

Kairos of Mississippi
State Chapter Committee Meeting
Meeting Minutes
February 20, 2016

Committee Member Attendees

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|-----------------|-------------------|--------------|--------------|
| Gary Shelley | Earle Burkley | Glenn Wood | Brandy White |
| Darryl McElrath | Judy Mayer | Lynn Pudas | |
| Sharon Scott | Darrell Whitford | Judy Mayer | |
| Gennia Varnado | Charleen Whitford | Kevin Howell | |

Advisory Council Chairs Present:

Mike Norcom
Laney Crampton

Glenn Wood opened the meeting with a prayer followed by Chaplain Wigglesworth who spoke to the committee on the progress of the Kairos program from the beginning and the positive changes that have followed at all the prison facilities in the state.

Judy Mayer made a motion to approve the November 21, 2015 minutes with noted corrections, seconded by Glenn Wood, voted on, motion carried.

Chairperson's General Comments

- Continued growth & expansion in Walnut Grove and Wilkinson County (Woodville) for Kairos Inside programs including Yazoo City. Torch program to continue working on issues at CMCF where there is a promise of future growth there. Growth in Area 1 at SMCI and Marshall County has begun.
- Reminder for all Advisory Councils to read all the ACOP manuals. Everyone should be well versed concerning the manuals and the website.
- Discussion concerning Outside applications - consensus was to request Barbara McDonald to place this application on the website and to include the post office box number and address on application form. At the Instructional, the forms should be passed out to those interested and volunteers to be available to help fill them out as needed and then collected and mailed to the post office box. Gary Shelley will also work on developing a block diagram for the flow of information to then be placed on the website.
- Recruitment ideas – place information on a church bulletin board, talk about the program often and enthusiastically.
- Gennia Varnado to be the time keeper at future meetings.

- The next meeting will take place at 8:30 a.m. on Saturday, May 21st at the Holiday Inn Express, and at the same location August 20th and November 19th.

KPMI Report – Darryl McElrath, IC Representative/ Von Brister (former IC Rep. now KPMI Board member)

- Nothing new at this date. If there are any questions please contact me.
- Check all COPS Manuals (ICOP, SCOP, and ACOP) each quarter for changes that may occur; all of the Kairos care documents should be read and shared with all your council members.
- Von Brister thanked all for monetary contribution for Board Room chairs. Again, reminded everyone of the importance of reading **all** the COPS Manuals, especially important for recruitment. Von is working on the Long Range Planning Committee for the good of all Kairos ministries everywhere and working on programs that will address problems & obstacles that we may face in the future including changes in the prison facilities. The Kairos website continues to improve making it easier to navigate. Also, Kairos as a whole is in the best financial condition ever.

Vice-Chair’s Report – Gennia Varnado

- Spoke on the upcoming Golf Tournament to be held at Lake Caroline on Friday morning, August 19th. Need to recruit at least fifty (50) golfers or more and will begin advertising in March for support and sponsorship from everyone in Mississippi to recruit golfers.
- Clark Thomas is co-chair of this event and we are discussing the possibility of an event to be held Friday evening through Saturday to bring Kairos members together.
- Have been working on developing an Institutional Liaison Operations Manual and would like the committee to look it over and offer any additions or corrections to this draft and following any additions or corrections, if an Advisory council would like to revise it for their use, a copy will be sent that can be edited.
- Gennia also brought up the subject of an ex-offender serving on the Outside Team and handed out an MDOC document with information concerning ex-offenders, etc.

Treasurer’s Report – Darrell Whitford

- Everything is in order and we are in good financial shape at this date.

Financial Secretary’s Report – Earle Burkley

- Communication is vital for the Advisory Councils to send out their membership changes in a timely manner including the Donor Coordinator. It is critical that the financial information is accurate for audit purposes. Earle will be sending out an email to the Donor Coordinator and Treasurer of each Advisory Council giving them the information they need to insure they know what to do. **The audit takes place in March.**

Kairos Website – Barbara McDonald (absent)

- Per email to Gary Shelley from Barbara, no website report other than to remind everyone to send any updates about weekends, etc. to post to their respective pages.

Advisory Council Reports

Torch – Charleen Whitford

- The warden at Walnut Grove would like to see the Torch program continue for age 21-25 even if the Torch program for under age 18 is starting up at CMCF. Continue to have problems recruiting volunteers for the Walnut Grove program. Brenda and Jerry Young are leading the weekend in the Fall and following that weekend, there are not future leaders to date.
- Mentoring every other Tuesday but need people closer to that area.
- Working on forming a Kairos Inside at Walnut Grove but the number one issue is recruiting volunteers.

