

**Resolutions Adopted by  
The 170<sup>th</sup> Convention of the Diocese of California  
October 25 & 26, 2019**

**I. GENERAL RESOLUTIONS**

**DIOCESAN LITURGICAL COMMISSION**

*Resolved*, That the 170<sup>th</sup> Convention of the Diocese of California encourages congregations to study and utilize as appropriate the new and revised liturgical texts approved by the 79<sup>th</sup> General Convention of The Episcopal Church, including expansive-language texts for Holy Eucharist Rite II, *The Book of Occasional Services 2018*, *Lesser Feasts and Fasts 2018*, and *Marriage Rites for the Whole Church (Liturgical Resources 2)*;

*Resolved*, That this Convention, in accord with Resolution A068 of the 79<sup>th</sup> General Convention of The Episcopal Church, calls upon our bishop to “engage worshiping communities in experimentation and the creation of alternative texts to offer to the wider church” by appointing a liturgical commission to collect, reflect, teach and share these resources;

*Resolved*, That this Convention requests that this liturgical commission include four to six lay and four to six ordained members who reflect the cultures and regions of our diocese, at least one of whom is a trained theologian, at least one of whom is a practicing church musician, and at least one of whom is a member of the general convention deputation;

*Resolved*, That, in accord with Resolution A068 of the 79<sup>th</sup> General Convention of The Episcopal Church, the liturgical commission is hereby directed to coordinate with the Episcopal Church Task Force on Liturgical and Prayer Book Revision;

*Resolved*, That the liturgical commission is hereby directed to consult with our bishop and the general convention deputation to develop and implement a process for laity and clergy throughout the diocese to be informed of and provide input about proposed liturgical revisions coming before the 80<sup>th</sup> General Convention in 2021;

*Resolved*, That the liturgical commission is hereby directed, in consultation with our bishop and the general convention deputation, to report to the 172<sup>nd</sup> Convention of the Diocese of California, in 2021, liturgical revisions and any steps toward revision of *The Book of Common Prayer* or the hymnal adopted by the General Convention; and

*Resolved*, That the liturgical commission is hereby directed to report on its work at each diocesan convention, with a recommendation about whether to continue its existence following the 80<sup>th</sup> General Convention.

## **SABBATICAL LEAVE POLICY FOR ALL CLERGY**

**Resolved,** That the 170<sup>th</sup> Convention of the Diocese of California hereby establishes a Sabbatical Task Force to research and prepare a proposal for a paid sabbatical leave policy for clergy who serve as associates, interim rectors, interim vicars, or priests-in-charge;

**Resolved,** That the Task Force shall consider how and when such sabbaticals shall vest, the length thereof, the funding source or sources to be utilized, and such other matters as shall enable all qualifying clergy who serve as associates, interim rectors, interim vicars, or priests-in-charge to enjoy a healthy sabbatical leave;

**Resolved,** That the Task Force shall be composed of five persons to be appointed by the Bishop, one of whom shall presently serve in a full-time associate position and two of whom shall have served in an interim position; and

**Resolved,** That the Task Force shall submit a report of its findings and recommendations for consideration at the 171<sup>st</sup> Convention of the Diocese of California.

## **CARBON OFFSETS TO REDUCE AIR-TRAVEL-RELATED CARBON EMISSIONS**

**Resolved,** That the 170<sup>th</sup> Convention of the Diocese of California encourages all Episcopalians to learn about their carbon footprint and the impact of air travel on that footprint;

**Resolved,** That this Convention exhorts all Episcopalians to limit their air travel to the greatest extent possible, and when air travel is necessary, to offset their emissions through the purchase of carbon offsets; and

**Resolved,** That this Convention directs the Diocese and its congregations and institutions to purchase offsets when air travel is deemed necessary for the conduct of church business.

## **SINGLE-USE NON-BIODEGRADABLE PLASTICS**

**Resolved,** That the 170<sup>th</sup> Convention of the Diocese of California reaffirms the 79<sup>th</sup> General Convention resolution C063 (Advocate for Ocean Health) calling for us “to advocate for ocean health through the adoption of appropriate public policies, including, without limitation, projects, programs, and public policies and advocacy;”

**Resolved,** That this Convention recognizes that widespread use of single-use non-biodegradable plastic bags, utensils, containers and packaging materials results in large scale pollution of our land masses and oceans, causes deaths of many millions of fish and other living creatures, wastes the Earth’s resources and exacerbates global warming;

**Resolved,** That this Convention directs that whenever appropriate alternatives to single-use non-biodegradable plastic, bags, utensils, containers and packaging are available, this Diocese and all its institutions and congregations shall purchase and use such alternative products and shall urge their members to purchase and use such alternatives instead of single-use plastics; and

**Resolved,** That this Convention supports a world-wide ban on single-use non-biodegradable plastic bags, utensils, containers and packaging materials.

