luke Ferris, Monsignor James Dillenburg, Reverends James P. Leary, OFM Cap, Bill Hoffman, Adam Bradley, Tom Long, Bill Swichtenberg, Joel Sember, Doug LeCaptain, Carl Schmitt and Timothy Shillcox, O. Praem.

**Excused:** Reverend Dave Hoffman

**Opening Activities**

- Meeting opened at 10:02 a.m.
- Bishop Ricken led the Council members in the Liturgy of the Hours.
- Two items added to agenda, Update on Cathedralicum and Diocese Data. A motion was made and seconded to approve the agenda with the additions. Motion approved unanimously.
- A motion was made and seconded to approve and adopt the meeting minutes of the September 4, 2019 meeting as written. Motion approved unanimously.
- Mission statement was recited by Council members.

**Election of Presbyteral Council Officers**

A motion was made and seconded to nominate Fr. Bill Hoffman as Chairman and Fr. Bill Swichtenberg as Vice Chairman of the Presbyteral Council. Motion approved unanimously.

**Bishop Opening Comments**

I am moving the Presbyteral Council more to a mission approach and less of a corporate approach. You will have more input with other aspects. I want the Presbyteral Council to be the voice of the priests you represent. Our main concern is parishes. The curia has been going through a prioritization with one priority and two goals. I want to more align the curia with the parishes and look at our greatest needs. Not enough priests and secondly not enough lay leadership has been feedback. We still have our work to do. We need to do this as a presbyterate and as parish leadership. We are at a moment of change. Our data keeps going down, but there are a lot of signs of hope as well. We will look to challenge both ways. If we really work together, the experience will be much richer.

**Update on Priests/Report on Priests who are Ill**

Fr. Luke Ferris reported on priests who are ill. Fr. Luke also went over the proposed updates to the Sacramental Help Out. Recommend to use Help out fee instead of Stole fee. Fr. Luke will work on the updates.

**Diocese Data – Trend—Fr. Dan**

Financial contributions continue to increase, even though Mass attendance and contributing units are decreasing. Stewardship has been growing. One of the things we can do is look at what the data is that we need to have a conversation with. Stewardship giving is broken down by each parish, and we can break it down further. We can provide you more information. Bishop—Stewardship is a disciple's response.

### **Update on Cathedraticum—Fr. Dan**

The percentage for Cathedraticum was lowered to 2.8%. Bishop made that decision based on the feedback. There is a breakdown of what is included in Cathedraticum. A clearer explanation of how the information breaks down, Diocese of Green Bay versus employee/office fees can be a future topic.

Feedback: With the future topic, good to explain all of the corporations and how they break down.

### **Review of Clergy Congress Discussions**

Fr. Luke began the discussion with the questions and suggestions from Clergy Congress on Option 72. Because of the severe shortage of priests, Proposal 72 asks all priests to serve as a priest celebrant or continue to serve as a pastor for two additional years following July 1 after their 70<sup>th</sup> birthday. There were six main categories.

1. Can we study and adjust the current amount of Masses, parish linkages or closures, and/or the use of Sunday Celebrations in the Absence of a priest?
2. Can we communicate this data to parishioners so they can let go of convenience Masses and understand the roles of priest celebrants and help-out priests?
3. How will this affect the availability of weekend help-out so that vacations are still possible?
4. Is 72 mandatory, requested or required?
5. What is the compensation for priest celebrants? More vacation time?
6. Is there a role for lay parish administrators working with a pastor especially at bigger parishes? How do we encourage more pastoral leaders among or with deacons?

Bishop—Leadership formation in lay leaders. We are becoming more of a mission diocese. We need to find more lay leaders that can step into roles. There will be a lot of learning and growing on how we lead our diocese. Help us to grow in a different kind of way with our people. We have to think differently and learn to partner with others.

Fr. Dan—What do we do in the next 5-7 years to address the needs at hand.

Feedback—Is there still on the table the idea of having a regional priest?

Fr. Luke—Dcn. Peter is big on this in the rural areas.

Fr. Luke— My thought would be to share the sheet with the priests. When someone turns 65, we should already be in these discussions.

Bishop—We are moving the official retirement age to 72, but there are two ways to live it out.

Feedback—There is a senior priest policy that could be revised.

Fr. Dan—The ability to collect benefits is still available at 70.

Feedback—The senior priest status was also set at 70. So, look at semi-retirement.

Feedback—Senior priest vacation is unpaid time off, clarify in sheet.

Fr. Dan—Priests can also elect to stay on at current parish instead of retiring.