South Mississippi Kairos Outside – Judy Mayer

- Susan James will be leading weekend #11 April 8-10th.
- Miriam Mitchell (leading Weekend #12 November 4-6th) and Tammy Matlock (leading Weekend #13 in April, 2017) are attending AKT in Georgia this weekend. Judy did not have a leadership application for Tammy Matlock, but will send one to Gary Shelley for approval. She will also check to make sure Miriam Mitchell's form was completed and turned in.
- Daneen Menke also plans on going to AKT in Mississippi this Fall.
- The United Methodist Conference will be held June 9-11th and Kairos will have a display booth where conference participants may ask questions and obtain written information about the Mississippi Kairos Prison Ministry and who to contact, etc. A sign-up sheet was passed around to the committee to sign up to work at the booth and bring their respective information concerning their ministry program. If at all possible, handouts would really be helpful to give out to those interested with a contact person, telephone and email information along with information about each specific ministry. Discussion was held concerning compiling information on all the ministries in one handout and how this could be implemented and placed on the website. It was suggested that perhaps Barbara McDonald could create this so will continue this discussion after talking to Barbara McDonald and the feasibility of getting this done in time for the June 9-11th conference. Currently, any advisory council can download (in Word) the My Kairos brochure that can be edited with their contact information for their specific area, i.e. CMCF, MSP, SMCI, SMKO, Torch, and MSKO, and print them on their printer or go to Office Depot and run their copies.

- The question was asked again whether one could work in more than one ministry and was confirmed that you cannot. This is a rule at MDOC and to avoid confusion in other Kairos ministries, the answer is not to do it.

Kairos Outside of Mississippi – Lynn Pudas

- Sabrina Fields leading Weekend #23, which began March 18 through March 20th (today).
- Alicia Dees leading Weekend #24 September 16-18th
- Renee Brown will attend AKT in Mississippi this fall and will lead Weekend #25 in March 17-19, 2017.
- Application for approval of Teresa Wyers to lead Weekend #26 September 8-10, 2017. Motion to accept application by Darrell Whitford, seconded by Gennia Varnado, voted on and passed.
- Still having problems concerning Outside Applications.

MSP – Kevin Howell

- Brian Simmons attending AKT in Georgia this weekend and David DePriest will attend in MS in September this year.
- Weekend – Unit #29 - April 2016 – Errol Castens will be leading
- Weekend – Unit #30 - October 2016 – Brian Simmons leading
- Weekend – Unit # 30 – Spring or Fall 2017 – David DePriest leading
- Upcoming Observing Leader – John Hobson
- Upcoming Leaders: Wayne Irby, Michael Smith
- A motion to approve these applications by Judy Mayer, seconded by Darrell Whitford, voted on and passed.
- Asked if Kairos supplied Advisory Council liability insurance - YES.
- Also asked if there was data concerning past Kairos graduates – Darryl McElrath stated that Mike Stringer is working on compiling this information to be placed on Ezra in the near future.
- Asked when to fill out reimbursement form for AKT (before or after event) – can fill out reimbursement form as soon as the application to attend AKT has been confirmed and then turn into Donor Coordinator and send to Earle Burkley.

CMCF Men – Mike Norcom (reporting for Fred Garrott)

- Fred Garrott is leading the two day retreat this weekend
- Mike Byers leading Weekend #33 April 28-May 1st
- Jim Readell leading Weekend #34 in the Fall
- Greg Campbell leading the two day retreat in August

CMCF Women- Brandy White

- Dianna Boring leading Weekend #36 April 5-18th

- Janice diamond leading the Summer Retreat July 8th
- Marilyn Katz leading Weekend #37 October 4-7th
- Jean McAlpin leading the Winter Retreat January 13, 2017
- Laney Crampton inquiring about a brochure for Outreach – will talk to Gary Shelley. They are requesting help in finding ordained ministers for the inside weekends and if it is acceptable to write personal letters to those residents who are sitting at a table that you are working. The SCC responded that it is a common practice for volunteers to personalize letters to those sitting at their table or those whom they are hosting. Caution should be exercised not to make these letters appreciably different in appearance or length from other letters to other participants. Also, Tuesday night Prayer & Share (7:30 p.m.) has decreased the number of volunteers coming in but the attendance of the graduates has not decreased. As noted, other KI councils are experiencing similar difficulties. The problem seems to be centered around the corrections shift schedule (12 hr. vs 8 hr. rotation and shift changes occurring at 7 a.m. and 7 p.m.)

SMCI – Glenn Wood

- Kevin Shaw leading Weekend #20A (Area 2) and David Walker 20B (Area 1) April 27-30th.
- Bill McDonald leading Weekend #21A(Area 2) and Roun McNeal 21B (Area 1) October 26-29th.

MCCF (Marshall County) – Mark Zizman (Absent)

Respectfully submitted,
Sharon Scott