## TASK FORCE ON DISABILITY AND DEAF ACCESS

**Resolved,** That the Presiding Bishop's vision of the Jesus Movement calls upon us to welcome all of God's children as evangelists and reconcilers; and in accordance with this vision, the 170<sup>th</sup> Convention of the Diocese of California reaffirms Resolutions D097 (*Establish an Advisory Council on Disability and Deaf Access*) and D090 (*Engaging the Church in Advocacy for Disability Rights*) from the 79<sup>th</sup> General Convention of The Episcopal Church, along with Resolution D043 (*Ensure Accessibility for Disabled Persons at All Church Events*) from the 78<sup>th</sup> General Convention of The Episcopal Church;

**Resolved,** That this Convention hereby forms a Task Force on Disability and Deaf Access which is charged with creating a best practices guide for voluntary disability and Deaf access for all Diocesan institutions and congregations, including but not limited to physical accessibility, communication access, large-print or "Braille" resources, and safe retreat space; and further charged with conducting a review of policies and procedures for events and gatherings of Diocesan institutions and congregations to make suggestions for improved accessibility where desired;

**Resolved,** That this Task force shall consist of no fewer than 8 and no more than 10 members, with preference given to those having personal and/or professional experience with the disability and Deaf communities, with half to be appointed by the Bishop (including the Task Force Chair) and half by the Chair of Executive Council, and shall include at least one attorney or other legal professional knowledgeable in disability law; and

**Resolved,** That the Task Force on Disability and Deaf Access will report to the 171<sup>st</sup> Convention of the Diocese of California,

## II. FINANCIAL RESOLUTIONS

### 2020 ASSESSMENT FORMULA

**Resolved,** That the 2020 assessment formula shall be:

1. 5.0% assessment on the first \$80,140 of a parish or mission's operating income for 2018 as defined on Line A of the 2018 parochial report,
2. 17.0% assessment on all such income above \$80,145, provided that
3. No parish or mission shall have an increase over 2019 initial assessment (before appeals) of more than 50% or \$21,445, whichever is less.

### 2019 SALARY RESOLUTION

**Resolved,** That effective January 1, 2020, the minimum annual compensation for clergy employed full time by the Diocese of California and by any parish or mission thereof shall be increased by 3.2% as reflected in the 2020 Mandatory Minimum Salary Schedule shown below.

**Resolved,** That Years of Experience be defined by Credited Service with The Church Pension Fund.

#### 2020 Mandatory Minimum Salaries Including Self Employment Tax

Congregation Classification	Experience 0-4 Years	Experience 5-9 Years	Experience 10+ Years
A	80,140	84,591	89,043
B	82,811	87,709	92,604
C	85,512	90,823	96,166
D	89,043	96,166	103,291
E	97,948	106,852	115,846

**Resolved,**

1. That any deviation below these minimums may be permitted by the Bishop for serious cause, with the Bishop using the Executive Council as a council of advice.
2. When a rectory is provided, cash compensation may be 30% below the minimum figures to parallel Church Pension Fund's requirement that cash compensation be grossed up by 30% for pension assessment purposes when housing is provided.
3. That employers of all clergy pay to each cleric 50% of the self-employment tax assessed on the cleric's base compensation as a portion of total compensation (7.65% of base compensation). This amount is included in the schedule above.
4. The Personnel Practice Committee strongly urges all churches, wherever possible, to increase the clergy and lay staff compensation 3.2% for 2019 to accommodate for inflation.
5. That the minimum transportation allowance be \$0.58/mile for congregation-related travel and is to be adjusted in accordance with IRS published rates for 2020.

6. That associate clergy minimums are based on the cleric's years of service at two grade levels below actual congregation classification.

The table titled "2020 Congregational Grade Structure" on page 38 in the Day of Convention Booklet for the 170<sup>th</sup> Convention of the Diocese of California is incorporated by reference.