Feedback—Clarify that the retirement is age 72.

Fr. Luke—We will describe it differently.

Feedback—Need to clarify the benefits and senior priest status. The first two years of your senior priest status would be a priest celebrant.

Fr. Luke—The third document is for informational purposes.

Feedback—We have to raise up people with the skillsets.

Fr. Dan—Keep that sheet handy because what keeps priests up at night is also what we need to work on.

## **Update on PMP and Capital Campaign**

Barry Metzentine and Josh Diedrich

Josh Diedrich—Give an update on the one by One campaign. We are transitioning from Changing Our World to CCS Fundraising. We have reconfigured and worked with our campaign directors and built a plan to see where the parishes are. Some of our parishes will have commitment weekend coming up this weekend. CCS has a great wealth of knowledge and success. CCS is going to do a rapid response. We have a letter going out shortly letting the diocese know about the new company. We did call each priest that was involved with Block 1 and talked directly with them.

Fr. Dan—When the announcement was made, Changing Our World was still finishing up. CCS has a methodology that they follow for success. The model we were looking at with Parish Mission Planning was an addition to the capital campaign. We have learned that Parish Mission Planning and a capital campaign are not as connected as originally thought through.

Josh—CCS has a contract for the rapid response and will present a contract after that. CCS will be doing some interviews with priests/pastoral leaders and some will include parishes that are currently in the capital campaign.

Josh—Oshkosh and Manitowoc have combined campaigns with schools. We are making good progress. We thought parish mission planning was concrete to help out the parishes with the capital campaign, but many have capital needs beyond the parish mission planning.

Feedback—Tier the communication based on the blocks.

Feedback—We are moving more to a missionary way, that is a piece that we need to roll out and share with pastors/pastoral leaders. To let them know this is consistent with where we are headed.

Bishop—We are not going to get there overnight, but we need to take steps to get there.

Fr. Dan—As we move ahead, we need to create better communication loops to the people that need to know and could be asked.

Bishop—Fr. Dan and Barry looked at what is realistic for parish mission planning and the timeline. Looking at making parish mission planning and diocesan mission planning on a five-year plan, and the parishes would be ahead of the diocesan mission planning.

Barry Metzentine—We have 87 parishes that have completed parish mission planning, 35 in process and 34 not started. We have slowed down and started listening to what is going on in the parishes. We will continue to make changes in the parish mission planning process. We are moving from a corporate model to more of a mission model. We are discovering that we are out of alignment, parishes are more corporate minded. Parish mission planning is opening them up to a missionary model. Look at operational mission alignment. This can work in any size parish. Learn and understand the nature and character of the diocese. We want to be more responsive to what are the problems. Look at the dynamics and strengths of the pastor/pastoral leader and allow for the process to flex. Look at how we partner with the parishes to continue to accompany the parishes. Look at how can the diocese partner with the parishes and their needs. The parishes that have done the parish mission planning vary on their timelines based on what the goals are. We are in a transition. We continue to have some parish mission planning workshops. The parish mission planning can happen before or after the capital campaign.

Josh—CCS will want to look at the parish mission planning already completed and connect it to their case study.

Fr. Dan—What is often happening is that the capital case is being driven from what are capital needs for the parish versus parish mission planning needs. Barry is finding that many parishes still want to do parish mission planning first.

Josh—The diocese helps to supplement the parish with the mission part.

Barry—The diocesan portion of the capital campaign is helping to fund the needs of the mission needs to help the parishes out.

Bishop—We are having this discussion to get the bigger picture prior to talking about the priority and goals of the diocese.

Barry—We have one parish piloting how they do their councils. Align to more of a mission. Provide some guidance to parishes to align their mission planning to the volunteers.

### **Discuss New Employee Handbook**

Jennifer Buechel—In October, we released the New Parish and School Employee Handbook. It is updated with current language, laws. The primary changes have had some frustrations in some of the areas of benefits and policy. The benefit that changed relates to 2.5 more holidays than the older edition. The policy that changed is regarding inclement weather, employees will be paid their normal rate of pay for that day when the office/location is closed. We made this change to become more consistent with other employees. How we came to those changes, we used an internal and external group of people as a sounding board. There was support for the changes. There is a productivity loss on a holiday and/or when an office closes for inclement weather.

Bishop—Are there webinars/seminars to let people understand?

Jennifer—We did not use a broad email out to the employees/priests. The language is a bit different, but much of it remains the same.

Bishop—Have prep communication ahead of the new handbook coming out. Share the information and welcome input.

Jennifer—There was a cover memo that did come with the new employee handbook.

