

Minutes
Kairos of Mississippi State Chapter Committee Meeting
Mississippi United Methodist Foundation, 581 Highland Colony Pkwy., Ridgeland, MS
Saturday, January 19, 2019

Call to order – Gennia Varnado, Chair

- 1) Roll Call – David Walker, Secretary
 - a. Present – Gennia Varnado, David Walker, James Readell, Earle Burkley, Johnny Pryor, Darrell Whitford, Lori Nail, Kevin Shaw SMCI AC Chair, Linda Bufford-Burks CMCF (F) Rep., Dianna Boring AC Chair, Rob Boring CMCF Torch AC Chair, Sylvester Mims AC Chair CMCF-M, Alicia Dees KO North Rep., Von Brister, Lee Whitt SMCI Rep., Thurmond Montgomery MSP Rep., James McPhail MSP AC Chair, Bill Greer Rep.
- 2) Scripture reading/devotion – Gennia Varnado, Chair
- 3) Opening prayer – Sylvester Mims
- 4) Building Community – Introductions – Gennia Varnado, Chair
- 5) Approval of Agenda (Moved by David Walker, Second by Johnny Pryor, Passed)
- 6) Approval of December 6, 2018 Minutes (Moved by David Walker, Second by Johnny Pryor, Passed)
- 7) General Comments/Welcome – Gennia Varnado
 - a. Annual Affiliation Agreement – ACs need to get them of Gennia ASAP. ACs should mark position lines that they are not using as N/A. Leave the line for a position blank if the position will be used by is not filled.
 - b. Advisory Council Updates/Kairos Messenger –
 - i. AC Chairs will have the authority to post on Messenger as well as the AC Secretaries.
 - ii. Directions for posting on Messenger may be obtained by clicking on Messenger on the MS Kairos website.
 - iii. Data must be entered in Messenger by January 31, 2019.
 - iv. ACs are not to purge information from Ezra. Ezra will automatically (purge) after 3 years.
 - v. ACs need to make sure Data Coordinators are knowledgeable of how to use Ezra.
 - vi. Two SCC subcommittees will be formed to work on issues/policies related to recruitment and data management.
 - c. Updated Procedure Manuals (ACOP, etc.) List – Manuals have been updated and may be found in MyKairos.
 - d. Trailer Insurance – Trailers being used by ACs must be insured. Contact Gennia is you have questions.
- 8) Financial Secretary's Report – Jim Readell & Earle Burkley – see report (Profit & Loss by Class: January through December 2018)
 - a. ACs must make to separate costs encountered by volunteers from team costs.
 - b. Make sure deposit forms have 2 signatures on all forms submitted to SCC.
 - c. Invoices must be submitted within 30 days.

- 9) Treasurer's Report – Darrell Whitford – Motion to authorize the names of Gennia Varnado, Darrell Whitford, and Evelyn Limley be on the bank signature card (motion made by Johnny Pryor, seconded by Earle Burkley – passed)
- 10) No old business
- 11) MyKairos.org/Kairos E Newsletter/Calls, eMails Chain of Command/Conference Calls/Videos-Gennia Varnado
 - a. Communication between ACs and Correctional Staff must go through the chain of command (i.e., AC Chair and Council to Inside Coordinator to Chaplain's). The reverse should also be occurring. In other words, keep Chaplains in the loop.
 - b. New videos are on the KPMI website. They are excellent!
- 12) Chaplain Office Support/Liaison – Gennia Varnado
- 13) Torch Gulf Coast – Von Brister provided an update on this pilot program. The Youth Court Judge and DHS on the coast are excited about this pilot program. An MOU should be signed sometime during the week of January 21, 2019. Initial participants will be those male youths ages 14-18yrs on House Arrest and probation. Mothers of youth offenders will be invited to attend a KO weekend. Ex-offender KI graduates will be used on the team. Youth offenders will have a mentoring meeting every two weeks.
- 14) Kairos Website – Gennia Varnado
 - a. Website is being redesigned and updated. ACs should look at the information on the website and make sure their information is up to date (i.e., weekend dates) (other than AC positions) and correct. Any errors or updates should be communicated to Gennia.
 - b. ACs must make sure to spell out their Kairos Inside, Kairos Outside, and Kairos Torch organizational names on all correspondence.
 - c. ACs need to make sure that clergy they use for weekends and other activities are ordained.
 - d. ACs make sure you are inviting SCC members to closings, reunions, team formation meetings, AC meetings, etc..
 - e. AC Council Training will be offered same day as SCC meetings. Training sessions will include AC position emphasis training.
- 15) AC Reports – Reports were given by the following ACs. Written reports that were submitted are attached.
 - a. Torch – Rob Williams –SCC Rep.
 - b. KOCM – Lori Nail
 - c. KONM – Alicia Dees – AC Chair
 - d. KOSM – David Walker
 - e. MSP – Thurmond Montgomery SCC Rep., & James McPhail AC Chair
 - f. CMCF (M) – Sylvester Mims AC Chair
 - g. CMCF (F) – Linda Bufford-Burks SCC Rep., Dianna Boring AC Chair
 - h. SMCI (Leakesville) - Kevin Shaw AC Chair & Lee Whitt SCC Rep.
 - i. MCCI (Marshall County) – No Report
- 16) New Business
 - a. Summer Conference – Gennia Varnado encouraged people to attend. Information about the conference is up on the KPMI website.

- b. Johnny Pryor informed the SCC that the SMCI – AC was having problems scheduling 2 weekend retreats because of when 5th weekends fall during the 2019 calendar year. The SMCI – AC has decided to use a half hour of every monthly reunion to provide the 2nd weekend retreat. The SCC expressed support for this plan.
- c. SCC Reports and AC Reports – David Walker stated that SCC Reports and AC Reports should be sent to him so he can send the reports out with the SCC Agenda. Therefore, SCC Officers and AC Reps. and/or Chairs need to send David their written reports one week prior to an SCC meeting. Reports must be submitted in electronic format (i.e., Word or pdf) to David at dwwalker1954@yahoo.com. Make sure to include “MS-Kairos SCC” in the subject line.
- d. Telephone participation in AC meetings. David brought up that ACs should allow officers who are unable to physically attend an AC meeting to attend via a telephone conference call. Many of the ACs present at the meeting stated that they were already doing this as a way to allow officers who are away on business or have to travel a long distance as way to participate. There was general support for this idea.

17) Adjournment prayer – Johnny Pryor

Future SCC Meetings in 2019: April 27, July 20, October 19

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Other Important Dates:

Advisory Council training schedule – To Be Announced

AKT schedule – check MyKairos.org

Kairos National Conference – July 25-27, 2019

Hotel Florida, Orlando FL