### **2019 BUDGET**

The 2020 Operating Budget adopted by the 170<sup>th</sup> Convention as listed on pages 30 through 35 in the Day of Convention Booklet for the 170<sup>th</sup> Convention of the Diocese of California is incorporated by reference.

### III. COURTESY RESOLUTIONS

#### HONORING SAINT ANNA ALEXANDER

*Whereas*, Saint **Anna Ellison Butler Alexander** is the only African American deaconess in the Episcopal Church; and

*Whereas*, she was ordained at the segregated convention of Georgia by the Right Reverend Cleland Kinloch Nelson in the year 1907; and

*Whereas*, Deaconess Anna Alexander was described at that convention as a “devout, godly and respected colored woman;” and

*Whereas*, her calling was to provide her community across several counties with many and varied needed resources; and

*Whereas*, she taught school, sewed and did odd jobs to pay for the establishment of a humble church school; and

*Whereas*, during the post-reconstruction era she taught all subjects in a one-room schoolhouse and taught the children of former slaves to read using the Bible and the Book of Common Prayer; and

*Whereas*, she accompanied her students to university and led an exemplary life despite untold hardships and contributed greatly to the well-being and success of future in our country; and

*Whereas*, Bishop Henry Louttit, Jr. named her a Saint of Georgia in 1998 establishing September 24<sup>th</sup> as her feast day; and

*Whereas*, the General Convention of The Episcopal Church in 2015 and 2018 confirmed the sainthood of Deaconess Anna Alexander, and

*Whereas*, a newly certified church in the Diocese of California is the first church in the world to take the name of an African American Woman; therefore be it

*Resolved*, That this 170<sup>th</sup> Convention of the Diocese of California hereby commends the untold contributions of **Saint Anna Alexander**, calling upon the people of the Diocese of California to forever recognize her sainthood and honor her memory each year on her feast day of September 24<sup>th</sup>; and be it further

*Resolved*, That the Diocese of California continually support and bless through prayer and action the contributions of all people of color who have otherwise been unrecognized by the public.

*Endorsed by St. Anna’s Episcopal Church, Antioch, California*

*Endorsed by The Church of the Good Shepherd, Pennick, Georgia*

## HONORING JILL HONODEL

*Whereas*, the Reverend **Jill Honodel** has been a good and faithful servant of the Diocese of California as priest and vicar; and

*Whereas*, she has simultaneously served as vicar of two mission congregations, and has shepherded them in the formation of a new combined mission honoring the memory of Saint Anna Alexander; and

*Whereas*, she has also served this diocese as a member of its Standing Committee for the last three years; and

*Whereas*, she has served well and honorably as President of the Standing Committee during the last year; and

*Whereas*, the role of President of the Diocesan Convention is normally reserved for the Bishop, and anyone else filling that role is under significant pressure to live up to that example; and

*Whereas*, the President of the Standing Committee may be called upon to assume the role of President of the Convention, but no President of Standing Committee looks forward to doing so, especially when called upon at the last minute; and

*Whereas*, the Reverend Jill Honodel has nevertheless willingly risen to that challenge with humility, dedication, grace and good humor; therefore be it

*Resolved*, That this 170<sup>th</sup> Convention of the Diocese of California thanks and commends the Reverend Jill Honodel for her exceptional good service as President of this Convention; and be it further

*Resolved*, That this convention asks God to bless the Reverend **Jill Honodel** with a well-deserved rest as she completes her service to the Standing Committee and to this Convention on this day.

## HONORING DAVID FRANGQUIST

*Whereas*, Mr. **David Frangquist** has faithfully served his parish, St. Aidan's, San Francisco, the wider Church, and the Diocese of California in various capacities of ministry and governance for decades; and

*Whereas*, he has helped us navigate the rapid changes in communication in our world, the challenges that face our Church and our many ministries, and has raised up a new generation of Convention leadership for the future; and

*Whereas*, he has, through his good humor, erudition, and wit, instilled in all of us a respect for good order in our mutual discernment with the Spirit, a fidelity to our democratic governing principles, a healthy reverence for parliamentary procedure, and a lighthearted love of appropriate "Whereas" clauses; and

*Whereas*, he has diligently served as Secretary of this Convention for the past twelve years; therefore be it

*Resolved*, That this 170<sup>th</sup> Convention of the Diocese of California commend Mr. **David Frangquist** for his tireless ministry and faithful witness among us; and be it further

*Resolved*, That the 170<sup>th</sup> Convention of the Diocese of California hereby name Mr. David Frangquist our Secretary Emeritus, with all the rights, honors, and privileges thereunto appertaining; and be it further

*Resolved*, That the Diocese of California grant Dave and all whom he loves our continual blessing and ask God's abiding grace for his current and future ministries.