Feedback:

- How does this affect my school and budgets? The dress policy needed prep time for changes. My amount of work did not have preparation time.
- It was effective immediately. July 1, 2020 would have been a good rollout date. We would have had preparation time to talk about it.
- Offer opportunities for communication, discussion, feedback.
- We are different than corporations. Parishes work on holidays.

### **Discuss Draft of Discipleship Goal Action Plan—Steve Drapalik & Julianne Stanz**

The Discipleship Goal: By 2025, we will call forth and form 1,000 missionary leaders who will mobilize 25,000 missionary disciples who disciple at least two others.

Steve—Walk the leaders through. Help them grow as missionaries, disciple and formation. With the process of mission planning, assess where the parish is at, to bring about renewal. Make the connection between parish mission planning and discipleship. Discipleship is a response to what the parish is seeing. The curia coach can help with realignment to look at the needs of the parish, flexibility to accommodate the culture.

Julianne—Pre-evangelization, evangelization, discipleship and missionary discipleship. The curia coach will help create an action plan.

Steve—The small group process comes into play after Alpha. Discipleship formation through small groups. Spiritual multiplication, teach someone and have them go out and teach to others. Invest in a small handful of people and go forward with each going out to help a handful of people and so on. Have multi-generational planning.

Feedback—Who is investing into me, who is forming me? Who is pouring into me?

Julianne—Look at the foundational pieces. Look at how we equip our pastors with the spiritual and human support. Bishop would meet with this team. You don't have to choose all of the options, you can choose what fits you best.

Steve—When we go through the formation, priests have the option to join in on the formation.

Bishop—I want to see the Presbyteral Council become more like the Roundtable Leadership Team, to help make decisions. Missionary leaders will be there to help form. If you continue to build those relationships and discipleship groups, that can help the parish.

Fr. Dan—The first part would be spending time with the pastor. The pastoral support is a segment of time. This will not be rolled out to all of the parishes. This is a major shift in strategy. We are talking 3-5 pastors in a cohort.

Bishop—Fr. Ricardo would take 3-5 pastors and walk with them.

Julianne—People are looking for customization for their parish. We can build with the needs. We will design the strategy with the pastor. This is a more honest way to look at resourcing. Look at pastor charism and strengths.

Feedback—We have to start listening to each other with our stories in the parishes. We need to look at the weekend experience. There are many small groups that are ready to go deeper. I would appreciate help with resources.

Feedback—A parish is like coaching a functioning baseball team, but not all priests have been on a functional baseball team and do not have the resources.

Fr. Dan—Do we agree with this in principle? Pastors being coached, are pastors being opened to being coached by lay people? This is 5-7 pastors and then 5-7 more and continues to grow. What about the other pastors who are not currently going through this?

Feedback:

- We are not a team. Different pieces. This is a cultural shift that could be worked on with the pastors. Look at how we can all be on the same team.
- Start as simple and as small as we can. Start with people who are excited about this.
- Curia coaches will need to listen more than they speak so that it can be based on that particular parish/people. Look at what God is doing at our parish.
- Lay person seeing what is happening at a neighbor parish will ask what is happening over there.
- Life coach is helpful.
- If a pastor was close to moving, could impact.
- Make assignments in view of missionary discipleship.

Fr. Dan—We have to be in sync with the personnel board. Is this ready to take out to the priests?

And if so, what would be the best format? Bishop was looking at going out by vicariate and listen.

Bishop— We are fully aware there is a lot on your plate. Where there is some movement with your staff, we want to be able to help the parishes. Meet with pastors/pastoral leaders within a vicariate. There is a difference between hearing (forming a response as the other person is talking) and deep listening that you listen and hear what the other person is saying.

Feedback:

- Present the two goals and then listen for feedback on how we are going to get there.
- Bishop deep listening, vicariate listening session, allow for permission for the pastors to share. Lead up the chain of command and lead down the chain of command. Meet the pastor at their parish.

- Getting Bishop out in the vicariate and talking in a smaller group would be beneficial. Spend more time with the pastors.
- Have two cohorts that are separate with curia support. Allows you to look at what is going good with both groups.

Julianne—Accountability is a relationship of care. We are partners on mission together.

Bishop—You will network with one another and grow. Share the wealth that you have with someone else.

**Discuss Draft of Vocation Goal Action Plan**

This topic will be held for a future meeting.

**Q & A**

Bishop—Thank you very much.

Meeting adjourned at 2:11 p.m.

Respectfully submitted,



Jami Duvall  
Recording Secretary