## BEST WISHES TO MARC AND SHEILA ANDRUS

*Resolved*, That the 170<sup>th</sup> Convention of the Diocese of California sends its love and best wishes to Bishop Marc for continued recovery, and pledges its prayers for good health and happiness for both Marc and Sheila.

## IV. CANON AMENDMENTS

### CANON XIX

Canon XIX, Section 19.09 was deleted and Section 19.10 was amended. The amended section 19.09, is now the last section of Canon XIX and reads as follows:

#### **Sec. 19.09 Diocesan Archives.**

There shall be an Archive of the Diocese of California, the purpose of which shall be to preserve by safekeeping, arrange and have available necessary legal documents and items, and useful historical papers and materials of the Diocese of California, its bishops, officials and agencies.

(a) The day-to-day activities and work of the Archive shall be conducted by an Archivist who shall be selected by the Bishop and confirmed by Executive Council. The Archivist shall serve at the pleasure of the Bishop.

(b) The work of the Archivist shall include, but not be limited to, the following: securing, organizing, safeguarding and controlling access to the material in the collection; preparing and proposing operating policies for approval by the Bishop and Executive Council; reporting on the condition and work of the Archives; and advising congregations and Diocesan Institutions and other organizations as to records retention and archive policies regarding their documents and materials.

(c) The general records retention policies of the Diocese shall be as follows:

(i) Records and materials of the Diocese and its departments, commissions, committees and other organizations designed to represent and/or interact with the whole Diocese shall be retained by the Diocesan Archives.

(ii) Records and materials of defunct Diocesan organizations, including congregations, shall be retained by the Diocesan Archive, subject to applicable policies.

(iii) Active separate organizations, such as congregations and institutions, are expected to retain their own papers and materials.

(d) When papers and materials are transferred to the Archives, the originator shall indicate any materials which are to be considered confidential and they shall be subject to applicable policies.

(e) Access to materials is left to the discretion of the Archivist, the Bishop and the Canon to the Ordinary or such other officer as the Bishop may appoint, and subject to applicable policies.

## **CANON XX**

Canon XX, Sections 20.01, 20.02, 20.03, 20.04, and 20.06 were amended. Canon XX in its entirety now reads as follows:

### **Canon XX. Health and Life Insurance, Lay Pensions.**

#### **Sec. 20.01. Group Coverage.**

The Diocese shall provide group coverage for medical benefits through the Denominational Health Plan of the Episcopal Church Medical Trust; dental benefits; long-term disability benefits; term life insurance benefits; and such other benefit programs as the Executive Council may approve with the advice of the Finance Committee.

#### **Sec. 20.02. Eligibility.**

The following persons, and their immediate family dependents, are eligible for coverage, and premiums shall be paid as specified:

(a) Every active Cleric who is personally resident within the Diocese, and scheduled to work a minimum of 30 hours weekly (equivalent to 1,500 hours annually) in the general work of The Episcopal Church in this Diocese; premiums for such insurance to be paid by the source of the Cleric's salary;

(b) Members of religious orders and Clerics on leave of absence authorized by the Bishop for a specific period of time; premiums to be paid by the source of ecclesiastical salary, or as directed by the Bishop;

(c) All regular, lay employees of the Diocese, of the Cathedral, parishes and missions and other ecclesiastical organizations or bodies subject to the authority of The Episcopal Church and scheduled to work a minimum of 30 hours weekly (equivalent to 1,500 hours annually); premiums to be paid by the source of salary or the employing entity;

(d) Other employees of parish and Diocesan Institutions that elect to participate upon such terms as may be approved by the insurer as to the employees covered and the source of the premium payments.

#### **Sec. 20.03. Mandatory Participation.**

Each of the persons described in Section 20.02 shall be covered for all coverages available under the group plans listed in Section 20.01 of this Canon to the extent required by each such plan unless the person elects to opt out as permitted under the rules of the Episcopal Church Medical Trust. The source of salary shall not be required to pay that portion, if any, of the premium specified for voluntary life insurance under the group life plan. If the Diocese provides more than one health or dental benefit plan, the source of salary shall be obligated to pay no more than the cost of the least expensive plan, but may require Clerics and lay employees to pay the difference if they elect a more expensive plan.

#### **Sec. 20.04. Voluntary Participation.**

(a) Upon individual application, any Cleric and his or her immediate family dependents may participate effective as of the date of Canonical Residence in the Diocese, and upon payment of the applicable premium. Any Cleric and immediate family dependent eligible may, in the event of change of classification, continue coverage upon payment of applicable premiums so long as canonical residence is maintained.

(b) For purposes of this Canon, immediate family dependents shall include domestic partners registered with the State of California and their legal dependents, provided that an eligible Cleric or employee complies with the requirements of the Personnel Manual.

(c) The Convention may, by resolution, establish a minimum required employer cost-sharing policy for benefits for the dependents of any Cleric or lay employee, so long as the policy provides parity for medical benefits for all clergy and lay employees who are scheduled to work a minimum of 30 hours weekly (equivalent to 1,500 hours annually). The source of salary may elect to pay more than the minimum so long as it maintains parity for clergy and lay employees.

**Sec. 20.05. Administration.**

The group health and life insurance plans shall be administered under the supervision of the Finance Committee, which shall have authority to grant exceptions for good cause when the terms of a particular plan so permit. The Finance Committee shall review and update plans and recommend to Executive Council such modifications of coverage, terms and benefits as may be appropriate.

**Sec. 20.06. Salary Continuation Benefits.**

The Diocese shall provide, to lay and Clerical employees working 20 hours or more per week and continuously employed for a minimum of 90 days, a salary continuation benefits program similar to the State Unemployment Insurance Program for the benefit of those employees whose employment within the Diocese of California is discontinued for reasons beyond the control of such employee. The terms and conditions of eligibility for such coverage and the benefits provided shall be determined and administered by the Executive Council under such rules and regulations as they may from time to time adopt, amend or modify, consistent with sound actuarial practice.

## V. AMENDMENT TO A RESOLUTION PREVIOUSLY ADOPTED

The following resolution was adopted by the 169<sup>th</sup> Convention. No report was made to the 170<sup>th</sup> Convention as required by the third resolve. The 170<sup>th</sup> Convention amended the third resolve to require a report at the 171<sup>st</sup> Convention. The amended resolution reads as follows:

### PREVENTION AND REPORTING OF SEXUAL HARASSMENT

**Resolved,** That the 169<sup>th</sup> Convention of the Diocese of California ratifies and joins in the work set forth in Resolution A109 of the 79th General Convention of the Episcopal Church in declaring that “sexual harassment of adults by clergy, church employees, and church members are abuses of trust, a violation of the Baptismal Covenant, contrary to Christian Character, and are therefore wrong;”

**Resolved,** That sexual harassment is defined as “unwanted conduct of a sexual nature which has the purpose or effect of violating someone’s dignity, or creating an intimidating, hostile, degrading, humiliating or offensive environment for them;”

**Resolved,** That this Convention hereby establishes a Task Force on the Prevention and Reporting of Sexual Harassment, to be appointed by the Bishop or the Bishop’s designee, with preference given to those who have experience in dealing with harassment and its effects, such as psychologists/psychiatrists, medical doctors, employment lawyers, HR professionals, and with the following duties:

- (a) to develop a system of standard practices for use in Diocesan institutions including: parishes, missions, schools, camps, conference centers, and other ministries;
- (b) to develop preventative education, standards for the continued care of those who have been affected, and guidelines for the appropriate response of ministry leaders;
- (c) to support diocesan staff in the development of sexual harassment prevention policies and training to be outlined in Called to Right Relationship: Safe Church Policies; and
- (d) to report to the 171<sup>st</sup> Convention of the Diocese of California and present as a part of that report the additional policies which may be proposed changes or already included in Called to Right Relationship: Safe Church Policies;

**Resolved,** That all lay and ordained leaders currently required to complete Called to Right Relationship training shall complete the training every three years, and once adopted shall as a part of this training complete a unit on the prevention and reporting of sexual harassment; and

**Resolved,** That as a part of the existing requirement in Called to Right Relationship, annual audits shall report the completion of sexual harassment prevention and reporting training along with other required training units.

Certified by: *David A. Frangquist, Secretary of the Convention*